

# **Social Care Support Network Constitution**

## **1 NAME**

The charity's name is: **Social Care Support Network**

Initially the Charity will not be registered with the Charity Commission because it will operate as a small charity with an annual income of under £5,000. In addition it does not currently own a building or employ people. Subject to future development these considerations may be subject to change dependent upon the growth or expansion of the work of the charity.

## **2 THE PURPOSES OF THE CHARITY ARE:-**

To establish and support a network of members who are committed to actively promoting the delivery of good quality social care and support, through the enhancement of the knowledge, skills and ability of all who are involved in the delivery of these services. In so doing, the network aims to contribute to the general advancement and improvement of social care and support knowledge, practice and education and raise the quality and standards of services provided for people receiving social care.

In furtherance of this purpose, the charity will exercise the following powers:

- a) To promote and encourage the provision of high standards of service for people receiving social care and support.
- b) To facilitate and support social meetings and communication opportunities for individuals and organisations for the purpose of promoting and furthering professional support networks and the interchange of knowledge, experience and understanding of social care practice.
- c) To organise meetings at which practice, service development, research , and training issues relevant to social care and support can be presented and discussed; and which may be organised in association with other organisations;
- d) To circulate and communicate papers, reports and other materials through a range of media in order to further practical knowledge and awareness of good social care and support.
- e) To contribute to the improvement of the professional and technical knowledge of professionals, carers, people receiving social care and support services, and all others involved in social care by facilitating the interchange of information and opinion; and the support and promotion of education and training opportunities, lectures and discussions at local, regional or national levels.
- f) To encourage and support research into social care and support, the dissemination of the findings of such research and their implications for practice to those involved in the provision and receipt of social care and support.
- g) To promote and encourage the provision of a high standard of training and professional practice for those involved in delivering social care and support services.
- h) To promote a wider knowledge and understanding of issues and developments in social care and support.
- i) To encourage the recruitment and professional development of people with the potential and/or capacity to provide a high standard of service for people receiving social care and support.
- j) To highlight and support initiatives that promote the welfare of staff involved in social care practice alone or in association with other persons or bodies

### **3 TRUSTEES**

The charity shall be managed by a committee comprising of a maximum size of 10 trustees. Trustees will be appointed by the Annual General Meeting (AGM) of the charity.

### **4 TRUSTEE POWERS TO ACHIEVE THE PURPOSES OF THE CHARITY**

In order to carry out the charitable purposes, the trustees have the power:

- (1) To raise funds, receive grants and donations. By exercising this power, the trustees must not undertake any substantial trading activity and must comply with any relevant statutory regulations;
- (2) To apply for appropriate funds, and to oversee the use of all funds in the undertaking and furtherance of the work of the charity
- (3) To support and cooperate with any other charitable bodies, trusts, associations or institutions whose activities may further one or more of the above Objects, or may generate income to support the activities of the Charity;
- (4) To enter into any arrangement with any organisation, government or authority which may be advantageous for the purposes of the activities of the Charity, and to enter into any arrangement for co-operation or mutual assistance with any other charitable body;
- (5) To remove a person's membership or trustee status if they believe it is in the best interests of the charity, or the person has ceased involvement with the charity for a period of more than six months. The member has the right to be heard by the trustees before the decision is made and can be accompanied by a friend or representative.
- (6) To undertake any activities which are lawful and necessary to achieve the purposes of the charity.

### **5 MONEY AND PROPERTY**

- (1) Money and property must only be used for the charity's purposes.
- (2) Trustees must keep accounts. The most recent annual accounts can be seen by anybody on request.
- (3) Trustees cannot receive any money or property from the charity, except to refund reasonable out of pocket expenses.
- (4) Money must be held in the charity's bank account. All cheques must be signed by 2 trustees.

### **6 TRUSTEE MEETINGS**

- (1) Trustees must hold at least 3 meetings each year. At their first meeting after the AGM they will appoint a chair, treasurer and secretary. Trustees may act by majority decision.
- (2) At least 3 trustees must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting.
- (3) If trustees have a conflict of interest they must declare it and may be asked to leave the meeting while this matter is being discussed or decided.
- (4) During the year, the trustees may co-opt up to 2 additional trustees to make a maximum committee size of 10 trustees. Any trustees appointed by co-option will stand down at the next AGM.

The trustees may make reasonable additional rules to help running and functioning of the charity. These rules must not conflict with this constitution or the law.

## 7 **MEMBERSHIP**

The charity shall have a membership base. People who wish to actively support the work of the charity and are aged 18 or over, can apply to the trustees to become a member. Once accepted by the trustees, membership can last for up to 3 years and may be renewed. The trustees will keep an up-to-date membership list.

With the agreement of the Trustees, members can be invited to join a board of management. This will involve attending meetings with the trustees to provide support, information and advice to them in the running and management of the charity.

## 8 **ANNUAL GENERAL MEETING - AGM**

- (1) The AGM must be held every year, with 14 days notice given to all members advising them of the agenda. Minutes must be kept of the AGM.
- (2) There must be at least 3 members present at the AGM.
- (3) Every member has one vote.
- (4) The trustees shall present the annual report and accounts.
- (5) Any member may stand for election as a trustee.
- (6) Members shall elect between 3 and 10 trustees to serve the charity.
- (7) Trustees will hold this post for a maximum term of three years.
- (8) In any one year one third of the trustees will be expected to stand down and for an election to these posts to be held at the Annual General Meeting of the charity.

Trustees who are standing down can stand for immediate re-election, and be reappointed by the Annual General Meeting of the membership of the charity for a maximum of three consecutive terms.

## 9 **GENERAL MEETINGS**

If the Trustees consider it is necessary to change the constitution, or wind up the charity, they must call a General Meeting so that the membership can make the decision. Trustees must also call a General Meeting if they receive a written request from the majority of members. All members must be given 14 days notice and told the reason for the meeting. All decisions require a two thirds majority. Minutes must be kept.

- (1) **Winding up** - any money or property remaining after payment of debts must be given to a charity with similar purposes to this one.
- (2) **Changes to the Constitution** - can be made at AGMs or General Meetings. No change can be made that would make the organisation no longer a charity.
- (3) **General Meeting** - called on written request from a majority of members.
- (4) Trustees may also call a General Meeting to consult the membership

