

**FACC Terms of Delegation (short form) Template**

**April 2018**

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PURPOSE OF THIS TEMPLATE

This document has been prepared by the NSW Office of Sport as a guide for New South Wales State Sporting Organisations (**SSOs**) to assist with an SSO’s governance. IT IS A TEMPLATE ONLY. This document should be read in context with the NSW Office of Sport’s Sports Governance Capability Framework and in particular paragraph 1.9.

INSTRUCTIONS

The document has been designed specifically for sport and seeks to take into account the issues which an SSO might need to consider; for example, Sport must deal with the impact of drugs; Sport is affected by child protection legislation; and Sport operates under a national system where the national body can make rulings and set policy that will flow through the Sport and affect those playing at Club level.

All levels of an SSO and all persons within a Sport should work together for the advancement of the Sport and the SSO through sharing common purposes, structures, policies and procedures. This will hopefully improve the governance and delivery of a Sport and hopefully make it easier to address issues of joint concern, to share information and to maximise the sport’s marketability.

Finally, with the increasing amount of legislation affecting sport, Sports must enact consistent and complementary policies and strategies that address areas of governance and common risk that flow through the organisation.

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Finance, Audit And Compliance Committee Terms Of Delegation

The Finance, Audit and Compliance Committee (FACC) shall:

* 1. comprise two (2) Directors of Club/Association one of whom shall be appointed chair, together with the Executive Officer (or nominated delegate) and up to an additional two committee members. Such additional committee members should be selected for their expertise in finance, governance or risk management. All committee members must be confirmed by the Board;
  2. be assisted and advised by the external auditors and Club/Association Finance Manager who shall act as secretary;
  3. have the primary function to assist the Board in its oversight of:
     1. the reliability and integrity of accounting policies and financial reporting and disclosure practices; and
     2. the provision of advice to the Board on matters of financial strategy, financial statements, financial systems integrity and business risks to enable the Board to fulfil its fiduciary and stewardship obligations;
  4. establish and maintain processes to ensure there is:
     1. compliance with all applicable laws, regulations and Club/Association policies; and
     2. an adequate system of internal control, management of business risks and safeguard of assets; and
  5. meet as required, or directed by the Board or CEO; and
  6. provide regular reports to the Board containing such information as is required, and in such form as is prescribed, by the Board.