



# Tarleton Rugby Union Football Club

## Organisational Management Structure

### Legal and Financial structure

#### The Charity

Tarleton Rugby Development Project Community Partnership

Object: the provision of the facilities at Carr Lane to enable young people to play rugby union

The Charity holds the lease (35 years) for Carr Lane granted by the Lilford Estate and managed by a Board of Trustees (Hugh Paterson, Trish Holloway, Nick Wetherall)

#### Limited Company

Tarleton RUFC Developments Limited

Formed to control the running costs of the land & buildings. Acts as a legal and financial interface between the Charity and the user organisations such as TRUFC.

#### The Club

Tarleton Rugby Union Football Club

Responsible for managing the playing sections of the club within an integrated management structure.

The Club's management structure is set out below

## Management Structure, Roles and Responsibilities

### Executive Management Committee

Comprising:	President	Hugh Paterson
	Chairman*	Jonathan Skofič
	Vice-Chairman*	Barry Cook
	Secretary* (acting)	Barry Cook
	Treasurer*	Nick Wetherall
	House & Grounds Convenor	Brian Fishwick
	Co-opted Members	Greg Carlton (VP)
		Phil Holloway (VP)
		Ian Stansfield
		Allan Reed

\* Elected annually by Annual General Meeting

Key Functions:

- Strategic planning – Facilities development and Business Planning
- Co-ordination of support services
- Financial management



# Tarleton Rugby Union Football Club

## Operational Management Group

Comprising	Executive Management Committee	as above
	Two representatives - Open Age Rugby	tba
	One representative - Colts Rugby	Dave Roebuck
	Two representatives - Junior Rugby	Paul Cromack & Steve Mann
	One representative - Minis Rugby	Rob Macadam
	Mini/Junior Playing Convenor	Steve Wood
	Catering Convenors	Janet Jones & June Cromack
	Merchandising Convenor	Allan Reed
	Social Convenor	Cath Frankland
	Fixtures Secretary	Chris Malkin
	Membership Secretary	Sarah Pearce
	Webmaster	Steve Charters
	Other Members as invited	

The group has been established to assist and coordinate operational management and communications. Meets monthly on first Monday of the Month.

## Club Vice Presidents

Comprising:	Mark Ashcroft
	Greg Carlton
	Barry Cook
	Phil Holloway
	Sean Kelly
	John Parton
	Hugh Paterson
	Dave Roebuck
	Jonathan Skofič

The Vice Presidents are the Guarantors of the Club's Development Loan from the Rugby Football Union.

## Mini/Junior Development Committee

Comprising:	Convenor	Steve Wood
	Members	Janet Jones
		Paul Cromack
		Steve Mann
		Rob Macadam

Key Functions:

- To co-ordinate playing and coaching matters with special emphasis on Mini/Junior development
- Schools Outreach Work
- Coach and Player Development
- Retention and Recruitment

## Child Welfare Panel

Comprising:	Club Child Welfare Officer	Steve Ashley
	Members	Greg Carlton
		Sharon Fishwick



# Tarleton Rugby Union Football Club

## Key Functions:

- To review and develop Child Welfare Policy and Procedures in line with RFU guidance
- To manage any reported incidents and/or complaints in consultation with Lancashire CB Child Welfare Officer and the RFU

## **Disciplinary Panel**

Comprising:	Chairman	Jonathan Skofič
	Members	Greg Carlton
		Mark Ashcroft
		Phil Holloway

## Key Functions:

- Manage and administer alleged breaches of conduct by members both on and off the field of play in accordance with section 12 of the Club constitution