HULME NEIGHBOURHOOD FORUM DRAFT CONSTITUTION – October 2026

1. Aims and Objectives

1.1. The Hulme Neighbourhood Forum is established for the express purpose of promoting and improving the social, economic and environmental wellbeing of Hulme. Specifically, it aims to:

- Make the environment green, attractive, safe and clean.
- Ensure decent and affordable housing for all.
- Promote better health for all.
- Promote the commercial vitality of the area.
- Promote employment opportunities for residents.
- Ensure good educational opportunities for all.
- Ensure good recreational opportunities for all.
- Promote the arts.
- Promote inclusivity.
- Promote community involvement in the development of policies.

1.2 The Forum aims to carry out neighbourhood planning for Hulme in consultation with the local community and Manchester City Council.

1.3 The Forum provides a space for public debate and information sharing. It aims to bring together a wide range of different interests, from people living in the Hulme Neighbourhood Area to those delivering services, to discuss issues and problems and suggest solutions. Forum meetings aim to be as open and inclusive as possible.

1.4 The Forum will promote information flow between Forum members and the wider community.

2. Membership

2.1 Membership is open to:

- Individuals who live in Hulme (resident members)
- Individuals who work in or serve Hulme (whether for community activities or business carried out there or otherwise)
- Hulme Councillors

2.2 Applications for membership of the Forum should be made using the prescribed form and include contact details. Applications may be delivered by post, in person or by electronic mail to the address at the end of this document.

2.3 Any dispute about eligibility for membership will be passed to the Management Committee for resolution.

2.4 All Forum members must adhere to the Equal Opportunities Policy (see Annex).

3. Forum Meetings

3.1 The Forum will hold an Annual General Meeting and at least one other meeting each year.

3.2 Meetings of the Forum will take place at times and in venues accessible by all members.

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3.3 Seven days' notice will be given of meetings of the Forum. Notices and agenda will be publicly available in both electronic and printed form.

3.4 Members of the public will be welcome to attend meetings of the Forum.

3.5 The Chair of the Forum, or in her/his absence the Vice-Chair, will preside. If neither is present the meeting will choose another of its members to preside.

3.6 The quorum for the Forum will be eleven members, including at least six resident members.

3.7 At the Annual General Meeting the Forum:

- will receive a report from the Management Committee on its activities during the past year.
- elect a Chair and a Vice-Chair, who will be ex-officio members of the Management Committee. At least one of them has to be a resident member of the Forum.
- elect any other officers it deems appropriate.
- if judged appropriate, confirm an organisation to act as agent for the Forum.
- elect 19 other members of the Management Committee, ensuring that residents form a majority and that it is broadly geographically and ethnically representative of Hulme.
- if judged appropriate, set a membership fee.

3.8 Decisions will be made by consensus. Should a consensus not be possible all members present may vote, except that a member who has a conflicting personal, family or financial interest may not preside, vote or participate in discussion. A simple majority on a show of hands will decide. In the event of a tie, the person presiding will have a second and casting vote.

3.9 Minutes of each meeting of the Forum will be publicly available in both electronic and printed form within 21 days of the meeting.

4. Management Committee

4.1 The Management Committee will be responsible for all the business of the Forum except for that prescribed in this Constitution to the Forum itself.

4.2 The Management Committee will comprise 21 voting members, including the Chair and Vice-Chair, elected by the Forum at its Annual General Meeting. If the Forum fails to elect 21 members, the Management Committee may appoint extra members up to the designated number, ensuring that residents form a majority and that it is broadly geographically and ethnically representative of the Hulme Neighbourhood Area.

4.3 The Management Committee will meet at least ten times a year at times and venues accessible by all members.

4.4 Seven days' notice will normally be given of meetings. Notices and agenda will be publicly available in both electronic and printed form.

4.5 Members of the public will be welcome to attend meetings of the Management Committee.

4.6 The Chair of the Forum, or in her/his absence the Vice-Chair, will preside at meetings of the Management Committee. If neither is present the Management Committee will choose another of its members to preside.

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4.7 The quorum for the Management Committee will be seven members, including at least four resident members.

4.8 In the event of a resignation or persistent non-attendance without good reason, the Management Committee may appoint a replacement member of the Management Committee.

4.9 The Management Committee may co-opt non-voting members.

4.10 Members and officers of the Council and representatives of other bodies may be invited to Management Committee meetings to provide advice or to observe.

4.11 The Management Committee may prescribe the procedure for nomination to the Forum Annual General Meeting for membership of the Committee.

4.12 The Management Committee may itself submit nominations for election to the Management Committee to the Forum Annual General Meeting. Election will however remain the responsibility of the Forum, which can reject nominations from the Management Committee.

4.13 Decisions of the Management Committee will as far as possible be by consensus. Should a consensus not be possible all members of the Committee present may vote, except that a member who has a conflicting personal, family or financial interest may not preside, vote or participate in discussion. A simple majority on a show of hands will decide.

4.14 Minutes of each meeting of the Management Committee will be publicly available in both electronic and printed form within 14 days of the meeting.

4.15 The Management Committee will submit a report on its activities to the Forum Annual General Meeting.

5. Funding

5.1 The Forum may raise money by applying to grant-awarding bodies, either alone or in partnership with similar organisations, through levying a membership fee if judged appropriate, and through other fundraising activities.

6. Party Political Activity

6.1 The Forum will not affiliate to any political party or any organisation associated with a political party.

7. Changes to the Constitution

7.1 Changes to the constitution may only be agreed at the Forum Annual General Meeting or at a special Forum meeting convened for this purpose. Proposed changes must be set out with the notice of the meeting. A two thirds majority of those present and voting is required for a change. The person presiding does not have a second or casting vote in this instance.

7.2 The Forum will have a further lifespan of five years.

Hulme Neighbourhood Forum,

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C/o Address
Email:

Annex: Equal Opportunities Policy

The Hulme Neighbourhood Forum is committed to an inclusive neighbourhood development plan, involving all social and cultural communities in the Hulme.

1. The Forum and Management Committee are committed to ensuring that in their working practices and attitudes they respect and celebrate the diversity of Hulme.
2. The Hulme Neighbourhood Forum will not discriminate on grounds of race, ethnic origin, nationality, religion, culture, gender, sexual orientation, disability, HIV status, age or against ex-offenders.
3. The Forum aims to ensure the same level of opportunity and access to services to all those living and working in Hulme. The Forum recognises that it may need to offer different levels of support to different groups in order to achieve this.
4. The Hulme Neighbourhood Forum is committed to eliminating unfair discrimination from all aspects of its own operations including:
    - Respecting social and cultural differences between fellow members
    - Ensuring that the Forum and Management Committee reflect the community they serve
    - The needs of groups that are not represented on the Management Committee are considered and efforts are made to reach all groups and communities
    - Administrative and housekeeping arrangements. e.g. the dates, times and venues used for meetings and use of language in leaflets.
5. The Forum recognises that the implementation of this policy may require changes to current practice and is committed to this.
    - The Hulme Neighbourhood Forum is committed to ensuring robust equal opportunities policies from the partners that it works with.
    - The Management Committee will ensure that the way it influences services in the Hulme area is on a fair and equitable basis.

Monitoring the Implementation of the Equal Opportunities Policy
The Management Committee will decide on how to monitor the effectiveness of this Policy.

Breaching the Equal Opportunities Policy
The implementation of this policy rests on the integrity of the Forum members.

If anyone has a concern about a breach of the Equal Opportunities Policy then the matter should be raised with the Chair of the Forum, or if the Chair is the person complained about, then the Vice-Chair.

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