

# **Tennis SA Metro League Terms of Reference July 2020**

## Tennis SA Metro League

The Tennis SA Metro League (abbreviations “Metro League” or “ML”) is an open competition accessible to teams from any Metro based competition in South Australia and is conducted by Tennis SA.

## Tennis SA Metro League Competition

1. The Metro League Committee shall consist of one representative per Association involved in the Metro League Competition, up to two Tennis SA staff members and one person appointed by the Tennis SA Board if they so wish. Association Representatives must sit on the committee of their Association to be eligible.
2. The Tennis SA Board will appoint one member of the Committee as Chairperson. In the absence of the Chairperson being present for any meeting, the group shall elect one of their number as Acting Chairperson for that meeting.
3. One member of Tennis SA will perform the role of Recording Secretary
4. Tennis SA is empowered to administer the competitions for Metro League.
5. Particular responsibilities of the Committee shall be to:
  - a. Accept or decline nominations
  - b. Determine Metro League Competition rules for the conduct of home and away Season and Final Matches
  - c. Attend tribunals when required
6. The Recording Secretary shall be responsible for performing the following duties:
  - a. Call for nominations from clubs for teams for each Metro League Competition
  - b. Scheduling all Home and Away Season and Finals matches
  - c. Setting match schedules, using Tennis SA approved competition software
  - d. Communicating competition details to all Team Coordinators
  - e. Oversee the recording of all results
  - f. Administer Metro League Competition Regulations and Rules;
  - g. Record, transcribe and circulate Minutes of Meetings
7. The Metro League Competition Rules shall include, but not limited to, references to
  - a. Match Times
  - b. Match Format
  - c. Venues
  - d. Uniform
  - e. Officials

- f. Tribunal
- g. Special Application of the Rules and Codes of Behaviour

8. Tennis SA has the power to conduct investigations and hearings, impose remedies, suspensions and penalties for breaches of the Code of Behaviour or infringements of any other Rules or Policies and deal generally with disciplinary matters arising from Metro League matches.
9. The Committee will liaise with the Head of Tournaments and Competitions at Tennis SA in relation to season dates and coordination with other Association competitions and tournaments.
10. The Committee will meet at least once prior to the start of each season (July), once to accept or decline team nominations and once at the end of the season (April). Tennis SA may summon additional meetings as may be necessary, subject to 10 clear days' notice to all members.
11. Any member of the Committee who absents themselves from two (2) consecutive meetings without apology acceptable to Tennis SA, shall be called on to show cause why the member should not be discharged from the Committee. Any such apology shall be in the hands of Tennis SA prior to the commencement of the meeting. Any vacancy on the Committee may be filled by any suitable person appointed by the group.
12. The Committee shall refer all policy matters to the Head of Tournaments and Competitions at Tennis SA. Policy matters are those that add, delete, amend or alter any by-law or policy of Tennis SA.
13. The Chairperson shall be entitled to a deliberative vote on all matters and, in the event of a tied vote on the matter before Committee, shall be entitled to a second, or casting vote.
14. Tennis SA may call upon the Committee for the purpose of hearing clearance appeals and providing Tennis SA with adjudication and interpretation of the rules. The decision reached will be announced, full and binding.

#### CHARGES

Tennis SA will determine the costs for participation in Metro League. The breakdown of costs shall be as follows:

1. Team Entry Fee – a charge per team to cover team entry and Tennis SA's administration and prize money costs.
2. Prize Money – an amount determined based on the overall income of the Metro League including Tennis Australia contributions.
3. Awards Night – a charge for tickets for the annual awards night.