



TECHNICAL OFFICIALS COMMISSION CHARTER

NAME OF COMMISSION

The name of The Commission is Basketball Victoria's Technical Officials Commission (BV-TOC).

ESTABLISHMENT

In accordance with Rule 29 of the Constitution the Board establishes The Commission, outlines the objective and delegates to The Commission the functions and prescribes the composition of such as set out in this Commission Charter.

The Commission is not a separate legal entity to BV and shall not hold itself out to be a separate legal entity to any party it deals with in respect of the business of BV.

The Commission is not empowered nor authorised by BV, to enter into contracts as agent for BV, or to otherwise contract with third parties purportedly for and on behalf of BV, unless otherwise approved by the Board.

The Commission does not have the legal standing to employ any person in any remunerated capacity.

REVIEW

This delegation and Commission Charter shall be reviewed annually in consultation with The Commission.

Any changes shall be implemented as soon as practicable, within two (2) months of the completion of the review.

TERMS OF REFERENCE

BA means Basketball Australia, the governing body for basketball in Australia.

BV means Basketball Victoria, the governing body for basketball in Victoria.

Board means the Basketball Victoria Board of Management (BV Board).

CEO means the Basketball Victoria Chief Executive Officer (BV CEO).

Commission means a Delegated Standing Commission of Basketball Victoria.

The Commission means the Basketball Victoria Technical Officials Commission (BV-TOC)

Commissioners means individuals serving the Commission, as elected or seconded by Members or the Board, respectively.

Commission Charter means the instrument outlining the establishment, objectives, functions, and composition of a Commission.

Commission Delegates means Representatives of BV Affiliated Associations, relevant to a Commission.

Commission Life Members means individuals recognised for their service to the Commission's area of relevance.

Constitution means the Basketball Victoria Constitution.

Delegate means the representative of a Member.

FIBA means International Basketball Federation.

Members means BV Affiliated Associations and Special Purpose Members.

Participants means registered individuals relevant to Basketball Victoria Leagues, Competitions, Events.

Primary Officials means technical officials of a Member whose Primary Association is that Member.

Rules of Operation means documented competition rules, structures, expectations, and processes for VJBL, CBL, Big V, and NBL1 South.

Team means a registered playing group to VJBL, CBL, Big V and/or NBL1 South.

Technical Officials means referees, referee coaches, scoretable officials, and statisticians who hold a current BVTO Licence.

OBJECTIVES

The BV-TOC's objective is to represent technical officials as a support to the Board in achieving Basketball Victoria's strategic plan.

FUNCTIONS

The BV-TOC's functions are to engage in advisory, integrity, and strategy activities.

ADVISORY

Provide feedback, insight, and recommendations in relation to technical officials, by:

- Reporting on predetermined issues or campaigns focussing on the direct impact and relevance to technical officials as directed by the Board and/or relevant BV Staff.
- Providing, upon request, alternative perspectives based on subjective experiences, empirical evidence, and consensus, on matters as directed by the Board and/or relevant BV Staff.
- Presenting identified and substantiated issues or concerns raised and shared by Members with appropriate and reasonable proposed solutions.

INTEGRITY

Ensure proper conduct and adherence to best practice by Members in relation to technical officials, by:

- Promoting good governance in accordance with all relevant rules and legislation.
- Encouraging the adoption of and support for directives as set out by BV, BA, and FIBA.
- Advocating for safe practices to uphold and support the wellbeing of participants.
- Investigating and triaging disputes and concerns raised by Members in relation to decisions made by BV, to ensure appropriate management of matters.

STRATEGY

Contribute to the formation and achievement of Basketball Victoria strategy in relation to technical officials, by:

- Maintaining an awareness and understanding of the landscape, including but not limited to:
 - The laws and regulations that govern Members, BV, and basketball.
 - The economic conditions that impact Members, BV and basketball.
 - The societal standards and expectations of Members, BV, and basketball.
 - The strategies, strengths, and weaknesses of competitors' of Members, BV and basketball.
 - The latest technologies available and the potential impact of such on Members, BV and basketball.
- Identifying and campaigning for resourcing opportunities in furtherance of Basketball Victoria's strategic plan.

EXPECTATIONS

The Commission shall:

- Conduct its functions in furtherance of its objective under this Commission Charter.
- Make reasonable efforts to maintain currency and provide contemporary perspectives on all matters delegated to or organically raised by the Commission.
- Maintain integrity and observe all regulations pertaining to privacy of all data in respect of Members and BV.
- Recognise and respect the operations of and decisions made by BV.
- Ensure all Commissioners agree to and at all times abide by the BV Commissioner Code of Conduct.
- At all times act in the best interest of basketball in Victoria.

COMPOSITION

The BV-TOC shall be composed of seven (7) commissioners, representative of all Members with technical officials.

COMMISSIONERS

The BV-TOC's Commissioners are selected via the Board and by BV-TOC Delegates:

- Exactly two (2) Commissioners shall be appointed by the Board.
 - Exactly one (1) of these Commissioners shall be appointed every second alternating even year.
- Exactly five (5) Commissioners shall be elected by BV-TOC Delegates.
 - Exactly two (2) of these Commissioners shall be elected every second even year.
 - Exactly two (2) of these Commissioners shall be elected every second odd year.
 - Exactly one (1) of these Commissioners shall be elected every second alternating odd year.
- The Board may, acting in good faith and reasonably, including for the purpose of protecting the reputation of basketball and BV, remove a Commissioner from the BV- TOC at any time by written notice to that Commissioner for actions or conduct in contravention of the expectations contained in the relevant Code of Conduct.
- Commissioners shall be seconded by the Board, as required, to fill vacancies left by dismissed or withdrawn appointed or elected Commissioners.

TERMS OF SERVICE

Each Commissioner appointed or elected to the BV-TOC shall serve for a term of four (4) years.

Each Commissioner seconded to the BV-TOC shall serve for the remainder of the dismissed or withdrawn Commissioners' term.

Each Commissioner seconded to the BV-TOC is deemed as having served the term in its entirety.

CHAIRPERSON

The Commissioners, by way of majority, shall select one (1) Commissioner to the role of BV-TOC Chairperson.

The selection of the BV-TOC Chairperson shall be conducted following the BV-TOC Delegates' Conference upon the confirmation of the seven (7) BV-TOC Commissioners.

CHAIRPERSON RESPONSIBILITIES

- The BV-TOC Chairperson shall be responsible for:
 - Organising, conducting and overseeing the Technical Officials Commission Delegates' Conference,
 - Organising conducting and overseeing the Technical Officials Commission Meetings,
- The BV-TOC Chairperson shall be the point of contact for Members, via BV-TOC Delegates.
- The BV-TOC Chairperson shall submit the BV Communications Brief to effect communications with BV-TOC Delegates and any other relevant external stakeholders.

REPORTS

The BV-TOC Chairperson, shall submit reports as required to the Basketball Victoria CEO on the progress and status of their strategy, advisory, and integrity activities.

This report shall be via the prescribed format.

This report shall include:

- Details of activities undertaken to support the strategic direction of Basketball Victoria,
- Proposed initiatives or solutions of an advisory nature to Basketball Victoria,
- Substantiated concerns or flagged conduct or practices relating to the integrity of technical officials,
- Documented outcomes from the Technical Officials Commission Delegates' Conference,
- Requests for funding in furtherance of the BV-TOC's functions.
- Invoices and receipts obtained in furtherance of the BV-TOC's functions.

SECRETARIAL SERVICES

The relevant BV Staff member shall, in support of the BV-TOC and the execution of their functions:

- Prepare and circulate the agenda and minutes for the Technical Officials Commission Delegates' Conference, and
- Prepare and circulating the agenda and minutes for the Technical Officials Commission Meetings.

STAKEHOLDER RELATIONSHIPS

The BV-TOC shall recognise various stakeholder relationships to ensure currency and remain abreast of Basketball Victoria operations, enabling it to perform its functions effectively and efficiently.

CROSS-COMMISSIONS CONSULTATION

PURPOSE

For the BV-TOC to liaise with other Commissions and determine how to best meet its obligations to the Board.

Include, but not limited to:

- General Business
- Relevance to Strategy
- Commission Updates

FREQUENCY

Cross-Commissions Consultations shall be held twice annually, at the convenience of the Board.

ATTENDEES

The Cross-Commissions Consultation shall be attended by:

- BV-TOC Chairperson,
- BV-JRC Chairperson,
- BV-SRC Chairperson,
- BV-CVC Chairperson,
- Board Chairperson, and
- CEO.

Individuals attending in person or via video conferencing platform, where they can be seen and heard by all others present, and can see and hear all others present, are said to be in attendance.

QUORUM

Not applicable.

DOCUMENTATION

A record of the key outcomes shall be taken for review and circulation prior to the next Cross-Commissioners Consultation.



TECHNICAL OFFICIALS COMMISSION DELEGATES' CONFERENCE

PURPOSE

For the BV-TOC to consult Members, represented by their BV-TOC Delegates, on formally submitted and substantiated matters, including but not limited to:

- Elections of Commissioners for the BV-TOC,
- Motions specific to the strategy and integrity functions of the BV-TOC,
- Granting of Commission Life Membership to individual technical officials.

FREQUENCY

The Technical Officials Commission Delegates' Conference shall be held once annually, at the convenience of the BV-TOC.

ATTENDEES

The Technical Officials Commission Meeting shall be attended by:

- BV-TOC Commissioners,
- BV-TOC Delegates,
- BV-TOC Life Members, and
- BV CEO or delegated BV Staff.

Individuals attending in person or via video conferencing platform, where they can be seen and heard by all others present, and can see and hear all others present, are said to be in attendance.

QUORUM

A minimum of fifteen (15) Members represented by their BV-TOC Delegates in addition to a minimum of five (5) BV-TOC Commissioners are required to be in attendance to establish quorum.

DOCUMENTATION

Formal Minutes shall be taken for review and circulation prior to the next Technical Officials Commission Delegates' Conference.



VOTING

Members represented at the Technical Officials Commission Delegates' Meeting in person or via video conferencing platform, where their representative can be seen and heard by all others present, and can see and hear all others present, are eligible to vote.

In such instances of Members represented at the Technical Officials Commission Delegates' Meeting via video conferencing platform, an independent person shall be appointed by the BV-TOC to privately and confidentially receive and collate votes.

VOTING RIGHTS

COMMISSIONERS

Commissioners are not entitled to vote on matters heard at the Technical Officials Commission Delegates' Meeting unless otherwise entitled below.

DELEGATES

Each Member with technical officials shall appoint a BV-TOC Delegate, who shall not be a BV-TOC Commissioner, to the BV-TOC to represent them at Technical Officials Commission Delegates' Meetings.

Each Member with technical officials shall advise Basketball Victoria of its BV-TOC Delegate to the BV-TOC.

BV-TOC Delegates are entitled to vote on matters heard at the Technical Officials Commission Delegates' Meeting.

The weight of a BV-TOC Delegate's vote is 1, plus 1 for every 0.5% of Basketball Victoria's Technical Officials who is a Primary Official of the Member represented by the BV-TOC Delegate, and shall not exceed 10.

COMMISSION LIFE MEMBERS

BV-TOC Life Members are entitled to vote on matters heard at the Technical Officials Commission Delegates' Meeting.

The weight of a BV-TOC Life Member's vote is 1.

BV-TOC Life Members are not counted in the ascertainment of Primary Officials for the purposes of calculating Delegates' weighted voting.

MATTERS

BV-TOC Delegates entitled to vote and BV-TOC Life Members shall vote on:

- Election of BV-TOC Commissioners, and
- Awarding of BV-TOC Life Membership.

TECHNICAL OFFICIALS COMMISSION MEETING

PURPOSE

For the BV-TOC to conduct general business responsibilities specific to their strategy, advisory, and integrity functions.

The BV-TOC may, upon request, engage with relevant BV Staff to conduct:

- Information sharing activities in furtherance of fulfilling their strategy, advisory, and integrity functions.
- Consultations on requested agenda items directly relevant to their strategy, advisory, and integrity functions.

FREQUENCY

The Technical Officials Commission Meeting shall be held quarterly, and as required, as determined by and at the convenience of the BV-TOC.

ATTENDEES

The Technical Officials Commission Meeting shall be attended by:

- BV-TOC Commissioners,
- Relevant BV General Manager, and
- Relevant BV Staff as required.

Individuals attending in person or via video conferencing platform, where they can be seen and heard by all others present, and can see and hear all others present, are said to be in attendance.

QUORUM

A minimum of five (5) BV-TOC Commissioners are required to be in attendance to establish quorum.

DOCUMENTATION

Formal Minutes shall be taken for review and circulation prior to the next Technical Officials Commission Meeting.

Secretarial resources will be provided by BV.

Best endeavours will be made to distribute Formal Minutes within one week after the Technical Officials Commission Meeting.