

## Terms of Reference

### Queensland Representative School Sport Regional Committee (QRSS-RC)

#### Purpose

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

#### 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 North Coast Region.



##### **Evidence-based**

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



##### **Fit-for-purpose**

Promote inclusive and equitable opportunities and access for all students in the North Coast Region 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 North Coast Region 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 North Coast Region 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 North Coast region.
- 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 North Coast region 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 North Coast region.
- 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 North Coast region.
- Promote inclusive and equitable opportunities and access for all students in the North Coast region 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*.

<b>Role</b>	<b>Position</b>	<b>Division/organisation</b>
Chair:	Regional Director (or ARD/Lead Principal Delegate)	Region, DoE
Members:	Director, Regional Services	Region, DoE
	Queensland Representative School Sport Officer/s (QRSSO)	Sport Region, DoE
	Queensland Representative School Sport Officer/s (QRSSO)	Sport Region, DoE
	Principal	Independent Schools Queensland
	Principal	Queensland Catholic Education Commission
	Representative**	Regional Inclusion Advisory Group DoE
	Chair, District Committee	District within Region, DoE
	Chair, District Committee	District within Region, DoE
	Officer, Queensland Representative School Sport Unit	State Schools, Operations
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

Sunshine Coast Sports Region and Wide Bay Sports Region.

### QRSS - Districts

Sunshine Coast Sport Region	Wide Bay Sport Region
Caboolture	Bundaberg
Coastal	Maryborough
Glass House	Gympie
Nambour	Hervey Bay
Noosa	North Burnett
Redcliffe	South Burnett
Independent	
North	
South	

## Associate groups

QRSS – Sport Executives

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

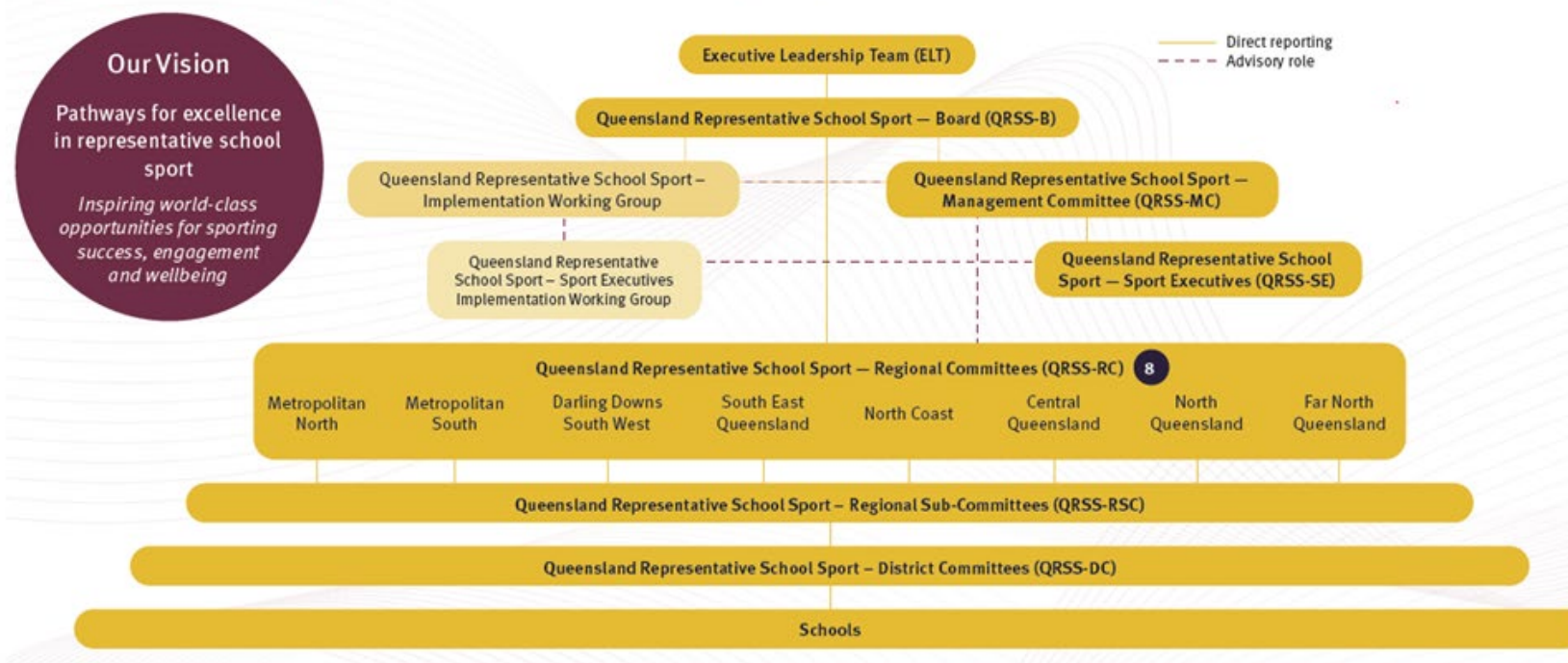
## Meeting frequency

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



**Our Vision**  
 Pathways for excellence in representative school sport  
 Inspiring world-class opportunities for sporting success, engagement and wellbeing

### 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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