



Governing documents

This policy should be read in conjunction with the Memorandum and Articles of Association (the 'governing documents'). Where there is any conflict between this policy and the governing documents, the governing documents will prevail.

The governing documents are available from our website, from the Charity Commission website, or from our offices.

Individual Membership

Membership is your opportunity to have a say and contribute to the running of the organisation.

Membership is open to anybody who supports Hive's aims and objectives, that:

- is aged 16 or over
- supports our charitable objects:
 - To promote the principle that people shall not have the quality of their lives or their social identity undermined by not being in full time employment.
 - To provide facilities without discrimination according to protected characteristics* for users to develop their creative social and practical potential for individual and mutual benefit.
 - To cooperate with other related agencies to promote initiatives for those not in full time employment where appropriate.
 - Within the scope of the organisation's operation the organisation will promote at all times equality of opportunity and equal rights, regardless of gender, racial origin, disability, religion, age, infirmity, sexuality, class or economic status and will strive to ensure that wherever appropriate, positive measures are integrated within its activities to pursue this aim.
- agrees to adhere to our Equality, Diversity and Inclusion policy, Unacceptable Behaviour policy and other policies
- pays the current annual membership fee.

Becoming a member means that you:

- will be invited to our Annual General Meeting (AGM) and will have the right to vote at this meeting
- can be voted onto the Hive Trustee Board as a Trustee (the Trustee Board is entirely made up of Hive members)
- would be liable for a maximum of £10 if Hive were to close down and have debts
- will be able to attend Trustee board meetings to either present information or put forward your opinions as and when necessary
- gains access to certain benefits of membership, which may include discounted course fees, and access to Hive's facilities outside of courses.



Organisation - Associate Membership

Associate Membership is open to organisations which are keen to develop a mutual beneficial working relationship in providing services across the Bradford District.

Associate membership is open to any organisation acting in the Bradford District, with the exception of political parties, that:

- has activity in the Bradford District
- agrees with our charitable objects.
- has aims and practices in keeping with our Equality and Diversity policy, Unacceptable Behaviour statement and other policies.

Becoming an associate member means that you:

- will be invited to our Annual General Meeting and will be able to put forward your opinions at this meeting
- will be able to attend Trustee board meetings to either present information or put forward your opinions as and when necessary

Approval and Ending of Membership

The Trustee board can refuse membership if it is decided that the applicant is not in keeping with the membership rules outlined above. Similarly they have the right to terminate membership for good and sufficient reason.

The individual or organisation in question shall have the right to be heard by the Trustee board prior to a termination decision being made, and to appeal against a refusal or termination decision.

For all Members, membership will cease if:

- a request in writing is made by the Member to cease membership
- the Trustee board decide that the member has not been acting in accordance with the conditions of membership.

Membership Records

A membership list will be kept of all Members and Associate Members detailing:

- name
- address
- date of becoming a member
- date the name is entered in the register.

Members' personal data will be handled in accordance with the Confidentiality and Data Protection policies.

Hive's membership list is confidential and will not be shared with other organisations or partners, except as required by law.