



POLICY AUDIT COMMITTEE TERMS OF REFERENCE

PURPOSE

The Policy Audit Committee's (Committee) purpose is to research, compile, write/amend and present a suite of merged and/or new NZL policies.

KEY AIMS

- To prepare for the Board a suite of policies for NZL for Board review and approval. A document reviewing existing policies and recommendations is [here](#);
- Utilise Sport NZ and [Aktive resources](#) or other to apply good practices in policy drafting.

COMPOSITION AND MEMBERSHIP

The NZL Interim Operations Manager will appoint members to the Committee. All positions will be advertised to NZL Members. The Committee will be made up of 5 members:

- The NZL Interim Operations Manager who will act as the Chair;
- One Board member;
- Up to three other members involved in or with an interest in the New Zealand lacrosse community.

DESIRED SKILLS/KNOWLEDGE

The membership of the Committee will seek to gain a balance of the following amongst its members:

- A solid understanding of the vision, mission and values of NZL;
- Strong drafting ability;
- Attention to detail;
- Policy writing experience;
- A broad range of experience from health and safety, child protection, privacy etc.
- Ability to be independent and also to work as a team member;
- Ability to be objective about what is best for NZL;
- Ability to interact with other Committee members both in person and in virtual meetings;

- A connection to a network of relevant stakeholders to assist with sector support would be useful e.g. Sport NZ, NSO's, RSO's, HPSNZ, Regional Sports Trusts and Territorial Authorities.

OPERATIONS

The Committee will:

- Meet via video conference (Google Meet);
- Develop a routine meeting cycle at the first meeting;
- Keep minutes for all meetings;
- Each have one vote in decision-making;
- Provide a proposed strategy/timeline for the policy audit by **1 December 2023**;
- Provide final recommendations by **1 April 2023**;
- Be required to act in accordance with existing Codes of Conduct.