

TEAM AUSTRALIA ADVISORY COUNCIL

TERMS OF REFERENCE

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1. Purpose

The Team Australia Advisory Council (**TAAC**) is established to support AFDA in the governance, integrity, and strategic oversight of national Ultimate high-performance (**HP**) programs. It replaces the former High-Performance Committee(**HPC**) and reflects modern governance best practice drawn from Australian and international sports systems. The Council falls under the key strategic priority of : “**Inspire It** – Delivering teams on the world stage which inspire and excite our community.” Operations and decisions made by the Council will be driven by the AFDA Values: Respect, Integrity, Teamwork, Tenacity, Enjoyment and Inclusivity.

2. Key Responsibilities

TAAC is an advisory body to the AFDA Board and Management and is responsible for the following with respect to AFDA’s HP programs:

Governance & Integrity

- Review and recommend Ultimate Team Australia selection and appointment policies.
- Monitor adherence to selection integrity standards, including with respect to conflict of interest, proper process and athlete appeals.
- Support implementation of integrity education and management of High-Performance participants.
- Review athlete feedback, campaign debriefs, and cultural health of programs.

Strategic Oversight

- Provide strategic input into national HP frameworks, Foundations-Talent-Elite-Mastery (FTEM) Pathways, coaches pathways and athlete pathways.
- Contribute to the development and review of the National HP Strategy and HP operating environment.
- Evaluate alignment of Team Australia processes and actions with AFDA’s values and international best practice (e.g. “Win Well”, Spirit of the Game).

Planning & Evaluation

- Review and make recommendations on athlete selection frameworks for Team Australia national campaigns annually.
- Recommend team personnel and selector appointment frameworks for Team Australia national campaigns, including:
 - Public EOIs

- Defined eligibility and evaluation rubric
- Feedback to applicants
- Recommend club selection frameworks for teams representing Australia in international championships.
- Review campaign structures and performance summaries.
- Review and make recommendations on coach development pathways and succession planning

Team Personnel Appointments

- Form campaign specific working groups, Team Personnel Appointment Working Group (**TPA WG**) of 3-4 people from within TAAC membership to assess applications for key personnel for each Team Australia campaign. Formation of TPA WGs will allow for specific skills and experience to be brought to campaigns, prevent TAAC members from being overworked, prevent conflict of interest and fluctuate based on volunteer availability.
- A TPA WG tasks will include:
 - assessment of Team Personnel applications against eligibility and evaluation rubrics;
 - conducting interviews (if required, and in accordance with interview instructions provided by AFDA); and
 - provision of input into feedback for applicants
- Composition of the TPA WG for a given campaign:
 - must include the AFDA HP Staff Member (as defined below) and a TAAC coach/selector representatives unless a representative is themselves seeking appointment for that specific campaign; and
 - must not include either TAAC athlete representatives, however, where an athlete representative is not eligible or will not be seeking selection in the campaign, the TPA WG may consult with that athlete representative and take into account their input with respect to applicants' suitability.

Advisory Input

- Provide a community-informed perspective on athlete development, equity, and performance direction.
- Ensure diverse, representative consultation from disciplines, regions, and experiences.

3. Composition and Membership

3.1 Council Structure

- **Maximum of nine (9) members in total**
- **Chair:** Independent and appointed by the AFDA Board.
- **Other Council Members (8):**
 - 2 x athlete representatives:
 - a currently or recently active national team athlete in the FTEM model:
 - currently active means involvement in a national team campaign that has not yet completed;
 - recently active means involvement in a national team campaign that completed within the previous 18 months;
 - a campaign is considered completed on the last date of competition.
 - so far as reasonable in the circumstances, the two athlete representatives should be of different genders.
 - 2 x Coach or Selector with national experience in an FTEM model championship:
 - a currently or recently active (as defined above) national team coach or selector; and
 - so far as reasonable in the circumstances, the two coach/selector representative should have primary experience coaching or selecting athletes of different genders.
 - 1 x AFDA staff member with primary responsibility for high performance (**AFDA HP Staff Member**) (standing member).
 - 3 x Independent Members with HP, governance expertise and/or sports integrity expertise.
 - An Independent Member is an individual who is not involved with any current Team Australia campaign in the FTEM model (e.g. as an athlete, appointed team personnel, support person or other form of campaign volunteer), and who has not been involved in a Team Australia campaign in the FTEM model within the three months immediately following the final day of competition, such period reflecting a reasonable cooling-off period to support independence and avoid actual or perceived conflicts of interest.

3.2 Term & Appointment

To ensure continuity across high-performance cycles while enabling orderly renewal, Council member terms are structured as follows.

Term Lengths and Staggering:

1. Standard term length
All appointed TAAC members (other than the AFDA High Performance Staff Member) are appointed for a standard term of four (4) years.
2. Initial staggered appointments
To establish a staggered rotation cycle and avoid wholesale turnover, initial appointments will be split evenly as follows:
 - a. Four (4) members will be appointed for an initial term of two (2) years; and
 - b. Four (4) members will be appointed for an initial term of four (4) years.
3. Subsequent appointments
Following the completion of an initial two-year term, any reappointment will be for a four (4) year term.
All subsequent appointments and reappointments will be for four (4) years, subject to the maximum service provisions of these Terms of Reference.
4. Standing member
The AFDA High Performance Staff Member is appointed by the Chief Executive Officer and serves as a standing (ongoing) member of TAAC due to their operational leadership role.

Appointment Process:

AFDA will call for Expressions of Interest (EOIs) for individuals to join TAAC.

The AFDA High Performance Staff Member will review and collate submissions and provide recommendations to the AFDA Board.

Appointments are made by the AFDA High Performance Staff Member and formally ratified by the Board.

Rationale:

- A four-year standard term aligns with the international high-performance cycle, supporting continuity across World Championships and World Games campaigns.
- The initial two-year / four-year split establishes a predictable staggered rotation, ensuring that no more than half of the Council turns over at any one time.
- This structure produces defined renewal points with intervening periods of full continuity, reducing governance disruption during peak participation and pinnacle event years.

- The standing AFDA High Performance Staff Member role ensures alignment between TAAC's advisory function and AFDA's operational delivery without diluting advisory independence.

3.3 Renewal and Removal Policy:

Renewal:

Members may reapply at the end of their term. Maximum consecutive service is **eight (8) years**, unless otherwise approved by the AFDA Board due to special circumstances.

Removal:

A TAAC member may be removed from the Council under the following conditions:

1. Voluntary resignation, submitted in writing to the Chair (or in the case of the Chair, submitted in writing to the Chair of the AFDA Board).
2. Automatic removal (actioned by the Chair):
 - a) following absence from three consecutive meetings without prior notice or satisfactory explanation;
 - b) ceasing to meet the criteria for the specific role (e.g. an athlete member no longer being an athlete, an independent member no longer being independent); or
 - c) ceasing to meet eligibility criteria for members (e.g. a member becoming an AFDA director).
3. Removal at the discretion of the Chair in the event of misconduct or breach of an AFDA Policy or Code of Conduct or, following due consideration of the circumstances and consultation with the AFDA National Integrity Manager.

4. Eligibility Criteria for Members

At a minimum, all TAAC members must demonstrate:

- experience in high-performance team sport (athlete, coach, administrator, selector, or technical advisor);
- an understanding of athlete development and integrity frameworks;
- alignment with AFDA's values: Respect, Integrity, Teamwork, Tenacity, Enjoyment and Inclusivity; and
- a willingness to work collaboratively, constructively and respectfully, and uphold confidentiality.

Individuals that

- outstanding financial acquittals, unresolved integrity matters, or unfulfilled contractual obligations arising from an AFDA-sanctioned campaign are not eligible for appointment to TAAC until those matters are resolved.
- have received a sanction involving a ban from participation in sport (whether at state, nation or government level);
- have been convicted of a criminal offence; and/or
- are unable to obtain working with children check clearance in their state of residence,

are not eligible for TAAC appointment.

Current AFDA directors are not eligible for TAAC appointment. For the avoidance of doubt, the following individuals are eligible for TAAC membership (subject to meeting other relevant criteria):

- former AFDA Directors;
- former AFDA staff members;
- current and former AFDA Member Organisation directors, officers, staff and volunteers.

The AFDA High Performance Staff Member is a standing member of TAAC in accordance with Section 3.1. No other current AFDA staff are eligible for appointment.

Without limiting or contradicting specific gender requirements relating to the athlete and coach/selector representatives, member appointment will take into account overall TAAC composition including, but not limited to, diversity and representation across the following categories to ensue holistic coverage of the sport:

- Gender
- Location/Region/State of residence
- Ultimate discipline and campaign experience (across beach, indoor, grass, mixed, single gender, world championships) and The World Games)
- Age

While there may be instances of insufficient diversity of representation at times based on available candidates and conflicts of interest, pro-active correction of diversity imbalance is expected over time.

5. Meetings and Operation

- **Frequency:** At least four times annually; additional meetings as required. This includes a operation meeting for strategic review of the operating environment and planning cycles every 4 years, with integration of campaign debrief learning; and an annual review of selection policies for team personnels and athletes.

- **Quorum:** 50% of voting members.
If quorum is not met, the meeting may proceed for discussion purposes only, but no formal decisions or recommendations can be made until a quorum is achieved at a subsequent meeting or via out-of-session approval
- **Chair's Role:** Lead meetings, report to the AFDA Board, and oversee the agenda-setting process in collaboration with the AFDA HP Staff Member, who is responsible for drafting and distributing the agenda.
- **Minutes:** Prepared by the AFDA HP Staff Member, reviewed and endorsed by the Chair within one week of the meeting, and submitted to the Board for inclusion in the next scheduled Board meeting.
- **Calendar:** A 12-month rolling calendar will be prepared by the AFDA High Performance Staff Member which includes:
 - The dates and locations of all relevant international tournaments (including which relevant team names)
 - The dates and locations of all AFDA national tournaments
 - The timeframes of EOIs for team personnel for relevant Team Australia campaigns
 - The dates and times of all TAAC meetings for the 12 months ahead. The calendar will be updated in conjunction with agenda preparation and included as an appendix to each meeting agenda.

6. Decision-Making and Advisory Role

- TAAC is an **advisory body only**. TAAC is not a board committee.
- It provides recommendations to the AFDA Board or delegates (e.g., High Performance staff).
- It does not oversee daily operations and instead contributes to the quality of decision-making and policy alignment.
- Any recommendation made at any meeting of the TAAC shall be decided by a majority of votes and, in the case of equality of votes, the question shall be deemed to be decided by the **AFDA High Performance Staff Member**.
- While the AFDA Board and staff are not obligated to adopt TAAC's recommendations, **they will provide a written explanation if a formal recommendation is not accepted**, to maintain transparency and accountability.
- This process supports mutual respect, clarity of roles, and a shared commitment to continuous improvement.

7. Integrity and Governance

- **Conflict of Interest:**
 - All members must complete a conflict-of-interest declaration on appointment and annually.
 - Members with a declared conflict will recuse themselves from related discussions or decisions.
- **Appeals & Disputes:**
 - TAAC may review an appeal of a completed complaint processes if expressly permitted to, or appointed under, a relevant AFDA Policy, but will not directly assess or adjudicate an underlying dispute or complaint.
- **Transparency Measures:**
 - A **public register** of Council members will be maintained and available for viewing on the AFDA website.

8. Selection and Appointment Processes

- AFDA will call for Expressions of Interest (EOIs) for individuals to join the TAAC. The AFDA HP Staff Member will review and collate submissions, providing recommendations to the AFDA Board. Appointments formally ratified by the Board.
- Selection of Council members will be based on **criteria** specified in this TOR and assessed by the AFDA HP Staff Member.
- Admission to membership will include submission of a TAAC membership form.

9. Alignment with Best Practice

TAAC will:

- Maintain consistency with **Sport Integrity Australia** and **Australian Institute of Sport** frameworks.
- Operate within the principles of fairness, transparency, inclusion, and athlete-centredness.
- Use benchmarking insights from other NSOs and international ultimate federations (e.g., USAU, Ultimate Canada).

10. Reporting and Review

- TAAC (via the Chair) will submit **meeting minutes to the AFDA Board** following each meeting for inclusion in the next scheduled AFDA Board meeting, as the primary mechanism for routine reporting.
- For appointments of Team Australia campaign team personnels, the TPA WG will provide a summary of the selection process to the TAAC Chair and AFDA HP Staff Member for annexing to the next TAAC meeting agenda.
- A summary of campaign reviews and TAAC activities will be included in AFDA's annual report.
- Where TAAC has a specific recommendation for Board consideration, the Chair will prepare a short accompanying report to explain and support the recommendation. This ensures that TAAC's advice is communicated clearly and can be actioned appropriately, even if it falls outside the formal meeting cycle.
- The Terms of Reference will be reviewed annually by the AFDA Board to ensure continued relevance and alignment with AFDA strategy and stakeholder feedback.