**ATHLETICS IRELAND PRINCIPLE COMMITTEE**

**TERMS OF REFERENCE**

**1 Composition**

The Principle Committees consist of an elected Chairperson and a number of elected representatives at Congress. Additionally, the Chairperson of each respective committee nominates individuals to their committee who in turn must be appointed by the Board. In the case of the Competition and Juvenile Committees additional Provincial Reps are also appointed.

Coaching & Development Chair plus 5 elected & 5 appointed

High Performance Chair plus 3 elected & 3 appointed

Finance & Risk Chair plus 3 elected & 3 appointed

Competition Chair plus 5 elected & 1 appointed and 4 Provincial Reps

Juvenile Chair plus 5 elected & 1 appointed and 4 Provincial Reps

**2          Purpose**

To work in collaboration with relevant AAI staff to deliver agreed strategic and operational objectives for the specific committee.

**3 Functions**

1. To draft a development plan in consultation with appropriate AAI Staff, with objectives for Board approval.

b. To oversee, and report to the Board on, the implementation of the plan and objectives.

1. To oversee the development of policies and strategies relevant to the specific committee.
2. To monitor trends and to make recommendations relevant to the committee.
3. To promote best practice through the issuing of relevant information to stakeholders.
4. To manage appropriately with appropriate staff any formal complaints relating to specific committee matters.
5. To liaise through the Chair with the CEO of Athletics Ireland as necessary.
6. To perform any other tasks as required by the Board of Athletics Ireland.
7. To agree and oversee budgets for the specific committee.

**4 Meeting Frequency**

At least four times per annum.

**5 Board Reporting**

The Committee will report through the CEO for each Board meeting and reports should contain the following:

* Dates of what meetings have been held and attendance
* Plan of activities and objectives for the year
* Summary of activities since the last report
* Any actions requiring Board attention

**Board Approval 23.07.2018**

**Signed By Georgina Drumm (President)**