



Executive Committee Code of Conduct

1. Purpose of Code of Conduct

The purpose of this Code of Conduct is to outline the expected behaviour that Western Australian Ice Racing (WAIR) requires from its Executive Committee Members. It sets out clear principles and guidelines for the ethical and professional conduct of Executive Members in effectively carrying out their responsibilities.

2. The Code of Conduct applies to

This Code of Conduct applies to WAIR Executive Committee Members whenever they are acting in their official capacity and as an Association Member.

3. General Principles

WAIR Executive Office Holders must:

1. act honestly and in good faith in the interests of WAIR as a whole
2. exercise the degree of care, skill and diligence that a reasonable person in a like position would exercise in WAIR's circumstances
3. exercise powers granted to them honestly and for the purposes for which they were conferred and not for ulterior purposes
4. avoid any actual or potential conflict between the obligations owed to WAIR and personal interest or other duties
5. not disclose any information that is obtained through their position that is confidential
6. disclose advantages or business opportunities acquired in the course of their office
7. prevent insolvent trading by WAIR
8. be independent in judgment and actions and take all reasonable steps to be satisfied as to the soundness of all decisions taken by The Executive Committee.
9. be well prepared for Executive Committee meetings
10. make reasonable enquiries at Executive Committee Meetings to ensure that WAIR is operating efficiently, effectively and legally towards achieving WAIR's goals
11. undertake diligent analysis of all proposals and matters placed before The Executive Committee
12. acknowledge and embrace decisions of The Executive Committee when communicating with third parties, irrespective of their own personal views
13. treat colleagues, members and employees/volunteers of WAIR with respect, courtesy, honesty and fairness, having proper regard to their interests, opinions, rights, safety and welfare
14. show respect for the opinions of other Executive Committee Members and allow each Director a fair and reasonable opportunity to contribute to discussion and decision making
15. not engage in conduct that would likely bring discredit upon WAIR or bring any Executive Committee Member or WAIR into disrepute, or would constitute conduct unbecoming of an Executive Committee Member of WAIR

- 16. not abuse, harass, bully, intimidate, discriminate, threaten or victimise other Executive Committee Members, colleagues, members, employees and/or volunteers of WAIR
- 17. comply with the content and themes of section 4 of this Code of Conduct regarding child safety
- 18. promote and encourage diversity, equality and inclusiveness in decision making and throughout WAIR
- 19. comply with the spirit of, as well as the principles in, this Code of Conduct

4. Child Safety

WAIR is a Child Safe Organisation and as such works towards minimizing child abuse and strongly promotes child safety. Child abuse within the organisation will not be tolerated. WAIR adheres to applicable child safety standards and legislation. Executive Committee Members must be aware of their responsibilities and be clear about processes for reporting and acting on concerns or reports of child abuse.

Executive Committee Members will act accordingly with the “Principles for Child Safe Organisations” Human Rights Commission, Feb 2019, and respect, listen to and promote the rights of children and ensure behaviour and interactions with children are appropriate and respectful.

5. Breach of the Code of Conduct

A breach of this Code of Conduct may be considered misconduct and may require formal investigation and further action being taken.

In some situations, a breach of this Code of Conduct may result in detriment to WAIR and the Executive Committee Member may be liable for their actions under civil and criminal laws.

If a Director suspects that a breach of the Code of Conduct has occurred or will occur, they must report that breach to the President/Chair and the Secretary of The Association. In some circumstances, such a disclosure may qualify for protection in accordance with the Whistleblower Policy. All reports will be acted upon and kept confidential.

EXECUTIVE COMMITTEE MEMBER DECLARATION

I, _____ of _____
 Full Name Address

Declared that:

- 1. I have read and understand the WAIR Executive Committee Member Code of Conduct.
- 2. I acknowledge that I must ensure that any personal interests or roles do not influence or interfere with the proper performance of my duties in the best interests of WAIR.
- 3. I agree that I have an ongoing obligation to comply with the WAIR Executive Committee Member Code of Conduct.

 Signature

 Date