



ATLG Foundation Document

Revision 0 - 17-05-2024 - Following Ratification by vote at the General Meeting on 13-05-2024

The Architectural Technical Leads Group (ATLG) is a forum for architectural technical leads to discuss technical issues, share knowledge and resources, and drive improvement in the UK construction industry. The ATLG is a non-profit unincorporated association.

By joining the ATLG, members agree to be bound by the articles of agreement below:

Articles of Agreement

I. Purpose and processes of the ATLG

To discuss technical issues, share knowledge and resources, and drive improvement in the UK construction industry using the processes below:

A. Bridge gaps between disciplines and groups

Provide a forum for discussion and bring people from other parts of the industry to discuss matters relevant to the Group.

B. Find the best information

Always obtain the best sources of information for the Group. Avoid partisan or sales driven sources.

C. Form and distribute consensus

Through research, discussion, and other ways of mapping agreement, reach consensus.

D. Shape the industry and national policy

Use the knowledge and consensus of the group to improve policy and guidance.

2. Membership

Any designer with a nationally recognised building design qualification or overseas equivalent and currently working in a building design firm in the UK may join the ATLG.

3. Conduct

All members shall behave in an ethical manner consistent with the best professional standards of the industry.

4. Removal

If a member is not behaving in accordance with the ATLG conduct clause they may be removed from the ATLG by a majority vote of the board.

5. Meetings

- a. The ATLG shall hold regular meetings, with dates and times to be set by the board. Dates to be circulated to all members one month in advance.
- b. Meetings are held under the 'Chatham House Rule', to increase openness of discussion, and de-risk sharing of information: Anyone who comes to a meeting is free to use information from the discussion, but is not allowed to reveal who made any particular comment.

6. Voting

- a. Voting is open to all ATLG members. Unless decided otherwise by the Board, votes will be decided by a simple majority of those present.
- b. Motions subject to a vote must be circulated to all members one week in advance of the vote, unless by unanimous agreement of the Board.

7. Policy

- a. Policy motions must be backed by two current ATLG members, and will be carried by a simple majority vote of members present at a meeting open to all members.
- b. Policy subject to a vote must be circulated to all members two weeks in advance of the vote, unless with unanimous agreement of the Board.

8. ATLG Foundation Document Amendments

- a. Amendments to the Foundation Document must be circulated to members 28 days in advance of voting.
- b. Amendments must be approved by 65% of those voting at a meeting open to all members.

9. ATLG Board

- a. A committee of seven ATLG Board Members shall be voted to the ATLG Board Elections once per year.
- b. Candidates for Board Members should be backed by two current ATLG members and elected by vote at a meeting open to all members announced two weeks in advance.
- c. The Board shall meet once per month, board minutes will be circulated to all members.
- d. Should any member of the Board fail to attend three consecutive monthly meetings without good reason or apology, the board may co-opt another Member to act in their place through a majority vote of the remaining board.

11. Finances

- a. ATLG expenditures are anticipated to be limited to that needed for the group email system and website.
- b. Members will be invited to donate to cover these expenses.
- c. The board shall handle any financial matters in the ATLG including the Group accounts.
- d. All expenditures must be authorised by a majority vote of the board in advance.
- e. The board shall report on expenditures and accounts, if any, to the general ATLG once per calendar year.