



TERMS OF REFERENCE: HIGH PERFORMANCE COMMITTEE

Mandate

The High Performance Committee (the “Committee”) is a Standing Committee of the Board of Directors of Swimming Canada (the “Board”, each member thereof a “Director”). The Committee is responsible for advising the Board in fulfilling its responsibilities relating to the policies and outcomes of the World Leading Performance priority of the Swimming Canada Strategic Plan.

Key Duties

In fulfilling its mandate, the Committee will ensure that it is aligned with Swimming Canada’s current Strategic Plan (the “Strategic Plan”). Specifically, that Swimming Canada will create and offer a leading-edge training and competitive environment for sustained international podium performances (see Strategic Plan Sections: S.I. 1.1 High Performance Athlete Development; S.I. 1.2 World Leading Coaching and Technical Leadership; S.I. 1.3 Integrated Support Team; S.I. 1.4 Athlete Support; S.I. 1.5 High Performance Centres; and S.I. 1.6 National Team Programming), and perform the following key tasks:

- Partner with staff and develop goals for the programs
- Conduct an bi-annual evaluation on the progress of these goals, which have a direct link to the Strategic Plan
- Produce an annual confidential report given at the last Board meeting of the calendar year
- Produce an annual report for the AGM

Authority

The Committee has authority to research and review policy issues related to High Performance and make recommendations to the Board.

Policy Responsibility

The Committee is responsible for policy research and oversight, and the following organizational policies:

- High Performance Committee Terms of Reference



- Anti-Doping
- Athlete Agreements (in development)
- National Camp and National Team Opportunities
- High Performance Centre(s)
- Team Selection

Composition

The Committee will be comprised of a minimum of six (6) persons. Two of these persons must be Directors. The Board will designate the Chair of the Committee, who shall be a Director. The Committee shall include:

The CEO of SNC or their designate

The High Performance Director of Swimming Canada

Two additional members with a background in high performance appointed by the President.

Appointment

The Board appoints members to the Committee annually. The Board will have discretion as it relates to the term(s) of member(s) on the Committee; in any event, no member(s) shall serve on the Committee for longer than six (6) consecutive years. Members will serve from appointment until the re- striking of the committee. Should a vacancy occur on the Committee, for whatever reason, the Board may appoint a qualified person to fill that vacancy for the remainder of the vacant position's term. The Board may remove any member of the Committee.

Meetings

The Committee shall meet by telephone, video conference or in person, as required. Meetings will be as called by the Chair. A minimum of two meetings per year, one in the fall, one in the spring

Resources

The Committee will receive the necessary resources from Swimming Canada to fulfill its mandate, and the CEO will assign staff persons to assist the Committee with its work.



Objectives / Deliverables

On an annual basis, the Committee will accept a plan outlining the objectives and deliverables for that year and present it to the Board in November. The plan shall reflect how the Committee intends to fulfill its mandate and Key Duties for that year.

Evaluation

The Board will review the performance of the Committee. The performance of the Committee will be reviewed against the accomplishment of yearly objectives/deliverables. This review will take place prior to the Annual General Meeting ("AGM").

Reporting

The Committee will report to the Board, in writing, at every meeting of the Board. The Committee will report to Members at the AGM, in the form of a written report of the Committee Chair.

Review and Approval

The Board of Directors will review these terms of reference, at a minimum, every two years.

Approved by the Board: September 27, 2013

Reviewed by the committee: November 9, 2022

Approved by the Board: July 12, 2023

Reviewed by the committee: November 19, 2023