

Selection Panel: Terms of Reference

1. Purpose

The purpose of the Selection Panel (“Panel”) is to:

- maximise the Company’s goal of increasing the Great Britain team’s medal outcomes at Olympic Games and World Championships;
- provide opportunities for the development of athletes who are, in the Panel’s opinion, capable of being podium competitive at international events; and
- provide the basis for selecting athletes for specific squads or events, including Junior squads and other events, when representing Great Britain; and
- make recommendations to UK Sport for athletes to join a World Class Funded programme;
- immediately inform the Chair and Vice Chair of the Company when an Appeal Panel, as set out in the Selection Policy, needs to be appointed.

2. Delegated Authority

The Panel is a permanent standing committee of the Board and shall have delegated authority to:

- select teams and squads at all levels to represent Great Britain in the relevant ski and snowboard disciplines,
- seek any information from any employee in order to perform its duties; and
- seek any necessary external professional advice at the Company’s expense.

3 Duties

3.1 The duties of the Panel are to:

- confirm an athlete’s eligibility for selection in accordance with the Selection Policy;
- publish as early as possible in each year, in conjunction with the appropriate discipline committee, the policies relating to team and squad selection for the following twelve months;
- publish one or more schedules relating to each discipline giving further information to athletes and coaches of the criteria to be used by the Panel in determining selection;
- receive written submissions from the head coach of each discipline with that discipline committee’s recommendations for selection;
- choose teams and squads to represent Great Britain in line with the Panel’s purpose (above);
- hear any appeal against a selection decision made by the Panel in accordance with the terms set out in the Selection Policy.

4. Membership

4.1 Membership of the Panel for selection relating to a specific discipline shall be as follows:

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- the Performance Director, or any other person nominated by the Board, who shall serve as chair;
- the GBS Head Coach;
- an independent person with a legal background, who shall be nominated by the Company’s Nominations Committee to serve for a twelve-month period;
- the chair, or nominated representative, of the appropriate Discipline Committee; and
- the relevant head coach for the discipline.

4.2 The Panel may invite others to join meetings.

4.3 If any Panel member or meeting attendee declares an interest in a matter to be discussed then they may participate in the deliberations but must abstain from any vote and will not count towards the quorum.

5. Quorum

The quorum necessary for the transaction of business relating to each discipline shall be three members, one of whom must be the independent legal person (unless conflicted under 4.3 above) and another is to be either the Performance Director (or any other person nominated by the Board to chair the Panel) or the GBS Head Coach. Decisions of the Panel are taken by a simple majority vote without taking abstentions into account; in the event of a tie the chair of the meeting has the casting vote.

6. Frequency of meetings

6.1 The Panel shall meet as required to discharge its duties.

6.2 It may conduct its business by telephone or video conference if preferred. In such a case the meeting is deemed to be held at the Company’s registered office.

7. Notice of meetings

7.1 Meetings of the Panel shall be called by the chair or at the request of the chair of a discipline committee.

7.2 Wherever possible notice of each meeting confirming venue, time and date, together with an agenda of items to be discussed shall be forwarded to each member of the Panel and to any other person required to attend no later than 3 working days before the date of the meeting. Supporting papers shall be sent to Panel members and to other attendees, as appropriate, at the same time.

8. Minutes of meetings

8.1 The proceedings and resolutions of all Panel meetings, including the names of those present and in attendance will be minuted.

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8.2 Any verbal information relating to selection supplied to a meeting by the head coach of a discipline must be minuted.

8.3 Draft minutes of Panel meetings relating to a specific discipline shall be circulated promptly to all members of that meeting. Once approved, minutes should be circulated to all members of the Board unless it would be inappropriate to do so.

9. Reporting

9.1 Decisions taken by the Panel in relation to team and squad selection shall be published as soon as possible on the Company’s website. The chair of the Panel shall report to the Board on its proceedings after each meeting on all matters within its duties and responsibilities.

9.2 The Panel shall provide an annual report to the Board on its activities and future objectives.

9.3 The Panel shall make whatever recommendations to the Board it deems appropriate on any area within its remit where action or improvement is needed.

10. Other Matters

The Panel shall arrange for periodic reviews of its own performance and, at least annually, review its terms of reference to ensure that it is fit for purpose and operating effectively and recommend to the Board any changes it considers necessary.

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