



## **BW3 - Constitution**

**The Constitution was agreed and adopted at Special General Meeting held on 10<sup>th</sup> May 2017. The Organisation and its property will be administered and managed in accordance with the provisions of this constitution.**

### **NAME**

The organisation's name is Business Working with Wythenshawe (BW3) Group hereafter known as the "Organisation".

### **INTRODUCTION**

The Organisation is a not for profit unincorporated group of businesses set up to support, and facilitate the development of social and economic regeneration activities in the Wythenshawe area of Manchester.

### **THE PURPOSE OF THE ORGANISATION**

To enable businesses to work together to support and facilitate the development of social and economic regeneration activities of the Wythenshawe area, and at all times to work with and for the benefit of Wythenshawe residents, to improve employment and training opportunities, through community involvement activities.

Providing practical support such as professional expertise and advice, equipment, volunteers, access to facilities and premises and any other available and appropriate means.

Work together to ensure an appropriate degree of co-ordination, information exchange, sharing of good practice and profile of BW3 activities.

Work in partnership with any other agencies or organisations committed to the regeneration of the area, whilst remaining independent of any one interest group and will set its own priorities and targets.

Assist where possible in the identification and analysis of problems and opportunities in the area and in the development of strategies to tackle these.

Work in partnership with other agencies or organisations to improve the image and perception of the Wythenshawe area.

## **COMMITTEE**

The Committee shall consist of 9 members; 3 principal officers and 6 other Committee Members.

The Committee shall elect from its membership

- i. Chair
- ii. Secretary
- iii. Treasurer

The Committee shall ensure at least 5 Committee Meetings and 5 WBG (Wythenshawe Business Gateway networking events) to be held each year.

At least 3 of the 9 committee members must attend a committee meeting to be able to take decisions. Minutes shall be kept for every meeting.

There must be at least 7 members present at the AGM, which can consist of a minimum of 3 committee members to be able to take decisions.

The Committee must keep accounts which may be viewed by any member on request.

The Committee may make reasonable additional rules for the proper conduct and management of the group. These rules must not conflict with this constitution or the law.

### **Sub Committees**

Sub Committees may consist of Non Committee members but all Committee members must be an active member of a Sub Committee. This is to ensure all Committee members make an active contribution to the ongoing running and development of BW3

## **CARRYING OUT THE PURPOSES**

In order to carry out the purposes, the Committee has the power to:-

1. Raise funds, receive grants and donations and collect membership fees.
2. Run the organisation in accordance with all legal requirements.
3. Do anything else within the law which is necessary to achieve the purposes.
4. Engage new members.

## **MEMBERSHIP**

The Committee may admit to membership any organisation or business who supports the purpose of the group. Organisations who wish to become member should apply to the Committee. Membership will be renewed each year.

Members if they so wish can make remunerations for the benefit of the organisation.

The Secretary will keep an up to date membership list.

The Committee may expel someone from membership, provided it is in the best interest of the group to do so, with the right to appeal being heard by a voluntary panel of 4 members who must not be associated business wise with the expelled organisation. The expelled organisation has the right to be accompanied by any other member who may speak in their favour.

Members shall have the power to vote at any meetings.

## **ANNUAL GENERAL MEETING - AGM**

The AGM must be held every year, with 14 days' notice given to all members telling them what is on the agenda.

There must be at least 7 members present at the AGM, which can consist of a minimum of 3 Committee members.

The Committee shall present the annual report and accounts.

Any member may put themselves forward for election as a Committee member at the AGM.

Every member has one vote.

Members shall elect 6 members to the Committee. They will retire at the next AGM and may stand for re-election.

## **MONEY**

The income of the organisation shall be applied solely towards the promotion of the purposes of the organisation.

Funds must be held in the organisation's bank account. All cheques must be signed by two Committee members.

Funds cannot be used to pay Committee members except to refund legitimate expenses.

Funds and property must only be used for the purposes of the group.

### **SPECIAL GENERAL MEETINGS**

Special General Meetings may be called by the Committee for the following reasons. All members must be given 14 days' notice and told what change is proposed.

Changing the Constitution - The constitution may be changed by a two thirds majority of members present and voting at a Special General Meeting.

Emergency Special General Meetings - to allow the members to decide on important issues.

**Winding up** - the organisation may be wound up by a two thirds majority of members present and voting at a Special General Meeting. Any money or property remaining after payment of debts may be given to a group with similar (charitable) purposes.

### **SETTING UP THE GROUP**

The constitution was adopted on 10<sup>th</sup> May 2017 by the people whose signatures appear below. They will be the Committee until the next AGM, which must be held within one year of this date.