

1 Terms of Reference of the Discipline Sub Committee

1.1 The Board has resolved to establish a committee of the Board to be the Discipline Sub Committee ("the Discipline Sub Committee").

1.2 The Discipline Sub Committee shall comprise at least 3 members, all of whom shall be members of the Board. Members of the Committee shall be appointed by the Board.

1.3 Only members of the Discipline Sub Committee and the Chairman (other than when the Committee is considering matters relating to the Chairman) have the right to attend committee meetings. However, other individuals as the Discipline Sub Committee shall determine and external advisers may be invited to attend for all or part of any meeting, as and when appropriate and necessary.

1.4 The Board shall appoint the Discipline Director as Discipline Sub Committee Chairman. In the absence of the Discipline Sub Committee Chairman, the remaining members present shall elect one of themselves to chair the meeting. Discipline Director is ratified at the AGM in line with our League Rule.

2. Secretary

The League Secretary or his or her nominee shall act as the secretary of the Committee.

3. Quorum

The quorum necessary for the transaction of business shall be three. A duly convened meeting of the Discipline Sub Committee at which a quorum is present shall be competent to exercise all or any of the authorities, powers and discretions vested in or exercisable by the Discipline Sub Committee. The Sub Committee can hold email meetings with a quorum replying to email communications within 48 hours.

4. Frequency of Meetings

The Committee shall meet at such times as the Chairman of the Discipline Sub Committee shall require.

5. Notice of meetings

Meetings of the Discipline Sub Committee shall be called by the secretary of the Discipline Sub Committee at the request of the Discipline Sub Committee Chairman, with minimum of 48 hours' notice.

6. Minutes of meetings

6.1 The secretary shall minute the proceedings and resolutions of all Discipline Sub Committee meetings.

6.2 Minutes of Committee meetings shall be circulated promptly to all members of the Discipline Sub Committee, Board and Clubs.

7. Duties

The Discipline Sub Committee shall:

7.1 Investigate all Club discipline in line with the Standard Code of Rule issues by The FA and adopted each year by the League.

7.2 The Discipline Sub Committee can issue charges and implement discipline sanctions in line with the Standard Code of Rules only.

7.3 The Discipline Sub Committee may undertake to hold disciplinary panel hearings and the imposition of disciplinary sanctions. Maximum Discipline Sub Committee members in attendance at a panel hearing is five, ideally three the Discipline Director and two members plus Secretary.

8. Reporting responsibilities

8.1 The Discipline Sub Committee Chairman shall report to the Board on its proceedings after each meeting on all matters within its duties and responsibilities.

8.2 The Committee shall make whatever recommendations to the Board it deems appropriate on any area within its remit where action or improvement is needed.

9. Authority

9.1 The Committee is authorised to obtain, at the Company's expense, outside legal or other professional advice on any matters within its terms of reference.

9.2 All Discipline Sub Committee decisions may be appealed under the Regulations for Football Association Appeals as set out in the Standard Code of Rules issued by The FA and adopted each year by the League.