

Policy Revision	Section(s) revised	Change Description	Effective Date
0		New	Sept 2019
1	In red	Updated	Sept 2021

Appendix 1 League Committee Terms of Reference

Zone 123 League

Purpose:

This document describes the Terms of Reference for Committee evaluation and decisions regarding League Requests. Dates can be found in [Critical Dates \(Appendix 7\)](#)

Definitions:

League Requests comprise the following:

1. Overage Player
2. Team Advance or Retreat (by self)
3. Team Advance or Retreat (by others)

League Request Review Meeting [See Critical Dates](#)

Any submissions after the dates and times specified will not be considered.

Notifications to the league must be received at the following address by the dates and times specified to be eligible for consideration: rleaguedirector@gmail.com

Scope of Authority:

The League Request Committee will consider League Requests in U12C through U19AA divisions.

U10 and under are exempt from Committee consideration, and these decisions will be made by respective zone authorities.

CORA is exempt from Committee consideration, and these decisions will fall under the CORA operating policies.

Format:

The League Request Committee is to be formed in the following format:

Committee Chair League Director

6 other members shall form the committee as per voting delegation breakdown in Table 1.

The Committee Chair will only vote in case of a tie, or if the minimum number of votes is not met.

Number of teams in above competitive season to establish number of votes:

Zone	Number of Teams (U12C-U19AA)	Percent of Total	Number of Votes (6 Committee Positions)
1	12	10%	1
2	34	29%	2
3	71	61%	3
Total	117		6

Table 1 – Committee composition proportional to teams in league in previous season

Meeting Agenda:

The League Director will present the Committee with all League Requests submitted prior to Submission Deadline.

The Committee will discuss and align on criteria used to approve, or deny the request. General considerations include, but not limited to:

- In the case of Overage Players, including Goaltenders, using Ringette Alberta Policy 7 as a guideline.
- In the case of Advance or Retreat by self or by others, Advancement by self is automatically endorsed. In the case of by others, the team will have minimum 3 days to respond as per dates noted above.
- Relative competitiveness within a given division or tier. A winless season or an undefeated season is not justification for advancement or retreat. Very high average GFGA differentials is a better indicator.

The Committee has authority to approve or deny the request. Written justification must be provided for all decisions, to be kept with league records.

Minimum number of votes on any decision is 3.

Conflict of interest must be declared by any committee member if they have a child playing in the division affected. i.e. A decision to retreat a team from U14A to U14B and the committee member has a child in either tier, that member is exempt from that vote.

Information to be considered:

The committee will consider all information provided by the team or teams.

Typical information provided is:

- Team profile information (using RAB template)
- League and non-league records of competition (exhibition games, tournament games, etc)
- Other pertinent information as decided by the team or teams

The committee has authority to decide if any information provided by the teams is relevant or not relevant to the decision (i.e. letters of support, medical information, other TBD).

Possible decisions:

- Approve
- Deny
- Modify with directive
- Modify with options

Approve and Deny are straight forward responses. If a team applies for a retreat and is denied, they must play the remainder of the season in the assigned division and tier, or have the option to withdraw from the league without penalty or compensation.

Modify with directive may be applied, for example, if the committee decides the decision is supported but has condition(s) of support. The directive may be any actions or conditions deemed appropriate for the team, such as approving a retreat for developmental reasons, but declining eligibility for league post season play.

Modify with options may be applied in cases where an association may have limited options for grouping like skilled players and may end up with a competitive advanced (per RAB policy 7), but in order to keep the “most appropriate” place for them to play, may provide options such as:

- Overage goaltender that doesn't meet criteria can play out as a skater
- Entire team can move up a division and remain eligible for all post season benefits available in that division
- Other options as deemed feasible or practical by the committee.

All Committee decisions are supplied to the Provincial Repooling meeting for final confirmation.