

Terms of Reference

Queensland Representative School Sport Regional Committee (QRSS-RC)

Purpose

The Queensland Representative School Sport - Regional Committee (QRSS-RC) Far North Queensland is the governing body that leads the strategic direction and administration of the Queensland Representative School Sport (QRSS) program within the Far North Queensland.

Guiding principles



Performance-based outcomes

Enable safe, affordable and equitable representative school sport pathways with an unrelenting focus on excellence, engagement and wellbeing for staff and students. Monitor the performance, efficiency and effectiveness of the representative school sport program in the Far North Queensland.



Evidence-based

Provide evidence based strategic direction and ensure alignment of decision making processes across the Far North Queensland and to the statewide QRSS program.



Fit-for-purpose

Promote inclusive and equitable opportunities and access for all students in the Far North Queensland at all levels of representative school sport, being responsive to community needs and departmental priorities.



Trust and transparency

Through clear and transparent governance arrangements, make impartial and ethical decisions across the Far North Queensland that uphold human rights, promote confidence, demonstrate accountability, and withstand legal and public scrutiny of the representative school sport program.



Risk-based

Make decisions for representative school sport in the Far North Queensland that balance opportunity and risk to achieve the strategic priorities and objectives for Queensland Representative School Sport.

Responsibilities

- Endorse, approve and direct all activities within the Queensland Representative School Sport- Sport Regions and Districts within the Far North Queensland.
- Provide strategic direction and ensure alignment of the representative school sport program across the region and to the statewide QRSS program.
- Lead and oversee the development, administration, operation, implementation and ongoing review of the QRSS program in Far North Queensland in line with statewide priorities.
- Lead a regional operating model that manages risk and promotes accountability across the representative school sport program.
- Make key strategic investment decisions and ensure that all program operations and financial activities comply with relevant departmental policies and procedures.
- Endorse and approve planned expenditure of funds and other financial activities of the Sport Regions within Far North Queensland.
- Review and consider recommendations from the Queensland Representative School Sport – Management Committee (QRSS-MC).
- Identify opportunities to develop partnerships that leverage expertise and strengthen pathways for students in the QRSS program in Far North Queensland.
- Promote inclusive and equitable opportunities and access for all students in the Far North Queensland at all levels of representative school sport.
- Consider human rights in all actions and decision making.



Membership

Information about the QRSS-RC selection processes can be found in the QRSS Business Practices Handbook – *Selection of Regional Committee members*.

Role	Position	Division/organisation
Co-Chair*	Director, Regional Services	State Schools, DoE
Co-Chair*	Chair/ Executive member – 2021 Regional School Sport Board/s	Region, DoE
Members:	FNQ ARD	State Schools, DoE
	Queensland Representative School Sport Officer/s (QRSSO)	Each Sport Region, DoE
	Principal	Queensland Catholic Education Commission
	Principal	Queensland Catholic Education Commission
	Representative**	Regional Inclusion Advisory Group DoE
	Chair, District Committee	Cassowary Coast District
	Chair, District Committee	TCS District Region, DoE
	Chair, District Committee	TCC District within Region, DoE
	Chair, District Committee	TCN District within Region, DoE
	Chair, District Committee	TABLELANDS District within Region, DoE
	Chair, District Committee	CAPE District within Region, DoE
	Chair, District Committee	TORRES District within Region, DoE
Guests	Manager Invited and presenting guests as determined by the Chair	Regional Financial Advisory Services, DoE Various: e.g. DoE, Queensland Health, DTIS, Local Council etc.



Secretariat Executive Officer

Regionally nominated

**Chair to ensure representation of primary, secondary and special schools; **Chair to nominate*



Committee operations

The Queensland Representative School Sport - Regional Committee is a decision-making body. All committee decisions are underpinned by legislation, policies and procedures applicable to the Department of Education.

Parent entity

The parent entity is the Queensland Representative School Sport Board (QRSS-B).

Subordinate groups

QRSS - Sports Regions

Peninsula Sport Region.

QRSS - Districts

Peninsula Sport Region
Cassowary Coast
Central Cape
Tablelands
Torres Strait
Trinity Coast Central
Trinity Coast North
Trinity Coast South

Associate groups

QRSS – Sport Executives

QRSS – Sport Executive sub-committees/working groups (if applicable)

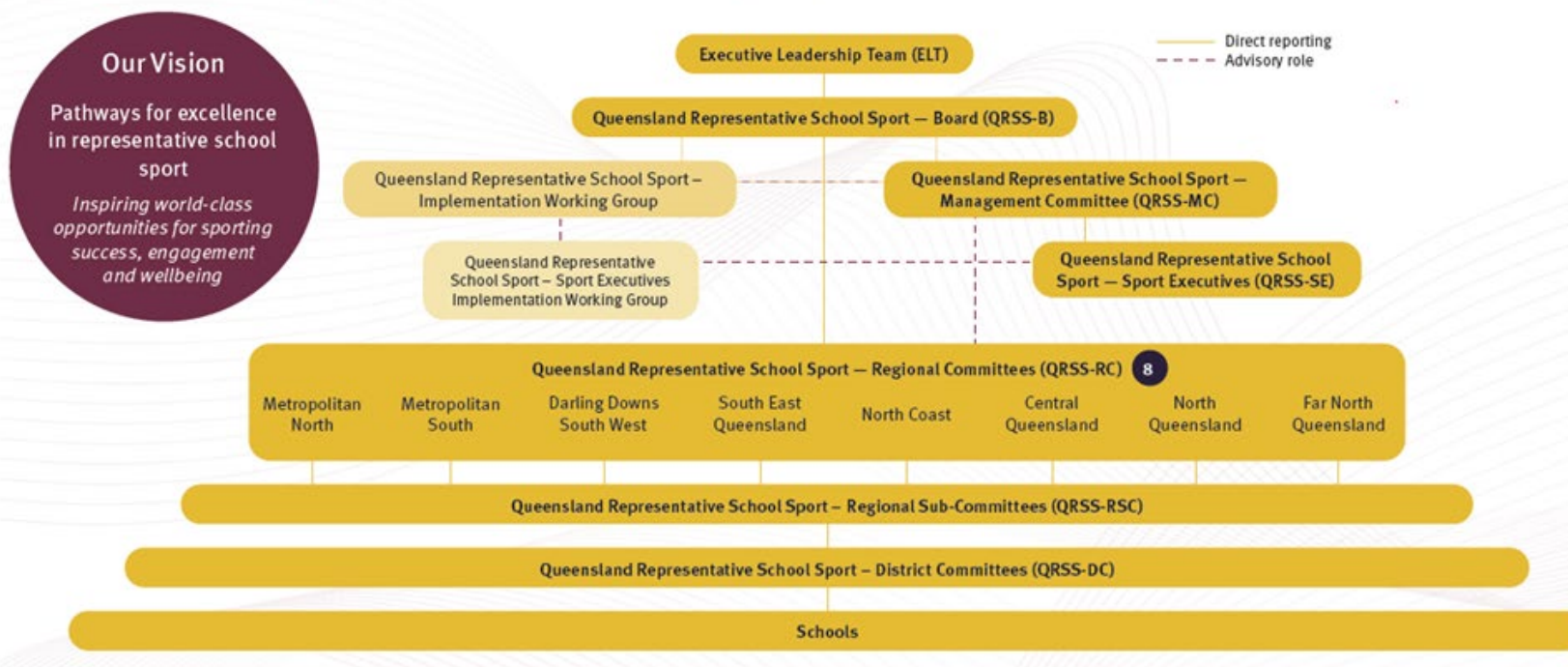
Meeting frequency

The Queensland Representative School Sport – Regional Committee meets its responsibilities through regular meetings and specific purpose meetings focussed on strategic direction, performance and governance accountability.

The Queensland Representative School Sport - Regional Committee will meet in accordance with the annual activity plan [*template available [here](#)*], at least once each school term, or as determined by the Chair.



Queensland Representative School Sport governance model



Naming Conventions and Acronyms

Name	Acronym
Queensland Representative School Sport	QRSS
Queensland Representative School Sport – Board	QRSS-B
Queensland Representative School Sport – Management Committee	QRSS-MC
Queensland Representative School Sport – Sport Executive	QRSS-SE
Queensland Representative School Sport – Regional Committee	QRSS-RC
Queensland Representative School Sport – Regional Sub-Committee	QRSS-RSC
Queensland Representative School Sport – Districts	QRSS-D
Queensland Representative School Sport Officer	QRSSO

Reporting and referral relationships

The Queensland Representative School Sport - Regional Committee through the Chair, prepares and submits the following to the QRSS - Board:

- Annual Improvement Plan, with a culminating Annual Report 12 months later.
- Annual Budget, with a culminating budget review 12 months later.

All reports are endorsed by the Regional Director prior to submission to the QRSS-Board.

Regular reports to this Regional Committee include:

QRSS – Regional Sub-Committee (QRSS-RSC) Action Plans prepared and submitted, with a culminating Annual Report 12 months later (if applicable).

- QRSS-RSC budgets and other planned financial expenditure (if applicable).
- Sports Region financial reports – each term.
- Sports Region participation, highlights and results information – each term.

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