***WIRRAWANDI ABORIGINAL CORPORATION COMMITTEES POLICY***

*This policy may be amended from time to time. Any printed copy may not be up to date, and you are advised to check the electronic copy on the WAC website to ensure that you have the current version. Alternatively, you may contact administration on 91284788*

# OBJECTIVE

The Board of Wirrawandi Aboriginal Corporation recognises that there are times when a sub-committee can act more effectively than the full Board.

The Board of Wirrawandi Aboriginal Corporation (WAC) can put in place standing sub-committees and ad hoc committees to engage in business that can be more efficiently transacted by such means.

# PURPOSE

# To give direction on the policy relating to the formation of Board standing sub-committees and ad hoc committees.

## POLICY

The Board has the authority to establish standing sub-committees and ad hoc committees to assist it in its work.

The number of committees will be kept to a minimum.

The Board shall clearly define the terms of reference of each committee, including their membership, roles, procedures and functions, and the boundaries of their authority.

Committees may from time to time co-opt non-Board members to serve on a committee in order to bring additional skills, experience or networks, provided that it is not inconsistent with any directions given to the committee by the Board.

Unless explicitly empowered by the full Board, committees cannot make binding Board decisions. For the most part, the function of committees is to solve problems for and/or make recommendations to the Board on which the latter, and only the latter, has the power to make decisions or policy. Even where power is delegated, the Board still bears responsibility.

Unless the Board determines otherwise, the GM/CEO and/or a special advisor shall sit ex-officio on all Board committees but may delegate their attendance to any other person.

Committees should always have regard to the achievement of the purpose of WAC in accordance with the vision and strategy determined by the Board when exercising its functions.

**Relationship with management**

The Board should focus on the strategic direction and the core policies of the organisation and avoid becoming involved in day-to-day operational decisions. Where individual Board members do need to become involved in operational matters, they should separate their strategic role (where they operate independently of any direction) from their operational role (where they act at the direction of management).

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| Policy Number: | WIRR005 |
| Last Review: | February 2022 |
| Next Review: | February 2024 [Every 2 Years] |
| Responsible Officer: | General Manager |

*This policy takes effect from the date of adoption by Board of Directors and shall remain valid until it is amended or deleted.*