



APPOINTED OFFICER, COMMITTEE & WORKING GROUP POLICY

1. INTRODUCTION

The Australian Croquet Association Inc Constitution s28.1 allows the Board to appoint and delegate responsibilities to committees, however the Board recognises that there are responsibilities that are better handled by an appointee or an ad hoc working group.

2. AUTHORITY

This policy is made under the terms of the Constitution s29.

3. POLICY

The Board may establish, amend, or disestablish:

- 3.1 such appointed officer positions as the need arises and appoint persons, normally but not necessarily individual members, to such positions;
- 3.2 establish long standing committees; and
- 3.3 ad hoc working groups.

Each appointed position, committee or working group will be the subject to a written Terms of Reference which will be posted to the Australian Croquet Association website.

4. TERM OF APPOINTMENT AND RESPONSIBILITIES

- 4.1 The term of office of each appointment or committee/working group member and their responsibilities will be specified in the relevant Terms of Reference.
- 4.2 The Academy General manager shall be a non-voting *ex-officio* member of committees or working groups when development or review of Academy operations relevant to that committee or working group make this necessary – such membership will be endorsed by the Board on a case-by-case basis.

5. HONORARIA

Appointed officers and members of committees and working groups shall be entitled to honoraria as decided by the Board from time to time.

6. CONDUCT

Any appointed officer, committee or working group member whose conduct may appear to the Board to be injurious to the Association or its objects and who, on request from the Board, fails to give a satisfactory explanation may be suspended or removed from office. The appointed officer, committee or working group member will have the right of appeal within one (1) month of such suspension or removal from office. However, nothing in this paragraph shall prevent the immediate suspension or removal from office of an appointed officer, committee or working group member should that be warranted.

Authorisation: Adopted by the Board, 15th December 2021

Jim Clement
Secretary to the Board