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**Albury Wodonga Christian Broadcasters Inc.**

## **Governance Policy**

### **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 members of AWCB Inc. take ultimate responsibility for the governance of their organisation. However, governance is not a role for Committees and Committee members alone. Governance is also concerned with the way the Committee works with the Station Manager and other staff, volunteers, service users, members and other stakeholders to ensure the organisation is effectively and properly run and meets the needs for which AWCB Inc was set up.

### **PURPOSE**

The Governance Policy is intended to clarify the content of the organisation's constitution by making explicit the underlying principles of governance approved by the organisation.

This policy 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 AWCB Inc is an elective, representative, and collective body.

- It is **elective**, in that the determination of Committee members is the prerogative of the members of AWCB Inc through the election process.
- It is **representative**, in that no member can be mandated by their constituency to adopt a particular position if they do not believe it to be in the best interests of the organisation. Whatever the constituency of any member, all members are committed to acting selflessly and making decisions and voting on governance decisions solely in the best interests of the organisation.
- It is **collective**, in that while each member has the right to argue for their own point of view and to vote for that position, once a collective decision has been taken Committee members are required to support that decision.

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

The responsibilities of the Committee that cannot be delegated to any other person or body include

- Compliance monitoring – ensuring compliance with the objects, purposes and values of the organisation, and with its constitution;
- Organisational 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 organisation complies with all relevant laws, regulations and regulatory requirements;
- Financial monitoring – reviewing the organisation’s budget, monitoring management and financial performance to ensure the solvency, financial strength and good performance of the organization;
- Financial reporting – considering and approving annual financial statements and required reports to government;
- Organisational structure – setting and maintaining a framework of delegation and internal control;
- Leadership selection – selecting, evaluating the performance of, rewarding and, if necessary, dismissing any of the organisation’s staff;
- Succession and remuneration planning – planning for Committee, Station Manager and other staff succession, and determining senior management remuneration;
- Risk management – reviewing and monitoring the effectiveness of risk management and compliance in the organisation; agreeing or ratifying all policies and decisions on matters which might create significant risk to the organisation, financial or otherwise;
- Dispute management – dealing with and managing conflicts that may arise within the organisation, including conflicts arising between Committee members, staff, members, volunteers, or service users;
- Social responsibility – considering the social, ethical and environmental impact of all activities and operations and ensuring that these are acceptable;
- Committee performance and composition – evaluating and improving the performance of the Committee.

### **Relationship with management**

The Committee should focus on the strategic direction and the core policies of the organisation, and avoid becoming involved in day-to-day operational decisions. Where individual Committee members do need to become involved in operational matters, they should separate their strategic role (where they operate independently of any direction) from their operational role (where they act at the direction of management).

Adopted: November 2018

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