

Kennington, Oval & Vauxhall Forum
Constitution & Working Arrangement

1. Purpose and Objectives

1.1 The name of the Association shall be Kennington, Oval & Vauxhall Forum. Its purpose is to foster public involvement in policy making and service provision at community level and promote and improve the social, economic and environmental well-being of the area defined in Article 2 ("the defined area").

1.2 In particular, in the defined Area, the Forum shall:

- i. Involve local people in shaping and strongly influencing Council and other agencies' policies and programmes having particular regard for the wide diversity of the community in the area served, including the equality categories prioritised by the local authority as follows: race, gender, gender re-assignment, disability, age, sexual orientation, religion and belief, pregnancy and maternity, marriage and civil partnership, socio-economic factors, language and health;
- ii. Understand what local people want for their area;
- iii. Demand timely consultation with the Council to raise awareness of Council initiatives at local level;
- iv. Provide a platform for local people to voice their views;
- v. Monitor and comment on the impact of Council policies, programmes and performance on local communities;
- vi. Act as a proactive voice on behalf of the local communities in the area, proposing initiatives and identifying specific priorities and problems;
- vii. Identify, where possible, opportunities for regeneration and investment, while protecting and enhancing the historic and diverse character of the area;
- viii. Use influence to help promote and market the area;
- ix. Identify ways of improving the local environment and amenity;
- x. Strengthen the role of ward councillors as elected representatives.
- xi. Seek to promote a neighbourhood plan for all or part of the area.

2. Area

Kennington, Oval & Vauxhall Forum shall serve the area shown on the attached map (Appendix A), that is, that part of the London Borough of Lambeth south of Lambeth Road and north of the southern boundary of Oval Ward

3. Membership

Membership of the Forum shall be open to anyone with an interest in the area as defined. There shall be a list of registered voting members. Registered members only shall be entitled to vote at Forum Meetings. Registration is by filling in a form, which will be available at meetings or on request from the Secretary.

3.1 There shall be five categories of membership:

1. Representatives of residents' and tenants' associations within the defined area;
2. Representatives of other membership-based societies and community groups in the defined area;
3. Representatives of local businesses;
4. Representatives of public bodies and other public service providers;
5. Individuals who live or work in, or who are elected members of the London Borough of Lambeth for wards any part of which falls within, the defined area.

The Forum shall have the power to introduce a membership subscription.

4. Annual General Meeting/Extraordinary General Meetings

4.1 The Annual General Meeting (AGM) of the Forum shall be held not more than 15 months after the date of the previous AGM.

4.2 There shall be a minimum of 28 days' notice of the meeting.

4.3 The business of the AGM shall be:

- To receive from the Executive Committee a report on the year's activities;
- To receive the annual accounts of the previous year, independently approved;

- To elect Executive Committee members;
- To receive reports as organised by the Executive Committee.

4.4 An Extraordinary General Meeting (EGM) shall be convened at any time by the Chair on behalf of the Executive Committee or on receipt of a written request for such a meeting signed by at least 10% of the membership and specifying the business to be transacted. The Committee must convene the EGM within 35 days of receipt of a valid written request. A minimum of 21 days' notice shall be given for an EGM.

4.5. Voting decisions at an AGM or EGM, other than on changes to the constitution, shall be made by simple majority, the Chair having the casting vote.

5. Executive Committee and Officers

5.1. At its annual meeting (AGM) the Forum shall elect from its membership an Executive Committee with a maximum of 20 members. The Executive Committee shall appoint a Chair (who shall also be Chair of the Forum), Secretary, Treasurer and other honorary officers at the first Executive Committee meeting.

5.2 Nomination for election to the committee, with proposer and seconder, both Forum members, must be in writing and received by the Chair or Secretary 10 days before the start of the annual meeting.

5.3 The Executive Committee shall use its best endeavours to ensure that new committee members stand for election each year. No member of the Executive Committee should normally retain Office for more than three consecutive years but can do so if no suitable alternative candidate is available.

5.4 The Executive Committee shall have the power to co-opt to fill any casual vacancy on the Committee.

6. Meetings

6.1 Forum meetings are public meetings and there shall be a minimum of 4 meetings a year. The public are welcome to attend. Non-members may speak at these meetings but only members may vote.

6.2 The quorum for Forum meetings shall be a minimum of 20 members.

7. Finance

7.1 The financial year of the Forum shall be 1 April to 31 March.

7.2 The Honorary Treasurer shall, on behalf of the Forum, maintain a bank account in the name of The Kennington, Oval & Vauxhall Forum.

7.3 There shall be 5 signatories of the bank account. All cheques must be signed by two of the designated signatories.

7.4 The Treasurer shall prepare a written report for the AGM and also report to each Executive Committee meeting.

8. Code of Conduct

Defined in Appendix B

9. Amendments to this Constitution

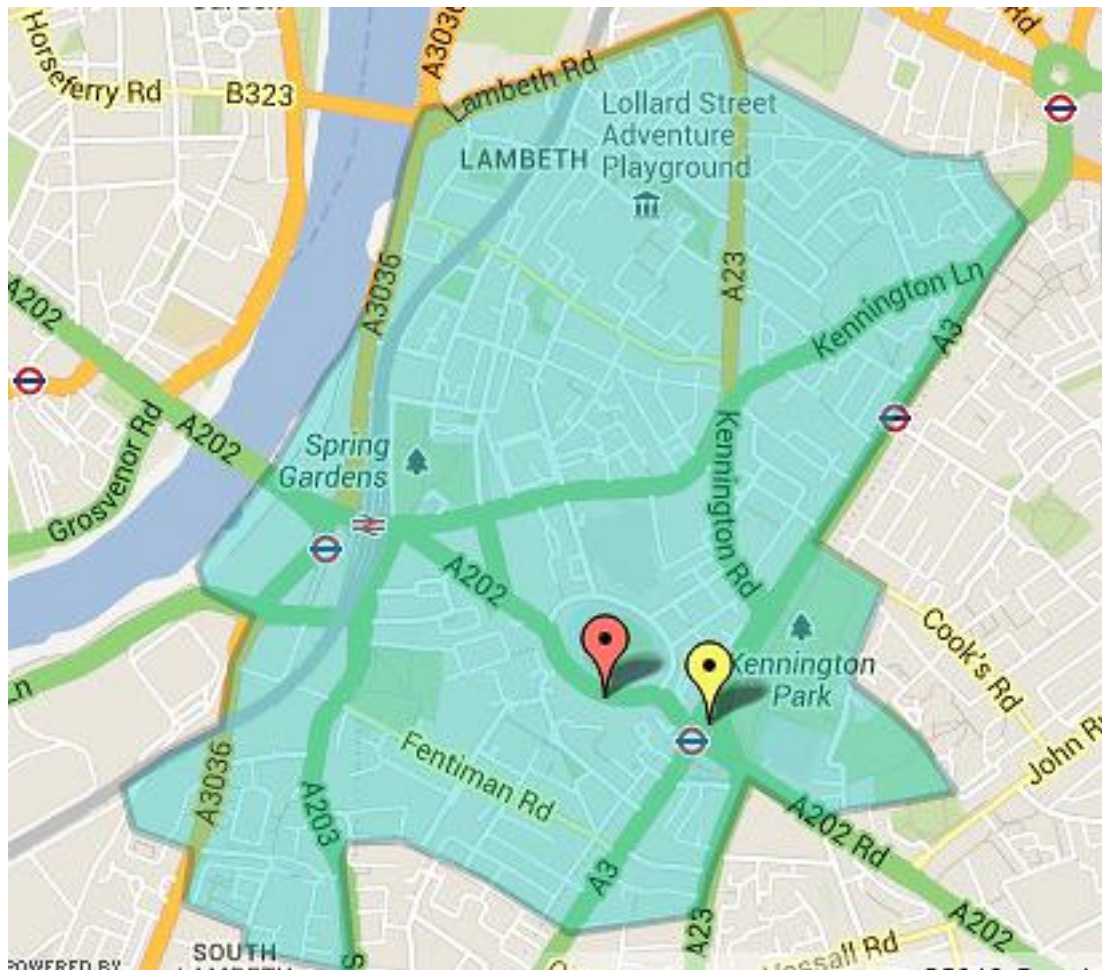
The Constitution may only be amended at an AGM or EGM, if two-thirds of members present and voting are in favour, provided 21 days' notice of the proposed amendment has been posted or delivered to all members at their last known address.

10. Winding up

The Forum may be dissolved by resolution at an AGM or EGM, if two-thirds of members present and voting are in favour, provided that 21 days' notice of the proposed resolution has been posted or delivered to all members at their last known address. In the event of dissolution, any surplus funds shall be transferred to one or more organisation having objects similar to the Association, chosen by the Executive Committee and approved at the meeting when the decision to dissolve the Forum is taken.

Appendix A

The area served by the Kennington, Oval & Vauxhall Forum



Appendix B

Code of conduct for meetings

To ensure that Forum meetings are conducted in a spirit of equality and informality the following code of conduct should apply to Forum meetings.

1. All participants have a responsibility to conduct themselves in a way that does not cause offence to others or limits in any way their ability to participate in meetings.
2. This includes any kind of derogatory remark, interruptions, actions or behaviour that intimidates people who are speaking or wish to speak.
3. Forum members should be particularly sensitive to those members who may not be used to speaking in public or whose first language is not English.

Forum members or members of the public who feel that this code of conduct has been breached should raise it with the Chair, either at the time or immediately after the meeting.

- i. The Chair, will judge whether there has been a breach of conduct. The Chair will inform the person responsible that such behaviour is not acceptable.
- ii. If unacceptable behaviour persists a motion will be put to the meeting to suspend the person or persons from the meeting. Any future participation by that person will be dependent upon a commitment given in writing to the Chair that such behaviour will not recur.
- iii. Continued breaches of the code by Forum members will result in membership being withdrawn by a simple majority vote by those present at the Forum meeting.