

# **RMGC Policies & Procedures**

## **Policy #28: Terms of Reference for Committees**

### **A. General**

Committees are created by the BOM to assist its management of the Club by focusing on specific functions and by making recommendations to the BOM for approval.

Each Committee will be chaired by a past or present member of the BOM to ensure continuity and may include other current members of the BOM as well as Full Members of the Club who have been invited to join the Committee for their specific expertise. Whilst Committees might have some clearly defined delegated authority, they must remain accountable to the BOM and must understand that they do not have authority over the management of staff.

The terms of reference for each Committee will be defined in individual Policies. These will highlight the importance of working to an established strategy and delivering against clear objectives and specific club policies that may govern their function. All Policies are approved and reviewed annually by the BOM.

### **B. Composition and Selection of Committees**

The Chairman of each Committee will be chosen by the BOM. He/she will then propose his/her candidates for membership of the Committee for consideration by the BOM. The BOM will normally confirm appointments but, because Committee members are unelected, the BOM reserves the right to veto candidate/s who will be required, on request, to provide a clean Police Good Conduct Record and demonstrate an unblemished disciplinary record within the Club.

### **C. Terms of Office**

The term of office for each Committee member will be determined by the BOM in consultation with the Chairman of the Committee – normally for not less than 12 months.

### **D. Interpretation**

Any words in any of the individual Committee Policies that import the singular number only and the masculine gender only shall, respectively, include the plural number and the feminine gender and vice versa unless inconsistent with the context.

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