



Association of Local Landlords (Wessex)

Role and Responsibility of the Elected Committee

The Association's members shall employ an elected volunteer Committee that is authorised to direct and manage the Association in accordance with the Constitution and Rules and always in the best interest of its landlord members.

The role of the Committee

1. The Committee will consist of trustees and volunteer members.
2. The Chairperson will provide leadership to the Committee and takes responsibility for ensuring the Committee has agreed priorities, appropriate structures, processes and a productive culture and members who are able to add value and contribute to the governance of the Association.
3. There will be four trustees on the Committee that include the Chairperson, Treasurer and two others. Trustees will have expenditure, legal and strategic responsibilities.
4. The Committee will take collective responsibility for its decisions.
5. The Committee's functions (meetings) will be formally recorded and available on request to the Association's Members.

Leadership of the Association

6. The Committee shall agree to values and practices, consistent with the Association's Constitution & Rules and more specifically the Objectives, Code of Practice and Data Protection Policy.
7. The Committee will make sure that these values and practices underpin all its decisions and the Association's activities.
8. The Committee supports members to feel confident and able to provide the information, advice and feedback necessary to the Committee.
9. The Committee provides oversight and direction to the Association's members.

Commitment

10. Committee members are elected unpaid volunteers who commit to giving sufficient time to the Association to carry out their responsibilities effectively. Responsibilities include preparing and attending General, Committee, AGM, EGM, exhibitions and sub-committee meetings and also local authority, investigatory and disciplinary hearings and other related activities as requested by the Chairperson.
11. Trustees commit to additional activities that include the authorisation (due signatory) of expenditure, strategic planning, deputising in the absence of the Chairperson on day-to-day matters, supporting the Chairman at local authority meetings, writing and initial approval of the Association's governance documents.

12. Where individual Committee members are involved in operational activities, for example meetings and exhibitions, they are clear about the capacity in which they are acting at any given time and understand what they are and are not authorised to do and to whom they report.

Any dispute which may arise from the interpretation of these rules shall be determined by the Chairperson, whose ruling may be challenged by any two members acting as 'proposer' and 'seconder', according to the rules of debate.

Provisionally approved by the Committee for accepted by the members at the next AGM on May 2018

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