

Warehouse Cricket Association (Qld) Inc. (“WCAQ”)

Executive Committee Charter

Objective

This charter sets out the conduct expectations of the Warehouse Cricket Association (Qld) Inc. (‘WCAQ’) Executive Committee Members.

Purpose

By agreeing to become a member of the Executive Committee, each person agrees to adhere to this charter at all times and to work collaboratively with other committee members to carry out all duties and responsibilities effectively.

Principles:

• **Values**

The Executive Committee will:-

- commit to high ethical standards;
- accept and value their appointment to the WCAQ by providing comment and advice which is objective, independent, and impartial;
- show respect to all persons;
- declare any conflicts of interest prior to making any decision;
- make decisions to seek the best outcome for the game of cricket and WCAQ competitions above any personal or the club interest and
- be accountable for decisions and actions to the WCAQ, and submit oneself to whatever scrutiny is appropriate to the role, if and when required and/or requested

• **Openness**

The Executive Committee will be as open and transparent as reasonably possible regarding all decisions and actions and will publicise reasons for decisions where it is appropriate to do so.

• **Behaviour**

The Executive Committee will treat each other and all other people with an interest in the WCAQ with trust, respect, honesty, fairness, sensitivity and dignity.

• **Commitment**

The Executive Committee will commit their time and resources as far as reasonably practical to the role including but not limited to the following:-

- Attending monthly meetings of the WCAQ
- Being involved and participating on one or more WCAQ sub committees like;
 - Code of Conduct

- Competitions
 - Finance
 - Grounds
- Being involved in the planning of and assisting with WCAQ events, competitions and carnivals such as:-
 - Trophy Nights
 - 8-a-side Carnival
 - T20 Carnival
 - North vs South Rep games
 - Any other events

- **Influences on Decision-making**

The Executive Committee will not act in an improper way to try to obtain any personal advantage or favour.

- **Leadership**

The Executive Committee will promote and support these principles through leadership and leading by example and acting as a positive role model with respect to behaviour.

Expectations from WCAQ Chairman and WCAQ Committee Members

- **WCAQ Executive Committee Members** - In your capacity as a WCAQ Executive Committee members;
 - Act independently, using ones skills and experience to the best advantage of the WCAQ;
 - Perform ones role objectively and impartially, using ones best efforts to ensure equity and fairness to all members, participants, and other WCAQ associates, affected by decisions of the WCAQ Executive Committee;
 - Deal with the interests of all parties with whom the WCAQ Executive Committee interacts with impartially and without self-interest and/or outside influences;
 - Respect the interests of the WCAQ as a whole;
 - Attend all WCAQ Executive Committee meetings where possible. If one cannot attend, provide an apology in a timely manner beforehand;
 - Seek to be fully informed of the activities and affairs of the WCAQ including statutory and regulatory requirements and the physical, political and social environment in which its activities are conducted;
 - Be independent in judgment and actions and take all reasonable steps to be satisfied as to the soundness of decisions taken by the WCAQ Executive Committee;
 - Be positive and constructive in the discussion and resolution of dissent between members, and publicly support decisions taken by the majority even if individual members and/or members disagree with the decision and/or decisions;
 - Support the intentions and activities of the WCAQ and be loyal to the WCAQ and to your fellow WCAQ Executive Committee members;
 - Always look for opportunities for improved performance of the WCAQ operations and WCAQ Executive Committee functions;

- Respect the equipment and resources of the WCAQ and only use them only in WCAQ related business;
 - Do not speak publicly to any external parties or to representatives of the media unless authorised to do so by the WCAQ Chairman and/or WCAQ Executive Committee;
 - Only represent WCAQ in any capacity in dealings with outside parties as authorised to do so by the WCAQ Chairman and/or WCAQ Executive Committee;
 - Do not claim the authority of WCAQ in one's private dealings;
 - Do not seek to influence the activities of the WCAQ except through WCAQ Executive Committee deliberations;
 - Do not act in any manner that may reasonably be expected to have adverse implications for WCAQ; and
 - Report any suspicion of corrupt conduct relating to WCAQ activities.
- **WCAQ Chairman-** In your capacity as a WCAQ Chairman;
 - Seek to ensure that the WCAQ Executive Committee operates effectively to achieve satisfactory outcomes for WCAQ;
 - Provide opportunity for the WCAQ Executive Committee members to participate in the deliberation and decision making process; and
 - Seek to ensure that all relevant and significant issues for consideration of the committee are included on meeting agendas, and that the WCAQ Executive Committee members receive relevant supporting information in a timely manner that assist them to contribute actively and effectively.

Confidentiality

In the course of being part of the WCAQ Executive Committee and discharging the duties, members will have access to confidential information. As such, Executive Committee members must maintain the confidentiality of matters discussed at and/or within the WCAQ Executive Committee meetings and of information acquired by virtue of being in a WCAQ Executive Committee member position.

With this in mind, Executive Committee members must not:-

- make improper use of information they receive in confidence and, except in order to meet the obligation to act in a transparent manner or as required by law;
- disclose that information without the consent of the WCAQ Executive Committee and/or the person who provided it;
- use confidential information for personal gain or to promote ones private interests or those of connected persons, firms, business and/or other organisations;
- use, or allow someone else to use, confidential information to obtain an advantage, whether direct or indirect, for oneself and/or any other person and/or external parties;

- disclose confidential information to any person or agency or the media unless it is part of your duties and/or specifically authorised and/or as required by law; and
- disclose or discuss with anyone outside the WCAQ Executive Committee any information provided to members 'in-confidence'.

When WCAQ Executive Committee member resign or leave the WCAQ Executive Committee the member must:

- return any confidential documentation in one's possession; and
- ensure the duty of confidentiality continues indefinitely.

Enforcement

- In addition to constitutional obligations applying to WCAQ Executive Committee members, compliance with the charter is a condition of the appointment.

Warehouse Cricket Executive Committee