

# **London Resident Involvement Champions Network**

## **CONSTITUTION 2008**

### **1. Introduction**

- 1.1 The London Resident Involvement Champions Network (“LRICN”) is an officer group for those involved in resident participation or community engagement within London.
- 1.2 The group has been established to:
  - champion the involvement of residents in the management of their homes and estates and in the strategic housing programme
  - support those who work in the resident involvement field
  - to influence the regional and national agenda in community engagement.
- 1.3 LRICN is a non-party political and non-discriminatory organisation.

### **2. Aims and Objectives of LRICN**

- 2.1 To improve and enhance skills and knowledge of members to ensure that local residents are actively engaged in influencing operational and strategic housing outcomes within their communities as an integral part of the larger national agenda on community engagement and place shaping.
- 2.2 To encourage officers from across London to meet, help each other, and actively discuss related issues.
- 2.3 To participate in training, learning exchanges and peer mentoring to promote greater understanding of resident involvement and related matters.
- 2.1 To share and promote good practice.
- 2.2 To use the National Residents Involvement Champions website & network to help to fulfil the needs of the network and to help raise the profile of resident involvement nationally.

### **3. Membership**

- 3.1 LRICN shall consist of officers from all social housing landlords from across London.

- 3.2 The LRICN steering group can agree to co-opt additional members from other relevant agencies or organisations so long as co-opted members do not exceed 20% of the membership.
- 3.3 Persons other than registered members may only attend LRICN meetings and training events on invitation or agreement from the LRICN steering group.

#### **4. Meetings**

- 4.1 All members will be invited to join a steering group which is responsible for the planning and content of the LRICN meetings. All requests for topics are welcomed and will be considered
- 4.2 LRICN steering meetings shall be held no less than three times per calendar year. A quorum shall consist of five LRICN steering group members.
- 4.3 LRICN general meetings shall be held no less than twice a calendar year. A quorum shall consist of from ten members from different organisations.
- 4.4 LRICN general meetings can be called at anytime by the LRICN steering group.
- 4.5 Members agree to host LRICN meetings on a rotation basis. No organisation will be obliged to host more than one meeting per year.
- 4.6 The steering group will consider items for the agenda submitted by members.
- 4.7 Where voting is required, every member organisation present at the meeting shall have one vote. Voting shall be by a simple show of hands, except that, when LRICN resolves by a majority vote, a secret ballot will be held. Every decision on which there is no consensus shall be made by a majority of votes.
- 4.8 Members and guests invited to attend LRICN meetings shall order their conduct so as to uphold, show respect and maintain dignity, standing, reputation, integrity and status of LRICN.
- 4.9 Meetings shall be chaired & minuted by members from the host organisation.
- 4.10 Minutes of the meetings shall be made available to any member on request.

- 4.11 Members can be excluded from a LRICN meeting for inappropriate behaviour, disruptive or otherwise. A majority of members present at the meeting will need to agree

## **5. Equal Opportunities**

- 5.1 The LRICN shall positively promote equal opportunities within its for the elimination of discrimination against people on the basis of race, ethnicity, marital status, gender, age, sexuality, disability, political beliefs or religion.
- 5.2 All members are responsible for promoting Equal Opportunities.

## **6. Amendments to the Constitution**

- 6.1 Any member must give notice in writing to the Steering Group of any proposed amendments to the Constitution, at least twenty-eight days before the next LRICN annual conference. The Steering Group must include any proposed amendments on the next agenda for a LRICN meeting. They must be approved by a two-thirds majority of members of LRICN (excluding co-opted members) if they are to be adopted.

## **7. Annual conference.**

- 7.1 The minutes will be made available to LRICN members.
- 7.2 The Annual General Meeting will be held where possible in the June of each year and shall be open to all members and others who may be invited to attend by the steering group.
- 7.3 The following business shall be transacted at the annual conference.
- A. Minutes of the last annual conference
  - B. Matters arising
  - C. Annual report
  - D. Annual financial reports

## **8. Communications**

- 8.1 The LRICN steering group shall publish information about their activities to all member organisations at least three times a year, through e-newsletters, minutes and email updates.
- 8.2 Members will not speak or write to external groups or agencies on behalf of LRICN without the prior agreement of the group. Any correspondence sent on behalf of the group agreed in

advance by the steering group or network and copies provided to all members.

## **9. Finances**

- 9.1 LRICN is a non-profit making organisation.
- 9.2 All monies will be held by a nominated LRICN steering group member organisation.
- 9.3 All payments and receipts are the responsibility of the LRICN steering group, who will nominate a finance officer to deal with such business.
- 9.4 The steering group will be responsible for the chasing of any outstanding amounts.
- 9.5 A financial report detailing all accounts will be made available on request and at the annual conference.
- 9.6 The LRICN member organisations may ask the finance officer for details of the accounts at any time. Reasonable notice should be given
- 9.7 LRICN members have the power to agree an annual membership fee to each member organisation to cover the administration costs if alternative funding can not be found. Any fee will be reviewed annually at the annual conference. Costs for extra training courses and conferences are billed separately to each organisation as appropriate.

## **10. Dissolution of the LRICN**

- 10.1 LRICN can only be dissolved at an extraordinary network meeting called specifically to consider such a motion.
- 10.2 LRICN shall only be dissolved if two thirds of those members of the LRICN (including co-opted members) vote for a motion to dissolve the LRICN.
- 10.3 Any assets remaining shall be returned on an equal basis to all current member organisations.

### **Date constitution accepted by LRICN members.**

First ratified at the network meeting on ???????

Signed by The LRICN steering group

Proposed by:  
Seconded by: