

### **HWC Committee Election current and proposed**

The underlying principles for these proposals are: 1) Annual election of all members of Committee. 2) All posts have a one-year tenure with the opportunity for re-election if recommended by the Committee. 3) Only the chair will be elected to a specific post. 4) The officers and other posts within the Committee will be allocated by the Chair and the Committee at the first meeting following the AGM. 5) All candidates for Committee must be willing to stand and be proposed by the Committee or a general member of HWC.

<b>Post</b>		<b>Current Status</b>	<b>Proposed Status</b>
<b>Chair</b>			
	Election	Elected at AGM	Elected at AGM
	Tenure	2 years only	1 year + If proposed by the outgoing Committee may be re-elected at next AGM for a further year. Repeatable for an unrestricted number of years.
	Leaving Office	Becomes 'Rear Chair' and attends Committee meetings for 2 years	Leaves the Committee unless elected as an ordinary member
<b>Secretary</b>	Election	Elected to post at AGM	Elected as a Committee member. Post awarded by Committee for 1 year at first Committee meeting after AGM
	Tenure	As long as incumbent wishes to stay in post without re-election	1 year. Eligible for re-election if proposed by Committee.
	Leaving Office	Resigns when he/she wishes to leave office.	Demits office if he/she wishes or if not proposed for re-election by Committee
<b>Treasurer</b>	Election	Elected to post at AGM	Elected as a Committee member. Post awarded by Committee for 1 year at first Committee meeting after AGM
	Tenure	As long as incumbent wishes to stay in post without re-election	1 year. Eligible for re-election if proposed by Committee.
	Leaving Office	Resigns when he/she wishes to leave office.	Demits office if he/she wishes or if not proposed for re-election by Committee
<b>Vice Chair</b>	Election	As member of Committee. Nominated for Office by Committee	Post not supported
	Tenure	2 years	-

	Leaving Office	To become Chairman	-
<b>Rear Chair</b>	Election	Post occupied by default by outgoing Chairman	Post not supported
	Tenure	2 years	-
<b>All other Committee members</b>	Election	Elected at AGM	Elected at AGM
	Tenure	1 year. Re-electable if proposed and seconded at AGM	1 year. Re-electable if proposed and seconded at AGM
	Leaving Office	Occupant decides to leave Committee or is not proposed for Committee at AGM	Occupant decides to leave Committee or is not proposed for Committee at AGM
<b>RECOMMENDED ACTIONS / CHECKLIST FOR COMMITTEE</b>			
<b>Committee posts</b>			
	Health and Safety Officer		Post allocated for 1 year by Committee at first Committee after AGM
	Equipment maintenance Officer		Post allocated for 1 year by Committee at first Committee after AGM
	Librarian		Post allocated for 1 year by Committee at first Committee after AGM
	Deputy Chairman	Ad hoc arrangement to deputise for Chair in his/her absence. Person to be agreed by Committee	Ad hoc arrangement to deputise for Chair in his/her absence. Person to be agreed by Committee
	Teaching and Training Coordinator		Post allocated for 1 year by Committee at first Committee after AGM
<b>Possible Committee posts</b>	Assistant Secretary	Post not supported	1 year to deputise for and assist the Secretary
	Assistant Treasurer	Post not supported	1 year to deputise for and assist the Treasurer