

Introduction

The Board of Management recognises there are times when a subcommittee can act more efficiently and effectively than the full Board. The Constitution supports and guides this method of effective governance.

Purpose

To give direction on the policies and procedures relating to the formation of subcommittees by the Board.

Policy

The Board has the authority to establish standing subcommittees and ad hoc subcommittees to assist its work.

The number of subcommittees will be kept to a minimum.

The Board delegates some management and governance powers to its subcommittee(s). The Board shall clearly define the terms of reference of each subcommittee, including their membership, roles, procedures and functions, and the boundaries of their authority.

Subcommittees may from time to time co-opt experts who are not members of the Board to serve on a subcommittee to bring additional skills, experience or networks, provided that it is not inconsistent with any directions given to the subcommittee by the Board.

Unless explicitly empowered by the full Board of Management, subcommittees cannot make decisions binding on the Board (nor the Association as an entity).

For the most part, the function of subcommittees is to provide detailed review of key responsibilities according to an annual work plan. The Board may also seek recommendations from a subcommittee prior to the Board making a decision or policy. Even where power is delegated to a subcommittee, the Board still bears ultimate responsibility.

Standing Subcommittees

- Operations Committee
- Action Against Homelessness (AAH) Committee

Overarching Subcommittee Responsibilities

- Subcommittees, whether ad hoc or standing sub-committees, cannot exercise authority over employees.
- All subcommittees shall submit their minutes to the Board of Management.
- All subcommittees shall review their terms of reference annually, including their membership and the results of their work and report such to the Board of Management.

- All ad hoc committees shall be dissolved by resolution of the Board of Management when they have completed their work.

Related Policy Documents

Constitution

Subcommittee Annual Work Plan

Subcommittee member Position Description

Board Meetings Policy

Conflict of Interest Policy