



AFL North East Border Female Football League (NEBFFL) Governance & Advisory Group – Terms of Reference 2025

1. Introduction

The governance of the AFL North East Border Female Football League (NEBFFL) is the responsibility of the AFL North East Border (AFLNEB) Commission.

The Commission shall appoint an **Advisory Group** annually or as required to provide operational and strategic direction and recommendations on the development of the NEBFFL.

Rationale:

- The AFLNEB Regional Commission's authority and jurisdiction adequately address the governance and decision-making requirements of the NEBFFL.
- An Advisory Group will provide relevant local knowledge and advice through AFLNEB Management to the Commission.
- The Advisory Group will be best placed to develop and make recommendations to the Commission on the growth of the NEBFFL.

The Advisory Group will:

- Consist of members appointed by the AFLNEB Commission.
 - Operate in good faith to achieve its purpose within reasonable timeframes.
 - Be independent from club representatives.
 - Make informed decisions without prejudice or bias.
 - Uphold the integrity of the competition and its clubs.
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2. NEBFFL Advisory Group – Purpose

The purpose of the NEBFFL Advisory Group is to liaise with the AFLNEB Commission on the conduct, management, and governance of the NEBFFL.

The group will:

Monitor & Recommend

- Monitor the environment, development, and implementation of the NEBFFL and the female football concept.
- Make recommendations to the AFLNEB Commission on these developments.

Consult

- Consult with NEBFFL stakeholders on operational matters as required.
- Consult with AFLNEB Management to provide local knowledge and advice.

Assess & Evaluate

- Assess, evaluate, and liaise with AFLNEB on NEBFFL governance for the benefit of progressing female football.
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3. Composition of the NEBFFL Advisory Group

The NEBFFL Advisory Group shall:

- Comprise **no more than 5 individuals**, with a **minimum of 3 from AFLNEB Management**.
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- Include one AFLNEB representative to act as **Chairman**.
 - Have secretarial support provided by AFLNEB staff as required.
 - Be appointed by the AFLNEB Commission for a 12-month period.
 - Call upon additional individuals from time to time to assist in its functions.
 - Have changes to membership only by resolution of the AFLNEB Commission.
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4. Role of the Chairman

The Chairman's responsibilities include:

- Liaison with AFLNEB Management.
 - Chairing Advisory Group meetings.
 - Confirming meeting agendas and minutes.
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5. Jurisdiction & Responsibilities of Members

Members shall:

- Consult broadly and be informed on all agenda items.
 - Maintain confidentiality where required.
 - Declare all conflicts of interest as they arise.
 - Make evidence-based recommendations for NEBFFL rules and operational matters.
 - Not comment publicly on behalf of the Advisory Group without prior approval from the AFLNEB Region Manager.
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6. Quorum & Voting

A quorum shall comprise:

- At least **3 Advisory Group members**, of which **2 must be from AFLNEB**.

If an appointed member is unavailable, a substitute representative must be an AFLNEB staff member.

7. Appointment & Meeting Frequency

- The Advisory Group shall be appointed at the AFLNEB Annual General Meeting in February (or another date determined by the Commission) for a term concluding at the following AGM.
 - Unless otherwise agreed, the Advisory Group shall meet **monthly**.
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8. Recording Proceedings

- An agenda and relevant documents will be distributed to members **at least 5 days prior** to each meeting by AFLNEB Management.
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