

GOVERNANCE WORKING GROUP

TERMS OF REFERENCE

The Governance Working Group (GWG) is established as a Working Group under section 7.4 of the World Lacrosse (WL) Bylaws.

The Working Group reports to the General Assembly (GA).

PURPOSE

The GWG was set up from the 2019 GA to consider the WL Constitution, Bylaws, Committee structures, Continental Federation (CF) relationships and governance and management arrangements (“governance documentation”) and to make recommendations about how they might be amended and enhanced to maximize their agility, effectiveness and transparency.

WORKING GROUP TIME PERIOD

This Working Group is set up to run from August 2019 to August 2020. *(Note: with a delayed 2020 GA and the perceived volume of work, the Group will be requesting an extension of its time period to August 2021.)*

WORKING PRINCIPLES

Principles that the group will work within agreed at the 2019 GA are:

- Transparency
- Integrity
- Inclusion of different cultures throughout the world to find best solution
- Accountability
- Maintain/utilize government standards consistent with the highest calibre sports federations (consistent with what the IOC is looking for)
- Recognition that WL is incorporated in New York, and that WL has to work within the US non-profit laws to ensure that the IRS 501(c)3 status is retained in order to get donors
- Minimum representation of one person from each region
- The Working Group is intended to be a short-term working group rather than a long-term committee with an aim of providing revised documents to be voted on in the 2020 GA

1. COMPOSITION AND MEMBERSHIP

1.1. The Composition of the Working Group is:

- 1.1.1. Co-Chairs (WL Board President and Athletes Commission representative)
- 1.1.2. One representative from each of the 3 existing CFs plus input as requested from a representative from Africa
- 1.1.3. Two Board members in addition to the President
- 1.1.4. Legal and Specialist Advisors as agreed by the group

1.2. The lead staff liaison for the Working Group is the Chief Executive Officer (CEO).

1.3. The Working Group is authorized to invite other parties to attend its meetings and/or participate in specific subgroup tasks from time to time.

2. SKILLS, QUALITIES, AND COMPETENCIES

2.1. Members of the Working Group will need to have the skills, qualities and competencies outlined in Appendix 1. In forming the Working Group, the Chair will seek to balance a range of skills, qualities and competencies, as well as gender and geographic diversity.

3. RESPONSIBILITIES

3.1. The Working Group will:

PRIORITY 1

- a) Review the existing WL governance documentation to identify opportunities for consolidation and simplification
- k) Develop a set of organizational diagrams and process flow diagrams which are focused on effective governance
- c) Consider the relationship and responsibilities of WL in relation to the new Regional Federations and the member/associated member NGBs
- m) Develop an effective communication mechanism for the flow of information between WL, the Board, the CFs and the individual member NGBs
- h) Consider issues of gender, equality and diversity in the development of the revised governance documentation
- d) Implement the decisions made at the 2019 WL GA relating to the governance documentation
- n) Establish a process and schedule for regular review of the WL Constitution, Bylaws and Policies
- g) Consider issues of compliance in relation to any and all WL national and/or international legal obligations
- i) Fulfills its delegated authority subject to compliance with statutory or legislative requirements
- e) Evaluate any and all external guidelines, including those produced by the International Olympic Committee (IOC) and other relevant bodies, and ensure alignment of WL governance documentation with these
- f) Benchmark the WL governance documentation against comparable international sporting (and other similar corporate and/or not-for-profit) bodies to ensure alignment with international best practice

PRIORITY 2

- b) Assess how the WL governance structure and policies are serving the Membership and recommend changes necessary to ensure effective operation of the organization. *(Note: it is proposed that this topic be the subject of a breakout session at the WL GA meeting in Limerick, Ireland, in July 2020.)*
- q) Consider the best way to manage rules review procedure without every rule having to go to the GA
- j) Ensure alignment and consistency of the governance documentation with the WL NGB Toolkit

PRIORITY 3

- l) Develop strategies to assist new and aspiring Board and Committee members to develop advanced governance knowledge
- o) Create a Board skills matrix in collaboration with the WL Nominations Committee
- p) As the international federation continues to grow and evolve, work for continued clarity in the roles and responsibilities of the GA, Board of Directors and Management Team

(Note: the usual standardized numbering system has not been used in this section owing to the fact that these letters have already been referred to in a number of communications and there is no wish to cause any confusion.)

4. OPERATING AND REPORTING PROCEDURE

- 4.1. The Working Group will follow the WL General Procedures applicable to all Working Groups, (see Appendix 2) but will additionally provide an open communication after each meeting to keep Members updated on progress. This communication is sent out by the CF representatives, the Athletes Commission representative and the Board President to their relevant constituents.

5. MEETINGS

- 5.1. Records of all meetings will be kept in the form of a Decision and Action log. This is not confidential and will be shared with Members as appropriate.

6. DELEGATED AUTHORITY

- 6.1. This Group has no delegated authority for decisions or expenditure.

APPENDIX 1. SKILLS, QUALITIES, EXPERIENCE AND COMPETENCIES FOR MEMBERS OF THE GOVERNANCE WORKING GROUP

The membership of the Governance Working Group will seek to gain a balance of the following amongst its members:

- Experience in governance documentation
- Interest in governance documentation best practice

Members of the Governance Working Group should aim to uphold the values of World Lacrosse and to encourage these to be upheld across the community.

- Teamwork
- Passion
- Respect
- Integrity
- Friendship
- Inclusiveness



APPENDIX 2. GENERIC PROCEDURES FOR ALL WORLD LACROSSE COMMITTEES, COMMISSIONS AND WORKING GROUPS

This group is adhering to non-standard operating and meeting procedures as agreed with the General Assembly, so Appendix 2 is not included. All areas of its activities are covered in an openly available tracker available to all WL Members.