

PORT ADELAIDE CYCLING CLUB POLICY GOVERNANCE STATEMENT



Introduction

Governance in the community sector is concerned with the systems and processes that ensure the overall direction, effectiveness, supervision and accountability of an organisation.

The Committee takes ultimate responsibility for the governance of the Port Adelaide Cycling Club. It is also concerned with the way the Committee interacts with its members, volunteers, associates with which it affiliates, and other stakeholders to ensure that it is effectively and properly run and meets the needs for which the club was set up.

Purpose

This Governance document is intended to clarify the content of the Club's Constitution by making explicit the underlying principles of governance approved by the Club. The Club does not cover legal or ethical issues concerning the role of the Committee or its members which are addressed separately elsewhere.

Policy

The Committee of the Port Adelaide Cycling Club is an elective, representative and collective body.

- It is **elective** in that the determination of the Committee members is the prerogative of members through the election process.
- It is **representative** in that no member can be mandated by a member or other body to adopt a particular position if they do not believe it to be in the best interests of the Club. All members are committed to acting selflessly and making decisions and voting on governance decisions solely in the best interests of the Club.
- It is **collective** in that while each member should put the point of view of themselves or the members forward, and each member has the right to argue for their own point or the view of members, once a collective decision has been taken, Committee members are required to support that decision.

The function of the Committee is to collectively ensure the delivery of the Club's objects as set out in the Constitution, to set its strategic direction, and to uphold values. The Committee should collectively be responsible and accountable for ensuring and monitoring that the Club is performing well, is solvent, and is complying with all its legal, financial and ethical obligations.

The responsibilities of the Committee that are not delegated to any other person or sub-committee include:

- Compliance monitoring – ensuring compliance with the objects, purposes and values of the Club, and with its Constitution.
- Club governance – setting or approving policies, plans and budgets to achieve those objectives, and monitoring performance against them.
- Strategic Planning – reviewing and approving strategic direction and initiatives.
- Regulatory monitoring – ensuring that the Club complies with all relevant laws, regulations and regulatory requirements.

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Responsible officer	President	Review date	May 2019

- Financial monitoring – reviewing the Club’s budget, monitoring management and financial performance to ensure the solvency, financial strength and good performance of the Club.
- Financial reporting – considering and approving annual financial statements and reports required.
- Club structure – setting and maintaining a framework of delegation and internal control.
- Risk management – reviewing and monitoring the effectiveness of risk management and compliance in the Club, agreeing or ratifying all policies and decisions on matters which might create significant risk to the Club (financial or otherwise)
- Dispute management – dealing with and managing conflicts that may arise within the Club, including conflicts arising between members, volunteers, associations with which the Club affiliates, or other stakeholders.
- Social responsibility – considering the social, ethical and environmental impact of all activities and operations and ensuring these are acceptable.
- Committee performance and composition – evaluating and improving the performance of the Committee.

Authorisation

Gemma Kernich
President, Port Adelaide Cycling Club
8 October 2018