

1. Name

The name of the unincorporated association (hereinafter called 'FWC') is 'Fair Water Connections'

2. Administration

Subject to the matters set out below FWC shall be administered and managed in accordance with this constitution and any amendments agreed with FWC members.

3. Objectives and Beneficiaries

FWC represents the interest of its members in facilitating fairness in the way that they are able to offer competitive solutions to anyone requiring new water supply and drainage connections.

FWC does this through sharing information, engaging in effective dialogue with all stakeholders, campaigning for change and by providing targeted advice to assist members develop strategies to overcome obstacles preventing them from providing competitive solutions.

Whilst seeking fairness in the way new water systems are provided FWC hopes that the needs of communities, throughout the world, that do not have access to a safe and accessible water supply are not overlooked. Hence FWC has been set-up as a not-for-profit organisation which draws on volunteered time so that it can financially support better international provision of safe water and sanitation.

4. Powers

In furtherance of the objectives FWC can:-

- raise membership fees relating to the services it provides
- provide services to members commiserate to their membership category
- recruit volunteers and, as necessary, paid staff
- organise meetings and provide networking opportunities for members
- promote the work of FWC
- publish guidance on water service provision practices
- conduct research
- work in partnership with other organisations
- carryout anything else within the law necessary to reach the group's objectives

5. Membership

Membership of FWC is open to all involved with providing, or utilising, new water or ~~drainage connections~~ as alternatives to statutory water company connections provision.

Membership is open to companies and individuals. Company members are only entitled to a single place at any FWC meetings.

Each member who has paid a subscription for the current membership year (irrespective of the grade of membership held) will be entitled to a single vote in any members meeting where decisions are made about FWC or about how FWC should response to any consultations etc. Where a member is not represented at a decision making meeting they may vote by making their intentions known to the managing co-ordinator.

Membership of FWC is terminated if:-

- an organisation ceases to exist, or an individual member dies
- a member resigns in writing
- a subscription is not paid within 1 month of the later of the end of a membership year or of invoicing

FWC will only offer services to current members and FWC will not engage in trading activities.

4. Membership Year

The FWC membership year will be the 12 month period starting on ~~1st March~~ (from 2020) 1st April.

5. Members Meetings

FWC will offer to hold at least one members meeting each year to discuss the operation of FWC (this will usually be held in conjunction with a wider discussion about FWC campaigning activities). ~~After the first year of operation (where practical with the timing of any consultation meetings) the annual members meeting will be arranged between April and July.~~

A minimum of 14 calendar days email notice will normally be given to any meeting open to all members.

Members meetings will be chaired by the FWC managing co-ordinator unless an alternative chair is proposed by the FWC co-ordinating group.

Notes Minutes of members meetings will be taken and issued by email to all members.

There needs to be a quorum of a minimum of 5 FWC members, or (where greater) 10% of the FWC membership, at any members meeting where decisions about FWC are taken.

6. FWC Co-ordination Group

If required by membership to oversee the operation of FWC a co-ordination group of up to 5 members will be appointed from the FWC membership. This co-ordination group having responsibility for liaising with the FWC management co-ordinator, and any other volunteers, and ensuring that the operating principles set-out in this constitution, together with any subsequent amendments agreed with the FWC membership, are being observed.

Once established the FWC co-ordination group members may assign themselves specific roles and responsibilities.

The FWC co-ordination group will periodically review the aims and operating remit of FWC and present recommendations for any changes to a members meeting for approval.

The FWC co-ordinating group will oversee the appointment of the FWC management co-ordinator and take action to suspend or terminate this appointment should they feel that the appointee is not acting in accordance with the FWC constitution or the direction provided by the co-ordinating group.

A minimum of 3 members of the FWC Co-ordinating group may call a members meeting should they feel that an extraordinary meeting discussion is needed.

There shall be a minimum quorum of 3 FWC co-ordinating group members at any meeting where decisions about FWC are made.

Once FWC is fully established appointment to the FWC co-ordination group shall be by member election with the appointment being for a 2 year period which will extend to the next members meeting held after their appointment is due for renewal. Retiring members of the FWC co-ordinating group may stand for re-election.

Members can be co-opted by other members of the group to fill any vacancies on the FWC co-ordinating group. All co-opted appointments being for a 1 year period which will extend to the next members meeting held after their appointment is due for renewal.

Prior to the first members meeting the managing co-ordinator may co-opt members of FWC to places on the FWC co-ordinating group.

7. Use of Income and Finances

FWC is a not-for-profit organisation which draws on volunteered time. Membership fees are set by the FWC managing co-ordinator in conjunction with the FWC co-ordinating group on the basis comparable with those delivering FWC services being paid for their time, the intention being that this arrangement facilitates the support of charities who are actively engaged internationally in delivering first time provision of safe water and sanitation.

Charities to receive funding will be determined by the FWC managing co-ordinator and FWC co-ordination group and all FWC members are encouraged to nominate appropriate charities to receive financial support.

Any feedback from supported charities will be provided to FWC members with FWC members being encouraged to also directly support these charities themselves.

FWC volunteers, and any paid staff, will be paid reasonably incurred expenses, the cost of any equipment (including software) needed for FWC to function and any insurance cover (or similar provision) it is reasonable for them to hold.

FWC will also fund costs associated with promoting FWC, setting up websites etc. and providing the communication channels needed for FWC to function.

The FWC managing co-ordinator will determine the amount (from membership fees) to be retained to cover costs throughout the FWC membership year and, once this has been done, release other money to the supported charities. At the start of each membership year all 'retained money' from the previous year is to be given to supported charities.

Costs funded by volunteers to assist establishing FWC, or to cover costs incurred when there is insufficient money held by FWC to reimburse them, will be paid as soon as membership money becomes available.

The FWC managing co-ordinator may open and operate a bank account covering FWC activities.

The FWC managing co-ordinator and FWC co-ordination group may review whether it is appropriate to continue to rely on volunteered time with any decision about changing the FWC working structure being referred to a members meeting for decision.

Management of FWC money transactions will be done by the managing co-ordinator who, on request, will prepare a quarterly summary for review by the FWC co-ordination group. The FWC co-ordination group should appoint a member to review the FWC accounts and should the FWC co-ordination group have any concerns about financial practices they should raise them with the managing co-ordinator and, if not satisfactorily resolved, raise them at a members meeting.

8. Dissolution

Prior to the end of each membership year the FWC co-ordinating group, in conjunction with the FWC managing co-ordinator, will review the need for FWC to continue to operate and the available resources to deliver ongoing services. Based on this review decisions will then be made on continuing to operate, restructure or to dissolve, FWC.

Should a decision be taken to dissolve FWC all assets remaining, once any outstanding expenses have been paid, will be given to a charity (or charities) who are currently internationally active in providing water supplies and sanitation to communities who currently do not have such facilities.