



Appendix A

New Zealand Olympic Committee Olympians' Commission

Terms of Reference

Approved 8 May 2024

The Olympians' Commission is a Commission of the New Zealand Olympic Olympians' Commission Incorporated (NZOC) established by Rule 10 of the NZOC Constitution.

1. Membership

The Olympians' Commission shall comprise of up to ten people appointed by the NZOC Board who must have represented New Zealand at a Summer or Winter Olympic Games, one of which shall be an NZOC Athletes' Commission nominee.

The following factors shall be taken into consideration by the NZOC Board when appointing members of the Olympians Commission under this Terms of Reference:

- a. the ability to think strategically and philosophically and contribute to the future development /direction of NZ Olympians and Olympic legacy;
- b. the willingness to lead in their regions and organise activities as required;
- c. a cross section of skills and experience from business and/or the Olympic Games;
- d. a reflection of Olympians in terms of geography, spread of Summer and Winter Olympic Games, gender and age; and
- e. communication skills.

2. Method of Operation

The Olympians' Commission shall meet at least twice per annum and a quorum of four members is required. These meetings may be conducted either in person or via video conferencing.

3. Roles and Responsibilities:

3.1 **Role:** The role of the Olympians' Commission is help provide NZ Olympians with a sense of whanaungatanga to the Olympic whanau and the opportunity to celebrate their Olympic experience. It agrees to comply with the World Olympians Association Constitution and By-laws.

3.2 **Responsibilities:** The specific functions and responsibilities of the Olympians' Commission are to:

- a. Engage athletes on their Olympic journey;
- b. Use Olympic legacy to inspire athletes;
- c. Recognise and celebrate an athlete's Olympic experience;
- d. Inspire and encourage athletes to remain connected to the NZ Olympic movement;
- e. Advise the NZOC on matters related to Olympians and their legacy; and



- f. connect, and co-operate, with the World Olympians Association and other Olympian representative groups and National Associations as relevant.

4. Chair

At the first meeting following the appointment period, the Olympians' Commission shall appoint a Chair from amongst its members. The role of the Chair is to chair meetings and represent the Olympians' Commission where necessary. If the Chair is unavailable for any reason, the Olympians' Commission may appoint another member of the Olympians' Commission to act as Chair during the period of unavailability.

5. Term of Office

A member appointed to the Olympians' Commission under clause 1 will hold office for a period of up to four years. A member of the Olympians Commission may be reappointed up to a maximum of twelve years.

6. Conflicts of Interest

If a member of the Olympians' Commission or the NZOC Board believes that a member of the Olympians' Commission has, or may have, a potential or actual conflict of interest then:

- a. the member must disclose the nature of the potential or actual conflict of interest to the Olympians' Commission and the NZOC Board; and
- b. the member may not participate in any discussions, voting, or selection decisions which may be affected by the conflict of interest, unless permitted to do so by the Chair.

7. Expenses

The NZOC shall reimburse members of the Olympians' Commission for their actual and reasonable expenses incurred in the conduct of their responsibilities following approval of a properly completed expense claim (in the form required and approved by the NZOC) and in accordance with the NZOC's policies.

8. Authority

The Olympians' Commission is empowered by the Board in fulfilling its role to:

- Obtain legal or other independent professional advice;
- Secure the attendance of any person with relevant experience and expertise at Olympians' Commission meetings if appropriate; and
- Have direct access to the resources and information of NZOC as it may reasonably require.