

POLICY

Club Executive Members Service as Directors



POLICY No: 1012
EFFECTIVE: 24th August 2015

The purpose of this document is to provide a frame work enabling efficient organisational governance through the management of the service of cub and district members as Directors and Committee members of SwimmingSA Inc.

THE POLICY

This policy applies to all SwimmingSA Inc. Board Directors convened for the pursuant of the by-laws. The aim of this policy is to protect both SSA and the individuals involved from any appearance of impropriety whilst providing a pathway of governance service for the sport.

Board Directors have an obligation to act in the best interests of SwimmingSA Inc. and in accordance with SwimmingSA's Constitution, policies, procedures and other relevant documents. It is recognised that all directors of the Board will have interests associated directly or indirectly with the functions of member clubs through their service to the sport in a club, district or state capacity.

Board Directors and individual members of member clubs should be informed about the importance of avoiding conflict of interest and making informed choices about their service to the sport. The Conflict of Interest Policy, the Appointment Policy, Selection Policy and Appoint must be adhered to without exception.

All individual members of member clubs are encouraged to nominate for the Board.

Where an individual member is elected and/or appointed to the SSA Board they must:

- Declare their club position at the first Board meeting subsequent to the election/appointment
- Abide by this policy when it comes to their service on the Board

During their first term a director can hold both a club executive position and a director's post however should they choose to stand for re-election they must relinquish their club executive position.

POLICY

Club Executive Members Service as Directors



POLICY No: 1012
EFFECTIVE: 24th August 2015

THE PROCEDURE

Upon commencement of their position with SwimmingSA - Board Directors are required to sign the SwimmingSA Confidentiality Agreement and duly provide details of position within any club or district affiliated with SwimmingSA Inc.

All Directors must provide the signed Confidentiality Agreement and details of their position to the SwimmingSA Public Officer within 14 working days of the commencement of their elected or appointed position to the Board.

If a director fails to declare an interest that is known to General Manager and/or the Chair Board. The Chair of the Board and/or General Manager will declare that interest. Subsequent to the declaration of conflict of interest by or on behalf of a Board director the chairperson will decide upon the appropriate method of management for the particular conflict.

DATA PROTECTION

The information provided will be processed in accordance with data protection principles as set out in the Data Protection Act 1998. Data will be processed only to ensure that Board Directors act in the best interests of SwimmingSA. The information provided will not be used for any other purpose in line with the SwimmingSA Privacy Policy.

DEFINITIONS

Member: Any individual registered directly with SwimmingSA or with a swimming club or district affiliated to SwimmingSA

Club Committee Executive Position: The following positions are considered to be executive (irrespective of the individual club or district constitution definition) President, Secretary and Treasurer

Board Director: Any member serving on the SwimmingSA Board as elected by the membership or appointed by the board.