

DIRECTOR'S COMPANION

8th Edition

AN ABSOLUTE MUST FOR ALL MUTUAL ADI DIRECTORS!!!

The Director's Companion booklet holds a special place both within AMInstitute's product range and in credit unions throughout Australia and New Zealand. This starter kit for credit union directors was first established back in 1992, was revised in 1993, 1994 & 1996 and then underwent major rewrites in 2000, 2003, 2007 and now again in 2010.

There is no doubt that in today's market place the community has, partly through government initiated legislation and codes, set high standards for company / mutual ADI directors' performance and conduct which by necessity must impact upon the contents of this booklet.

All three chapters have expanded with Chapter 1 picking up on governance changes within the Australian Credit Union Movement the joint venture to create a single industry association covering credit unions, mutual building societies and friendly societies and important new developments in the New Zealand Credit Union Movement.

Chapter 2 includes across the board growth in the regulatory compliance burden including AML / CTF, Basel II and APRA's foray into setting prudential standards in governance, the Mutual Banking Code of Practice and the new National Consumer Credit Code.

Chapter 3 reflects the constantly evolving discipline of Corporate Governance including the important role played by the CAMAC Parliamentary Committee and the prudential standard on fitness and propriety for directors, managers and auditors.

And whilst every director must possess a good understanding of both the compliance and governance issues, it is even more critical that directors equip themselves to both contribute to, and add value to, the decision making process on the performance issues that go to the heart of meeting members' expectations as well as a sustainable future for the credit union or building society.



An essential tool for every credit union and mutual building society director providing an introduction to the credit union and building society movements and their approach to corporate governance in a plain english format.

In three Chapters it covers: -

Chapter 1 – The Credit Union & Building Society Movements

- 1.1 What is a Credit Union
- 1.2 The Credit Union System
- 1.3 The Australian & New Zealand Movements' Governance System
- 1.4 Movement Owned Support Organisations
- 1.5 Short History of the Australasian Credit Union Movements
- 1.6 Credit Union Values & Ethics - Mutual Banking Code of Practice
- 1.7 Short History of the Building Society Movement

Chapter 2 – The Regulation of Mutual ADIs

- 2.1 Financial Sector Reform
- 2.2 ASIC – Corporate Regulator
- 2.3 Mutuality
- 2.4 Corporations Act
- 2.5 Legal Structure
- 2.6 APRA – Prudential Regulator
- 2.7 Prudential Regulation Overview
- 2.8 Basel II Capital Accord
- 2.9 Harmonised Prudential Standards
- 2.10 National Consumer Credit Code
- 2.11 Anti Money Laundering & Counter Terrorism Financing
- 2.12 Mutual Banking Code of Practice
- 2.13 Financial Services Reform
- 2.14 APS 510 – Governance

Chapter 3 – Corporate Governance Roles

- 3.1 Corporate Governance
- 3.2 Director Information
- 3.3 Directors' Duties
- 3.4 Meetings
- 3.5 Financial Reporting & AGMs
- 3.6 Role of the Board
- 3.7 Role of the Chair
- 3.8 Role of the Chief Executive
- 3.9 Role of Committees
- 3.10 Meeting Procedures
- 3.11 Board/Management Relations
- 3.12 Board & CEO Performance Assessment
- 3.13 Board Composition, Succession Planning & Induction
- 3.14 Fitness of Directors, Officers & Auditors
- 3.15 Making Life Easier
- 3.16 Support from Your Institute

Annexures

- A - Organisation Governance, Board Composition & Succession Planning
- B - Sample Credit Union Ltd

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Tax Invoice - ABN 50 023 683 196

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Credit Union/Building Society

Street Address

Post Code

Attention

Please supply _____ copies
of DCB @ \$44.00

TOTAL \$

Payment Option (Please Tick)

- Cheque Payable to AMInstitute Ltd
 Authorise AMInstitute Ltd to debit

Cuscal S1 Account No: _____

Authorising Officer:

Signature

Return form by fax to 02 9744 5752 or
cheque to AMInstitute Ltd to:

Mrs Kelly Kelley
AMInstitute Ltd
PO Box 525 BURWOOD NSW 1805
36-38 Victoria Street
BURWOOD NSW 2134



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required refer to
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