

**COUNTIES MANUKAU RUGBY FOOTBALL UNION (INC.)
SENIOR BYLAWS 2025**

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1 INTRODUCTORY NOTES

1.1 Definitions:

- 1.1.1 The name of the Union is "The Counties Manukau Rugby Football Union Incorporated" hereinafter referred to as "the Union" or "this Union" or "the CMRFU".
- 1.1.2 The Union is a member of "The New Zealand Rugby Union" hereinafter referred to as "the NZR".
- 1.1.3 The NZR is a member of "The International Rugby Board" hereinafter referred to as "the IRB".
- 1.1.4 Rules mean the rules which comprise the Constitution of the Counties Manukau Rugby Football Union.
- 1.1.5 Bylaws mean regulations made by the Union, Board or Community Rugby Committee (CRC), pursuant to Rules or 17 or 19 of the CMRFU Constitution.

1.2 Jurisdiction:

Under CMRFU Constitution Rules 7.1 or 16, or 19.1, the jurisdiction of the Union is delegated to the Union, or Board, or CRC and acknowledged by all members of the Union. The Union and its members are bound by the Rules and Bylaws of the NZR and the IRB. The Bylaws shall apply to all Clubs, Affiliated Bodies, players, officials, and the public under the jurisdiction of the Union.

1.3 Community Rugby Committee – Terms of Reference

- 1.3.1 The Community Rugby Committee is established by the Board under constitution rule 17. The Committee plays a very important role in overseeing management of senior club rugby.

CMRFU supports diversity and inclusion to ensure the community they represent is contributing to governance and involvement at all levels of the game. This means that the Board must ensure they encourage and consider appointments to the Community Rugby Committee of males, females, gender diverse individuals and mana whenua.

The Community Rugby Committee shall comprise seven people, always ensuring the people appointed are most qualified to make decisions on club rugby. The Community Rugby Committee will comprise the following (an administrator will attend to take notes but not vote):

- 3 Club Rugby Directors (with at least one from a club in the Division 1 competition and one representing club's outside of the Division 1 competition) elected by the Club Leaders Group (with one to be elected chair of the Community Rugby Committee).
- Two additional club representatives (appointed by the Club Leaders Group meeting in September – one to be from a senior club outside of the Division 1 grade and one to be from the Division 1 grade). For clarity, in the event that no nominations are received from either a Division 1 grade club or a non-Division 1 grade club, the Club Leaders Group may appoint a second representative from a grade that is already represented.
- One Referees' Association representative (may be the REO).
- CMRFU Head of Community Rugby

- 1.3.2 The role of the Community Rugby Committee is:

- (a) To elect a chair from the Club Rugby Directors. In the event of a tie between two candidates the election shall be decided by one toss of a coin undertaken by the CMRFU Head of Community Rugby. If there is a tie between three candidates a preferential ballot process will be undertaken until one candidate has a clear majority.
- (b) To formulate and implement policy matters, competition Bylaws, future direction, development and other strategies that will support, promote and advance community rugby.
- (c) To report to the Board through the Head of Community Rugby, Club Rugby Directors and the Chief Executive Officer and provide to the Board regular written reports.
- (d) To administer community rugby other than that under the control of the Junior Management Board or the Counties Manukau Secondary Schools Advisory Board.
- (e) To make, alter, amend and revoke Bylaws relating to the above competitions and ensure amendments are notified to members.
- (f) To consider any breaches, complaints or issues related to sections 3 to 5 within the senior section of the CMRFU Bylaws (i.e.: players, conduct of matches, results of matches/ competitions).
- (g) To apply the discretion afforded it through this policy by determining sanctions and penalties as it sees fit upon considering the circumstances of each matter before it.
- (h) In regard to 1.3.2 (b) of the CMRFU Bylaws, any sanction or penalty less than that stipulated within any bylaw shall require the Community Rugby Committee to show in their decision that there were extenuating circumstances or appropriate mitigation.
- (i) The Community Rugby Committee shall provide a written decision in regard to each matter heard to the CMRFU for circulation to all members. It is noted that any club has the right to appeal any decision of the Community Rugby Committee by way of the Appeals Committee as per bylaw 6.2.3.
- (j) In agreement with the Club Leaders Group, develop and adhere to a regular schedule and effective process of engagement and consultation, in particular related to determining club competitions and related bylaws (see (e) above).

- (k) To enable clubs or bodies which may apply for affiliation at any time or times between Annual General Meetings to take part in CMRFU competitions until their application is determined at the next Annual General Meeting.
- (l) To approve colours to be worn by clubs, ensuring the colours worn by a club are not the same as colours worn by another club.
- (m) To make, alter or revoke standing orders for the conduct of its meetings.

The Club Leaders Group has the responsibility for filling any club representative vacancy and the Counties Manukau Rugby Referees' Association has responsibility for choosing their representative at any time.

The Community Rugby Committee shall meet monthly or as determined by the Committee, commencing following the annual general meeting. The quorum at all Community Rugby Committee meetings is four (4) members. Each member in attendance shall have one vote, there is no capacity for proxy voting by members not in attendance. In the event of a tied vote, the CMRFU Head of Community Rugby will have the deliberative and casting vote.

Each member is required to attend no less than 80% of scheduled meetings and miss no more than two meetings in succession unless leave has been sought and approved by the Community Rugby Committee. The Community Rugby Committee has the ability to accept online attendance. Attendance which falls outside the minimum will be reported at the next scheduled Club Leaders Group meeting.

1.4 Club Leaders Group – Terms of Reference

1.4.1 The Club Leaders Group comprises leaders of each of the affiliated clubs and is an important conduit between the CMRFU Board, Community Rugby Committee, CMRFU staff and all club volunteers and committees.

The Club Leaders Group will meet each year in February, May, September, and November, with all clubs entitled to attend with up to three representatives of their choosing, along with Counties Māori Rugby and Counties Manukau Rugby Referees' Association. This will be a time to share information, get feedback, answer questions, and listen to club representatives.

At their first meeting after the Annual General Meeting the Club Leaders Group may elect one of their members to be the Chair for a period of no longer than one year. Alternatively, they may choose to alternate the chairing of the group from meeting to meeting. This is to be decided by way of vote. For any vote, in the event of a tie between two candidates the election shall be decided by one toss of a coin undertaken by the CMRFU Head of Community Rugby. If there is a tie between three candidates a preferential ballot process will be undertaken until one candidate has a clear majority.

The quorum for Club Leaders Group meetings is 50% plus 1 of affiliated clubs present in person or linked in electronically.

The number of votes per club is determined by how many teams are fielded in the most recent season within senior grades, with one or two teams = one vote, three teams = two votes and any club with four or more senior teams = three votes. The voting strength of each club will be advised at the first meeting of the Club Leaders Group following each annual meeting. Additionally, the Referees' Association and Counties Maori Rugby will have one vote each. Decisions will be determined by a simple majority where necessary. Composite teams (made up of two or more clubs) do not qualify participating clubs for an extra vote each.

CMRFU and the Club Leaders Group support diversity and inclusion to ensure the community they represent is contributing to governance and involvement at all levels of the game.

Applications for Club Rugby Directors are to be received by the Chief Executive Officer no later than 2nd February each year or 20 days before the Club Leaders Group is due to meet where it is required to determine a replacement for a Club Rugby Director.

The Chief Executive Officer will collate the names and any other relevant information on applicants for elected Club Rugby Directors. In electing Club Rugby Directors, the Club Leaders Group will use its best endeavours to elect persons who have specific and relevant skills, qualifications and experience that are likely to add value and benefit to the activities and decisions of the Board.

A person who is an employee of the Union is not eligible to be elected as a Club Rugby Director. The Club Leaders Group will reconvene as required to deal with resignations and retirements. A person elected as a Club Rugby Director cannot also be appointed as an Independent or Appointed Board member.

1.4.2 The role of the Club Leaders Group is:

- o To elect three persons to be Club Rugby Directors to serve on the Board of Management and the Community Rugby Committee.
- o To appoint two additional persons to serve on the Community Rugby Committee (September quarterly meeting).
- o To elect two community rugby representatives to sit on the CMRFU Board Appointments Panel (November meeting).
- o To engage with and provide feedback, recommendations, and requests to the Community Rugby Committee on any matters relating to community rugby within the district impacting on the clubs.
- o To collaborate and share information and resources where this will lead to a better outcome for rugby within the district.

2. CLUBS AND AFFILIATED BODIES

2.1 Classification:

Under CMRFU Constitution Rules 22.6 and 22.7 each Club or Affiliated Body is entitled to be represented by delegates at a General Meeting as follows.

2.1.1 Clubs with one or two teams - one delegate.

2.1.2 Clubs with three teams - two delegates.

2.1.3 Clubs with four or more teams three delegates.

For the purpose of this CMRFU Constitution Rule 22.6 "team" means a team affiliated to and playing for that Club in the grades Under 19 and above, taking a full part in club competition (by entering into and competing in all rounds of club competition for which it qualifies, being a club competition approved by the Community Rugby Committee in the season immediately preceding the date of the relevant General Meeting), and "team" includes a women's team and the grade commonly referred to as "President's".

2.1.4 Junior Management Board – one delegate.

2.1.5 Referees Association - one delegate.

2.1.6 Counties Maori Rugby – Tamaki Ki Te Tonga - one delegate.

2.1.7 Secondary Schools Advisory Board - one delegate

2.2 Club Delegates and Affiliated Bodies Delegates at General Meetings:

2.3 Notice of Appointment: Each Club and Affiliated Body must provide to the Chief Executive Officer, no later than 5pm, 3 days prior to the commencement of a General Meeting, written notice of the delegates appointed by that Club or Affiliated Body. Such notice must be signed by the President or Chairperson or Secretary of the Club or Affiliated Body and in the form prescribed by the Union. If a delegate appointed to represent a Club or Affiliated Body is unable to attend a General Meeting that Club or Affiliated Body may register a substitute delegate at the General Meeting in accordance with CMRFU Constitution Rule 22.8.

2.4 Club Officers:

Within seven days after its AGM, the Secretary of each Club or Affiliated Body must send a list of the Officers elected to the CMRFU Office.

2.5 Accounts of Clubs and Affiliated Bodies: Each Club and each Affiliated Body shall, prior to the first day in April in each year, forward to the Union a copy of their Annual Report, including the Annual Accounts for the preceding year, as presented and received by each Club or Affiliated Body's Annual General Meeting.

2.6 Playing Colours:

Clubs playing colours must be registered with the Union and any changes to this must be approved by the Community Rugby Committee. New Clubs must have their proposed playing colours approved by the Community Rugby Committee prior to affiliation. In the event of colours clashing, the away team will change their playing colours for any game under the control of the CMRFU. Head of Community Rugby will give at least three days prior notice to the team involved.

2.7 Team Entries:

Clubs shall notify the Union in writing by the date set by the Community Rugby Committee the grades they desire to enter.

2.8 Team Names (Sponsorship):

Clubs, by notifying the Head of Community Rugby in writing, may incorporate the name of one sponsor in their team names. Compliance with current NZR regulations must be observed as to the use of that name and advertising sponsors on playing gear.

3. PLAYERS

3.1 Registration:

3.1.1 Each club is responsible for ensuring every player listed on the respective team sheets and taking the field for any match for which these Bylaws govern, is eligible to do so by meeting all current World Rugby, NZ Rugby and CMRFU eligibility criteria.

3.1.2 Every club must maintain a minimum of one delegated club registrar who has the responsibility of ensuring their club complies with rule 3.1.1. The CMRFU will provide assistance, training and a Registrar handbook at the start of any season or when requested or required.

3.1.3 The grade a player is registered to when completing the registration shall be deemed to be their default grade for that year.

3.1.4 A player may be registered electronically to a club no later than one (1) hour prior to kick off, of any club competition match. The onus sits with the respective club to ensure that the registration status of the player is "active" within the NZR database, and that notification has been sent via the Rugby Match Day APP to

CMRFU. All players, playing in all grades must have a head shot photo loaded onto the NZR database. All teams must have available at each game, a Player Team List generated from the NZR/ database and/or available on the Rugby Match Day APP. If any stages of this process are not met, the player may be deemed to be ineligible. Clubs are advised to make every effort to ensure all steps are met in this instance and to contact the CMRFU Club Capability Manager should there be an issue or uncertainty. Failure to provide player head shot photos will result in a breach of the Bylaws.

- 3.1.5** It is the responsibility of the club to ensure that players provide accurate identification if they are unknown or new to the club. Registrars are required to check variations of names if there is no current reference for a player within the NZR database or the player does not have a reference number that fits with their experience or reputation (as explained within the Registrar manual). If there are any concerns, the registrar must contact CMRFU Club Capability Manager in writing requesting assistance.
- 3.1.6** For any new player entering the Union as a CMRFU contracted player, the responsibility of ensuring all World Rugby or NZ Rugby clearances have been met and approved sit with CMRFU. However, when that player registers with a CMRFU club, the club must request in writing, confirmation that any such clearances have been approved and that the player is eligible to commence playing club rugby.
- 3.1.7** Any player wishing to play rugby overseas must complete the NZR Application for Clearance to play overseas. Clearance is submitted to CMRFU and endorsed by NZR. It is the player's responsibility to get the clearance.
- 3.1.8** If a player is ineligible to play in any grade due to other rules contained within these or any other Bylaws or rules within CMRFU, NZR or any other Rugby Union, the player will be deemed to be unregistered until a written clearance or dispensation to those rules is received by the CMRFU and the player is deemed to be eligible to be registered.
- 3.1.9** Any Club team playing any ineligible / unregistered players shall forfeit the match and any points and/or bonus points gained. The non-offending team will be deemed to have won the game 30-0 and will be granted the win points plus a bonus point for the match. (ie: 5 competition points). If the first offence occurs, up to and including the fourth playing occasion of the first round of competition, the offending team will not have any competition points deducted, however for a second or subsequent offence of playing an ineligible player (included in the 22 on the team sheet), five penalty points will be incurred, plus forfeit of the match. Refer to sanctions stated in bylaw 3.3.7.
- 3.1.10** A player registering for a club after the competition has started must play for a minimum of three competition games in their default grade (present and available at the game and named on the team sheet) for that club prior to semi-finals and/or finals to be eligible to play in semi-finals and finals for that grade. For the purposes of this rule, Division 2 and Division 1 are not considered to be the same grade.
- 3.2 Transfers:**
- 3.2.1** A player may transfer between clubs both within and outside CMRFU as they choose however must meet the requirements contained within section 3.1 of these by laws and rules below.
- 3.2.2** The following rules apply to transfers between clubs within CMRFU:
- a) Any player transferring to a new club prior to the start of any CMRFU competition does not need to request a transfer from the club they played for in the previous season.
 - b) Any player transferring after the start of the first competition game (see 3.1.10) must request a transfer electronically via the NZR database and meet the relevant requirements of section 3.1.
 - c) It is the responsibility of the player and new club to facilitate the release electronically. They cannot play for the new club until that process is complete.
 - d) There shall be no interclub transfers permitted after the completion of the match that is the midpoint of any respective competition. For clarity, semi-finals and finals are not counted as part of the calculation for the midpoint.
- 3.2.3** The following rules apply to transfers from outside CMRFU:
- a) Any player transferring to a CMRFU club from outside prior to the start of any CMRFU competition does not need to request a transfer from the club they last played for unless that club is outside of NZ which means an overseas clearance is required (see bylaw 3.1.1).
 - b) Any player transferring into CMRFU from within NZ after the first competition game, must complete a new NZR registration form online and meet the relevant requirements of section 3.1.
 - c) It is the responsibility of the player and new club to facilitate the release electronically. They cannot play for the new club until that process is complete.
- 3.2.4** When making or receiving a request for a transfer, clubs must act reasonably.

- a) When making a transfer request unless there is agreement between clubs, the request should be sent as early as possible and no later than 7.30pm on a Thursday to allow the receiving club to action it prior to the weekend.
- b) When receiving a transfer request, a club must make every reasonable step to action it within two (2) working days (For clarity weekends are not included as working days).
- c) It must be noted that arrears of subscriptions, monies, uniform, or other items of value is a civil matter between the club & player and may not be used to prevent a player from changing clubs.
- d) Should a club not respond to the electronic transfer request within four (4) working days, CMRFU will activate the transfer without consent unless there is a special request that requires further consideration. Any such request must be notified in writing to the secretary of the requesting club and CMRFU within 48 hours of the request.
- e) Any request made under subsection 3.2.2 d) above shall be dealt with and determined by the Community Rugby Committee within five (5) working days and a written decision provided to the clubs concerned.

3.2.5 Any players transferring to a club from outside the Union during the season must be registered to the Union (as per 3.2.2) and must play for a minimum of three competition games in their registered grade (present and available at the game and named on the team sheet) for that club prior to semi-finals and/or finals to be eligible to play in semi-finals and finals for that grade. For the purposes of this rule, Division 2 and Division 1 are not considered to be the same grade.

3.2.6 Should a player(s) transfer out of the CMRFU during the competition season and return to CMRFU in the same year, then that player must play for the original CMRFU club (as per bylaw 3.2.2); if not, Community Rugby Committee will consider the transfer, and the player concerned shall be stood down from all rugby until the transfer is approved. Following a return transfer, the player must play a minimum of three competition games in their registered grade prior to semi-finals and/or finals to be eligible to play in semi-finals or finals for that grade.

3.2.7 If a known Super Rugby player (registered CMRFU prior to the season starting) is standing by for selection and must play for a club in that Super's region, then that player is able to transfer out and return (original club) to be eligible for Semi-finals and finals without playing a minimum of three games.

3.3 Player Eligibility:

3.3.1 The club rugby grades are ranked below in paragraph 3.3.2. Players who are registered to grades lower on the table may interchange between grades at will and are eligible to play in semi-finals / finals in the higher grade as of right. Rule 3.3.3 should be considered when applying this rule in regard to eligibility for semi-finals and finals.

3.3.2 Rankings of grades

1. McNamara Cup (Division 1)
2. Bob Chandler Cup (Division 2)
3. Sid Marshall Shield (Division 3)
4. Massey Cup (Under 21)
5. Under 85kg
6. Bright Cup (Under 19)

3.3.3 A player whose default registration is in a higher grade can only be eligible to play in a semi-final / final in a lower grade if they meet the following criteria:

- a) They have played more games through the round robin in the lower grade in the starting 15 than in the higher grade.
- b) They meet the threshold for extenuating circumstances as approved by the Community Rugby Committee for that season.
- c) Exemption may be granted by the Community Rugby Committee to registered club members returning from injury or representative honours and/or players covering players who are on representative duty and/or the ability to field a front row. For clarity, representative duties do not include or apply for players who were Super Rugby players at the start of the club competition.

3.3.4 A player whose default registration is in a lower grade but who has played regularly in a higher grade throughout the season can only be eligible to play in a semi-final / final in a lower grade if they meet the following criteria:

- a) They have played more games through the round robin in the starting 15 of the lower grades than in the starting 15 of the higher grade. For clarity, If the player has played for the lower grade and then also played for the higher grade on the same day, that appearance in the higher grade is not included in the total number of games in the higher grade. This is to recognize the need for players in lower grades to provide reserve cover for higher grade teams.

- b) They meet the threshold for extenuating circumstances as approved by the Community Rugby Committee for that season.
 - c) Exemption may be granted by the Community Rugby Committee to registered club members returning from injury or representative honours and/or players covering players who are on representative duty and/or the ability to field a front row. For clarity, representative duties do not include or apply for players who were Super Rugby players at the start of the club competition but who were not registered to the CMRFU club prior to the start of the season as per Bylaw 3.3.5.
- 3.3.5** Any player who is registered to a club before the start of the first competition game (see rule 3.1.4) shall be eligible to play in semi-finals and or finals within their default grade without the need to have played any club competition matches prior.
- 3.3.6** To play in any competition match in any grade, a player must meet relevant eligibility rules in sections 3.1 and 3.2 (Registration and Transfers) of these bylaws to be able to be included on a team sheet and or take the field. To clarify, if a player who is ineligible is included on a submitted team sheet, it is deemed to be the same as if the player took the field in that match. Any player included on a team sheet and or takes the field in a competition match who has not met the eligibility rules in section 3.1 and 3.2 will be deemed to be unregistered and ineligible.
- 3.3.7** Sanctions for the any team having a player named on a team sheet or taking the field for a club competition match that has not meet any of the eligibility criteria set down in sections 3 of these bylaws or received an exemption from the Community Rugby Committee for that player are as follows:
- a) If the offending team has won the match, they shall forfeit the match, and any points and/or bonus points gained. The non-offending team will be deemed to have won the game 30-0 and will be granted the win points plus a bonus point for the match (5 points in total).
 - b) If the offending team has lost the game, the offending team shall forfeit the match. The non-offending team shall either retain the match points they achieved if those points are in excess of 30 points. If they have scored less than 30 points, they will be awarded the match 30-0. The offending team shall be awarded 0 points.
 - c) If a team breaches any eligibility rule up to and including the fourth playing occasion of the competition, the offending team will not have any competition points deducted and shall receive a warning. For any subsequent breaches the team shall be sanctioned as in sections 3.3.7 a) & b).
 - d) In the instance that an ineligible player has been named on a team sheet or taken the field for a club competition match for more than one competition match during the season the matter shall be investigated by the Community Rugby Committee in accordance with the agreed extenuating circumstances before any sanction if any is handed down.
- 3.3.8** Clubs who have more than one team in a particular grade are permitted to interchange players between teams. To be eligible to play in semi-finals or finals, a player must have played more games through the round robin in the starting 15 of that team (playing in the semi-final / final) than in the starting 15 of the other team in that grade. In this instance there is no ability for clubs to apply for exemptions to this rule.
- 3.3.9** Applications for exemptions or dispensations related to any of the rules within sections 3.1, 3.2 and 3.3 shall be made in writing to the CMRFU Club Capability Manager no later than 4.00pm three (3) working days before any scheduled match for which the exemption shall apply (ie. 4pm Wednesday before a Saturday). The matter will be determined by the Community Rugby Committee and a written decision provided by 4pm the working day before the relative match unless further information is required. Any decision must be in line with extenuating circumstances as approved by the Community Rugby Committee for that season.
- 3.4 Age Qualification:**
- 3.4.1** To be eligible to play in any tournament or grade determined by age, a player must not have attained the specified age on 1 January in which the tournament or competition starts. The Union may require Clubs to submit proof of age when making registration or at any other stage during the season.
- 3.4.2** All players, playing in any tournament or grade determined by age and weight, must have a photo ID loaded onto the NZR database. All teams must have available at each game, a Players Team List generated from the NZR database.
- 3.4.3** Under 21grade, every team shall be entitled to include within their squad the following over age players:
- a) 4 players no more than 3 months over the January 1st cut off (ie up to May 1st)
 - b) 2 players no more than 6 months (between 3 and 6 months) over the January 1st cut off (ie July 1st).
- 3.4.4** Under 19 grade over age players will be at the discretion of the Community Rugby Committee.

- 3.4.5** Should any over age player given dispensation be included on a team sheet for any other team within a club during the season, the automatic dispensation is cancelled, and they will be deemed ineligible for the U21 or U19 grade for the remainder of the season.
- 3.4.6** Any Club team playing over-age players shall forfeit the match and any points and/or bonus points gained. The non-offending team will be deemed to have won the game 30-0 and will be granted the win points plus a bonus point for the match.
- 3.5 Disqualification:**
A person who is disqualified by the Union or by any of the Unions affiliated to the NZR shall not be permitted to take part in any match or officiate in any capacity under the jurisdiction of this Union. Any club team that plays a disqualified person shall forfeit the match in accordance with Rule 3.1.4.
- 3.6 Festival Matches:**
Permission for players to accept invitations to play in festival type matches will not be unreasonably withheld by the Union. However, players are expected to fulfil their obligations to Clubs and the Union.
- 3.7 Under 85kg Rules:**
Procedure for confirming weights (applying to all U85kg games in a playing year):
- 3.7.1** Clubs are to supply their own set of scales. These are to be digital and hold a current calibration certificate.
- 3.7.2** Prior to each match, players listed on the team sheet of both teams are to be weighted using the home Club's scales in front of both Team Managers who will be responsible for ensuring that the process is completed fairly.
- 3.7.3** If the match is drawn at a neutral ground, the team named first is to be treated as the home team and it will be that team's responsibility to provide the scales.
- 3.7.4** If scales are not provided by the home team and scales are not available from the other team, the home team shall lose any competition points derived from the match.
- 3.7.5** Teams not having a manager or Coach will have to nominate persons to take the Team Manager's responsibility – Captain and/or Vice-Captain.
- 3.7.6** Weigh-ins are to be one team at a time in front of the Managers of both teams and opposition Captain. The opposition team are not to be in the weigh in area. The weigh-in is to be completed no later than 10 minutes before the kick-off. OR the managers must be notified of any players arriving late to weigh in the players at half time.
- 3.7.7** Each player shall have their weight recorded on the team sheet (next to the player's name) by the Team Manager of the other team.
- 3.7.8** Players must weigh less than 85kg. Players over the weight will not be permitted to participate in the fixture.
- 3.7.9** If a team fails to weigh their players in accordance with this rule, the offending team shall be penalised by forfeiting the match and any points and/or bonus points gained. The non-offending team will be deemed to have won the game and will be granted the win points plus a bonus point for the match. If the offending team has lost the game, the match results will stand but the offending team will incur 5 penalty points. If both teams fail to weigh their players in accordance with this rule, then both teams will incur 5 penalty points.
- 3.8 Presidents Grade Rules:**
- All players who are to be registered as Presidents Grade players must be over 35 years old.
 - A player under 35 years old may play for a Presidents Grade team by applying to the CRC for an exemption to play in the grade or with the express agreement of the opposition team.
 - Duration of matches - 60 minutes.
- 4. CONDUCT OF MATCHES**
- 4.1 Appointment of Referees:**
- 4.1.1** The appointment of Referees for matches in the various grades shall be made by the Counties Manukau Rugby Referees Association 'Appointment Committee'.

- 4.1.2** Should an occasion arise where the referee does not report to fulfil his appointment, every endeavour must be made by the respective captains to mutually agree before commencement upon a substitute to control the game. Should the appointed referee arrive, he shall replace the substitute referee. Such detail must then be included on the Team and Result Sheet.
- 4.1.3** If agreement cannot be reached the host club is to appoint a referee preferably who has had previous refereeing experience.
- 4.1.4** In both situations above, "Golden Oldie" scrums will take place until a suitably qualified referee assumes control of the match.
- 4.2 Non-Competition and Pre-Season Games:**
- 4.2.1** All non-competition and pre-season games arranged by Clubs come under the jurisdiction of the Union.
- 4.2.2** It is necessary to inform the Head of Community Rugby of all non-competition and pre-season games played by club teams. Specify the grade, the date, the venue and the opposition. If travelling outside the Union boundaries the name of the Team Manager must also be provided.
- 4.2.3** Normal provision for disciplinary actions applies.
- 4.3 Team Sheets/Reserves:**
- 4.3.1** Each team must complete an official CMRFU Rugby Match Day APP Online Electronic Team Sheet, signed/sited by a Team Official. At the conclusion of the game the Rugby Match Day APP score must be presented to the referee so that the referee can note/confirm any sin binning or ordering off issues, serious injuries, blue card and verify the match score. Teams using electronic team sheets will be require sending through this information to the Draws and Results Convener. It is the responsibility of the host club to ensure that this occurs. The Team Sheet on the Rugby Match Day APP must list the registered full name (first and last name) of each of the players and substitute players.
- 4.3.2** Team Managers have a right to view the opposition's team sheets if requested.
- 4.3.3** The Head of Community Rugby reserves the right to conduct audits of individual team sheets throughout the season and assess player eligibility and compliance with CMRFU and NZR Bylaws, Rules and Regulations. If a player(s) is deemed to be ineligible to play, then Rules 3.1.3 and 3.1.4 will apply.
- 4.4 Commencement Times/Venues:**
- 4.4.1** All matches shall commence at the time and at the venue as per the published draw.
- 4.4.2** Matches can be rescheduled upon agreement between the clubs concerned, referees and CMRFU. If no agreement, the match shall go ahead as per the published draw.
- 4.4.3** If for any reason play shall not commence within ten minutes of the time appointed, the referee having blown his whistle, may declare the club unable or unwilling to proceed with the match to have lost by default and Rule 4.11 will apply.
- 4.5 Registered Colours:**
- All teams shall play in their Club's registered colours; and
- 4.5.1** All jerseys must be numbered in accordance with NZR requirements.
- 4.5.2** The referee may order from the field of play any player not conforming to this rule unless a player or team has been granted special dispensation by the Rugby & Operations Manager.
- 4.6 Provision of Balls:**
- In every match teams shall provide a size 5 match ball.
- 4.7 Number of Players:**
- 4.7.1** The maximum number of players for any team shall be 22, (with the exception of Women's 10s).
- a) If a team names only three (3) front row players they can only use a maximum of fifteen (15) players, (no replacements/substitutes).
 - b) If a team only has four (4) front row players, they can only name and use a match day squad of a maximum of eighteen (18) players.
 - c) If a team only has five (5) front row players, they can only name and use a match day squad of a maximum of twenty-two (22) players.
- 4.7.1.1** A replacement front row player may start the game in any other position.
- 4.7.1.2** It is a team's responsibility to ensure that all front-row players and front row replacements are suitably trained and experienced.
- 4.7.2 Game On Rules:**
- 4.7.2.1** Where a team does not have sufficient players to field a full team, that team shall forfeit (0-30) the competition points. The match must then be played using 'Game On' process (with competition points going

to the non-offending team) but must observe and comply with 'Laws of the Game, Domestic Safety Law Variations Appendix – Game On Provisions 3.3 (a)'. Failure to play using the Game On rules will result in default.

4.7.2.2 Game On process. [Game On form](#).

- a) Game On rules is triggered if a team has less than 15 players or insufficient front rowers to commence the match.
- b) Liaise with the opposing club as soon as possible to discuss Game On.
- c) Agree and record the match variations using the Game On checklist.
- d) Send the Game On checklist to the CMRFU Club Capability Manager prior to the game commencing.
- e) Both managers must approach the referee to advise the outcome and show the check list.
- f) The match is then able to be played, resulting in a forfeit and not a default.

4.7.2.3 Clubs must agree to play any match other than McNamara Cup utilising the NZRU "Game On" rules. Any agreement must be agreed in writing between both team managers using the provided Game On checklist which is to be forwarded to CMRFU Club Capability Manager prior to the game commencing. (McNamara Cup not included).

4.8 Abandonment of Match due to adverse conditions:

The referee in a match shall have the power to abandon the game if the condition of the ground or weather conditions render it unfit for play, but they shall consider any request from the respective team captains for safe play to proceed. The Head of Community Rugby will reschedule the game.

4.9 Match Called Off by a Referee:

4.9.1 If a match is called off by the referee because of misconduct, the team captains and the team manager or coach of each team must attend the next meeting of the Disciplinary Committee of the Union for the purposes of discussing the reason for the match being abandoned. Failure to attend will result in the team being suspended from their competition.

4.9.2 In the event of the match being called off, the score at the point where the match is called off is applied.

4.9.3 The referee must report the matter in writing to the Head of Community Rugby before noon of the Monday following the match and shall attend the next meeting of the Disciplinary Committee of the Union if required. Both teams shall be suspended until their officials appear before the Disciplinary Committee.

4.9.4 After hearing the cases, the Disciplinary Committee may decide that.

- a. no further action is needed.
- b. the team(s) or player(s) should be reprimanded for their conduct.
- c. the team(s) or player(s) should be suspended for period appropriate to the offence.
- d. a recommendation is made to the Community Rugby Committee to adjust the points table in line with the result of the hearing.

4.10 Ground Officials:

4.10.1 Host Clubs must ensure that grounds are adequately marked, an Event Manager is appointed for each day (refer to Event Management Policy adopted by the CMRFU Club Leaders Group) and crowds are adequately controlled.

4.10.2 The visiting team must provide a liaison person to assist with the visiting teams and supporters.

4.10.3 Community Rugby Committee will consider any breaches.

4.11 Defaults:

4.11.1 Any Club unable to keep its engagement in any match must give notice to the Head of Community Rugby and the Secretary of the opposing club by phone and email no later than 5.00pm the day before the scheduled match.

4.11.2 In the event of a team defaulting a match, a score of 30 – 0 against the defaulting team shall be entered on the score sheet and the opponents awarded win points plus a bonus point.

4.11.3 Failure to notify all parties will incur a \$300.00 fine which the CMRFU will invoice the offending club. \$250 reimbursement to the opposing Club and \$50 to the referee via association. (Note: Head of Community Rugby to notify the Referees).

- 4.11.4** Should a Division 1 and/or Division 2 team default a match it shall be deemed to have withdrawn from the competition unless the Community Rugby Committee consider there to be extenuating circumstances.
- 4.11.5** Should any team other than a Division 1 and/or a Division 2 team default two matches in succession or three at intervals throughout a single season shall be deemed to have withdrawn from the competition and any games it may have played shall not be counted in the competition, unless the Community Rugby Committee consider there to be extenuating circumstances.
- 4.11.6** Breaches of this Bylaw will be dealt with under Bylaw 1.3 and Rule 17 of the constitution.
- 4.12 Game Re-Scheduling:**
Should a game need to be re-scheduled the Head of Community Rugby will reschedule the game and communicate changes via the Club Leaders Group.
- 4.13 Stadium Games:**
Wherever practical, championship finals will be played at the Stadium or a neutral ground. Other selected matches may be transferred to the Stadium during the year. Clubs will be advised by the CMRFU at least two weeks prior and in consultation with the clubs concerned.
- 4.14 Blue Card On-Field Processes/Procedures:**
- 4.14.1 New Zealand Rugby Domestic Safety Law Variation (DSL) 3.9 (b).**
The Referee's power to stop an injured player from continuing.
- 4.14.2** Provincial Unions that have been approved by New Zealand Rugby to take part in the Blue Card Concussion Initiative, if the referee believes a player has been concussed, or suspects a player has been concussed, the referee must show a Blue Card to that player, and that player will be required to leave the playing area, and not return and play in that match.
- 4.14.3** Further the player shown a Blue Card may not return to play in any future match without first meeting the requirements of the return to play protocol, as set out in the Blue Card Concussion Initiative.
- 4.14.4** The sanction will be ten competition points for any club/team to be found in breach of Blue Card Protocols.
- 4.14.5** Full details of the protocols can be found in the New Zealand Rugby Booklet titled: Blue Card Concussion Initiative: Protocols & Implementation Procedures for Provincial Unions.
- 4.15 Aftermatch Functions:**
- 4.15.1** Visiting clubs are to inform host clubs of their intentions to have either full, half or no team members present for aftermatch meals by 9.00pm of the Thursday prior to the scheduled match. This is for all grades. Every club is required to provide and maintain a current contact details of the appropriate contact person to the CMRFU Club Capability Manager (CCM) prior to the start of the club season. Notification must be in writing either via text message or email.
- 4.15.2** Any club that does not comply with 4.15.1 and does not turn up for an aftermatch meal shall be required to pay within 7 days a fine of \$200 to the home club.
- 5. Results of Matches / Competitions:**
- 5.1 Notification of Results – Clubs:**
It is the responsibility of the teams to live score and submit results on the Rugby Match Day APP immediately after the match.
- 5.2 Notification of Results – Referees:**
It is the responsibility of the teams to confirm the match result with the Referees immediately after the match.
- 6. Judiciary / Protest / Appeals:**
Section 6 is a summary for the guidance of Clubs and Officials and does not take precedence over the NZR Disciplinary Rules 'Rules for Disciplinary Hearings'.
- 6.1 Judicial Committee:**
- 6.1.1** There shall be a Judicial Committee of the Union appointed from a Judicial Panel to conduct all hearings regarding foul play, complaints, yellow cards, referee reports and misconduct in accordance with the procedures specified in the NZR Disciplinary Rules (as amended from time to time).

- 6.1.2** The Judicial Committee normally meets each Wednesday from 6:00pm at CMRFU. Note - special arrangements may be necessary for mid-week games.
- 6.1.3** The NZR Disciplinary Rules details the procedures that will be applied for Disciplinary Proceedings. Clubs are directed to Section 3 to note the procedures should a player be Ordered Off (Red Card), Cited, or Temporarily Suspended (Yellow Card).
- 6.1.4** A player Ordered Off (Red Card) is automatically suspended and not permitted to play any game of rugby for a period of two weeks from the date of the ordering off. The player and/or a CMRFU Complaints Review Officer has the right to request a hearing before the Judicial Committee in accordance with the timeframes and process set out in Section 3, clauses 17 and 18 of the NZR Disciplinary Rules.
- 6.2 Appeal Committee:**
- 6.2.1** There shall be an Appeal Committee of the Union appointed from the Appeal Panel to conduct all appeals from hearings of Judicial Committees in accordance with the procedures specified in the NZR Disciplinary Rules.
- 6.2.2** Any appeal to the Appeal Committee must be lodged within seven (7) days of notification of the decision of the Judicial Committee and must be in accordance with the procedures specified in the NZR Disciplinary Rules. Appeals must be accompanied by the fee specified of \$500 as set by the Community Rugby Committee. An appeal will not be deemed lodged until such payment is made.
- 6.2.3** The appeal Committee shall hear and have ability to rule on any appeal relating to a decision or ruling made by the Community Rugby Committee.
- 6.2.4** Any such appeal must be made in writing outlining grounds for appeal to the CMRFU Chief Executive within 10 working days of the date of the decision. It should be noted that an appeal must only relate to the process undertaken by the Community Rugby Committee or points of law relating to interpretation of the CMRFU Bylaws by the Community Rugby Committee.
- 6.3 Protests:**
- 6.3.1** Where the cause for a protest is known before a match the opposing team should be notified and if the complaint is remedied then there is no further action.
- 6.3.2** If the team protested against is unable or unwilling to remedy matters the game should be played "Under Protest" and a written protest given to the Head of Community Rugby.
- 6.3.3** Where the ground of protest is discovered during or after the game, the protest must be made within 48 hours of the completion of the match.
- 6.3.4** Protests must be in writing and accompanied by the fee set by the Community Rugby Committee, currently \$500.00, to the Head of Operations. The Community Rugby Committee will consider and decide what action is to be taken on the protest and report findings to all affected parties. A right of appeal to any decision made by the Community Rugby Committee is contained within rule 6.2.3 and is to be made to Appeal Committee under payment of a separate fee, currently \$500. The fee may be refunded partially or fully as determined by the Community Rugby Committee unless the protest is considered frivolous.
- 6.3.5** The CMRFU, through the Head of Operations, is able to instigate, investigate and request a ruling from the Community Rugby Committee in regard to any issue pertaining to possible breaches of any By-Law, Rule or Regulation of CMRFU or NZR that may equate to a protest if lodged by a club.
- 6.4 Appeals:**
- 6.4.1** In the case of any appeal, (except against decisions of the Disciplinary Committee) a written statement clearly setting forth the points on which the appeal is based, shall be forwarded to the Chief Executive Officer of the Union not later than seven (7) days following the incident or the matter on which the appeal is based. In the case of an appeal, Clubs shall have the right to appear before the Appeal Committee to give verbal as well as written evidence subject to the Chief Executive Officer receiving seven days' notice. The Secretary of a Club complained against shall also be supplied by the Secretary of the Club appealing with a copy of the statement sent to the Union.
- 6.4.2** Any such appeal must be lodged through CMRFU and must be accompanied by the fee specified, currently \$500. The fee may be partially or full refunded through determination by the Appeal Committee if the appeal is upheld.
- 7. Representative:**

7.1 Order of Precedence CMRFU:

The order of precedence for Counties Manukau representative teams is as follows:

1. National Provincial Championship – Men & Women
2. National Sevens – Men & Women
3. Development – Men & Women
4. Under 19s
5. Divisional XV
6. Under 85kg
7. Under 18s
8. Under 16s

8. GENERAL

8.1 Overseas Trips:

8.1.1 Teams who wish to arrange overseas trips should obtain the necessary forms, complete the required details and lodge with the CMRFU at least two months prior to the proposed trip.

8.1.2 If approved by the CMRFU the application will be sent to the NZR for approval.

8.1.3 It is necessary for the overseas host club to obtain permission from NZR.

8.2 National Trips:

Application to travel should be made to the CMRFU stating the Team Manager and other details as required for non-competition games.

9. COMPETITION FORMATS

Refer to Addendum.

ADDENDUM TO 2025 BYLAWS

COMPETITION FORMATS / RULES APPLICABLE TO ALL GRADES

1. GENERAL

1.1 Under the IRB "Laws of the Game of Rugby Union" the following grades will be deemed Senior 'A' or equivalent levels and will play matches under the International Rules of the Game together with the relevant NZR Domestic Safety Law Variations (DSLVL): -
McNamara Cup (Division 1), Sid Marshall Shield (Division 3), Bob Chandler Cup (Division 2), Under 21, Women's, Under 85kg.

1.2 The DSLVL overrides the IRB Law Book. Laws 3, 4, 9, and 21 applies to all rugby. Law 20 has been replaced with the IRB Under 19 Scrum Variations (all grades not deemed Senior A (as per 1.1 above) will play under the Under 19 Scrum Variations.

2. ALLOCATION OF COMPETITION POINTS

2.1 The following Game and Bonus Points will be allocated in establishing a table of Competition Points for the round: -

- a) The winner will be awarded 4 game points.
- b) If the result of a game is a draw, then both teams will be awarded 2 game points.
- c) If either team scores 4 or more tries, then that team will be awarded 1 bonus point.
- d) If a team gets beaten by 7 or less points, then that team will be awarded 1 bonus point.
- e) If a team wins a game by default, then that team will be awarded 5 game points and a score of 30-nil in favour of the team not defaulting.

3. RANKING / POINTS TABLE

3.1 The following procedure will apply in the event of more than one team finishing on equal points in the competition round:

- a) The winner of the game last played between the two teams will have the higher ranking.
- b) If this does not resolve the situation, then the team that has the best 'For & Against' differential will be given the higher ranking. The differential is arrived at by deducting Points Scored Against from Points Scored For.
- c) If this does not resolve the situation, then the team that had the highest Points For will be allocated the higher ranking.
- d) If this does not resolve the situation, then the higher ranking will be decided by coin toss.

3.2 The following procedure will apply to establish a winner in the event of a draw at the end of the semi-finals and championship final:

- a) The teams will play 10 minutes of extra time (i.e., 5 minutes each way)
- b) If the game is drawn, then the winner shall be golden point. Maximum of 10 minutes.
- c) If this does not resolve the situation, then the team that has the highest ranked team on the points table immediately preceding will be given the higher ranking.

4. DURATION OF MATCH

4.1 Senior rugby is played as per the IRB Rule Book being 80 minutes plus lost or extra time. 4.2 Under 19 game time is 35 minutes per half, plus lost time. No extra time is to be played in Under 19 fixtures, (winners of semi-finals and finals will be decided as per Addendum Rule 3.2.b-c). DSLVL Law 5.1.

COMPETITION FORMAT FOR DIVISION 1, DIVISION 2, DIVISION 3, UNDER 21, UNDER 19, UNDER 85KG, WOMEN'S, PRESIDENT'S COMPETITION

All eligibility guidelines, competition formats and Semi Finals and Finals details are to be set down by the Community Rugby Committee in the November meeting or as soon after as is practicable.

The winner of the Division 1 final will be awarded the **McNamara Cup**

The winner of the Division 2 final will be awarded the **Bob Chandler Memorial Cup**

The winner of the Division 3 final will be awarded the **Sid Marshall Shield**

The winner of the U21 final will be awarded the **Massey Cup**

The winner of the U19 final will be awarded the **Bright Cup**

The winner of the Women's final will be awarded the **Auckland RFC Women's Cup**

Division 1 Grade first round winner shall be awarded the **Max Carter Cup**

Division 2 Grade first round winner will be awarded the **Don Shuker Cup**

Division 3 Grade first round winner will be awarded the **Bill Marsh Trophy**

The **Counties Energy Cup** will be challenged for, on a week-by-week basis and the club that holds this cup in the last competition round prior to semis final and finals will hold the **Counties Energy Cup**.

COMPETITION ELIGIBILITY FOR McNAMARA CUP (DIVISION 1)

5. ELIGIBILITY

5.1 Clubs will be eligible for the McNamara Cup (Division 1) competition if/when they enter a McNamara Cup (Division 1) and a minimum of a Bob Chandler Cup (Division 2) or Massey Cup (U21) side as a second team entered into the respective CMRFU competition on the official CMRFU entry form.

Clubs must meet and adhere to the following Division 1 Club requirements:

- McNamara Cup (Division 1) Team
- CMRFU member club
- Second team confirmed within 21 days before of the start of Division 1 competition.
- Junior Club
- No club is able to have two teams within this competition in any one year.
- Two full size playing fields.
- Designated Referees Changing facility.
- A minimum of one event manager wearing required high viz event manager vest for every match.
- Side-line ropes.
- Playing fields set up prior to first game with all required side-line ropes, flags and goal post pads.
- Club Health Audit completed with CMRFU prior to the commencement of the Division 1 competition for that year – includes required Health and Safety and Alcohol Licensing.
- Signed up to Club Code of Conduct.

5.2 The Community Rugby Committee reserves the right to alter rule 5.1 above. Unless the eligibility criteria are amended prior to the outset of the 2025 competition.

COMPETITION ELIGIBILITY FOR SID MARSHALL SHIELD (DIVISION 3), BOB CHANDLER CUP (DIVISION 2) UNDER 85KG & MASSEY CUP (U21) COMPETITIONS

6. ELIGIBILITY

6.1 Clubs will be eligible for the respective competition if/when they enter a team into the CMRFU competition on the official CMRFU entry form.

Clubs must meet and adhere to the following requirements:

- CMRFU member club or team from another rugby union approved by Community Rugby Committee and home union.
- For the Bob Chandler Cup (Division 2), the club must have a team entered into the McNamara Cup (Division 1) competition in the same year.
- No club is able to have two teams within the Bob Chandler Cup (Division 2) competition in any one year however no such restriction is in place in other grades.
- Designated Referees Changing facility.
- A minimum of one event manager wearing required high viz event manager vest for every match.
- Side-line ropes.
- Playing fields set up prior to first game with all required side-line ropes, flags, and goal post pads.
- Club Health Audit completed with CMRFU prior to the commencement of the Division 2 competition for that year – includes required Health and Safety and Alcohol Licensing.
- Signed up to Club Code of Conduct.

6.2 The Community Rugby Committee reserves the right to alter rules within Rule 6 above as and when required or consider a dispensation upon application by a club.

COMPETITION ELIGIBILITY FOR BRIGHT CUP (UNDER 19)

7. ELIGIBILITY

7.1 Clubs will be eligible for the respective competition if/when they enter a team into the CMRFU competition on the official CMRFU entry form.

7.2 Composite teams made up of players registered to different clubs within CMRFU are permitted. All players must comply with rules for registration, transfers and other eligibility set down within the CMRFU By Laws.

7.3 Clubs must meet and adhere to the following requirements:

- Players are from a CMRFU member club or team from another rugby union approved by Community Rugby Committee and home union.
- There is no restriction on clubs having two teams within the competition in any one year.
- Designated Referees Changing facility.
- A minimum of one event manager wearing required high viz event manager vest for every match.
- Side-line ropes.
- Playing fields set up prior to first game with all required side-line ropes, flags, and goal post pads.

- Club Health Audit completed with CMRFU prior to the commencement of the Division 2 competition for that year – includes required Health and Safety and Alcohol Licensing.
- Signed up to Club Code of Conduct

7.4 The Community Rugby Committee reserves the right to alter rules within Rule7 above as and when required or consider a dispensation upon application by a club.

8. COMPETITION FORMATS

General

8.1 Competition format will be determined once final entries are received, but generally competition will consist of round robin play, followed by semi-finals and finals.

9. Semi-Finals & Finals (All grades)

9.1 Teams finishing in positions 1 – 4, as determined by Addendum Rule 3.1 above will play in the Semi- Finals.

- Team 1 will play Team 4 at Team 1's venue.
- Team 2 will play Team 3 at Team 2's venue.

9.2 The winner of each semi-final will be determined as per Addendum Rule 3.2

9.3 The winner of the respective final will be determined as per Addendum Rule 3.2.