

WACRA approved organisation restructure and roles

Effective 6 April 2020

Working within our Constitution

WACRA is incorporated under the SA Associations Incorporation Act. Our registered Constitution specifies that the Association must elect a Chairperson, Vice Chairperson, Secretary and Treasurer. However, it also states that the Committee can delegate any of the powers of these officers. This allows the Association to adopt the model of rostered Acting Chairpersons acting with the delegated powers of the Chairperson – see 'About' on the WACRA website.

The AGM still needs to elect a Chairperson, Vice Chairperson (etc) but the roles of the Chairperson and Vice Chairperson will then be immediately delegated to the relevant rostered Acting Chairperson. After trialling this model for a year, a decision will be made as to whether to continue the model or whether it is appropriate to change the constitution to fit the model. Candidates will be called for to take on the nominal roles of Chairperson and Vice Chairperson at the AGM. It is anticipated that two of the portfolio coordinators, engaged in the day-to-day operations of the portfolios, will take on those roles.

Next steps

The Constitution enables the 'Committee' (ie Executive) to delegate the powers of the Chairperson, Vice Chairperson, Treasurer and Secretary. In order to adopt this model we have to formally vote for approval of that delegation. The approved Delegation follows (next page).

DELEGATION OF COMMITTEE POWERS

- Pursuant to Article 8.3 of the Rules of the Western Adelaide Coastal Residents' Association ("WACRA"), the Committee of Management of the Association comprises the Chairperson, a Vice Chairperson, a Secretary, a Treasurer and other members and, in total number, shall not exceed fourteen.
- Article 8.2 of the Rules empowers the Committee to appoint such persons as are required to carry out the objects of the Association, including a public officer, and to delegate any of its powers to such persons.
- Article 3 of the Rules sets out the Objectives of WACRA, namely:
 - To encourage, represent and advocate for residents to build a healthy, safe, joyous, equitable and sustainable community.
 - To protect our residential character and cultural heritage.
 - To interpret and promote the protection of our biological diversity and the maintenance of indigenous species.
 - To work cooperatively with other resident associations, groups and peak organisations to protect, enhance and conserve our environment.
- The Committee has created four portfolios, each comprising four or more Committee members, to facilitate the achievement of these objectives, namely:
 - Council Connect
 - Climate Emergency
 - Coastal Management
 - Administration
- Pursuant to Article 8.2, the Committee has appointed four Co-ordinators from amongst its members to manage the work of the four portfolios.
- By unanimous decision taken at a Committee meeting held on April 2020, the Committee decided to delegate the normal powers and responsibilities of the Chairperson and Vice Chairperson to the four portfolio Co-ordinators. Consequently, pursuant to Article 8.2 of the Rules, effective April 4, 2020, the Committee hereby delegates to those four Co-ordinators the normal powers and responsibilities of the Chairperson and Vice Chairperson to be carried out in accordance with the Guidelines set out in *Attachment 1* to this delegation.

Signed, on behalf of the Committee,



Paul Laris
Chairperson

6 April 6 2020

ATTACHMENT 1

Job description for co-chairpersons

- Have an initial handover meeting with previous Acting Chairpersons at commencement of 3 month term
- Be familiar with the Rules of the Association – copy attached
- Be available to members by phone, email and other media as appropriate
- Communicate effectively with members and with the public
- Act as public spokesperson for the Association
- Be primary contact for relations with other groups and government
- Work cooperatively with Issues Portfolio Convenors (IPCs) to ensure effective task allocation, liaison and mutual support.
- Draft agendas and convene and chair Committee Meetings (at least every three months) and General Meetings
- Ensure adequate minutes are taken and distributed for Committee and General Meetings.
- Support the effective & cooperative functioning of the Committee
- Facilitate the collaborative development of WACRA policies and goals, aims and strategies in accordance with the rules of the Association
- Encourage implementation of the policies and goals, aims and strategies of WACRA
- Support Issues Portfolio Convenors in ensuring progress towards agreed goals
- Ensure regular planning and review processes
- Hold a handover meeting with incoming Acting Chair at conclusion of your term

5 May 2020