

GB Committee – Terms of Reference

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Introduction

The GB Committee is a standing sub-committee of the UKU Board.

Membership

The Sub-Committee shall consist of

- Chairperson
- GB Performance Director (UKU board position)
- GB Finance Officer
- GB Welfare Officer
- UKU CEO
- 2 elected player representatives (1 female and 1 male)

There will be at least 2 UKU Board Members, including the CEO and the GB Performance Director, who are standing members of this Sub-Committee.

It is expected that current active players/coaches in the main senior divisions (Open, Women, Mixed) would not be appointed in order to help minimize the potential for personal conflicts of interest.

The elected player representatives will be introduced for the first time for the 2020 season.

Where the committee requires a vote in order to make a decision, there is a quorum of more than 50% committee members.

Appointment of Sub-Committee and term lengths

In general appointments to the GB Committee are for a period of three years. There is no limit on individuals remaining in position for multiple fixed-terms.

Elected player representatives are appointed for 1 year (see role description).

Casual Vacancies

The Sub-Committee is able to recruit experienced, qualified people as needed for specific projects or tasks.

Meetings

Frequency of Meetings

The Sub-Committee shall meet as necessary to undertake its functions.

It is expected that the majority of the GB Sub-Committee activity is conducted by e-mail and telephone. There is a conference call every 4-6 weeks, and at least one face-to-face meeting is expected for this Sub Committee annually.

Record of Meetings

The GB Sub-Committee shall ensure that an agreed written record of their meetings. The chairperson and/or Performance Director will submit regular reports to the UKU Board, either quarterly or ahead of each board meeting as determined by the Performance Director.

UKU Staff Attendance

The UKU Administrator has taken on some administrative responsibilities for the GB squads and is included on the committee email group, and regular meetings.

GB Junior Programme Manager works closely with the CEO and Performance Director but is not a permanent member of the committee.

Other staff are invited if specific input is required.

Functions of the Sub-Committee

The functions of the GB Committee include the following, although this is not an exhaustive list:

- to select squad managers for each GB team and then work with them throughout their tenure to ensure the managers stay aligned with the objectives of UK Ultimate and the GB Ultimate Programme through the Coach/Manager Code of Conduct that will be introduced in 2020;
- to make decisions that affect all GB squads so that they are handled in a fair and consistent (where appropriate) way across all the teams, and to take this load off the various team managers e.g. selecting national team uniform supplier;
- to oversee the finances of the GB programme in line with the [GB Finance Policy](#);
- to bring in other people on a temporary basis to consult with if their skills, knowledge or experience were required to help make a decision (eg around manager selection, financial advice, medical advice etc)
- agreeing and monitoring performance against Key Performance indicators for the GB programme
- to build, maintain and monitor a performance pathway that runs from juniors through to masters divisions that contributes towards the achievement of the agreed KPIs
- establish, own, review and update all GB-specific policies (see below)
- appoint, and work with, volunteers in the following operational GB roles:
 - *Sports Science coordinator (medical, S&C, nutrition, sports psych, anti-doping)*
 - *Kit lead (recruits some other help)*
 - *Fundraising / sponsorship*
 - *Communications / social media / PR*

Powers

The GB Committee has no pre-agreed delegated powers from the UKU Board but delegated powers can be granted by the UKU Board at their discretion.

Note

GB Administration includes:

- To manage financial arrangements for GB Teams including setting the budget and cost per player for each competition
- To manage the kit arrangements
- To manage the medical support systems
- To seek and manage sponsorship opportunities (and/or other ways of helping with athlete costs), but note final bullet
- Deal with applications for team management / coaching positions – running the process and making recommendations to the Board.
- No spending can be committed over and above the budget originally set without specific UKU Board authorisation – spend nothing not raised from players
- The Sub-Committee cannot make external agreements without specific UKU Board authorisation

GB-specific policies

The committee is responsible for the following GB-specific policies.

- [GB Player Agreement](#) (anyone with the link can view)
- [GB Social Media Policy](#) (anyone with the link can view)
- [GB Player Selection Policy](#) (anyone with the link can view)
- 2019-20 GB Squads Finance Policies
 - Document is currently only visible within the committee. A summarised, publicly version is coming.
 - [2019-20 GB Squads Finance Policies - v1](#)

Policies still in draft

- [GB Ultimate Policy on filming and photography at GB trials and training](#) (anyone with the link can view)
- GB player parents code of conduct (was used in 2019)
 - [Parent C of C2019](#) (anyone with the link can view)