

Constitution - *reviewed in October 2021*

Name: Dorset Climate Action Network (Dorset CAN)

1. Aims:

1. Dorset CAN will aim to contact and recruit as members as many groups and individuals as possible across Dorset who are concerned about the Climate and Ecological Emergency – and to act as a network and repository of expertise for those members.
2. Dorset CAN will enable training, skill-shares and empower community groups and individuals to take urgent and effective action on the climate and ecological emergency. This includes sharing ideas and good practice and raising awareness generally.
3. Dorset CAN will lobby decision makers to take the urgent action required to address the climate and ecological emergency and engage in action with wider groupings outside Dorset in climate action.
4. Dorset CAN will carry out any other tasks needed to further its aim of addressing the Climate and Ecological Emergency.

2. How decisions are made

The organisation shall be managed by members of a Steering Group (also known as the Action Team) who will take it in turns to shoulder the responsibility of key roles. The Steering Group will agree the appointment of a Meetings' Co-ordinator and a Membership Co-ordinator. Each of those roles can operate as role shares and will be reviewed every six months.

The Steering Group is comprised of the Dorset CAN Meetings and Membership co-ordinator/s, the team co-ordinators, the Treasurer and people with specific project responsibility. These are the core members of the Steering Group.

The Steering Group will meet a minimum of six times a year. There should be a minimum of nine core members of the Group present at a meeting. Continuity of attendance is expected to ensure efficient decision making.

Any member of Dorset CAN can attend meetings (there is no limit on numbers).

Notes and action points will form the records of these meetings.

Group members will take turns to chair, facilitate the meetings or take notes and meet any other needs for formal roles.

Decision making is by consensus. If no consensus is possible a decision will be deemed to be taken with the support of two-thirds majority of the Steering Group core members present.

Decisions and actions can be delegated to the topic teams.

3. Members.

There are two categories of membership: organisations and individuals.

Organisations welcome to join Dorset CAN include community based or non profit groups and public sector organisations who share our aims.

Individuals aged 16 or over who agree with the aims of Dorset CAN can join the network and will be deemed to support the group's aims.

A member of the network can leave at any time. A member of the network can be asked to leave if the Steering Group believes it is in the best interests of Dorset CAN.

There is no membership fee but members will be invited to offer a donation every year to contribute towards running costs.

A list of members will be kept in line with the requirements of the GDPR by the Membership Co-ordinator.

4. Carrying out the purposes

In order to carry out the aims, Dorset CAN has the power to:

- (1) raise funds, receive grants and donations
- (2) apply funds to carry out the work of the organisation
- (3) cooperate with and support other groups, charities, educational establishments, local authorities and community organisations with similar purposes
- (4) do anything which is lawful and necessary to achieve the purposes

5. Money and property

The Treasurer will be appointed annually by the members at the annual meeting. The Treasurer must keep accounts and will submit accounts of income and expenditure at the annual meetings, or more frequently if it is needed.

Any Dorset CAN member will be eligible to become Treasurer.

At least two members of the Steering Group will be designated to set up payments out of the bank account and two members of the Steering Group designated to authorise payments. The financial procedures are detailed in a separate document.

Money and property must only be used for Dorset CAN's purposes.

Dorset CAN members cannot receive any money or property from the Dorset CAN bank account, except to refund reasonable out of pocket expenses.

Money must be held in the Dorset CAN bank account (or if held by another organisation, accounted for separately on behalf of Dorset CAN).

6. General meetings

There will be a Meeting held annually open to all members to discuss progress over the last year and priorities for the coming year. This will review the work of Dorset CAN, the financial situation and appoint the Treasurer.

If the Steering Group members consider it is necessary to change the constitution, or wind up the group, they must call a General Meeting so that the membership can make the decision.

All members must be given 14 days notice of a General Meeting, and be told the reason for the meeting. All decisions require a two thirds majority of those attending the meeting. Minutes must be kept.

The quorum for a General Meeting is 20.

Decisions can also be made using online decision making tools agreed by the members.

7. Equality Statement

Dorset CAN 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.

8. Winding up

Any money or property remaining after payment of debts must be given to an organisation with similar purposes to this one or can be transferred to Dorset CAN as an incorporated organisation at any time.

Signed on behalf of Dorset CAN by

Date

Witnessed by

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Details of Witness: