

## SWIMMING WAIKATO

### Panel Appointments Policy

Original – 28 August 2015  
Version 1 – 29 March 2016  
Version 2 – 20 January 2017  
Reviewed – 26 February 2018

#### OBJECTIVE –

To clarify the protocol required for the appointment of members to the Swimming Waikato Panels.  
The Panels are –

- Technical Panel
- Awards Panel
- Commercial Panel

#### POLICY –

The Competitions and Development Panel ceased to exist in 2016 when it was decided that a senior group of coaches would take over the role of the Panel. The coaches responsible for the Competitions and Development aspects of the sport our Tier One and Two Coaches, ie. they have swimmers competing at NZ Opens and NZ Age Group Champs.

#### 1. TECHNICAL PANEL

1.1 There shall be a Technical Panel, appointed by the Swimming Waikato Board. The Technical Panel shall be responsible to the Board of SW and shall consist of:

- (a) A minimum of four and up to eight appointed members, all of whom shall be nationally qualified officials (at least one being a nationally qualified Referee).
- (b) The Technical Panel may include a Swimming Waikato Board Member. The appointment of a Board Member is at the discretion of the Board of Swimming Waikato.
- (c) If a position becomes vacant, the Chairperson of the Technical Panel will appoint a replacement, in liaison with the Board of Swimming Waikato, ensuring the incumbent has the relevant expertise.

1.2 The Swimming Waikato Administrator shall call for nominations for membership of the Technical Panel annually. The nominations are:

- (a) To be received by the Board no later than seven days prior to the AGM, and

- (b) To include a resume of experience and qualifications; and
- (c) To be signed by the nominee.
- (d) To be ratified by a Swimming Waikato Club.

The appointed Technical Panel will be announced to the swimming community following the first meeting of the new Swimming Waikato Board (immediately following each AGM) and will hold office for 12 months from the date of the AGM of SW. Technical Panel members may be appointed for consecutive terms.

1.3 The Technical Panel shall elect its own Chairperson.

1.4 The responsibilities of the Technical Panel shall be:

- (a) To appoint assessors to conduct all Waikato Officials assessments.
- (b) The conduct of officials seminars where and when necessary.
- (c) To appoint all Technical Officials for Swimming Waikato controlled Swim meets.
- (d) The designation of fixtures at which Waikato assessments will be conducted.
- (e) The approval of all officials applying for National Qualifications.
- (f) To work with the Clubs, to appoint officials for all Clubs Meets conducted within SW's boundaries.
- (g) To report monthly to SW Board and present recommendations as thought necessary.

### **3 AWARDS PANEL**

3.1 There shall be an Awards Panel, appointed by the Swimming Waikato Board. The Awards Panel shall be responsible to the Board of SW and shall consist of:

- (a) Up to four elected members, who are either Life Members or Service Award holders of SW, and
- (b) Two elected members shall retire by rotation annually. The retiring members shall be eligible for re-election. If a position becomes vacant out of rotation, a replacement member, who holds the required qualifications, shall be appointed by the Swimming Waikato Board to serve the remainder of the term.

3.2 The Administrator shall call for nominations for membership of the Awards Panel annually.

The nominations are:

- (a) To be received by the Board no later than seven days prior to the AGM, and
- (b) To include a resume of experience and qualifications; and
- (c) To be signed by the nominee.
- (d) To be ratified by a Swimming Waikato Club.

The appointed Awards Panel will be announced to the swimming community following the first meeting of the new Swimming Waikato Board (immediately following each AGM) and will hold office for 12 months from the date of the AGM of SW.

3.3 The Awards Panel shall elect its own Chairperson.

3.4 The Awards Panel shall govern recommendations for all SNZ Awards and SW Awards. The committee shall strictly guard the status of all Awards. The Panel's operation shall be strictly confidential. All representation by the Panel and to the Panel shall be treated in strict confidence. The Panel may make any inquiries it chooses in any manner it thinks fit concerning the matters before it.

SW Awards Panel announces its various recommendations for all SW Awards at a suitable annual function, to be held at the discretion of the SW Board.

#### **4. COMMERCIAL PANEL**

4.1 There shall be a Commercial Panel, appointed by the Swimming Waikato Board. The Commercial Panel shall be responsible to the Board of SW and shall consist of:

- (a) A minimum of three and up to four members.
- (b) The Commercial Panel may include a Swimming Waikato Board Member. The appointment of a Board Member is at the discretion of the Board of Swimming Waikato.
- (c) If a position becomes vacant, the Chairperson of the Commercial Panel will appoint a replacement, in liaison with the Board of Swimming Waikato, ensuring the incumbent has the relevant expertise.

- 4.2 The Swimming Waikato Administrator shall call for nominations for membership of the Commercial Panel annually. The nominations are:
- (a) To be received by the Board no later than seven days prior to the AGM, and
  - (b) To include a resume of experience and qualifications; and
  - (c) To be signed by the nominee.
  - (d) To be ratified by a Swimming Waikato Club.

The appointed Commercial Panel will be announced to the swimming community following the first meeting of the new Swimming Waikato Board (immediately following each AGM) and will hold office for 12 months from the date of the AGM of SW. Commercial Panel members may be appointed for consecutive terms.

- 4.3 The Commercial Panel shall elect its own Chairperson.

- 4.4 The responsibilities of the Commercial Panel shall be:

- (a) To develop a branding programme around current and new sponsors/funders.
- (b) To develop broader funding base to reduce reliance on gaming trusts.
- (c) Utilise swim meets to provide brand exposure for sponsors/partners.
- (d) Grow revenue as stated in the Strategic Plan of Swimming Waikato.