

June 2024

National Advisory Council Charter





Policy Owner	Board	Adopted/ Approved by	Board
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Update Description	Changes to the Charter of the National Advisory Council, following 2024 governance reforms.		



1. Charter

- 1.1. The National Advisory Council ('**Council**') is a Committee of the AusCycling Board ('**Board**') established under clause 20.1 of AusCycling's Constitution.
- 1.2. This charter ('**Charter**') is the written charter of the Council and sets out the roles and responsibilities, composition and operation of the Council.

2. Charter Purpose

- 2.1. The purpose of the Charter is to specify the authority delegated to the Council by the Board and to set out the role, responsibilities, members and operation of the Council.

3. Authority

- 3.1. The Council is a Committee of the Board and is authorised by the Board under clause 19.1 of the AusCycling Constitution to assist in fulfilling its Objectives. The Board delegates to the Council such authority and power to exercise the responsibilities set out in the Charter and under any separate delegations from the Board granted to it from time to time, until those powers are revoked.
- 3.2. In addition to the functions and responsibilities set out below, the Council is authorised to obtain outside legal or other independent professional advice or incur any other costs, provided the Council has first received a quote for the services and the Board has approved the expenditure.
- 3.3. The Board will possess the executive and decision-making powers specified in the Constitution.
- 3.4. The Council is not responsible for the employment and management of staff, management of premises, local operational planning and administration, event management and / or financial management. This remains the responsibility of the Chief Executive, management team and Board.

4. Role of the Council

- 4.1. The Council will support the development, implementation and monitoring of AusCycling's strategy:

Pillar One – Unite and Empower

Create united, inclusive and empowered communities where clubs, teams, partners and people thrive.

Strengthen our club delivery networks.

Build our governance and leadership capability.

Invest in developing our volunteers.

Grow the number of quality coaches and officials.

Drive the development and implementation of a nationwide infrastructure plan.

Pillar Two – Win the Hearts and Minds

Ensure every Australian child has access to bike education and inspire more Australians to ride bikes.



Be the leading provider of bike education.

Advance cycling's profile and popularity and build the profile of our athletes.

Be a respected voice for cycling advocacy.

Pillar Three – Be More for More

Grow and diversify our economy by being relevant to more of the Australian cycling and riding community.

Refresh and extend the membership value proposition.

Build partnership opportunities that increase corporate and philanthropic investment in AusCycling, clubs and athletes.

Pillar Four – Lasting Champions

Deliver sustained success on the international stage and create healthy, inspirational role models that value their connection with the sport.

Support and enable Australian athletes to contest the biggest international events.

Develop and support performance and pathways environments for athletes, coaches and officials.

Deliver events that develop athlete, coach and official expertise.

Secure major events that showcase athletes, inspire communities and leave a legacy.

Celebrate our heroes, history and heritage.

4.2. The Council will have a specific focus on the following issues and the Board may provide the Council with additional specific areas of focus from time to time:

Pillar One – Unite and Empower

Grow and develop our base of volunteers – committee, coaches, commissaires, event volunteers.

Ensure cycling provides inclusive environments.

Pillar Three – Be More for More

Maintain a strong voice to government – local, State and Federal.

Drive investment in community infrastructure.

Grow club membership and engagement.

Pillar Four – Lasting Champions

Strengthen the State / Territory development pathway.



- 4.3. With a focus on AusCycling's network of member clubs, the role of the Council is to assist the Board and AusCycling management team to develop elements of AusCycling's strategy by:
- keeping abreast of emerging trends that impact community sport;
 - keeping abreast of emerging trends impacting cycling and riding;
 - contributing to consultation workshops and planning sessions;
 - acting as a sounding board and counsel for the Board and AusCycling management team on key issues impacting member clubs;
 - acting as AusCycling brand ambassadors in community and at AusCycling events and forums;
 - maintaining relationships with member clubs within the jurisdiction; and
 - role modelling our trademark behaviours.

5. Membership

- 5.1. The Council will consist of a minimum of nine (9) and up to 15 members ('**Council Members**') comprising of:
- 5.1.1. Up to 14 general members; and
- 5.1.2. AusCycling Chief Executive or delegate.
- 5.2. Council Members must be AusCycling members and have demonstrated relevant experience, which may include the following:
- Experience in community sport and club development.
 - Experience in digital systems and emerging technology.
 - Experience in human-centred design.
 - Experience in education and community engagement.
 - Experience in strategy development.
- 5.3. The Council should reflect the diversity of the AusCycling community, and no gender will account for more than 60% or less than 40% of the total number of Council Members.
- 5.4. The Council will reflect the geographic diversity of the AusCycling community and must include Council Members from every Australian state and self-governing territory.
- 5.5. Council Members are expected to attend the majority of scheduled meetings. Attendance will be reported annually.

6. Appointment Process and Term

- 6.1. The AusCycling Nominations Committee will oversee the appointment process of Council Members, including the appointment of the Chair.
- 6.2. Appointments will be based on the Role of the Council in section 4 and the membership requirements in section 5 of the Charter.
- 6.3. Appointments will be for a term of two (2) years unless otherwise specified.
- 6.4. The Council Chair is to be appointed by the AusCycling Board from among the Appointed Directors in accordance with clause 13.9(e) of the AusCycling Constitution.



7. Meetings

- 7.1. The Council shall meet at least three (3) times a year. Meetings can be conducted either face-to-face or electronically.
- 7.2. The AusCycling CEO Office will be responsible for coordinating meetings in consultation with the Council Chair.
- 7.3. The Agenda for the meetings will be determined by the Council Chair in consultation with the AusCycling Chief Executive and will include core elements relating to the Role of the Council.
- 7.4. Any member of the Board has a standing invitation to attend any meeting of the Council in a non-voting capacity.
- 7.5. Agenda, minutes and reports from each Council meeting will be centrally maintained by AusCycling and minutes for each Council meeting are to be provided to the Board at the next available Board meeting.
- 7.6. A quorum of the Council consists of a majority of Council Members.
- 7.7. The Council may invite such guests to either the entire or parts of the Council meeting as it considers appropriate, to meet the Council's purpose and responsibilities and matters to be discussed at the meeting.
- 7.8. The Council will participate in an annual review of performance and the Charter.

8. Adoption by the Board

- 8.1. This Charter was approved by the Board on [insert date].

END