**Candidate Information Sheet**

**Disciplinary Panel member**

**Te Kahu Aratika**

**Our work**

**Ā mātou mahi**

Everyone involved in sport and recreation in Aotearoa New Zealand should expect to be safe, treated fairly and participate in activities free from doping and corruption. The Sport Integrity Commission Te Kahu Raunui (the Commission) exists to lead and promote integrity across all levels of sport and recreation.

We work closely with participants and organisations to build positive integrity cultures and lift integrity capability. We set standards through anti-doping rules and integrity codes and support participants and organisations to understand and comply with these requirements. We investigate and hold people accountable for serious integrity breaches. Our mahi is grounded in te Tiriti o Waitangi and the needs of participants.

**Our values**

**Ā mātou uara**

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| **Tukutuku** | **Kōtui** | **Paihere** | **Tauwhiri** |
| *We value relationships and work collaboratively to create a culture of integrity.* | *We demonstrate care and respect for each other, and in our mahi with the sport and recreation sector.* | *We lead with integrity and purpose, taking responsibility for our mahi and actions.* | *We offer guidance and support, so people feel safe, valued, and cared for.* |

**This role**

**Te Tūranga**

The Commission is seeking nominations for the appointment of members to an independent Disciplinary Panel, which has been set up to consider and determine breaches of the Code of Integrity for Sport and Recreation (the Integrity Code).

This Candidate Information Sheet is intended to assist nominees in completing the [Nomination Form](https://sportintegrity.nz/assets/corporate-documents-and-legislation/disciplinary-panel/disciplinary-board-paper---nomination-form-.pdf) and providing relevant supporting information.

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| **The guiding framework of the Commission:****Te aho tapu o Te Kahu Raunui** | The work of the Commission Te Kahu Raunui manifests as a kākahu – cloak. The values form the kaupapa (foundation) of the kākahu, weaving together the many strands that create protection. Participants in sport and recreation help strengthen the kākahu and are held within it. |
| **The role of the Commission****Te kaupapa o Te Kahu Raunui** | The Commission is an Independent Crown Entity established on 1 July 2024 by the Integrity Sport and Recreation Act 2023 (the Act) to ensure sport and recreation in New Zealand Aotearoa is safer and fairer. It does this through:* Setting and administering standards and rules
* Integrity learning and capability building
* Anti-doping functions
* Providing an impartial complaints and disputes resolution service
* Investigating and reporting on integrity failures in sport and recreation
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| **The purpose of the Integrity Code****Te ara o te waihere ngākau pono**  | The Integrity Code is secondary legislation made by the Board of the Commission and which came into effect on 12 March 2025.The purpose of the Integrity Code is to protect the safety and well-being of participants. This includes athletes, coaches, instructors, volunteers, officials, administrators and others who take part in sport and recreation at any level. It is intended to protect these participants by preventing and addressing threats to integrity through setting minimum standards for organisations in the sport and recreation sector. Threats to integrity include bullying, violence, abuse, discrimination, harassment, corruption, fraud, deception, breaches of trust, competition manipulation and situations where sport and recreation organisations fail to take reasonable steps to prevent these threats. |
| **The role of the Disciplinary Panel****Ngā whenu o Te Kahu Aratika**  | Under the Integrity Code, the Commission has established a Disciplinary Panel to consider and determine whether the Integrity Code or an organisation’s policy made under the Integrity Code has been breached by a participant, and the sanction (if any) to be imposed for the breach.The Board of the Commission is responsible for selecting the members of the Disciplinary Panel and this will include the appointment of a Chair and Deputy Chair.The Disciplinary Panel will receive referrals of potential breaches of the Integrity Code from the Commission, but otherwise operates entirely independently from it. Where a matter has been referred to the Disciplinary Panel, the Chair or Deputy Chair will convene a hearing to determine whether a breach has occurred and the sanction to be imposed for the breach.A Disciplinary Panel convened for a hearing may regulate its own procedure including matters of evidence, but must act consistently with the principles of natural justice, observe the provisions of the Integrity Code and consider the reasonable needs of the parties including cultural considerations such as tikanga Māori. It also has the power to request information from or interview any of the parties.Sanctions available to the Disciplinary Panel include requiring an organisation to suspend or exclude a participant from the relevant sport, but it does not have the power to fine, or order compensation. |
| **Expectations of Disciplinary Panel members****Ngā aho o Te Kahu Aratika**  | It is expected that part of the reward for serving on the Disciplinary Panel will be the performance of public service that advances the interests of New Zealand Aotearoa. Disciplinary Panel members must act with high levels of commitment, character, expertise and the utmost integrity at all times. Disciplinary Panel members must also be able to have the ability to work effectively and responsibly in a collegial decision-making environment and exercise all the duties and responsibilities associated with the position to the highest standard. |
| **Qualities, skills and experience required****Te aho o te tangata** | To be eligible for appointment to the Disciplinary Panel, the Commission must be satisfied that a person:* is of good standing in the community; and
* has relevant knowledge and experience which could include, but not be limited to experience in law, tikanga Māori, knowledge of sport and recreation activities and rules, child safeguarding and protection, or disciplinary processes.

In making appointments to the Disciplinary Panel, the Commission must have regard to the principle that its membership should reflect the diversity of the sport and recreation sector, including:* women;
* Māori;
* Pacific peoples;
* disabled people; and
* rainbow people.
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| **Term of appointment****Te wā**  | A suitable person:* may be appointed to the Disciplinary Panel for a term not exceeding five years.
* may be reappointed, but their total term must not exceed 10 years.
* may resign from the Disciplinary Panel at any time by providing written notice of one month to the Commission.

The Commission may revoke a person’s appointment to the disciplinary panel for just cause, which will include misconduct, inability to perform the duties of a Disciplinary Panel member, or neglect of their duties. |
| **Appointment process** **Ara tukanga**  | Those seeking appointment to the Disciplinary Panel must complete a [Nomination Form](https://sportintegrity.nz/assets/corporate-documents-and-legislation/disciplinary-panel/disciplinary-board-paper---nomination-form-.pdf) in which they must provide:* personal and professional details which will support an assessment of suitability.
* a copy of their passport or New Zealand’ driver’s licence.
* a cover letter explaining how their skills and experience meet the selection criteria
* a full curriculum vitae.

All nominations will be considered by a group comprised of members of the Board of the Commission, the Chief Executive of the Commission and independent representatives from the sport and recreation sector and/or the wider community. This group will shortlist candidates who will then be interviewed by a panel comprised of both independent and Commission members.The interview panel will then recommend candidates for appointment to the Board of the Commission who will have responsibility for considering and confirming all appointments. |
| **Remuneration****Taiutu**  | The remuneration has been set using CO (22) 2 - ‘Revised Fees Framework for members appointed to bodies in which the Crown has an interest’.The remuneration has been calculated on the basis of a daily rate (which includes all preparation and hearing time) and is:* $750 for a Chair (or Deputy Chair acting the capacity of Chair)
* $550 for a member
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