

Hobart Basketball Association – Policy Governance

1. PURPOSE

- 1.1 To communicate and clarify Hobart Basketball Association’s approach to policy review and planning. It is intended to provide ongoing development and review of policies via clear, precise, consistent agreed protocols.
- 1.2 To provide the effective administration to include the rules and policies which establish the legal and administrative practices of the club. By having regularly reviewed and updated policies sound risk management is provided.
- 1.3 This Policy will describe what Policies and Procedures are held, who is responsible for their review and how often they are to be reviewed.

2. RESPONSIBILITIES

- 2.1 It is the responsibility of all Board members to read and acknowledge this policy
- 2.2 It is the responsibility of the Board President to implement this policy and ensure all board members have read and understood it.

3. DEFINITIONS

Term	Definition
Basketball Tasmania Board By Laws Constitution	The Governing Body for basketball in Tasmania

4. POLICY

- 4.1 Hobart Basketball Association (HBA) will create and maintain relevant Policies and Procedures to assist in governing the management and facilitation of Basketball opportunities for young people and adults in the ?? CAM
- 4.2 All Policies and Procedures will be provided to relevant stakeholders for feedback and passed by the HBA Board before being published to the HBA website.
- 4.3 Policies and Procedures will be reviewed in accordance with the Review Matrix (Table 1) by the Board President, Vice Presidents and Secretary to ensure relevance and currency.

- 4.4 The Board President may call on other board members to assist in reviewing Policies and Procedures

5. PROCEDURE

- 5.1 All approved Policies and
- 5.2 It is acknowledged that the rules within the constitution relate to the administration of the club and it acknowledges that the board is able to formulate issues, adopt, implement and amend regulations for the proper advancement, management and administration of the club.
- 5.3 When a Policy and Procedure is created (or reviewed) this is initially completed by the Board and then distributed to all members of the club for feedback and to make sure that the content is understood by all relevant stakeholders.

Table 1. Review Matrix

TOPIC	RESPONSIBILITY	REVIEW DATE
Code of Conduct	Board	June 2018 (annual review)
Member Protection for clubs Club Toolkit - Play by the Rules		
Feedback and Complaints Complaint Handling Principles Options for managing complaints Feedback and Club Member input		
Tribunal hearing procedure		

Committee Meetings		
Anti- Discrimination Policy		
Coaches Handbook		

6. RESOURCES

List here the full name of the constitution (with link to where it is housed on the website)

Link to Basketball Tasmania P&Ps

Hobart Phoenix Review of Policy and By Laws		Approval Date:	
		Review Date:	
		Version No:	
President:	Sign:	Name	
Vice-President:	Sign:	Name	