

# Constitution

December 2020



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## 1. Name

- 1.1. The name of the group shall be the Social Housing Action Campaign (“SHAC”)

## 2. Aims

- 2.1. SHAC is a network of tenants, residents, workers, and activists in housing associations and cooperatives.
- 2.2. SHAC is aligned to the Unite Housing Workers Branch which represents staff working for these organisations.
- 2.3. Our aim is to campaign to improve the lives of those who live in housing association accommodation and reduce the commercialisation of the sector.
- 2.4. Our demands include:
  - 2.4.1. Genuine tenant and resident democracy;
  - 2.4.2. Improved repairs and maintenance services;
  - 2.4.3. Reduced rents and service charges;
  - 2.4.4. Better health and safety provisions; and
  - 2.4.5. An end to the hyper-exploitation of housing workers.

## 3. Membership

- 3.1. Membership is free and open to any adult who supports SHAC’s aims.

## 4. Standards of behaviour

- 4.1. Members can be excluded by a majority vote of the SHAC Committee if their behaviour is considered to be contrary to SHAC’s aims or damaging to its reputation.

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## Equalities

- 4.2. SHAC is committed to equality and diversity. It will not discriminate on the grounds of sex, race (including colour, ethnic or national origin), sexual orientation, disability, gender reassignment, religious or political belief, pregnancy or maternity, marital status or age.

## 5. Committee

- 5.1. The business of the group will be carried out by a Committee elected at the Annual General Meeting.
- 5.2. The Committee will meet as necessary and not less than three times a year.
- 5.3. The Committee will consist of at least 10 members.
- 5.4. Two Committee seats will be available to the Unite Housing Workers Branch (LE1111) Committee members.
- 5.5. Additional members may be co-opted onto the committee at the discretion of the committee.
- 5.6. The quorum will be 5 members.
- 5.7. Committee meetings may be called by the Chair or Secretary.
- 5.8. Committee members will receive notice of meetings at least 7 days before the meeting.
- 5.9. All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement that everyone present can agree to.
- 5.10. If a consensus cannot be reached a vote will be taken and a decision will be made by a simple majority of members present.
- 5.11. If the number of votes cast on each side is equal, the chair of the meeting shall have an additional casting vote.

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## 6. Officers

- 6.1. The officers' roles are as follows:
  - 6.1.1. Chair, who shall chair both public and committee meetings;
  - 6.1.2. Secretary, who shall be responsible for the taking of minutes and the distribution of all papers; and
  - 6.1.3. Treasurer who shall be responsible for maintaining accounts.
- 6.2. In the event of an officer standing down during the year a replacement will be elected by the next General Meeting of members.

## 7. Annual General Meeting

- 7.1. An Annual General Meeting (AGM) will be held within fifteen months of the previous AGM.
- 7.2. All members will be notified in writing at least 2 weeks before the date of the meeting, giving the venue, date and time.
- 7.3. Nominations for the committee may be made to the Secretary before the meeting, or at the meeting.
- 7.4. The quorum for the AGM will be 10% of the membership or 10 members, whichever is the greater number.
- 7.5. At the AGM:
  - 7.5.1. The Committee will present a report of the work of SHAC over the year;
  - 7.5.2. The Treasurer will present SHAC's accounts for the previous year;
  - 7.5.3. The officers and Committee for the next year will be elected; and
  - 7.5.4. Any proposals given to the Secretary at least 7 days in advance of the meeting will be discussed.

## 8. Special General Meetings

- 8.1. The Secretary will call a Special General Meeting at the request of the majority of the committee or at least eight other members giving a written request to the Chair or Secretary stating the reason for their request.

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- 8.2. The meeting will take place within twenty-one days of the request.
  - 8.3. All members will be given two weeks notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post.
  - 8.4. The quorum for the Special General Meeting will be 10% of the membership or 10 members, whichever is the greater number.

## 9. Open Meetings

- 9.1. Open meetings are open to all members and if agreed by the Committee, to the public.
- 9.2. Open meetings will be held at least once every 3 months or more often if necessary.
- 9.3. All members will be given two weeks' notice of such a meeting where at all possible, giving the venue, date, time and agenda, and notice may be by telephone, email or post.
- 9.4. The quorum for an Open Meeting shall be 10% of the membership or 5 members, whichever is the greater number.

## 10. Finances

- 10.1. An account will be maintained on behalf of SHAC at a bank agreed by the committee.
  - 10.2. All money raised by or on behalf of SHAC is only to be used to further the aims of the group, as specified in item 2 of this constitution.
  - 10.3. Three signatories will be nominated by the Committee (one to be the Treasurer).
  - 10.4. The signatories must not be related nor members of the same household.
  - 10.5. Cheque payments will be signed by any two of the signatories.
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- 10.6. Online banking payments will be set up by one signatory and authorised by a second.
  - 10.7. Records of income and expenditure will be maintained by the Treasurer and a financial statement given at each meeting.

## 11. Amendments to the Constitution

- 11.1. Amendments to the constitution may only be made at the Annual General Meeting or a Special General Meeting.
- 11.2. Any proposal to amend the constitution must be given to the Secretary in writing. The proposal must then be circulated with the notice of meeting.
- 11.3. Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.

## 12. Dissolution

- 12.1. If a meeting, by simple majority, decides that it is necessary to close down the group it may call a Special General Meeting to do so. The sole business of this meeting will be to dissolve the group.
- 12.2. If it is agreed to dissolve the group, all remaining money and other assets, once outstanding debts have been paid, will be donated to a local charitable organisation. The organisation will be agreed at the meeting which agrees the dissolution.

This constitution was agreed at a SHAC **Annual General Meeting** on **12 December 2020**

Name .....

**SHAC Chair**

Name .....

**SHAC Secretary**

Signed .....

Signed .....