

# **Terms of Reference**

## **Independent Review of Gymnastics NZ**



## **Overview:**

Gymnastics NZ (GNZ) has been made aware of a wide range of complaints that detail, specific and general incidents of inappropriate practices and others that outline serious misconduct and or abuse.

The Board of GNZ has determined that given the wide range of these complaints, it is in the best interests of our community of athletes, coaches, parents, and participants that an independent review be conducted.

The independent review initiated by GNZ operates independently of the ICM process of Dyrberg Drayton Employment Law (DDEL). The independent reviewer will have access to data and information gathered through the ICM process with the consent of complainants/participants.

These two processes will allow the Reviewer to develop a holistic view of GNZ's sporting culture and its impact/influence on its past and present participants and members.

As such, the overriding objectives of this review are to:

Allow the Reviewer to develop a holistic view of GNZ's sporting culture and its impact/influence on its past and present participants and members, from which the review will identify and develop:

- (a) Lessons that can be learned by GNZ and our community arising out of the review; and
- (b) Recommendations as to GNZ's policies, procedures, processes, education, and behaviours within the community and GNZ that can be improved or implemented to improve our culture and eliminate the identified poor practices, processes and behaviour.

## **Approach:**

The approach to be taken is outlined below:

### **Review Process:**

- The reviewer is empowered to collect and collate data and or information using whatever methods are proper from as wide number of sources as thought necessary to complete the review.
- Identify common themes, e.g. lack of, or inadequate processes and areas where changes are required.
- Identify if, when complaints were laid, the investigation of the incident/s followed any policy, procedure or identified best practice.
- Identify if the findings and suggested remedies were appropriate. If not, why not?
  - Identify what actions should have been undertaken.
  - Make recommendations on any future actions to mediate, rectify the identified inadequacies.

- Review past and present practices, processes and or policies, etc., of GNZ, identifying any short comings and recommending alterations and or additions to policies and processes to remedy the identified shortcomings.
  - Identify what works well and adds value, including recommendations for improvements.
- Review, comment on the sporting culture of gymnastics in NZ, making recommendations as necessary

To facilitate the receipt of information that individuals may believe is relevant to the independent Review, but is not a complaint, a dedicated email address – [Reviewer@gymnasticsnz.com](mailto:Reviewer@gymnasticsnz.com) - will be advertised via the GNZ website.

### **Interim Complaints Mechanism:**

Separate to this Review, is the complaints handling process being managed by the Interim Complaints Mechanism (ICM). The ICM is an independent service put in place by Sport NZ (SNZ) and High Performance Sport New Zealand (HPSNZ) for High Performance athletes, which has been expanded to include complaints relating to Gymnastics

Given the number and potential nature of the complaints, GNZ has supported that complaints will be processed via the ICM. The ICM process ensures a high level of independence and oversight, ensuring complaints are handled with the levels of sensitivity and oversight as required in the ICM process.

If any new or further relevant complaints are received during the period of this Review, then they must be referred to the ICM.

### **Confidentiality:**

Any information provided to the Reviewer in confidence will be kept confidential, so far as the law allows. The Review will be conducted in a manner consistent with the principles of natural justice, confidentiality, security, and information protection.

GNZ will make sure that no person who takes part in the Review will be subjected to retaliation or retaliatory action and will take all necessary measures to ensure the protection of anyone who cooperates, in good faith, with the Reviewer. As part of this, statements or written complaints will not be provided to any individuals outside of those who are required to sight them as part of this Review.

### **Publication:**

The existence of the Review, and these Terms of Reference, will be publicly available on both the GNZ and Sport NZ websites. After finalisation of the Independent Reviewers report, the report will be published.

### **Timing:**

The Reviewer will begin the Review as soon as possible, with the aim that the report will be completed within two months. On completion the report will be provided to the Chair of Gymnastics NZ.