



# WA Sports Industry Concussion Working Group

## Terms of Reference

### 1. Purpose

The **WA Sports Industry Concussion Working Group** provides an opportunity for sports to share best practice, develop industry recommendations, and work to align where possible the delivery of concussion education, consistent concussion management principles and return to play protocols.

### 2. Objectives

The primary objective of the WA Sports Industry Concussion Working Group is to:

- Share current processes & protocols across sport that are considered best practice.
- Review the release of key information and/or documents that will impact the sports industry in WA, including:
  - Senate Inquiry into Concussion & Repeated Head Trauma in Contact Sports findings & recommendations (scheduled for release June 21<sup>st</sup> 2023)
  - The Concussion in Sport Group consensus statement (released mid 2023).
  - Current concussion research and best practice from a national and international perspective.
- Develop industry recommendations that look to educate and drive best practice outcomes across sport on the management of concussion.
- Provide recommendations for the development of resources or all of sport initiatives to support the management of concussion across the WA sports sector.
- Develop best practice reporting processes for all sports across WA with consideration given to metro, regional and remote settings.
- Provide opportunities for collaboration across sport on potential research opportunities in concussion management.
- Through the work of the group ensure that it considers segments that are at greater risk or underrepresented in current research or resources including children, first nations communities, multicultural communities and the differences between how concussions impact males and females.
- Connect with experts in the field of concussion management and provide education opportunities for the industry to broaden the wider industry knowledge.

### 3. Role

The Working Group's role is to:

- a) provide industry recommendations in line with the objectives outlined to SportWest and DLGSC on the management of concussion across the WA Sports Industry.
- b) seek feedback from experts in concussion management to guide industry discussions and direction.
- c) Provide recommendations on resourcing and education opportunities as required for the broader WA Sports Industry.
- d) Provide opportunities for collaboration on research in concussion management.

#### **4. Scope of Authority**

In carrying out its responsibilities, the Working Group has the authority to investigate matters that fall within the Terms of Reference and may:

- a) provide information and recommendations to SportWest on initiatives to assist in achieving the objectives;
- b) work with employees at SportWest to deliver outcomes as agreed
- c) Carry out special events or projects at the request of SportWest.

The Advisory Group does not have the authority to:

- a) direct SportWest employees;
- b) speak on behalf of SportWest without prior permission from SportWest; or
- c) incur expenditure on behalf of SportWest.

#### **5. Composition**

Expressions of Interest will be called upon from SportWest member organisations, with specific invites extended to the following organisations:

WAFC, Football West, Rugby WA, Rugby League, Cricket, Hockey, Softball, Baseball, Combat Sports, Lacrosse, Gridiron, Ice Hockey, WestCycle, Surfing, Diving, Gymnastics, Equestrian / Pony Club and any other sport deemed to have a vested interest in the topic.

The Working Group will be comprised of the following:

- a) A minimum of five (5) representatives from SportWest Member organisations;
- b) Two representatives from DLGSC;
- c) The SportWest CEO or a nominated SportWest employee; and
- d) One (1) person appointed by SportWest based upon the expertise, experience and skills required by the Working Group.

Specific to item 5 (a), SportWest will determine the suitability of candidates for appointment to the Working Group with consideration of the following:

- Current and/or previous relationship to a sport with a higher risk of concussion in community sport;
- Capture of SportWest Membership representation across organisations of varied size and nature of activity;
- Not more than one representative per SportWest Member organisation;
- Diversity including but not limited to age, gender and background;
- Qualifications and/or experience specific to concussion.

Working Group members will be appointed for an initial term of 12 months.

From the appointed members, the Advisory Group will appoint a Chair, with the Chair to guide each meeting in accordance with the agenda of each meeting.

There will be a continual review of the Terms of Reference, including the composition of the Working Group.

Additionally, the Working Group, SportWest or DLGSC will be able to seek direct expert/subject matter input on an adhoc basis as required and in observance of item four of this document.

Working Group members will cease to be a member if they:

- a) Resign from the Working Group in writing;
- b) Breach confidentiality or breach SportWest codes of conduct;
- c) Cease to be a representative of the group they were appointed to represent (as outlined in section 5); or
- d) Do not attend three consecutive meetings without the consent of the Chair. -

## 6. Meetings

- a) The Working Group will meet at least four times per year;
- b) The Chair is responsible for working with SportWest to develop an appropriate agenda of matters for discussion;
- c) An agenda will be circulated to Working Group members at least five days prior to meetings;
- d) SportWest will provide Secretariat support to the Working Group including the recording and circulation of meeting minutes;
- e) Meetings may be held via video conference where a Working Group member cannot attend in person;
- f) SportWest or the Chair may call a meeting of the Working Group at any time if urgent items are to be discussed, within a reasonable timeframe;
- g) A quorum will consist of five Working Group members;
- h) Any recommendations of the Working Group will be formed on the basis of consensus, or if a consensus cannot be reached, by a majority of votes from the Working Group members present. The Chair will have the casting vote if required.
- i) Experts or other groups may be invited to attend Working Group meetings as required.

## SENATE INQUIRY – TERMS OF REFERENCE

Concussions and repeated head trauma in contact sports at all levels, for all genders and age groups, with particular reference to:

- a) the guidelines and practices contact sports associations and clubs follow in cases of player concussions and repeated head trauma, including practices undermining recovery periods and potential risk disclosure;
- b) the long-term impacts of concussions and repeated head trauma, including but not limited to mental, physical, social and professional impacts;
- c) the long and short-term support available to players affected by concussion and repeated head trauma;
- d) the liability of contact sports associations and clubs for long-term impacts of player concussions and repeated head trauma;
- e) the role of sports associations and clubs in the debate around concussion and repeated head trauma, including in financing research;
- f) the lack of a consistent definition of what constitutes 'concussion';
- g) the prevalence, monitoring and reporting of concussion and long-term impacts of concussion and repeated head trauma, including in First Nations communities;

- h) workers, or other, compensation mechanisms for players affected by long-term impacts of concussions and repeated head trauma;
- i) alternative approaches to concussions and repeated head trauma in contact sport, and awareness raising about its risks;
- j) international experiences in modifying sports for children; and
- k) any other related matters.