

## NOTTINGHAM FINANCIAL RESILIENCE STEERING GROUP CONSTITUTION

**NAME:** The name of the Organisation shall be  
**Nottingham Financial Resilience Partnership**

**OBJECTIVES:** The objectives of the Partnership shall be:  
To adopt an 'upstream' approach to build the financial resilience of individuals and communities across Nottingham.

The Partnership works to the following five underpinning principles:

- 1. Continuous community dialogue*
- 2. Hub and spoke model: local groups feeding into a city-wide strategic Steering Group.*
- 3. High level strategic commitment*
- 4. Cross-sector commitment approach, working as an independent group*
- 5. Measuring our impact*

In furtherance of the said objectives the partnership may:-

1. Undertake work in relation to its strategy and action plan
2. Ensure it includes all relevant partner organisations and services of relevance to the work.
3. Employ sessional workers to enable the achievement of objectives.

**MEMBERSHIP:** Membership of the Partnership shall be open to anyone in support of the group's objectives and underpinning principles.

**FULL PARTNERSHIP:**

1. Membership of the full partnership is open to anyone in support of the group's objectives and underpinning principles, and who is committed to working to improve financial resilience in the city.

2. Full Partnership members may vote at the Annual General Meeting of the Partnership
3. Full partnership open meetings/ events for all, shall be held minimum of twice a year and focussed on topics according to the action plan.
4. Meetings, at least once a year, will be held in a local neighbourhood, rotating around the city, focussing on the needs of that locality.
5. When appropriate, certain events may be targeted at specific attendees.

#### **STRATEGIC GROUP:**

The partnership shall be managed by a smaller Strategy Group.

1. Strategy Group meetings shall be held minimum quarterly, or more as required.
2. Membership of the Strategy Group requires time-capacity for regular attendance, and for dealing with Partnership matters if required between meetings.
3. Strategy Group members are required to communicate and liaise regularly and closely with the rest of the Strategy Group and on all aspects of relevant work, working cooperatively across the group.
4. Size of the Strategy Group shall be between 6-10 representatives
5. Partners outside of the Strategy Group are welcome to sit in and observe meetings, unless marked as confidential.
6. Membership requires strong commitment to the full breadth of the Partnership's work and its formal responsibilities (working closely alongside the Lead worker). Responsibilities are to:
  - 6.1 Drive forward action to improve financial resilience at a strategic level and in accordance with the action plan
  - 6.2 Work to 'unblock' blocks to improvement in financial resilience
  - 6.3 Have oversight of delivery of the Partnership's strategy and action

- plan, and responsibility for strategic direction
- 6.4 Foster a collaborative approach, across all sectors, to work together on these issues
  - 6.5 Listen and respond to issues and priorities arising from communities, service users, local groups or others regarding financial resilience issues
  - 6.6 Listen to and respond to issues arising from the Partnership's own Sub Groups
  - 6.7 Have oversight and responsibility for the Partnership's resources
  - 6.8 Follow up on work arising from Partnership meetings
  - 6.9 Raise issues nationally when appropriate and seek to influence funding bodies
  - 6.10 Have overall responsibility for the full Partnership and its activities
  - 6.11 Work to ensure we measure improvement and impact
  - 6.12 Report on progress to the Health & Wellbeing Board

**SUB GROUPS:**

The Partnership shall have sub groups, as relevant to the work. These may be topic specific or locality/ community focussed. Some groups may be on-going whereas others will be time limited. All groups will link to the full Partnership and Strategy Group.

**ANNUAL GENERAL MEETING:**

- a) The Annual General meeting shall be held with the Full Partnership, in November each year or as close to November as possible.
- b) The AGM should include the election of Chair, Vice Chair, Treasurer. Anyone who is a member of the Full Partnership is eligible to vote.
- c) The Strategy Group may convene a Special General Meeting of the Partnership at any time.

## **FINANCES:**

- a) All monies raised by or on behalf of the Group shall be applied to further the objectives of the Group and for no other purpose.
- b) The Treasurer shall keep proper account of the finances of the Group and shall open a Bank Account in the name of the Group. All cheques or authorisation shall require two signatures. The Chairperson, Treasurer, Vice Chair and/or the elected other member will be the only signatories.

## **ALTERATIONS TO CONSTITUTION:**

Any alteration to this constitution shall require the approval of a two-thirds majority of the membership of the Strategy Group at the General Meeting at which it is discussed. Any resolution for the alteration of the constitution must be received by the Lead officer at least twenty-eight days before the meeting at which the resolution is to be brought forwards. At least seven days notice in writing shall be given to all the members that the meeting is taking place.

## **DISSOLUTION**

- a) If the Steering Group feel at any time that it is necessary or advisable to dissolve the Group, it shall call a Special General Meeting, giving at least 28 days-notice.
- b) A two thirds majority of the Strategy Group members is needed for the decision to be carried.
- c) The Partnership shall have the power to dispose of any assets remaining after the satisfaction of any proper debts and liabilities, which shall be applied towards charitable purposes for the benefit of the inhabitants of the area as it may decide.

**The Constitution was adopted as the Constitution of the Nottingham Financial Resilience  
Partnership**

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At the Meeting held at the University of Nottingham  
On 12 June 2018

The Constitution was revised and updated at the Annual General Meeting, held via Zoom,  
On 23 March 2021

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**CHAIRPERSON**

Name: Signature

**TREASURER**

Name: Signature