

Technical Panel Regulations

Introduction

The following document outlines the Regulations for the Technical and Gymnastics Panels (TPs), who are responsible to the Board, for the establishment and efficient management of Technical Regulations and Procedures for each Scottish Gymnastics' (SG) discipline.

Purpose

The purpose of the TPs is to maintain the integrity of the sport and utilise each Panel's expertise to ensure that the discipline specific pathway is developed, through improved performance and participation in safe, quality programmes, helping to maintain gymnastics as a high profile Scottish sport.

This shall be done by:

- Work with SG Board and staff to carry out the purposes and objectives of SG in line with the current strategic and annual delivery plans
- Formulating, interpreting and publicising the discipline programme in line with British Gymnastics (BG) National Technical Committees
- Support the planning and accreditation of education for coaches and judges to facilitate the discipline programme in partnership with SG Education team
- Provide technical support and determine the competition programme for Scotland linking to the BG competition programme and competition rules
- Where appropriate, work with the Head of Performance & Education to produce/implement selection criteria for the discipline

SG Technical Panels

1. Sphere of Influence

- 1.1 The panel will work in alignment with SG, specifically the Heads of Development and Performance & Education. The TPs will be responsible and accountable for all technical matters related to the discipline.
- 1.2 The panel has authority to check and challenge programmes within and related to their discipline:
 - a. The TPs will make technical decisions in line with the roles and responsibilities outlined in section 2. TPs also have the authority to expend allocated funds within approved budgets
 - b. TPs will link with national coaches & SG heads of department to establish, update and implement selection and appeal policies for representative events. TPs will also adhere to implementing BG qualifying event rules.

2. Roles & Responsibilities

Each TP is responsible for the establishment and efficient management of Technical Regulations and Procedures to enable the achievement of SG strategy and outcomes. The TP for each discipline will be responsible for the following:

- 2.1 Decisions on Rules & Regulations:
 - a. Technical Regulations
 - b. Selection policies (in partnership with national coaches and SG heads of department)
- 2.2 Technical Control
 - a. FIG / UEG Code of Points (including any BG modifications)
 - b. Competition Rules
- 2.3 Communication
 - a. TP meetings
 - b. BG relations
 - c. Web contribution
- 2.4 Education
 - a. Education planning support to SG Education team
 - b. Support in recruitment and selection of tutors for the discipline
 - c. Technical support in the development of any new education resources (discipline specific)
- 2.5 Events
 - a. Competition Handbook
 - b. Delivery of events in conjunction with the SG Events team
 - c. Technical support for the competition schedule
 - d. Control of Judges' Panels
 - e. Control of the Competition Jury
- 2.6 TP Budget
 - a. Preparation of annual budget
 - b. Expenditure control on discipline projects

3. TP Structures, Appointments and De-selection

Each TGP will consist of six voting members. Three positions will be subject to a formal appointment process which will require submission of an application to be reviewed by a sub-committee of the Board of SG.

- Chairperson
- Competition Organiser
- Performance/Development Officer

Three further positions will be elected by the membership through a postal voting process. Each club registered in the discipline and having a coach at UKCC L2 + will be entitled to cast one vote.

- Judging Co-ordinator
- Finance Officer
- Coach Education Officer

The above positions are subject to individuals completing a self-declaration and signing the SG Confidentiality and Conflict of Interests policies. The appointments would be for a four-year period, to match Commonwealth Games periodisation.

a. De-selection

SG reserve the right to de-select any member of the TP without notice if there is clear evidence that a) the member has failed to fulfil their role as outlined in their specific role description; or, b) the member has conducted themselves in a manner that is contrary to the Code of Conduct outlined in section 6.

4. Finance & Budgets

Each year, a budget will be produced by the TP in conjunction with SG Heads of Development and Performance & Education. Each quarter, the TP will be required to review the budget and provide re-forecasts to the SG Finance department.

a. Expenses

SG is responsible for the reasonable expenses of each TP members' travel costs associated with meetings and events. Formal travel and accommodation must be booked through SG team in line with SG policies.

5. Meeting Procedures

5.1 Meetings

TPs will meet a minimum of four times per year, at a time, place and date agreed by all panel members. SG staff representatives for each discipline will also attend each panel meeting where required.

a. Decision making

Simple consensus is an acceptable form of decision-making

Quorum for all TP meetings shall be more than 50% of voting members (minimum of four), Should a quorum not be achieved at any given meeting, the meeting can take place however no decisions can be made until the next quorate meeting.

b. Agenda/Minutes

All TP members will contribute to agenda items and the final agenda will be sent to TP members by the Chair prior to the meeting (minimum seven days).

Minutes of all meetings must be taken as a formal record (reflecting key actions & decisions) and distributed to TP members for ratification within seven days of the meeting taking place. Agreed minutes should be communicated to the SG staff representative to place on the SG website.

5.2 Chairperson

If the Chair is not available, his/her nominated representative will chair the meeting.

6. Technical and Gymnastics Panel Members Code of Conduct

As a TP member for Scottish Gymnastics, it is expected that members will:

- Act honestly, in good faith and in the best interest of the discipline
- Be consistent, objective and professional when making decisions
- Be objective in judgement and actions
- Accept and follow decisions made at technical panel meetings
- Respect confidentiality in all information gained through their position on the committee; members will be expected to sign the Scottish Gymnastics Confidentiality statement form
- Show a duty of care and diligence in fulfilling the functions and exercising the powers attached to their position
- Report all problems as they arise to the allocated SG staff representative including incidents, injury or conflicts and forward all related correspondence
- Not allow personal interests, or interests of any associated person, to conflict with the interest of the technical panel and will ensure the integrity of the actions of the technical panel by avoiding granting special favours or unfair privileges to anybody or entity. Members will be expected to sign the Scottish Gymnastics 'Conflict of Interest' policy.
- Abide by the standard of behaviour and ethical conduct required of all members as described within the SG Conduct in Sport
- Not engage in conduct likely to bring the technical panel or Scottish Gymnastics in to disrepute

6.1 Consequences of breaching the Code of Conduct

These regulations sit within the framework of SG's Conduct in Sport Code. The Conduct in Sport Panel shall hear and determine conduct issues arising out of the regulations in line with the Conduct in Sport Code.