

The South West Hockey League Competition Committee is responsible for the administration of South West Hockey League Competition conducted by South West Hockey Association Inc (SWHA).

### *The Convenor*

- Convenor and chairperson at meetings
- Overall responsibility for the administration and management of competitions.
- Point of contact for association and clubs participating in competitions.
- Conduct an annual preseason SWHL Forum with representatives from local associations and competition team/clubs invited to attend where ideas and views on particular issues can be exchanged. Minutes of the SWHL forum to be taken and provided to the SWHA Board.
- Ensure that competitions are conducted within the competition rules and in accordance with directives from the Board.
- Manage competitions in accordance with adopted competition rules and Board directives.
- Provide the Board with updates containing items that require Board attention, suggested improvements, and general updates.
- Investigate complaints and issues pertaining to competition matches.
- Facilitate reviews of competition rules and competition structures.
- Manage the review and change process for competition rules.
- Inform the Board regarding the status of competitions and issues needing to be resolved.
- Determine competition structures.
- Responsible for the scheduling of competition in conjunction with the Local Associations.
- Produce a season calendar showing nomination dates, round dates and Finals.
- In consultation with local association assist with the drawing of fixture rounds on a home and away basis.
- Construct draws using methods agreed by the committee for the allocation of rounds, times and venues and in accordance with competition rules.
- Co-ordinate requests for rescheduled matches as per the competition rules.
- Ensure SWHA and other governing bodies code of conduct policies are adhered to at all times.
- Notify the Judiciary of players requiring hearings
- Work with the Judiciary to manage player behaviour.
- Procurement of trophies and awards where applicable.
- Coordinate of the SWHL Finals competition including the rostering of umpires
- Coordinate the SWHL Award Presentation Event
- Provide a written report for inclusion in the annual report.

### *SWHL Committee*

THE SWHL Committee have approved meeting attendance and voting by electronic means including by not limited to, telephone, video conference, emailing, and voting websites.

Committee discussion and decisions should be recorded and provided in a report to the SWHA Board.

### *Membership & Voting Rights*

- 1 member from each Association for each gender who field teams in competition.
- All matters shall be decided by a simple majority and in the case of equality of votes the Chairperson shall have a casting vote.

### *SWHA Board Members*

- The Board may appoint 1 or more directors as representatives on the committee

### *Amendment*

Reviewed annually and can only be amended by the Board of SWHA.