

## Baseball Queensland Stakeholder Engagement Plan

### Purpose

Stakeholder engagement is a critical component of good governance, and in line with [Sport Australia Sport Governance Standard 2.1](#), boards should develop, publish and implement a stakeholder engagement plan. Best practice requires boards to regularly collaborate and cooperate with members and stakeholders and conduct an annual review and planning process of this engagement plan.

This document outlines Baseball Queensland's stakeholder engagement plan and promotes transparency by ensuring Baseball Queensland is being proactive, as well as providing clear communication and messaging to those connected across the sport. Effective stakeholder engagement facilitates relationship building and understanding which is beneficial both to Baseball Queensland and our stakeholders.

### Engagement objectives

Baseball Queensland's stakeholder engagement plan has been developed to support the board in promoting openness and transparency of their activities, and in seeking member and stakeholder feedback (to performance or proposed initiatives) as well as considering member and stakeholder interests in decision-making. The plan provides appropriate avenues and channels for listening and feedback in the pursuit of our strategic plan, promotes collaborative governance and ensures Baseball Queensland is aligning strategic decision-making across the sport.

The Board of Management of Baseball Queensland (the Board) has a critical role in leading the organisation's engagement approach. The Board is responsible for approving and then overseeing this engagement plan which enables Baseball Queensland to communicate clearly with consistent messaging, whilst fostering positive relationships with key stakeholders and building a culture of trust across the sport. The engagement plan is delivered in conjunction with the CEO, relevant Baseball Queensland Staff and relevant Sub-Committees and Advisory Councils who support the board to deliver the communication, consultation, and collaboration activities. The engagement plan provides opportunities for leaders across the sport to come together, align efforts and decision-making to best promote and ensure the sustainability of the sport.

## Key stakeholders

Baseball Queensland has many requirements including reporting, compliance, strategic development and planning and managing relationships with internal (e.g., CEO and staff of Baseball Queensland) and external (e.g., Baseball Australia) stakeholders. The engagement method will differ for each stakeholder depending on the strategic objective and their level of involvement identified as part of Baseball Queensland stakeholder mapping.

As part of Baseball Queensland's collaborative governance approach and to ensure Baseball Queensland is seeking and hearing the views and feedback from our members and stakeholders, as well as empowering them to drive strategic decision-making, the Board have identified the below key stakeholders.

The below groups have been identified as priority stakeholders for the Board to drive strategic decision-making and collaborative governance initiatives across the sport.

- Member Organisations (e.g., Regions, Clubs)
- Directors of Member Organisations/Associations (e.g., Presidents/Chairs)
- Queensland Baseball Umpires Association
- Queensland Baseball Scorers Committee
- CEO and staff
- Local Government Area Councils
- Queensland Government
- Australian Sports Commission (incorporating Sport Australia and AIS), Sport Integrity Australia
- Baseball Queensland Subcommittees, Advisory Councils and associated subgroups
- Baseball Australia

The above list has been identified as the priority stakeholders from a board perspective however is not an exhaustive list of all stakeholders. Others may be considered and included time to time depending on the strategic objectives of the sport.

## Stakeholder engagement

The aim of Baseball Queensland's stakeholder engagement plan is to:

- clearly communicate our engagement approach to our key stakeholders, and the public connected to the sport in an open and transparent way
- support Baseball Queensland to achieve its strategic vision by engaging the critical members of our community that have vital roles to play within that strategy
- allow Baseball Queensland to seek feedback and input as required from key stakeholders to assist in

- decision-making
- reinforce a culture of engagement and collaboration in the best interests of our sport.

The engagement methods identified for key stakeholders have varying intentions and purposes based upon the role that the stakeholders play within our sport. Our engagement plan has been informed by Baseball Queensland's relationship with our stakeholders and their level of impact. The parameters set by the Board are reflective of this and have been tailored accordingly.

This engagement plan will form part of Baseball Queensland's annual review and planning process to ensure key stakeholders and members are regularly engaged and collaborated with.

The engagement approach identified for each stakeholder is tailored based on the below model and each stakeholder's needs.

- **Inform:** to provide stakeholders with balanced and objective information, not involved in decision-making. Example techniques include newsletters and website updates.
- **Consult:** to obtain feedback from stakeholders, will listen to views and provide feedback when decisions are made. Example techniques include focus groups, surveys, meetings.
- **Involve:** to work with stakeholders directly to ensure their concerns and views are considered and provide feedback on how their input influenced decisions. Example techniques include workshops.
- **Collaborate:** to collaborate as partners throughout the process, involved in analysing and development of solutions and in decision-making. Take views into account in the decision-making to the maximum extent possible. An example technique includes advisory committees.
- **Empower:** to place final decision-making in the hands of stakeholders, will implement what is decided. Example techniques include delegated decisions

**Baseball Queensland Stakeholder Engagement Plan**

<b>Stakeholder</b>	<b>Governance Objective</b>	<b>Engagement Approach</b>	<b>Engagement Channel</b>	<b>Responsible</b>	<b>Frequency</b>	<b>Supporting Information/Collateral Required</b>
<i>Regional Members</i>	<i>Strategic Planning</i>	<i>Involve Collaborate Empower</i>	<i>Workshop &amp; Forums)</i>	<i>Board of Management CEO BQ Staff (as required)</i>	<i>Annually</i>	<i>Strategic Plan Board Annual Calendar</i>
<i>Regional Members</i>	<i>Strategic Plan Evaluation</i>	<i>Collaborate Empower</i>	<i>Workshop &amp; Forums</i>	<i>Board of Management CEO BQ Staff (as required)</i>	<i>Annually</i>	<i>Strategic Plan Board Annual Calendar</i>
<i>Clubs, Associations</i>	<i>Strategic Plan Update</i>	<i>Inform Consult Collaborate</i>	<i>Website AGM Stakeholder Forum</i>	<i>CEO and Commissioner</i>	<i>Annually</i>	<i>Strategic Plan Annual Report Board Annual Calendar</i>
<i>Subcommittees and Advisory Groups</i>	<i>Contribute to the development and review of policies,</i>	<i>Collaborate</i>	<i>Working Groups/Workshop</i>	<i>Budget and Finance Standing Committee Audit and Risk Standing Committee</i>	<i>Annually</i>	<i>Policy documentation</i>

	<i>procedures and new initiatives</i>		<i>General Correspondence</i>	<i>Governance Standing Committee</i> <i>GBL Standing Committee</i>  <i>Equity, Diversity and Inclusion Advisory Council</i>  <i>Participation Advisory Council</i>		
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Example:

Baseball Queensland Stakeholder Engagement Plan
1. The Board engages with Members at least bi-annually at the Annual General Meeting and the Member Update Meeting scheduled for July of each year.
2. The relevant Board Director engages with Advisory Councils at least four times per year.
3. The staff of Baseball Queensland meet with Working Groups as required to achieve strategic goals.