



Type:	SLSNR SLT Appointed Committee
Title:	LIFESAVING SPORTS COMMITTEE (LSC)
Objective:	To establish, maintain, and develop SLSNR's sport and recreation program by establishing pathways, programmes, and competitions that support the strategic objectives of Surf Life Saving Northern Region.
RESPONSIBLE TO:	SLSNR Senior Leadership Team (SLT)

Terms of Reference — Surf Life Saving Northern Region

A — AUTHORITY

1. Title

Lifesaving Sports Committee (LSC)

2. Committee Term

The LSC is a standing committee of Surf Life Saving Northern Region (SLSNR), empowered by these Terms of Reference.

3. Last Updated

March 2026

4. Review Cycle

- a) These Terms of Reference will be reviewed every three (3) years, or earlier if required.
- b) The SLSNR Senior Leadership Team (SLT), in consultation with the LSC, is responsible for managing the content of this document.
- c) Changes to these Terms of Reference must be approved by the SLSNR SLT.

B — PURPOSE & SCOPE

5. Purpose

To establish, maintain and develop SLSNR's Sport and Recreation program by establishing pathways, programmes, and competitions that support the strategic objectives of Surf Life Saving Northern Region.

6. Scope

Pathways & Development

- Lifesaving Sport



- Officials, coaches, team managers
- Event water safety (sport-related)
- Volunteer capability within sport

Programmes

- Pool Rescue
- Surf Sport (land, ocean, IRB, boats, canoes)
- Regional development initiatives
- Education and training related to sport delivery

Events

- Regional event calendar and scheduling
- Event operations and delivery
- Integrity and fairness
- Safeguarding and Wellbeing
- Appointments (officials, event committees)
- Volunteer recognition within sport

C — WORKING GROUPS

7. Project Working Groups (PWGs)

- a) All operational PWGs established by LSC must report formally to the LSC.
- b) PWGs are fixed-term groups created to deliver a defined outcome within 12 months.
- c) The LSC may establish PWGs to deliver items on its Workplan or high-impact projects.
- d) PWGs do not have decision-making authority unless delegated by the LSC.

D — DECISION-MAKING

8. Decision-Making Framework

LSC will follow a two-tier decision model.

Tier 1 — Operational Delivery

Where day-to-day sport operations, systems, and feedback loops are managed.

Examples:

- Event delivery
- Programme implementation
- Feedback from clubs and volunteers

Responsibility: SLSNR Sport Manager and operational staff.



Tier 2 — Regional Leadership & System Management

Where regional standards, policies, and programmes are developed, reviewed, and aligned with national direction.

Examples:

- Updates to regional sport policies
- Regional event scheduling
- Regional programme design
- Operational reviews

Responsibility: LSC + SLSNR Sport Manager

Process:

- Initiation
- Development
- Consultation with clubs and stakeholders
- Consolidation of feedback
- LSC endorsement
- SLT approval (where required)
- Implementation & communication

Matters Requiring SLT Approval

- Strategic changes
- Budget implications
- Decisions with reputational or risk impact
- Changes outside the scope of regional authority

E — GOVERNANCE STRUCTURE

9. Reporting Line

The LSC reports to the SLSNR Senior Leadership Team.

10. Committee Responsibilities

The LSC is responsible for:

- Monitoring delivery of the annual Sport Plan.
- Consulting with membership on regional sport priorities
- Signing off on regional sport reviews and recommending changes to SLT
- Appointing Event Management Committees
- Monitoring performance of programmes
- Ensuring alignment with SLSNZ policies and national direction



F — VALUES, CONDUCT & EXPECTATIONS

11. SLSNZ Values & Te Ao Māori Principles

LSC members will:

- Demonstrate Collaboration, Integrity, Respect, Wellbeing, and Fun
- Respect Te Ao Māori principles and tikanga
- Support SLSNZ's commitment to Te Tiriti o Waitangi
- Engage constructively and respectfully, including constructive challenge

12. Confidentiality & Privacy

Members must:

- Exercise professionalism, good judgement, and confidentiality
- Protect personal information unless explicit permission is given
- Handle sensitive information with care

13. Health, Safety & Wellness

The LSC will:

- Prioritise health, safety, and wellbeing in all decisions
- Support safe delivery of sports events and programmes
- Learn from incidents and near misses

G — MEETINGS

14. Meeting Frequency

- The LSC will meet monthly, or more frequently if required.
- Meetings may be held in person, online, or via phone.

15. Administration

SLSNZ staff will support the committee by providing:

- Agendas circulated at least 5 working days prior
- Minutes circulated within 1 week
- Scheduling meetings 1 month in advance
- Induction and ongoing training for members

16. Quorum

A quorum is 50% of voting members, rounded up.

H — MEMBERSHIP

17. Composition

The LSC will consist of:

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- Minimum of five members
- SLSNR Sport Manager (ex-officio, non-voting)
- Co-opted members as required for specialist skills

18. Representation & Diversity

The LSC will seek:

- Geographic representation across the region
- Balanced gender representation
- Youth representation
- A balance of experience across sport disciplines

19. Term & Appointment

- Members are appointed by the SLSNR SLT for up to three years.
- Terms may be extended following a performance review.
- No more than three members should roll off at one time.
- Vacancies may be filled through an EOI process if appropriate.

20. Chair

Appointment

- The LSC will nominate a Chair within 30 days of its first meeting.

Term

- The Chair serves a two-year term.

Responsibilities

- Chair meetings and workshops
- Develop and lead the annual committee workplan
- Ensure orderly and effective meetings
- Represent the committee to SLSNR and SLSNZ
- Ensure cross-committee communication where relevant

Absence

- In the Chair's absence, members present will appoint an acting Chair.

21. Member Responsibilities

Members must:

- Prepare for meetings
- Participate constructively
- Attend all meetings or notify the Chair if unable
- Contribute to the workplan and delivery of assigned tasks



- Members to act in the best interests of Surf Life Saving Northern Region, exercising impartiality and sound judgement in all discussions and decisions.

22. Conflict of Interest

Members must:

- Declare conflicts of interest
- Refrain from participating in decisions where a conflict exists
- Comply with SLSNR conflict of interest protocols

I — REVIEW & REPORTING

23. Annual Self Review

The LSC will undertake an annual review of its objectives, performance, and responsibilities.

24. Reporting

After each meeting, the SLSNR Sports Manager will report key business and recommendations to the SLSNR SLT.

J — PROCEDURE

25. Committee Procedure

Except where otherwise stated, the LSC will regulate its own procedure.