

# coalition of **community**boards

## Sunshine Coast

### Notes made from Workshop - Community Group Structures

28 May 2021 @ Bli Bli Public Hall

- Shifting your community group into a formal structure like an incorporated association or cooperative is a big decision. This Forum will outline some considerations around setting up formal legal entities as well as other options such as auspicing and discussing the pro's and con's of each.
- The forum will include a panel discussion with committee and community members of several local community groups who will share their experiences of doing community work in different organisational structures.

Guest Speakers Narelle from **Naradell** and Don from **Community Justice Maroochydore**  
Participating organisations; Thai Community Association, DASSI, Currimundi Sports and Recreation Hall, Sunshine Coast Council, Caloundra Residents Association, Bahai Community Sunshine Coast and Mooloolah River Landcare  
With Mark Wischnat (SC CoCB)

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#### **Overview of each organisation**

**Naradell** – incorporated association – organisational guest speaker, Narelle

- Organisation driven by cause – improve the life of people experiencing poor mental health
- Currently small committee 3 + 1, lots of supporters but not many committee members.
- Approx. 12 months from initial idea to legal setup of the organisation
- Current annual expenses – insurance, audits etc, approx. \$3,000
- Charity (eg raffles) Vs. fundraising (eg. Sausage sizzles) – some processes to follow depending on which way you go, also could involve local council if public land or park is involved in activity.
- Have incorporated association liability insurance to protect organisations assets.

**Community Justice Maroochydore / Murri court** – auspice model – organisational guest speaker, Don

- Driven by cause – social justice in justice systems
- Operate with sub committees or portfolios (also known as focus groups or working groups) who report back to the committee

- In this case the auspice body helps with governance and finances and insurance, particularly some of the funding arrangements. A service agreement between auspice body and the group provides understanding around;
  - roles and responsibilities
  - review date
  - reporting and finances arrangements
  - code of conduct

### **Considerations and Discussions for committees;**

- 10 -17% is a common range for auspice administration.
- Useful to invest time in the auspice partner relationship – its important.
- Suggestions, before deciding on auspice partner do research on them to find if they are a good fit. And when negotiating the arrangement be sure to be clear with one another who does what verbally and in writing.
- Groups need to have both a Governance & Operational mindset and members who can work as both, or one and the other, all groups need the strategic thinkers and the do'ers.
- Members of group will come together better if they have the same values and interests or have co developed a shared understanding.
- Respect needs to be part of this mix all the time.
- Succession planning is important, - one method to encourage this could be invite new people to come and participate, even just for a try out, for them and the committee members to get an idea of the fit.
- Incorporation can = independence but increases the responsibility
- The organisation that takes on the auspicating role in the partnership could be regarded as “the banker” in the relationship.

### Other Considerations for groups

- Be mindful how your Domain name & organisational name might fit if you going into this space or starting a new group.
- Mentoring and learning can be a valuable offering to new members, including young people
- Importance of valuing and respect
- Be open to change and new learning as your group grows
- Listening = to plans / to community / to environment
- Process for protection around your groups finances = transparency across the whole committee, encourage a diversity of opinion and questioning, the benefit of this is that it leads to better decision making around not just finances but all decisions of a group.

### Outline of the working principles in the Sunshine Coast Bahai group

- The whole community elects the 9 committee members, no nominating or ‘campaigning’ is necessary.
- Those people nominated have to serve
- Those serving might be “accompanied” (buddy system) to support them
- The committee deliberately rotates in order to build capacity.

### Resources mentioned as part of the discussion.

- Hand Heart Pocket – freemasons charity arm – [www.handheartpocket.org.au](http://www.handheartpocket.org.au)

- Community kit resource from Sunshine Coast Council - scene Community Kit - It contains a number of useful resource and template documents to help make planning and running events easier.

<https://www.sunshinecoast.qld.gov.au/Experience-Sunshine-Coast/Events/Holding-Events/Sunshine-Coast-Events-Network-scene/scene-Community-Kit>

Recent law changes from Qld Office of Fair Trading relating to Incorporated Association. In particular, 3 points of interest are;

- Members of the management committee will be liable for trading insolvent for an incorporated association
- Plans to mandate internal grievance procedures into the organisations constitution.
- Reduction in duplicated annual reporting between OFT and ACNC

<https://www.qld.gov.au/law/laws-regulated-industries-and-accountability/queensland-laws-and-regulations/associations-charities-and-non-for-profits/incorporated-associations/new-laws>