

Life Saving Victoria – Aquatic Sports Council Junior/Senior Summer Sport Committee

Terms of Reference

Approved by: Aquatic Sports Council (ASC) Council Leadership Team

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1. Purpose

The Junior/Senior Summer Sport Committee is a committee of the Aquatic Sports Council (ASC).

The Committee is responsible for the planning, development and continuous improvement of Junior/Senior summer competition across Victoria.

A core responsibility of the Committee is to develop Carnival Programs and prepare Junior/Senior summer carnivals for operational handover to appointed carnival officials.

The Committee will also provide specialist advice and recommendations to the ASC Council Leadership Team on competition formats, participation, athlete pathways, workforce capability and opportunities to improve the Junior/Senior summer sport experience.

The Committee supports delivery of the LSV Sport Strategy and represents the broader interests of Junior/Senior summer sport across Victoria.

2. Scope and responsibilities

Carnival Planning and Program Development

The Committee will lead the planning and development of Junior/Senior summer carnivals prior to operational handover to appointed carnival officials.

The Committee will:

- develop the Carnival Program for each Junior/Senior summer carnival, including competition format, events, sequencing and scheduling;
- consider participant numbers, age groups, competition requirements, venue considerations and available workforce when developing Carnival Programs;
- work with LSV staff, host clubs, relevant officials and other stakeholders during the planning process;
- ensure Carnival Programs provide safe, practical and positive competition experiences;

- identify and resolve competition planning issues before operational handover;
- provide clear documentation and information to support the transition from planning to event delivery;
- hand over the agreed Carnival Program to the appointed Carnival Referee and carnival officials approximately two weeks before the event, enabling the appointed officials to finalise operational planning and deliver the carnival;
- commence planning for major events, including Victorian Championships, at least six weeks prior to the event, recognising the additional complexity and planning requirements of these competitions; and
- review feedback and lessons from completed carnivals to inform future Carnival Programs.

Following handover, responsibility for operational planning and event delivery transfers to the appointed Carnival Referee and carnival officials, in accordance with their respective roles and delegations.

Participation, Pathways and Capability

- Identify opportunities to attract, retain and engage Junior/Senior participants.
- Support competition experiences appropriate to different ages, abilities and stages of development.
- Identify barriers to participation and opportunities to improve access.
- Support athlete development and pathways between Junior/Senior and senior competition.
- Identify workforce and capability requirements necessary to support sustainable Junior/Senior summer competition.
- Support initiatives that strengthen the capability of officials, coaches, age managers, team managers and competition volunteers.

Safety and Risk

- Engage with clubs, officials, coaches, athletes and volunteers to inform competition planning and continuous improvement.

- Promote collaboration, feedback and knowledge sharing across Junior/Senior summer sport.
- Ensure recommendations consider the broader interests of Victorian Junior/Senior summer sport rather than individual club interests.

Stakeholder Engagement

- Engage with clubs, officials, coaches, athletes, volunteers and other relevant stakeholders to inform Committee priorities.
- Promote collaboration and knowledge sharing between clubs and regions.
- Ensure recommendations consider the broader interests of Junior/Senior summer sport rather than individual club interests.
- Provide recommendations and feedback to the M&LD Council Leadership Team through the Strategic Lead – Development & Capability where matters require strategic consideration, alignment or escalation.

3. Authority and delegation

The Committee operates under the authority of the Aquatic Sports Council and is accountable to the ASC Council Leadership Team through the Summer Sports Lead.

The Committee will:

- operate in accordance with the ASC Terms of Reference, LSV By-Laws and relevant LSV policies and procedures;
- undertake projects and initiatives approved by the ASC Council Leadership Team;
- provide advice and recommendations through the Summer Sports Lead;
- escalate significant safety, governance, integrity or operational matters through the appropriate governance pathway; and
- ensure proposed activities consider organisational capacity, resources and broader ASC priorities.

The Committee is advisory in nature unless specific authority has been delegated by the ASC Council Leadership Team.

Matters requiring policy change, significant operational change, financial commitment or changes to competition rules or structures must be referred through the appropriate ASC and LSV approval processes.

4. Committee roles

Committee Chair

The Committee will be chaired by the appointed Chair – Junior/Senior Summer Sport Committee.

The Chair is accountable to the Summer Sports Lead and is responsible for leading the Committee, chairing meetings, coordinating its work and representing Committee recommendations through the appropriate ASC governance pathways.

The Chair will perform the role in accordance with the approved Chair – Junior/Senior Summer Sport Committee Position Description.

Committee Membership

- 2 members with senior officiating experience (Carnival Committee, Area Referee, Carnival Referee, or equivalent preferred).
- 2 members who are accredited coaches/ high performance/ experience across summer disciplines, coaches should have 2+years of experience coaching Senior/Jnr athletes across surf/beach disciplines.
- 2 experienced Age Managers and/or club coaches- 2+ years' experience, seeking a balance potentially being one from Surf and one with Bay experience.
- 1 Athlete representative – Junior or Senior
- 2 representatives from Summer sport disciplines – Water, Beach, R&R/Lifesaving etc
- Support from the Rules and Integrity as required (optional attendance).
- Powercraft representation during the early stages of planning and implementation.

6. Meetings

The Committee will meet at a frequency appropriate to the Junior/Senior summer sport calendar, with additional meetings scheduled where required to support carnival planning, competition reviews or specific projects.

Meetings may be conducted face-to-face, online or in a hybrid format. The Chair will work with LSV staff to establish agendas and record agreed actions and recommendations.

7. Decision-Making and Recommendations

The Committee should seek to develop recommendations through discussion, evidence and consensus wherever practicable.

Recommendations should consider:

- participant safety;
- participant experience;
- impact on clubs and volunteers;
- operational feasibility;
- workforce requirements;
- financial and resource implications;
- consistency across Victoria;
- alignment with the LSV Sport Strategy; and
- relevant feedback and evidence.

Where consensus cannot be reached, differing views may be documented and referred to the Summer Sports Lead and ASC Council Leadership Team for consideration.

8. Conflicts of Interest

Committee members must declare any actual, potential or perceived conflict of interest relating to matters being considered by the Committee.

Members are expected to contribute in the interests of Victorian lifesaving sport and not solely represent the interests of their individual club, region or role.

Conflicts will be managed in accordance with LSV governance requirements.

9. Conduct and Expectations

Committee members are expected to:

- act respectfully and collaboratively;
- contribute constructively to Committee discussions and activities;
- attend and actively participate in meetings;
- maintain appropriate confidentiality;
- engage constructively with clubs, members, volunteers and LSV staff; and
- uphold LSV values, safeguarding requirements and standards of conduct.

10. Key Relationships

The Committee will work closely with:

- ASC Council Leadership Team and Committee Chairs
- Summer Sports Lead
- Risk & Safety Lead
- LSV Sport staff
- Carnival Referees and competition officials
- Clubs and host clubs
- Coaches, team managers and age managers
- Athletes, participants and their families
- Other relevant LSV councils, committees and functions

10. Review and evaluation

These Terms of Reference will be reviewed periodically by the ASC Council Leadership Team to ensure they remain aligned with:

- the LSV Sport Strategy;
- ASC priorities;
- the needs of Junior/Senior summer sport; and
- LSV governance arrangements.

Any amendments to these Terms of Reference require approval through the appropriate ASC governance process.