

AusCycling
Club Forum
1 April 2026



Special General Meeting



Special General Meeting

Key Information:

SGM – Thursday 23 April 2026, 8.30pm AEST

Online, Lumi Global Platform

Your Club has been sent the notice and link to Register to your nominated email address.

One voting member per Club.

Option to attend in person or nominate a proxy.

Closing date for Registration and Proxies – Tuesday April 21 2026, 8.30pm AEST.

Meeting Chair:

Michael Smith, AusCycling Director

Haven't received the information, have questions or would like to speak to a Director:

sgm@auscycling.org.au



Annual General Meeting



Annual General Meeting - Timeline

Date	Action
Monday 13 April	Call for Director Nominations Notice of Proposed AGM, Call for Motions
Friday 1 May	Deadline – Director Nominations Close – Submission of notice of motions from Voting Members
Thursday 7 May	Notice of AGM sent: <ul style="list-style-type: none">• Agenda• Annual Report• Nominations Committee Report• Meeting Registration information
Saturday 30 May	Annual General Meeting



Proposed Constitutional Changes

Rationale

1. Gender balance is good business because organisations that reflect the communities they serve make better decisions, strengthen governance and risk oversight, access a broader talent pool and perform better.
2. National Sport Organisations must meet gender equity targets by 31 May 2026 or risk funding being withheld.

The National Gender Equity in Sports Governance Policy is a collaboration between the Australian Sports Commission (ASC) and the State and Territory Agencies for Sport and Recreation (STASR) to influence change and improve gender equity in governance and leadership across sport.

Requirements

50% of all board directors are women and/or gender diverse.

50% of chairs/deputy board chairs are women and/or gender diverse.

50% of specified sub-committee members are women and/or gender diverse

Proposed Constitutional Changes

13.2 Gender Balance of the Board

- a) The Board must at all times comprise directors of more than one gender.
- b) Subject to clause 13.2 (c), no gender may constitute more than fifty percent (50%) of the total number of directors.
- c) Where compliance with clause 13.2 (b) is not practicable due to an unexpected vacancy or an insufficient number of eligible nominees of a particular gender, the Board must take all reasonable steps to restore compliance as soon as reasonably practicable and no later than the next Annual General Meeting.

Rationale: Addresses constitutionally the legislative requirement for gender balance.



Proposed Constitutional Changes

13.4 Nomination for election

- a) A Nominations Committee shall be formed, the role of which shall include the task of identifying candidates to fill Director vacancies (including casual vacancies) and assess all nominees for Director vacancies. The Nominations Committee has the power, **based on documented eligibility and selection criteria**, to determine that a nomination is unsuitable for further consideration by the Company, the Directors or the Members but only if this decision is unanimous. Subject to clauses 13.3(b) and 13.3(c), the complete and specific duties, functions and rules of the Nominations Committee are to be defined in the Nominations Committee terms of delegation.
- b) **No one gender must account for more than 50% of Nominations Committee members.**
- c) **Where compliance with clause 19.5 (b) is not practicable due to an unexpected vacancy, the Board must take all reasonable steps to restore compliance as soon as reasonably practicable.**
- d) **The Board shall appoint an independent as Chair of the Nominations Committee.**

Rationale for adding ‘based on documented eligibility and selection criteria’. Ensures the Nominations Committee applies an objective lens to assessment of candidates.

Rationale for 13.4 (d) - To meet ASC Governance Standard.

Rationale: Addresses constitutionally the legislative requirement for gender balance.



Proposed Constitutional Changes

19.4 FAR Committee

- a) A FAR Committee must be established by the Directors.
- b) No one gender must account for more than 50% of the FAR Committee.
- c) Where compliance with clause 19.4 (b) is not practicable due to an unexpected vacancy, the Board must take all reasonable steps to restore compliance as soon as reasonably practicable.
- d) The composition, duties and functions of the FAR Committee shall be defined in the FAR Committee terms of delegation.

Rationale: Addresses constitutionally the legislative requirement for gender balance.



Proposed Constitutional Changes

Definition – club member

Define 'club member' to differentiate between Club Member which means a club or association as a Member to the Company and club member which means an individual member who is a member of a club. This is relevant related to clause 12.1 which references club members related to voting power.

Additional Changes

Edit Table of Contents and adjust numbering following inclusion of new clauses.

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Membership System Update





AusCycling **and its clubs are moving to JustGo** - a membership platform that gives clubs more control, better tools, and a simpler experience for members.



The **launch** is coming in **June**.



Today is about making sure **your club is ready**, and knows exactly what to do, and when.



Product specifics on **price** and **how they can be used** will be confirmed by **11 May**.



Today's focus is the platform transition and the **actions clubs need to take** between now and launch.

System Delivery Update



Topline Sequencing – Clubs

The below table highlights indicative timings in the membership relaunch rollout, including key engagement points, Club action requirements and migration of platforms.

Date	What's happening	Club action required
1 April	Club Forum Webinar — JustGo platform update, key steps & timings	Attend today. Ask your questions.
23 April	SGM	—
w/c 4 May	What's coming reminder — key steps & timings	Nominate a club member to lead migration and account setup
11 May	Product update, Engagement, How They Are Used: Engagement and Explanation.	Save the date: training w/c 1 Jun & w/c 7 Jun
30 May	AGM	—
w/c 1 June	Club training & JustGo access opens	Attend club training & Access JustGo
3-4 days pre-launch	System Blackout	—
w/c 15 June	Member platform migration – Action Required	Deadline to complete club set-up in JustGo
15 – 30 June	Hypercare – detailed support	Member Services staff available



New Membership System



AusCycling has selected JustGo as the new membership system. JustGo has a large footprint in the UK and is used by a growing number of sports in Australia including Surfing and Triathlon.

What the System will provide:

- 1. Membership Purchase:** Removes the need to have membership products based on age/para/payment preference, reducing the number of options a user has to select from and complexity of data at both club and AusCycling.
 - All membership products will be annual with monthly or annual payments
 - Family membership discounts are automatic and in-platform; no manual processing is needed.
 - Clubs have more control and flexibility over how their memberships are sold.
- 2. Linked Membership:** User will now get a membership at both AusCycling and a Club level that are linked and purchased together.
 - Clubs can add their own fields to the membership journey and member profile. Allowing clubs to collect the information they care about e.g., volunteer commitments.
 - Clubs can add their own welcome emails to customise the member onboarding experience.
 - Clubs can upsell merchandise as part of the membership purchase, such as club kit.
- 3. Reporting:** Allows for more flexibility in reporting of membership at club level; easily identify new, active, and expired members.
- 4. Communication:** Email segmentation (by group as you set) and template capabilities, giving clubs the tools they need to communicate with their audience. This could be automated or ad hoc emails.

New Membership System

5. **Events Management:** A built-in solution that allows you to set single or multiple purchase rules, these can either be a restriction or a discount, based on:
 - Age/gender/location
 - Data that you capture about members
 - Your Club or AusCycling Membership
 - This will not be integrated into the AusCycling events calendar from launch date. The integration will occur as a priority piece post launch
6. **Digital Membership/Tickets:** All users will be provided with a digital version of their licence and can also download a PDF version if required. This will have up to date information e.g suspensions with more information available on the licence than is available on the current licence.

Clubs can also create digital version of tickets for events if required, these would come at additional cost.
7. **Coaching and Official Accreditations:** Each accreditation an individual holds will be stored helping with reporting on the number of coaches and level of each coach at your club. All members will now be able to add WWCC and First Aid certificates directly into the membership system, making sure accreditations always stay up to date..
8. **Coaching and official finder:** All coaches with an active accreditation will be able to be searched through a finder, similar to the current club finder. This will not be available on launch but will follow shortly after.
9. **Event Licences:** Event licences can now have a start date selected, meaning these can be validated through event systems the same way a standard membership is.
10. **Membership upgrade and club transfers:** Members will be able to self-service both upgrade between products and transfer between clubs.
11. **Learning System Integration:** There will be a direct integration between the new membership system and the Learning centre removing the need to keep your details up to date across both systems. Any completed accreditation will now show up in your member profile the following day.



Implementation — 5 Key Steps

1

Administrator setup

Executive committee members will be automatically imported as administrators.

Add any additional administrators required for your club.

2

Know Your Customer (KYC) — Priority action

Required for approval by the new banking provider.

Clubs **cannot sell any membership products** until KYC is complete — even if completed previously in TidyHQ, Australian regulations require KYC separately for each payment provider.

3

Membership setup

Review and confirm your club's membership pricing.

Add any additional questions you want to ask at membership purchase.

Create any additional membership types linked to AusCycling products.

4

Club profile & branding

Update branding and club information.

Add details to support filtering in the club finder.

5

Data review

Review and validate your existing membership data.

Note: Steps highlighted green are required for your club to be able to sell memberships in the new system



Club Transition Support

To support clubs through the transition, a range of resources will be available:

Implementation Support

Clubs will have access to step-by-step guidance and training resources including:

- Dedicated Direct staff support - AusCycling staff available where additional help is needed
- Live webinars - walk-through sessions and Q&A with the AusCycling team
- Short SOP videos - quick demonstrations of common processes
- Implementation checklist - clear steps to prepare your club for launch
- JustGo “How-to” guides - simple instructions for key system tasks

Club Marketing Toolkit – available for launch

To help communicate the changes and support membership growth, clubs will receive a ready-to-use marketing toolkit, including:

- **Website and email** template content to promote memberships
- Social media **graphics and posts** explaining the membership options
- Membership **comparison guide**
- **FAQs** to address common member questions
- Lapsed member **re-engagement templates**



Questions?

Here's a quick recap of next steps:

- **This week:** Follow-Up Email to all clubs – recapping the upcoming changes & actions.
- **w/c 4 May:** Club Update – Nominate your migration lead – action required.
- **May:** Product announcement – Full product details ahead of member announcement.
- **w/c 1 June:** Club training opens – JustGo access & training sessions begin.

If you have any questions after this session, or would like to put your club forward as an early trial club, feel free to reach out to ICT@auscycling.org.au – we're here to make the transition as smooth for clubs as possible.



Thank you

