

# Integrity and Safeguarding Committee Charter



WESTERN AUSTRALIAN INSTITUTE *of* SPORT

## 1. PURPOSE

The Integrity and Safeguarding Committee has the following specific functions:

- 1.1 To assist the Board in fulfilling its responsibilities relating to the issues of integrity and wellbeing within the sports and the organisation.
- 1.2 To assist the Board in providing strategic oversight on integrity and safeguarding within WAIS.
- 1.3 To provide recommendations to the Board on areas of policy, compliance and reporting where related to integrity and safeguarding.
- 1.4 To oversee and monitor the compliance with, and reporting of, the Safe and Ethical Practice Policy Framework (SEPPF).
- 1.5 To provide additional oversight on specific integrity related matters as delegated by the Board of Directors.
- 1.6 To receive updates and consider organisational issues at an operational level that impact on the organisation's performance and reputation.
- 1.7 To oversee the organisation's compliance with Sport Integrity Australia's National Integrity Framework and other relevant governance policies.

## 2. COMPOSITION

- 2.1 Members will be appointed as required and for no fixed term.
- 2.2 The Committee will consist of at least three non-executive members, with diversity a key consideration.
- 2.3 All members will be appointed by the Board.
- 2.4 The Committee will be chaired by a non-executive member.
- 2.5 At any Committee meeting two (2) Members of the Committee shall form a quorum.
- 2.6 The Chief Executive Officer and/or management may be requested to attend meetings or part of a meeting of the Committee.

## 3. DUTIES AND RESPONSIBILITIES

- 3.1 The existence of the Committee does not replace the role of the CEO in ensuring the proper governance of WAIS integrity, compliance and wellbeing requirements.
- 3.2 The Committee will provide the Board with the Minutes of each Committee meeting.
- 3.3 The Committee Chair will report to the board after each Committee meeting on any matters that need to be drawn to the attention of the Board. Where necessary it will provide the Board with its recommendations.
- 3.4 Provide information to the Board in relation to WAIS meeting its integrity and safeguarding compliance requirements.
- 3.5 Ensure the Board considers matters of integrity and safeguarding in broader organisational decision making.

- 3.6 Provide recommendations to the Board on specific integrity related matters.
- 3.7 Advise the Board on risk on matters arising from integrity and safeguarding.

**4. MEETING SCHEDULE**

The Committee will meet at least two times per year and then as required to fulfil its obligations. This is a time limited Committee which will expire at the discretion of the Board.

**5. REVIEW AND REVISION**

This policy, and all related appendices, will be reviewed according to the policy revision schedule and as deemed appropriate.

Policy review will be undertaken by the Board.

**Revision History**

<b>Date</b>	<b>Version</b>	<b>Reviewed by</b>	<b>Changes made</b>
10 June 2024	1.0	Board	New Committee Charter.
29 July 2024	1.1	Integrity and Safeguarding Committee	Revisions made.

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