

NOTES TO ACCOMPANY RECOMMENDED ORGANISATIONAL MODEL

The recommended model builds on Model 2 (the preferred one from the Workshops) and incorporates favoured aspects from other models. It reflects what we think could work.

Expressed Desires	How Model addresses
<p><i>Membership primary decision making body</i></p> <p><i>Flatter Structure allows Greater participation in organization. Retains capacity to meet external requirements without necessity for legal changes.</i></p>	<p>This model picks up the suggestion that 6 members be elected to the CoOrdination Group (CoG) (Read Primary Decision-making) which would satisfy the need for a legal entity and within it would reside the Office Bearers required in Incorporated Association Rules. This provides for the external legal requirements without prejudicing the role of the Strategic Group since it is a part of it., although there may be a case for it meeting separately as well when required, for example if dealing with disputes or matters where confidentiality is obligatory.</p> <p>It also reflects the fact that the member representation from the Working Groups (or passion pits) may fluctuate as these come and go. (Ie some may operate intermittently, some for differing durations including one off), so the 6 elected CoG members would provide for day 1 and ongoing membership continuity. Having to formally alter the externally approved legal entity members more often than usual would be painful.</p> <p>In this model, at day 1 then, the CoOrdinating Group (CoG) would have the following membership: 3 Staff members, 6 elected members (and potentially 4 from existing Passion Groups/Bubbles (Wind, Waste, Food & Gardens, Tarrengower). Total of 12 Members.</p>
<p>Existing Groups/staff <i>(Spaces for pursuit of passions plus participation in decision making)</i></p>	<p>The Model reflects the current reality in terms of what “working groups” or activity centers are in existence in some form, albeit that some are ephemeral, and indicates potential activity centers, plus staff positions existing and potential.</p>

Background Information

Existing STAFF POSITIONS	Hearts on Diagram	
Administration Permanent Staff Position	Administration Kerry Burke – 3 days week	Expanded duties envisaged reflect probable need for additional operational staff
Comm Engagement, Involvement and Campaigns Permanent Staff Position	Dean Bridgfoot 3 Days weekj	As above
Special Projects	Comfy Homes Project Deanna Neville	Fixed Term project 12 months
Potential Staff Positions	Diamonds on Diagram	
Coordinator/Facilitator Call it whatever. (A person who has a handle on what is happening right across the organization). and reports to the Strategic Group.	No Position	Believe model potentially (when all groups start to create activities/positions) requires a position focused on enabling all of the activity centers in the organization to work co-operatively and things go smoothly & can identify problem
Additional Administration Position	No Position	Believe model potentially creates pressure on this centre requiring

		additional staff
Volunteers Coordinator	No position	Discussed a lot. Always the last in NGO's but crucial for Volunteer development
Business Manager or Could be a Fundraising Manager	No Position	Income generating activities. On Model but potentially for the future
WORK GROUPS on Model	Who is Involved	State of Play
Wind, Tarrengower, Food and Garden,	Volunteers	Working Groups currently active although level of activity fluctuates according to need
Communications, Finance, Waste Community Stalls	Volunteers	Working Groups/Sub Committees currently inactive or occasional activity. Finance & Communications work is done by Committee of Management.
MASG Reps on External Forums, Bodies, Committees	Volunteers	Inactive – Not on model, should it be? Eg Volunteers Network, Shire Forums.
Solar	Volunteer	No exists
POTENTIAL GROUPS		
Water		Interest expressed
Under 25's		"
Strategic Planning and Built Environment		Has existed and interest expressed
Outreach Group		Speakers –could have again.
Transport		Operates occasionally

Member Forum <i>Organised spaces for greater member participation and guidance for organization</i>	<p>The model introduces a 'Members Forum'. This is where I see the members of MASG coming together quarterly at least to hear what is happening, to provide feedback on anything to do with the organization and in at least one of the forums each year, having a facilitated space for reflection, analysis, revision and renewal. This is where the Critical Friends could come into play very usefully.</p> <p>1 x AGM per year to do all of the "required business including electing the 6 members to the Accountability Group within COG".</p> <p>1 x meeting per year for listening, learning, feedback</p> <p>1 x for the facilitated space for review, reflection etc, which might be an all day/weekend affair.</p> <p>1 x Project/activity ideas and Funding applications information</p> <p>Also in months where no forum, social events incorporating speakers.</p> <p>Would mean 1 event per month for members.</p>
Future Staffing <i>Incorporates suggestions from Models 1 & 3</i>	<p>The model indicates where I see future permanent (in the sense that anything is permanent in a community organization) staffing may be required (Diamonds). Some of these appear on Models 1 & 3. Once Working Groups/Forums/Bubbles get going this may also generate further fixed or short term staff positions.</p>
Indicative activities of various groups/bubbles on the model <i>(Incorporate some measures for culture change)</i>	<p>The diagram indicates what I think would be the key roles of the various activity centers and working groups.</p>
Treasurer	<p>The model includes Officer Bearers and I have included a bubble attached to the Administration Grouping. This because I see there will still be a</p>

<p><i>Provides for proper financial oversight</i></p>	<p>need for the Treasurer to assist/advise/sign off on financial matters dealt with in this sector.</p> <p>The Treasurer would also normally be a member of the separate Public Fund Management Committee. (For details see MASG Rules).</p> <p>I imagine that the overall MASG Budget content would be framed by the Strategic Group following input from the various other groupings and drawn up and monitored by the Treasurer. I see each of the activity groups as Cost Centers in the Overall budget.</p>
<p>Critical Friends & Partnerships</p> <p><i>Suggested in the workshops</i></p>	<p>Of value regarding Member Forums where they would contribute to the direction setting, Reflection, Review and Renew aspects of the organization which in turn will inform the CoG thinking/actions/decisions and framing of the Strategic Plan. The same goes for Partnerships which I see as relating to the individual activity centers or groups with whom they will have a working relationship.</p>
<p>Incorporation and Public Fund</p> <p><i>Good Governance</i></p>	<p>This model assumes the retention of Incorporation and all that this implies as well the retention of the MASG Public Fund.</p>
<p>Active Volunteers</p> <p><i>Decisions participation</i></p>	<p>This model sees representation on the Central Group for “active” volunteers associated with Administration and Campaigns Sectors.</p>
<p>Participators Meetings</p> <p><i>From Model 1</i></p>	<p>A Participators Meeting has been introduced but this is not shown on the model I guess because it would largely be superseded by the Strategic Group and its work could possibly be done via regular staff meetings which active MASG volunteers could attend.</p>
<p>Guiding Documents</p> <p><i>Good planning, Governance and accountability</i></p>	<p>This model assumes the existence of the following guiding documents albeit possibly with changes.</p> <ul style="list-style-type: none"> • Rules of Incorporated Association • Rules of the Public Fund • Rules applying to Register of Charities membership • A Strategic Plan • Annual Priorities • Existing and further Policies • Approved Annual Budget