



BY-LAW I - SATSA COMMITTEES - ROLES AND RESPONSIBILITIES

Definition of a committee.

A committee is the group of people, elected according to the rules of SATSA, to run SATSA on behalf of the members.

The responsibilities of the committee shall include the following:

- Comply with all legislation, especially NPO & PBO legislation
- Member protection, welfare and safety
- Fund-raising legislation
- Ensure that SATSA is run according to its constitution, purpose, policies and procedures.
- Oversee the financial affairs of the club, ensuring that SATSA stays solvent, which simply means being able to pay the bills as and when they become due.
- Ensure the sustainability of SATSA (most people link sustainability simply to financial sustainability but it also relates to ensuring that SATSA has a sustainable number of participants, access to suitable facilities as and when we need them (both for social activities and sport participation) and often overlooked but vitally important is community support.
- Define and deliver SATSA's objectives and strategic plan
- Create and manage a risk management plan that minimises risks associated with SATSA's activities, not just the sporting risks
- Create SATSA's culture and ensure expectations are met
- Ensuring the sporting, competitive and social needs of members are met
- Recruiting, empowering, recognising, rewarding and maintaining members

- Creating and implementing a succession plan for all roles within SATSA, ensuring that the next generation of committee members are being identified, developed and trained
- Regularly communicate with members
- Collect, protect, maintain and hand over critical SATSA information from one year to the next.

Why have committee meetings?

The obvious reason is that our Constitution requires the committee to meet and discuss the affairs of SATSA a certain number of times a year.

The more practical reason is that effective groups of people, in this case, our committee, will generally achieve far more than the same people working individually.



Amanda Bossenger
Chairperson
24 October 2023



Jan Marais
Executive Secretary