

Tennis Ireland Performance Committee

Terms of Reference:

Approved by the Tennis Ireland Board

18th February 2021



Terms of Reference

Tennis Ireland Performance Committee

This document describes how the Tennis Ireland Performance Committee is constituted within Tennis Ireland and the roles and responsibilities of the Committee.

It also details some operational procedures as to how the Committee should conduct its business.

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Terms of Reference

Tennis Ireland Performance Committee

1. Composition of the Committee

There shall be a maximum of 10 persons on the Committee which should include;

- The Director with responsibility for Performance (who shall Chair the Committee)
- One other Board member
- The Chief Executive
- A Players Representative as chosen by the Board
- The National Performance Co-ordinator
- The 4 Provincial Performance Co-ordinators
- An independent person with High Performance experience

Members of the Committee shall hold office for a period of two years and can be reappointed for a further term upon expiration of this term

2. Quorum

The quorum for the transaction of the business of the Committee shall be the number of members present in person and entitled to vote which equals 50% plus one of the total number of appointed Committee members.

Accordingly, for a Committee of 10 appointed persons the quorum is six.

3. Communication & Authority Structure

The Committee shall be a committee of Tennis Ireland. The Committee reports directly to the Board of Tennis Ireland through the CEO Office.

The Committees work should align with the Tennis Ireland Strategy. The Committee must provide reports and / or information to the CEO within ten days of meetings and prior to the implementation of any decisions.

The CEO will review all reports received from Committees and will contact the Chair if she / he has any concerns arising from any report. The Board shall ultimately decide how to proceed in the event of concerns being raised.

The Committee shall provide any additional report / information requested by the Board through the CEO.

The Committee Chair must also submit quarterly reports to the Board including an update on goals and objectives set and on the level of progress that has been made with respect to same.

4. Duties of Committee

The Committee shall work closely with the Director of Development to;

- Support the implementation of the High-Performance strategy
- Support other Tennis Ireland committees with input and consultation as required
- Assist in the development and refinement of principles, concepts and strategies that will strengthen the High-Performance system.
- Assist in the design of comprehensive performance development together with policies to govern their operation e.g. Selection. Team Ireland Programme etc
- Work with the High-Performance Director as appropriate.
- Assist in the development of annual operational plans and budgets for high performance programs and be accountable for their delivery.

5. Operational Matters

The Committee shall meet when required in order to fulfill its objectives.

Meetings may be conducted by means of conference telephone or other electronic means whereby all persons participating in the meeting may hear each other speak.

Minutes of all meetings should be taken and kept on file