

# How to Conduct a Sports Tribunal Workshop The Essential Elements

- ◆ **Marshalling Room, SA Aquatic & Leisure Centre, 443 Morphet Road, OAKLANDS PARK (hosted by Swimming SA)**
- ◆ **Wednesday 31st May 2017, 6.30pm—9.00pm**
- ◆ **Cost: No charge**
- ◆ **To register: email your name, organisation / club name, your position in the organisation and email address to: [finance@sportsa.org.au](mailto:finance@sportsa.org.au) or call: 8353 7755 by the 26th. May 2017.**

## Everything you need to know about Sports Tribunals

### 1. Setting Up the Tribunal

- Selecting the members - Constitution; Regulations and Policies requirements (Independence and Conflict of Interest)
- Preparation
  - \* Panel
  - \* Complainant
  - \* Defendant
- Process - Constitution; Regulations and Policies requirements
- Role of Organisation e.g. Hearings Officer

### 2. Running a Tribunal

- Procedures
- How do you manage it?
- Who attends? Why?
- What is evidence?
- Questioning – Open and closed? Purpose?
- What can you ask?
- Chairing the Tribunal?
- Children and representation?
- Written statements

### 3. What does the Tribunal Need and Want?

- “Proof of evidence”
- Witness statements
- Other information not relevant?

### 4. Reporting

- Report writing
- Penalties - Constitution; Regulations and Policies requirements
- What is “reasonable”? “Penalty to match the crime”
- Follow up and Education

### “Principles of Natural Justice” to underpin all aspects”

- Who needs to be heard?
- Notice of report and arrangements
- Opportunity to respond
- Conflict of Interest and Independence?
- Appeals – basis?