



Softball Victoria High Performance Committee

Reporting to the SV EO

Establishment

The Softball Victoria (SV) High Performance Committee (HPC) is a permanent standing committee, established by the EO to support the management and the delivery of the athlete and coach development pathway and relevant high performance initiatives in the SV strategic plan.

Purpose

The HPC advises the SV EO on the following high performance matters:

- Elite Development Program (athlete development pathway):
 - Talent identification and development programs
 - The daily training environment
- State Softball coaching curriculum and 'whole of State Teams' approach
- Opportunities to advocate high performance initiatives
- High performance policies, processes and practices
- Priorities for resource allocation
- Coach development pathway and education initiatives
- Other responsibilities as directed by the EO

In addition and via the SV EO, the HPC advises the SV Board on any athlete and coach pathway and high performance matters that impact the governance of SV.

Delegated Authority

The Committee has no delegated authorities.



Relationships

The Committee is required to maintain relationships with the following people and groups and keep them informed in order to work toward seamless pathways and an integration of the officiating roles:

- SV EO
- SV Staff
- SV State Team and Development Coaching staff
- Directors of Umpiring and Scoring
- Softball Australia High Performance Director

Meetings

- The Committee shall meet face-to face or by teleconference a minimum of four times a year and otherwise as determined by the Chair.
- In the absence of the Chair the most senior Softball Victoria staff member present at a meeting shall chair the meeting.
- A quorum will be constituted by the Chair as a majority (50% plus one) of current members of the Committee.
- Any other person may attend a meeting at the invitation of the Chair.
- An agenda shall be prepared and circulated prior to every meeting.
- Information supporting agenda items shall be circulated with the agenda.

Minutes shall be taken at each meeting, outlining all recommendations to the EO and actions arising.

Amendments

- The Committee may recommend to the EO that these Terms of Reference be varied to enable it to deal with any matter or issue which it considers should be addressed by the Committee.
- The EO may at any time amend or vary these Terms of Reference as they see fit.



Committee Membership

- The High Performance Committee will comprise of a maximum of nine members constituted as follows:
 - Open Women's Head Coach
 - Open Men's Head Coach
 - SV Athlete Coach and Performance Manager
 - Two athlete representatives (one male and one female) who have represented at State or National level in the last 2 years
- The remaining positions will be filled by individuals with experience in high performance sport; that may include the following skill sets:
 - An independent that has experience working with and an understanding of High Performance environments and athlete and coach development pathways
 - An individual with knowledge and understanding of athlete and coach education programs and resources
 - Other individuals that are deemed to be able to provide knowledge and expertise relevant to the Terms of Reference of the HP Committee
- A Chair of the Committee will be appointed by the members and recommended to the SV EO for approval.
- An individual may be a member of the Committee in more than one capacity.
- The Committee will have a gender balance of no more than 60% from either gender.
- Individual members are required to attend a minimum of 75% of meetings within any calendar year. Failure to do so may result in the Executive Officer reviewing the individuals membership.

Endorsed by the SV Board: 20 July 2016

Approved by the Softball Victoria EO: 22 July 2016

History of HPC Terms of Reference

Document updated: 5th October 2017, reviewed by Nick Frayne and Simon Blundell.