

GT1.4 Criteria for Groups relating to Advisory Council seats and suspending/dissolving groups

Adopted by the Board of Directors on 7 July 2020.

These criteria have been established to provide a clear mechanism for a Group committee or the Board of Directors to propose that a group is '*dissolved, reorganised, reconstructed or suspended*' (clause 2 of the Regulations governing area and special interest groups and 9(a) of the Group model constitution) .

Groups are required to

- have held an AGM within the timeframes set in the regulations and have enough committee members elected to meet the requirements of the regulations
- submit an annual report to meet the requirements of the regulations
- have regular attendance at Advisory Council meetings by a Group representative as set out in the Advisory Council Duties and Responsibilities – the nominated Group representative has the discretion to nominate another person to take their place
- put in place and maintain a 3-year plan which outlines the Groups planned activities and how these relate to the Institute's strategic plan

It is noted that these criteria constitute a fundamental level of involvement and if groups are not meeting the criteria or are struggling in some other way, the Membership Engagement Coordinator would offer support to sustain the group in the first instance.