



Section 2

Who makes the decisions?

People First organisations make decisions that are **member-led**.



Here are 3 examples of different ways to be member-led when you make decisions.



All Wales People First is a company limited by guarantee.



They have a National Council of people with learning disabilities.



They have a Board that is chosen by the National Council. Some of the Board have learning disabilities, and some do not.



The National Council makes the big decisions. The Board checks that the National Council's decisions are legal and safe.



The Board also gives advice to the National Council.



Cardiff People First is a company limited by guarantee. The Board members are all people with learning disabilities.



They get help and support from their paid staff.



Carmarthenshire People First is a charity and a company.



They have a members' committee and a Board of Trustees. Some of the Board have learning disabilities, and some do not.



The Board has legal responsibility. But the members' committee says what they want Carmarthenshire People First to do.



This section is about making decisions.

Decisions can be made by:



- members



- members' committee



- the Board



Members



Every People First organisation has members.



Only people with learning disabilities can be full members.



Members make decisions by voting.



Members vote:



- at members' meetings



- at the annual general meeting



- to choose the members' committee



In some People First organisations, members vote for who is on the Board. In other People First organisations, the members' committee vote for who is on the Board.



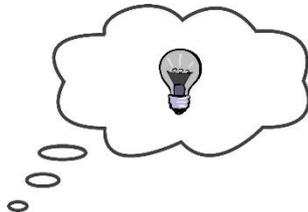
Information for members



Members need clear, easy information so they can make decisions.



Companies and charities **must** write an **annual report**.



It is a good idea for a community group to write an annual report too.



An annual report is a report that is written every year.



The annual report says:



- how the organisation is being run



- the organisation's money



- what the organisation is doing



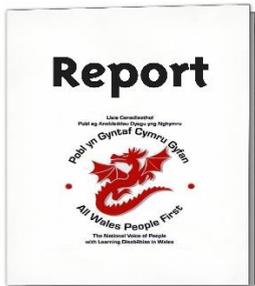
- how well it is doing



- plans for the future



The annual report must be easy to understand.



Section 2 Annual Report tips has tips for writing the annual report.



Members should be allowed to ask to see information during the year as well.



The Annual General Meeting



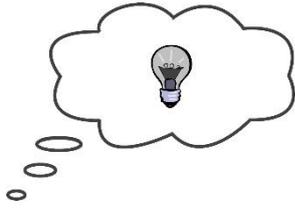
The Annual General Meeting is when all members can speak up, use their voice and vote.



The Annual General Meeting is usually when members decide who will be on the Members' Committee.



Voting is very important. It is one way to make sure that the organisation is doing what you want them to do.



Try these ideas if members do not want to come to the Annual General Meeting:



- remind people that having a vote is one way of using their voice



- make sure people have easy to understand information about what they will be voting about



- check if the time and venue work well for people



- have something exciting after the Annual General Meeting



Members' committee



Only full members can be on the members' committee.



The members' committee is **not** legally responsible for running the organisation. That job is done by the Board.



Being member-led means:



- the Board must listen to the members and the members' committee.



- the members and the members' committee needs to make most of the decisions.



Here is an example.

The Board is legally responsible for the organisation. So the Board has the final say about policies.



But the Board needs the members' committee to say if they want the Board to agree a new policy.



Being on the members' committee is a good way to learn the skills to be on the Board.



The MIRROR pack has a Members' Handbook with information about being on the members' committee.



The Board



The Board is legally responsible for the organisation.



- In a charity, the Board members are called **Trustees**.



- In a company, the Board members are called **Directors**.



- In a community group, the Board members are called committee members.



Many People First organisations have a Board **and** a members' committee.



If you are a charity, the law says that the Board must be in charge.



The Board cannot let the member's committee make big decisions.



This is why All Wales People First chose not to be a charity.



Not everyone on the Board has learning disabilities. So All Wales People First wants the National Council to make big decisions, not just the Board.



If you are a company, the Board can ask the members' committee to make big decisions.



The Board is still legally responsible for the decisions. So the Board must have the final say.



If you are a community group, the committee can let members make big decisions.



Each committee member is legally responsible for what the group does. It is up to the committee to decide if they want the final say.