

CONSTITUTION

FOR

***ALEXANDRA
DEVELOPMENT FORUM***

ADF

"tshwaragono ke kgolo"

ALEXANDRA DEVELOPMENT FORUM

1. Preamble

- 1.1. Problem Statement:** Greater Alexandra is facing deeply sited socio-economic problems as a result of the legacy of the apartheid system. The levels of social degradation unemployment and crime have soared to epidemic proportions over the years. There is a general feeling of hopelessness and despondency, especially amongst the less privileged, that Alexandra may never see the dawn of a better life.
- 1.2. Vision and Mission:** Therefore the ADF must strive for the creation and economically vibrant community where its residents live decently. The ADF must provides a platform to build partnership amongst all sectors of the community and including efficient and effective public sector, and to ensure that all stakeholders act in unison for the common good of the residents of Greater Alexandra.

2.DEFINATION:

- 2.1. 'ADF' means Alexandra Development Forum
- 2.2. 'Affiliate' is an organisation that has registered with the ADF as a member
- 2.3. 'Representative' means an individual nominated by the organisation to Represent it in ADF
- 2.4. CBO: community based organisation is constituted by elected executive committee, membership and guided by the constitution.
- 2.5. NGO: Non-government organisation is interest-based organisation.
- 2.6. Bi-enneial means a General Meeting held every two (2) years.

3. Name

- 3.1. The structure shall be known as the **ALEXANDRA DEVELOPMENT FORUM**, here in referred to as the ADF.

4. Aims and Objectives

The ADF members shall strive to:

- 4.1. Build cooperation** amongst various sectors of the organised community of Greater Alexandra in order to promote unity of purpose, common values, and a common vision to see Greater Alexandra a better place to work and to live in:

- 4.2. ***Facilitate and fast track*** the process of the development and integration of communities and in the process to redress so-economic imbalances:
- 4.3. Establish a firm partnership with National, Provincial and Local Government, based on the principle of mutual respect for each other's authority and role.
- 4.4. Negotiate and Lobby with appropriate government structures in pursuit of the goals of the ADF;
- 4.5. Coordinate and monitor various development initiatives and structures in Greater Alexandra.

5. GUIDING PRINCIPLES

The ADF shall uphold the principles of:

- 5.1. Inclusivity of organisations who may wish to make relevant and positive contribution to the development of Greater Alexandra:
- 5.2. Equality amongst all organisations represented in the ADF.
- 5.3. Respect of the integrity and autonomy of all organisations participating in the ADF;
- 5.4. Freedom of all participating organisations to voice their views without fear intimidation or retribution inside the ADF except when the rights of others are clearly violated should strive to arrive at decisions through consensus;
- 5.5. Respect and unequivocally defend the decision of the ADF in public.
- 5.6. Openness and public accountability to affiliates of Greater Alexandra Regarding processes unfolding within the ADF.
- 5.7. All decisions taken at the ADF are binding to all affiliates.

6. LEGAL STATUS

ADF shall be a Trust and register with the Master Of High Court

7. MEMBERSHIP OF THE ADF

The ADF membership shall comprise of:

- 7.1 Councillors and officials seconded by the Johannesburg Metropolitan Council as well as officials nominated by the Gauteng Provincial Government, or National Government;
- 7.2 Three representing each affiliated CBO's and one representing each affiliated NGO's.

- 7.3 One member per Ward Committee.
- 7.4 Ministers, MEC's MP's, MPL's to seat as ex-officios.

8. *Rights and Duties of Members*

Members of the ADF shall.

- 8.1. Participate freely at meetings.
- 8.2. Be entitled to elect or be elected into any position in the ADF or be deployed elsewhere to represent the interest of the ADF;
- 8.3. Offer constructive criticism;
- 8.4. Abide by the principles contained herein;
- 8.5. Execute his/her duties with due diligence and efficiency;

9. *Powers and Functions of the ADF*

- 9.1. Empowered to create, restructure, capacitate or disband any of its structures
- 9.2. Can enter into legally binding contracts;

The ADF in the course of executing its mandate

- 9.3. Receive and consider plans and proposals for development of any business or housing project within areas designated above as constituting Greater Alexandra;
- 9.4. Approve or recommend rejection to relevant authorities of any project which is seen to be detrimental to Alexandra.
- 9.4. Influence the implementation of business plans for the development;
- 9.6. Organise seminars and workshops to discuss Local, Provincial and National Legislations or plans so far as it affects participants of the ADF or development issues in Greater Alexandra;
- 9.7. Make representation to Local, Provincial or National government on decisions or legislation, which may have a direct bearing on Greater Alexandra.
- 9.8. Inform the community about opportunities for jobs or business prospects and about future development plans for Greater Alexandra;
- 9.9. Appoint an administrator to run the administrative affairs of the ADF and any other staff.

- 9.10. Commission professional bodies or individuals to undertake any work or project/s, which will advance the goals of the ADF.

10. STRUCTURES

- 10.1. Biennial General meeting (BGM)
- 10.2. General meetings
- 10.3. Executive committee
- 10.4. Sub-committees: Physical; Local economic development (LED) social development and special project.

11. POWERS:

Biennial General Meeting (BGM)

- 11.1. Shall elect members of the executive committee;
- 11.2. Establish, restructure or disband its committee;
- 11.3. Shall meet at least once in two years.
- 11.4. Shall be the highest decision making body
- 11.5. Shall be constituted by 2/3 majority of registered organisations.

12. GENERAL MEETINGS

- 12.1. Shall meet at least once a month.
- 12.2. The Chairperson and Secretary shall present progress reports,
- 12.3. Shall meet to review and monitor progress made by ADF.
- 12.4. Monthly minutes shall be given to affiliates.
- 12.5. Shall be the highest decision making body in between BGM.

13. EXECUTIVE COMMITTEE

- 13.1. The executive committee shall consist of five office bearers and five additional members.
- 13.2. shall co-opt not more than three people
- 13.3. Represent the ADF at any forum in pursuit of the objectives of the ADF;
- 13.3. Received submissions or representation by any interest group and report to the general meeting;
- 13.5. ensure that all decisions of general meeting are carried out efficiently;
- 13.6. Advise general meeting of general trends regarding community developments elsewhere in the country and abroad;
- 13.7. Make recommendation to general meeting for restructuring or capacitation of the executive committee.
- 13.8.1. The executive comprises of Chairperson, Deputy Chairperson, Secretary, Deputy Sec and Treasurer and Five additional members.

- 13.8.2. Any member of the exco who misses three consecutive meetings without any apology shall be removed

14. SUB-COMMITTEES

- 14.1. Physical Committees;
- 14.2. Local Economic Development (LED)
- 14.5. Social Development

15. CHAIRPERSON OF THE ADF SHALL:

- 15.1 Be the official spokesperson of the ADF.
- 15.2. Preside at all meetings of the ADF
- 15.3. Be responsible for the proper running and adherence to principles of the ADF.
- 15.4. Shall be signatory to the bank account

16. DEPUTY CHAIRPERSON OF THE ADF SHALL:

- 16.1. Deputise the Chairperson
- 16.2. Perform functions as delegated by chairperson;
- 16.3. Preside at ADF meetings in the event of the absence of the chairperson.

17. THE SECRETARY OF THE ADF SHALL:

- 17.1. Be the custodian of all documentation of the ADF
- 17.2. Ensure that the decisions of the ADF are sufficiently communicated to all stakeholders, including interested parties;
- 17.3. Build administrative systems for the smooth running of the ADF;
- 17.4. Issues notice timeously to all ADF stakeholders and participants to inform them of meetings of the ADF.
- 17.5. Keep records of all ADF'S meetings
- 17.6. Keep register of all affiliates
- 17.7. shall be signatory to bank account

18. DEPUTY SECRETARY OF THE ADF SHALL;

- 18.1. Deputise the secretary
- 18.2. Perform functions of the secretary in the event of the absence of secretary.

19. TREASURER OF THE ADF SHALL:

- 19.1. Put financial control system in place,
- 19.2. Raise funds for the forum,
- 19.3. Open a bank account on behalf of the forum and in constant consultation with the exco.
- 19.4. Sanction all the forum's expenditure
- 19.5. Submit income and expenditure statements to any meeting of the forum when required to do so.

- 19.6 Submit audited financial statements annually.
- 19.6. Provide an annual budget as well as monthly forecasts.
- 19.7. Shall be signatory to bank account

20. ELECTION OF EXECUTIVE COMMITTEE

Executive must employ the services of a professional and independent electoral body to conduct election of the executive committee.

21. ELECTORAL COLLEGE

Alternately, general meeting of the ADF may appoint a presiding officer together with at least three electoral officers to conduct elections.

THE PRESIDING OFFICER SHALL:

- 21.1. Ensure that elections are free and fair and that electoral regulations and procedures are complied with;
- 21.2. Prepare voting material;
- 21.3. Have the power to disqualify anyone who may have violated electoral rules and acceptable conduct.

22.ELECTORAL OFFICERS

Shall assist the presiding officer in executing his/her functions.

22.1.ELECTORAL RULES AND CONDUCT

- 22.1.1. Anyone shall be eligible for election if he/she enjoys the support of at least 25% of registered members at the BGM, and shall verbally or in writing indicate their intention to stand for elections.
- 22.1.2. Anyone wishing to stand for election shall be a representative of a registered organisation;
- 22.1.3. Anyone may lobby for electoral support amongst voting members at the BGM;
- 22.1.4. Professionals participating on an advisory capacity, Council or government appointees/official shall not be legible to stand for elections as office bearers;
- 22.1.5. Elections shall be conducted in a free and fair manner;
- 22.1.5. If two third of participants agreed that the elections were not free and fair such elections shall be automatically nullified. If the reasons thereof had to do with and improper conduct of the presiding officer or electoral officers they shall be

replaced and a new electoral college elected by no more than 30 days after the BGM;

22.1.7. Elections may be by show of hand or a secret ballot.

22.1.8. Any amendments to this constitution shall be by a two-thirds majority of delegates present at the Biennial conference of the ADF.

23. SPECIAL CONFERENCE

23.1.1. Two thirds of members of the, general meeting of the ADF may convene a special conference to elect new executive consider any matter of importance to the ADF.

24. CONTRACTUAL LIABILITY

24.1 Only the executive Committee of the ADF shall have the authority to bind the ADF or create any legal relationship.

24.2. Any other person purporting to bind the ADF must produce a written authorisation from the executive committee of the ADF

25 RESIGNATIONS

25.1 affiliates may resign by giving a written notice to the ADF

25.2 Members of executive shall resign by submitting a written letter to the Chairperson; vacancies that occur in executive shall be filled at the plenary meetings. The newly appointed member shall serve for the existing executive term in office.

26. AMENDMENTS TO THE CONSTITUTION

This constitution may be altered, added to or amended by resolution of not less than 2/3 of the total number of participating organisations
Eligible voters shall consist of CBO, NGO and executive committee.

27. DISSOLUTION

The bi-annual conference or special conference of the ADF may dissolve the ADF by a two-thirds majority of delegates present and voting and transfer the assets and liabilities of the ADF shall be donated to any organisation with similar aims and objectives

Thus done and signed on theday of.....2004 at Alexandra in the presence of the undersigned witnesses/organisations.

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ADF: Chairperson

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ADF: Deputy Chairperson

Organisation	Rep name	Position	Signature
1. ACA			
2. ACO			
3. EBCA			
4. SACP			
5. PAC			
6. PIMSA			
7. SANCO			
8. IFPYB			
9. IFPWB			
10. IFP			
11. ANCYL			
12. ANCWL			
13. ABDA			
14. LETU			
15. COSAS			
16. PCO			
17. PPSA			
18. HERITAGE			

19. TOURISM			
20. RHREDI			
21. OLIVER TAMBO			
22. ALEX DISABILITY			
23. BOMBANI SHELTER			
24. ABANGANI ENKOSINI			
25. SELOF			
26. MATSAPA A BASADI			
27. PHUTHADICHABA			
28. ATA & ARMSTA			
29. VEMP NETWORK			
30. REGION 7 COUNCILLORS			