

# SPORT AND ACTIVE RECREATION COVID-19 RESPONSE WORKING GROUP

## TERMS OF REFERENCE

### 1. BACKGROUND

The national response to the COVID-19 pandemic has meant a cessation of normal sport training and competition across the Northern Territory, as well as a significant restrictions to participation in active recreation activities.

It has also led to the postponement or cancellation of many sport events and championships.

Most sports in the NT have followed the decisions of their national body in response to suspension of activities, and many employed staff in the sector have also been affected by national decisions for their sport in regard to standing down and requirements for leave to be taken.

NT organisations are affected in many ways, including: the loss of revenue from all sources – including registration or membership fees, sponsorships, hire fees, fund raising opportunities, canteen sales and allocations from national bodies; continuing fixed costs such as rent, utility costs, staff costs without revenue to offset these costs; dislocation of representative and championship events; and reduction in social and advocacy programs.

NT organisations will also face a number of issues associated with restabilising their presence, programs and competitions. These include but are not limited to: timing - especially whether dry or winter season sports can still have a season and the impact on scheduling wet or summer season sports; the cost base of re-establishing; being able to reengage sponsors in the prevailing economic climate; the viability of clubs within their organisations; and the resilience and motivation of the vast volunteer base that support sport and active recreation programs.

### 2. PURPOSE

The Sport and Active Recreation COVID-19 Response Working Group is being established to provide strategic and practical advice to inform response and recovery for the sport and active recreation sector, to ensure a launching pad is in place so the sector can rebound strongly.

### 3. RESPONSIBILITIES

- represent the sporting and active recreation community, to 'take the pulse' of sector and community sentiment in responding to the pandemic and associated effects
- capture the best thinking and ideas in response to the pandemic
- provide advice on practical and pragmatic actions that can be taken to further assist organisations deal with the current pandemic crisis and the effects on their organisation
- provide advice on both the strategic and practical actions required to assist the sector bounce back strongly when activities can resume.

### 4. MEMBERSHIP

The Working Group will have members that represent the breadth and range of sporting organisations and active recreation organisations across the NT, drawn from:

- Peak Sport Bodies (tier 1, 2 and 3)
- Sporting clubs and regional sport associations
- Active Recreation Organisations.

The Working Group will be made up of 12 members (including the Chair). Members will be sourced through an Expression of Interest process, with the application process managed by the Department of Tourism, Sport and Culture.

In finalising membership, consideration will be given to ensuring a balance of a wide spectrum of organisations being represented, as well as a range of experiences and skills.

The Minister for Tourism, Sport and Culture will endorse and officially appoint the final membership of the Working Group, including appointing an independent chair.

These members will be appointed until 30 November 2020, with the possibility of extension.

The Working Group may call on individuals or organisations, invited to assist with particular expertise in the subject matter under discussion.

### 5. ROLE OF THE DEPARTMENT OF TOURISM, SPORT AND CULTURE

The Department will perform secretariat duties for the committee, noting that it is expected many meetings will be held via teleconference or video conference. Secretariat duties include to:

- Preparation of agendas, scheduling meetings and notifying members
- Circulation of reports, supporting information prior to each meeting
- Preparation of committee meeting documentation as required

- Taking minutes of the meeting
- Facilitating communications and engagement with the sector.

## 6. MEETINGS

Meetings will be held as regularly as required and agreed by the chair and the members of the working group, with the first meeting to be scheduled as soon as possible after membership is confirmed.

A minimum of five (4) members will be required to make quorum.

## 7. REPORTING

A meeting communique on the discussions and actions arising from meetings should be prepared by the working group and provided to the Minister for Tourism, Sport and Culture on the day following the holding of meetings.

## 8. ACCOUNTABILITY

The Working Group is a non-statutory body. The role and functions of the Working Group are advisory in nature.

## 9. REVIEW OF TERMS OF REFERENCE

Given the unfolding nature of the pandemic the terms of reference may be amended following meetings of the Working Group and agreement of the Minister.