

TCLT

PROVIDING GENUINELY
AFFORDABLE HOMES FOR THE
LOCAL COMMUNITY



TENTERDEN COMMUNITY LAND TRUST

Role of the chair

As well as acting as a member of the Board of Tenterden Community Land Trust (TCLT) the Chair shall also have the following roles:

Leadership

1. Providing leadership to the organisation and the board and ensuring that everyone remains focused on the delivery of the organisation's aims and objectives
2. Chairing and facilitating board meetings
3. Giving direction to board policy-making via a strategic plan for the organisation
4. Checking that decisions taken at meetings are implemented
5. Representing the organisation at functions and meetings, and acting as a spokesperson as appropriate and agreed by the board
6. Bringing impartiality and objectivity to decision-making

Management

The chair may be directly involved in the line management of senior staff or, at the very least, have oversight of management issues by:

- a. Planning the annual cycle of board meetings and other general meetings where required, for example the annual general meeting
- b. Setting agendas for board and other general meetings in conjunction with the TCLT Secretary
- c. Where staff are employed:
 - i. Liaising with senior staff to keep an overview of the organisation's affairs and to provide support as appropriate
 - ii. Leading the process of supporting and appraising the performance of senior staff
 - iii. Sitting on appointment and disciplinary panels

Membership and Governance

Ensuring that communication with the members of TCLT is effective and that directors develop an understanding of the views and the needs of the members

Developing the board of trustees including induction, training, appraisal and succession planning

Addressing conflict within the board and within the organisation, and liaising with senior staff to achieve this when appropriate

Ensuring the regular review of the governance of TCLT and the performance of its Board

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Tenterden Community Land Trust Limited
is a Community Benefit Society
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