

RECLAIM THE CITY

**LAND FOR
PEOPLE
NOT FOR PROFIT!**

RECLAIM THE CITY DRAFT CONSTITUTION

As adopted by members on 9 August 2018 at the Annual Congress.

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Preamble

As Reclaim The City, we believe that we have the right to live in a City that is just, fair and equal. We fight for land to be viewed and used as land for the people not for profit.

Definitions and Legal Status of Reclaim The City

Definitions

1. In this Constitution, unless the context indicates otherwise:

“Active Member” means a member that has attended at least four (4) Reclaim the City meetings, actions or events in the three (3) months before an election is announced;

“Chapter” means a neighbourhood-based structure of Reclaim The City that works together to advance Reclaim the City’s vision and objectives through campaigns, within the inner-city and surrounding areas;

“Chapter Leader” means an elected member of a Chapter who is responsible for leading the Chapter;

“Congress Task Team” refers to a group of Co-ordinating Committee members appointed by the Co-ordinating Committee to plan the Annual Congress;

“Congress Chairperson” refers to a member of the Congress Task Team who will chair the Annual Congress;

“Consensus” refers to the collective agreement on a particular issue that is shared by all the members in that particular group;

“Elections Committee” refers to a independent group appointed by the Co-ordinating Committee to conduct elections of Reclaim the City leadership positions;

“Fiduciary Oversight” refers to the responsibility of the Co-ordinating Committee to look after the finances and assets of Reclaim The City on behalf of its members;

“Finance Rules” refers to a set of guidelines drawn up by the Co-ordinating Committee to govern finances, income and expenditure of Reclaim The City;

“Good Standing” refers to a member who has paid their membership fee in full, is not suspended or expelled, doesn’t have any pending disciplinary hearings and has a clear criminal record;

“House” means temporary, emergency accommodation for Reclaim The City members who would otherwise face homelessness or displacement;

“House Leader” means an elected member of a House, who lives in the House and is responsible for the day to day running of the House;

“House Rules” refers to the rules drawn up by the House Leadership Committee in consultation with members living in the House to govern the House;

“Induction” refers to a process where people are introduced to Reclaim The City;

“Leadership position” refers to any position in a Chapter or House Committee;

“Meeting Rules” refers to a set of guidelines for Reclaim The City meetings;

“Quorum” means the minimum number of members of a Committee, House or Chapter that must be present at any of its meetings to make the proceedings and decision-making of that meeting valid;

“Simple majority vote” means vote passed by 50% + 1 majority;

“Social Media platforms” means any media platform Reclaim The City makes use of to communicate with its members. This includes, but is not limited to, Facebook, Twitter, Instagram and WhatsApp;

“Sub-Committee” means a group appointed by the Co-ordinating Committee when needed to perform a certain task; and

“Task team” means a group appointed by a House Leadership Committee, Chapter Leadership Committee or Co-ordinating Committee to perform a task.

Legal Status

2. The name of the social movement is Reclaim the City or RTC.
3. Reclaim the City is a voluntary association with its own legal identity that is separate from its members. It shall continue to exist even if the members change. It may own property, enter into contracts, and sue or be sued in its own name.
4. Reclaim the City (the social movement, not its individual members) alone is liable for its debts and commitments.

Branding

5. Reclaim the City’s slogan is “Land for people, not for profit!”
6. The logo of Reclaim The City is:



7. The colours of Reclaim The City are red, black and white.

Vision and Objectives

Vision

8. Reclaim The City's vision is to realise a city in which:
 - 8.1. There is just and equal access to well-located land;
 - 8.2. Resources and access to services for all people regardless of race, class, religion ,gender and/or sexual orientation is guaranteed;
 - 8.3. The working-class, poor and unemployed have decent and affordable homes to live in;
 - 8.4. Relocation camps that displace people do not exist;
 - 8.5. All people, especially women and children, feel safe and secure;
 - 8.6. There is safe, affordable, reliable and accessible public transport systems, public health care, schools, recreation facilities, and basic services; and
 - 8.7. All spheres of government, especially local government, acts efficiently, transparently and fairly with regards to land, housing and the provision of basic services.

Objectives

9. Reclaim the City's objectives are:
 - 9.1. Advocate for just and equal access to land for all;
 - 9.2. Undo the legacy of a segregated and unequal apartheid cities;
 - 9.3. Fight for decent and affordable housing for poor and working-class people;
 - 9.4. Resist unjust evictions and end homelessness;
 - 9.5. Educate people about land and housing rights;
 - 9.6. Advocate for an accountable government on issues of land, housing and spatial justice;
 - 9.7. Advocate for fair, just and equitable land and housing policies and laws.
 - 9.8. Resist and prevent unjust practices by government, landlords and property owners;
 - 9.9. Unite people and build solidarity with other movements, who align with our principles, objectives and vision; and
 - 9.10. Disrupt unjust property power.

Commitments

10. Reclaim the City commits to:
 - 10.1. Resist ongoing unjust evictions;
 - 10.2. Stopping the sale and lease of well-located public land that could be used

for affordable housing.

- 10.3. Protest in a variety of non-violent forms to achieve our objectives;
- 10.4. Support the expropriation of property for the benefit of the poor and marginalised;
- 10.5. Provide rights-based education on land and housing; and
- 10.6. Act in solidarity with communities engaged in land and housing struggles.

Principles and Values of Reclaim The City

Principles

11. All members must abide by the following principles:
 - 11.1. **Equality:** uphold the principles of equality as stated in the Constitution of the Republic of South Africa, not to unfairly discriminate against anyone on one or more grounds, including religion, language, race, sex, gender, nationality, pregnancy, marital status, ethnic or social origin, sexual orientation, age, disability, conscience, belief, and birth;
 - 11.2. **A poor and working class struggle:** Reclaim The City is aligned with and acts in the best interest of poor and working-class communities;
 - 11.3. **Non-violence:** Reclaim The City does not endorse violence of any kind, for any purpose;
 - 11.4. **Transparency:** Decisions taken by Reclaim The City should be transparent, clear and accessible to its members;
 - 11.5. **Collective leadership:** Decisions taken by Reclaim the City should be made collectively;
 - 11.6. **Accountability:** All members are held accountable for their actions;
 - 11.7. **Non-partisan:** Reclaim The City is not an affiliate of any political party and must make decisions free from the influence of any political party;
 - 11.8. **Safety and security:** Reclaim The City prioritises the safety and security of all its members at all times;
 - 11.9. **Sobriety:** Members should be sober at all times when representing Reclaim the City, participating in meetings, actions and events, or making decisions;
 - 11.10. **Freedom of expression:** Members have the right to express their opinions, and have their opinions heard, subject to limitations as provided for by the Constitution of The Republic of South Africa;
 - 11.11. **Unity:** Reclaim The City strives to always have unity amongst its members and discourages factionalism;
 - 11.12. **Solidarity:** Reclaim The City recognises that we must unite across race, class, language and location to advance the struggle for land and decent, affordable housing;
 - 11.13. **Inclusivity:** Reclaim The City strives for inclusion of all people in the struggle for land and housing, as well as, in all its structures and activities;
 - 11.14. **Dignity:** Reclaim The City strives to uphold and protect the human dignity of all and ensure that people live in and are treated in a dignified manner;
 - 11.15. **Striving for excellence:** Reclaim The City members should strive for

- excellence and perform all tasks and actions; and
- 11.16. **Consideration for language:** Members should feel free to speak in a language of their choice. Reclaim The City should also ensure, as far as possible, that language is accessible to its members.

Values

12. All members, especially leaders, of Reclaim The City will be held accountable to practising the values outlined below:
- 12.1. Respect
 - 12.2. Honesty
 - 12.3. Sensitivity
 - 12.4. Trust
 - 12.5. Loyalty
 - 12.6. Discipline
 - 12.7. Fairness and Justice
 - 12.8. Tolerance and Acceptance
 - 12.9. Patience
 - 12.10. Integrity
 - 12.11. Commitment
 - 12.12. Accountability
 - 12.13. Transparency

Membership

Members

13. A member:
 - 13.1. Must be sixteen (16) years of age or older;
 - 13.2. Must belong to a Chapter of Reclaim the City;
 - 13.3. Has voting rights within their Chapter;
 - 13.4. May not hold an elected position in any political party or in government;
 - 13.5. Must be active as defined in Section 1;
 - 13.6. Must remain committed and attend meetings, actions and events of that Chapter regularly; and
 - 13.7. Must abide by the Reclaim The City Constitution;
 - 13.8. Must reside in the local community of the Chapter;
 - 13.8.1. If a person wants to be a member but does not live in the local community, permission must be sought from the Chapter Leadership Committee.

Becoming a Member

14. To become a member you must:
 - 14.1. Attend at least four (4) Chapter meetings, actions or events;
 - 14.2. Complete a membership form;
 - 14.3. Complete an induction process;
 - 14.4. Pay the annual membership fee of R50 and receive a membership card;
 - 14.5. Sign a declaration accepting to abide by Reclaim the City's Constitution and Code of Conduct, and any amendment thereto.

Renewal of membership

15. All members must renew their membership annually in February.
 - 15.1. The Co-ordinating Committee must promote and run the process to ensure that members renew their membership.

Termination of membership

16. Membership can be terminated by:
 - 16.1. Expulsion following a disciplinary process;
 - 16.2. Resignation in writing, submitted to the Chapter Leadership Committee of the Chapter the member belongs to;

- 16.3. Failure to renew membership annually; or
- 16.4. Death.

Supporters

- 17. A supporter:
 - 17.1. Is a person that wants to be a part of and support Reclaim The City but is not a member of a Chapter; and
 - 17.2. Does not have voting rights.

Structures

Chapters

18. A chapter is a neighbourhood-based structure of Reclaim The City that works together to advance Reclaim the City's vision and objectives through campaigns, within the inner-city and surrounding areas.
19. Requirements for forming a new chapter:
 - 19.1. The members who want to form a new Chapter must submit a letter of request to the Co-ordinating Committee;
 - 19.2. Should be within the Inner-city and surrounding areas;
 - 19.3. The request must be approved by the Co-ordinating Committee;
 - 19.4. The Co-ordinating Committee must consult all Chapters on the request;
 - 19.5. Should have at least fifteen (15) founding members;
 - 19.6. The launch and establishment of the Chapter must be in line with Reclaim The City's Constitution;
 - 19.7. Reclaim The City must have the sufficient operational capacity and financial resources to support the new Chapter;
 - 19.8. A new Chapter may only be officially declared upon the successful completion of the four (4) month probation period; and
 - 19.9. The new Chapter must identify a suitable meeting place to have their regular Chapter meetings.

Chapter Leadership Committees

20. Each chapter must elect a Chapter Leadership Committee, made up of at least three (3) and no more than five (5) of its members.
21. The responsibilities of the Chapter Leadership Committees are to:
 - 21.1. To regularly meet as a Chapter Leadership Committee;
 - 21.2. Prepare for and convene regular Chapter meetings;
 - 21.3. Deal with any arising issues surrounding the Chapter;
 - 21.4. Report back to the Co-ordinating Committee on issues within the Chapter;
 - 21.5. Report back to the Chapter with regards to decisions and discussions of the Co-ordinating Committee;
 - 21.6. Represent the Chapter on the Co-ordinating Committee;
 - 21.7. Implement campaigns of Reclaim The City;
 - 21.8. Plan actions and events;
 - 21.9. Discipline Chapter members according to the disciplinary process;

- 21.10. Fundraise for specific purposes; and
- 21.11. Set up task teams to assist with the functioning of the Chapter.
 - 21.11.1. A task team must include at least one (1) Chapter leader.

Houses

- 22. A House provides temporary emergency accommodation for Reclaim The City members who would otherwise face homelessness or displacement.
- 23. New Houses may come into existence or be recognized under the name of Reclaim The City only if approved by the Co-ordinating Committee in writing.
- 24. Recognition of a House under the name of Reclaim The City may be revoked by the Co-ordinating Committee subsequent to consultation processes with all Houses and Chapters.
- 25. All House members must become Chapter members of the Chapter they are aligned to.
- 26. Houses must adopt House Rules to govern the House in consultation with members living in the House:
 - 26.1. House leaders must draw up House Rules and any other governing document in consultation with members living in the House;
 - 26.2. House Rules must be aligned with the Reclaim The City Constitution;
 - 26.3. All Reclaim The City members living in a House must abide by the House Rules; and
 - 26.4. The Co-ordinating Committee must approve the House Rules, and any amendments thereto.
- 27. The Co-ordinating Committee must approve any other governing document that the House adopts, and any amendments thereto.

House Leadership Committees

- 28. Each House must elect a House Leadership Committee, made up of at least three (3) and no more than seven (7) members who live in the House.
- 29. The responsibilities of the House Leadership Committees are to:
 - 29.1. Meet regularly as a House Leadership Committee;
 - 29.2. Maintain a healthy, safe and secure environment for all;
 - 29.3. Prepare for and convene regular House meetings with members living in the House;
 - 29.4. Discipline members who live in the House according to the Code of Conduct of Reclaim The City and the House Rules;
 - 29.5. Plan actions and events;
 - 29.6. Manage the day to day running of the House;

- 29.7. Manage in-take;
- 29.8. Report back to the Co-ordinating Committee on issues within the House and any decisions which impact Reclaim The City;
- 29.9. Represent the House on the Co-ordinating Committee;
- 29.10. Support the campaigns of Reclaim The City;
- 29.11. Fundraise for specific purposes; and
- 29.12. Set up task teams to assist with the functioning of the House.
 - 29.12.1. A task team must include at least one (1) House Leader.

Co-ordinating Committee

- 30. The Co-ordinating Committee is the highest decision making structure of Reclaim The City.
- 31. The Co-ordinating Committee is made up of:
 - 31.1. The Chapter Leadership Committee of each Chapter;
 - 31.2. The House Leadership Committee of each House;
 - 31.3. No more than two (2) members from each Operational Support Group, or as approved by the Co-ordinating Committee; and
 - 31.4. The Co-ordinating Committee may co-opt no more than two (2) people if agreed upon, by a simple majority vote.
 - 31.4.1. The co-opted person must be in good standing.
- 32. The responsibilities of the Co-ordinating Committee are to:
 - 32.1. Make decisions on behalf of Reclaim The City which are in the best interest of Reclaim The City;
 - 32.2. Create and approve Sub-Committees and Task Teams as needed by Reclaim The City;
 - 32.3. Discipline members of Reclaim The City according to the Disciplinary Process;
 - 32.4. Appoint a Finance Sub-Committee;
 - 32.5. Establish an inquiry into any matter that requires investigation;
 - 32.6. Provide strategic guidance and direction for Reclaim The City;
 - 32.7. Adopt a monthly programme of actions, events etc.;
 - 32.8. Initiate and maintain relationships with other fraternal organisations and movements;
 - 32.9. Approve and support the establishment of new Chapters as regulated under Chapter section and Houses as regulated under Houses section;
 - 32.10. Approve Operational Support Groups and Memorandums Of Understanding with Operational Support Groups;
 - 32.11. Ensure an Annual Congress takes place;

- 32.12. Co-ordinate Chapters and provide assistance when needed;
- 32.13. Exercise fiduciary oversight of all finances and assets of Reclaim The City;
- 32.14. Initiate and oversee strategic litigation;
- 32.15. Represent Reclaim The City in other forums;
- 32.16. Select spokespeople to speak to the media;
- 32.17. Run education and training for members, including induction and leadership training;
- 32.18. Promote and run the process to ensure that members renew their membership; and
- 32.19. Maintain a register of attendance at meetings, actions and events.

Operational Support Groups

- 33. Operational Support Groups are approved by the Co-ordinating Committee.
- 34. Operational Support Groups provide assistance and resources to the running of Reclaim The City.
- 35. The relationship between the Operational Support Group and Co-ordinating Committee must be agreed on and established through a Memorandum of Understanding. This should stipulate the role and mandate of the Operational Support Group, as well as, time frames of support.
- 36. The Operational Support Groups should nominate their representatives to the Co-ordinating Committee.

Meetings and Decision Making

Meeting Rules

37. The Co-ordinating Committee must formulate Meeting Rules for all meetings of Reclaim The City in consultation with members.
 - 37.1. The Co-ordinating Committee may amend the Meeting Rules.
38. All members must adhere to the Reclaim The City Meeting Rules.

Co-ordinating Committee, Chapter and House meetings

39. The Co-ordinating Committee must have meetings at least once a month.
40. Chapters and Houses must have meetings at least twice a month, excluding activities and events.
41. Ad hoc meetings may be held to deal with any issues arising thereafter. Ad hoc meetings do not affect the number of required meetings.
42. Any Co-ordinating Committee, Chapter or House leader can chair a meeting.
43. Agenda items should be deliberated and adopted before the meeting starts.
44. Minutes must be kept of all meetings and shared at the next meeting.
 - 44.1. Minutes must be adopted and seconded at the next meeting.
45. All members must sign a register when attending meetings, actions and events.

Decision making

46. Decision making in Reclaim The City should follow the values and principles of Reclaim The City.
47. Where there is no consensus, decisions should be made by simple majority vote;
48. Decisions in committees, sub-committees and task teams should always be communicated to those affected;
 - 48.1. Chapter Leaders should communicate decisions to Chapter members; and
 - 48.2. House Leaders should communicate decisions to members living in Houses.
49. Unilateral decision making is not allowed. All decisions must be taken collectively.

Quorum

50. A Committee, Sub-Committee or Task Team is quorate if two-thirds ($\frac{2}{3}$) of the members are present.
51. A House meeting is quorate if two-thirds ($\frac{2}{3}$) of the members living in the House are present.

52. A Chapter meeting is quorate if a quarter ($\frac{1}{4}$) of the Chapter members are present.

Elections of Leaders

General Rules

53. Elections must be held for all leadership positions.
54. All votes must be cast by secret ballot.
55. House Leadership Committee elections must take place at a House meeting.
56. Chapter Leadership Committee elections must take place at a Chapter meeting.

Voting in elections

57. Eligibility to vote in an election:
 - 57.1. Be a member for three (3) months or more; and
 - 57.2. Be an active member.
58. All elections take place at Chapter and House levels.
 - 58.1. All members in a Chapter can vote for Chapter Leadership Committee positions.
 - 58.2. Only members who live in a House can vote for House Leadership Committee positions.

Standing for Elections

59. Eligibility to stand for Chapter Leadership Committee positions:
 - 59.1. Be a member for at least one (1) year;
 - 59.2. Be in good standing;
 - 59.3. Be an active member; and
 - 59.4. Have completed leadership training.
60. Eligibility to stand for House Leadership Committee positions:
 - 60.1. Be a member living in the House for at least three (3) months;
 - 60.2. Be in good standing;
 - 60.3. Be an active member; and
 - 60.4. Have completed leadership training.

Nominations for leadership positions

61. Nominations must take place before an election.
62. Only a member of a Chapter can nominate another member of that Chapter to a Chapter Leadership Committee position.

63. Only a member living in a House can nominate another member living in that House to a House Leadership Committee position.
64. Each nominee must have a minimum of three (3) signatures of support for their nomination.
65. The nominee must accept or decline the nomination.

Elections Committee

66. The Co-ordinating Committee must appoint an independent Elections Committee to run elections:
 - 66.1. Members cannot be on the Elections Committee.
67. The responsibilities of the Elections Committee are to:
 - 67.1. Accept and verify nominations;
 - 67.2. Prepare and count the ballots;
 - 67.3. Appoint an independent observer;
 - 67.4. Announce the results of the elections and
 - 67.5. Ensure that elections are run fairly, democratically and transparently.

Terms

68. The term of service on the Chapter Leadership Committee is two (2) years.
69. The term of service on the House Leadership Committee is one (1) year.
70. A House Leader or Chapter Leader cannot serve more than three (3) consecutive terms.

Resignation and Termination of a leadership position

71. A Chapter Leader must resign in writing to the Co-ordinating Committee if:
 - 71.1. They no longer want to be a leader.
72. A House leader must resign in writing to the Co-ordinating Committee if:
 - 72.1. They no longer want to be a House Leader; or
 - 72.2. They no longer live in the House.
73. The Co-ordinating Committee may terminate a Leadership position if:
 - 73.1. It is the outcome of a disciplinary process;
 - 73.2. A leader has died;
 - 73.3. A leader is unwell and unable to fulfill their responsibilities; or
 - 73.4. A leader fails to renew their membership.

Motion of No Confidence

74. A motion of no confidence may be held.

By-elections

75. If a leadership position becomes vacant, a by-election must be held for the vacant position within one (1) month.
76. By-elections must follow the nomination and elections process as outlined in this Constitution.

Annual Congress

Planning the Annual Congress

77. The Annual Congress is a general meeting where all active members receive reports and reflect on the past year, are introduced to newly elected Leaders, and plan the year ahead.
78. The Co-ordinating Committee must ensure that an Annual Congress is held in August every year. If the Annual Congress cannot take place in August, it must take place before the end of October of the same year.
79. At least one (1) month before the Annual Congress, the Co-ordinating Committee must:
 - 79.1. Announce the dates of the Annual Congress and when nominations and elections will take place;
 - 79.2. Audit active members;
 - 79.3. Appoint a Congress Task Team with a Chairperson for the Annual Congress; and
 - 79.4. Appoint an Elections Committee.

Attendance at the Annual Congress

80. All active members can attend the Annual Congress.
81. Supporters may request to attend Annual Congress.
82. The Co-ordinating Committee may invite people to attend the Annual Congress.

Annual Congress Programme

83. The Co-ordinating Committee must adopt an agenda before the Annual Congress.
84. The following must be presented:
 - 84.1. Proposed constitutional amendments;
 - 84.2. A financial report by the Finance Sub-Committee;
 - 84.3. An annual general report by the Co-ordinating committee;
 - 84.4. A report from each Chapter and House; and
 - 84.5. Election results and the introduction of the newly elected Leaders who will form the Co-ordinating Committee.
 - 84.6. Agenda points from members can only be submitted through their Chapter Leadership Committee.
 - 84.7. Chapters must deliberate and agree on agenda points by consensus. When consensus on agenda points cannot be reached, a simple majority

- vote must be held.
- 84.8. The Chapter Leadership Committees must bring the agenda points to the Co-ordinating Committee.
 - 84.9. The Co-ordinating Committee must deliberate on the proposed agenda points from Chapters and finalise a draft agenda by consensus. When consensus cannot be reached, a simple majority vote must be held.
 - 84.10. The Co-ordinating Committee must communicate the draft agenda at least one (1) week before the Annual Congress.
85. Any Leader may raise an additional agenda item at the Annual Congress:
- 85.1. Additional agenda items must be raised before the adoption of the agenda at the Annual Congress; and
 - 85.2. The Co-ordinating Committee must then deliberate on any additional agenda points and make a decision by consensus. Where consensus cannot be reached, a simple majority vote must be held.

Finances

Finance Rules

86. The Co-ordinating Committee must formulate Finance Rules dealing with Reclaim The City finances and the process for authorising expenditure and receipt of income.
87. The Co-ordinating Committee may delegate financial functions to an Operational Support Group to assist with the administration of Reclaim The City finances.

Finance Sub-Committee

88. The Co-ordinating Committee must set up a Finance sub-committee.
89. Each Chapter Leadership Committee, House Leadership Committee and Operational Support Group should have a representative on the Finance committee.
90. The Finance Sub-Committee must ensure that:
 - 90.1. Finances are used in the best interests of Reclaim The City;
 - 90.2. All money and assets accepted are from legal sources that align with the values, principles, objectives and commitments of Reclaim the City;
 - 90.3. Money is spent in line with the values, principles, objectives and commitments of Reclaim The City; and
 - 90.4. All finance is free of fraud, bribery and corruption.

Eligibility of the Finance Sub-Committee

91. All members of the Finance Sub-Committee must be in good standing.
92. All members of the Finance Sub-Committee must understand how to perform the responsibilities and agree to follow the Finance Rules.
 - 92.1. If the Co-ordinating Committee appoints a member to the Finance Sub-Committee that does not meet this requirement, it must make training available.

Responsibilities of the Finance Sub-Committee

93. Account for all finances and assets of Reclaim The City from any and all parties;
94. Budget in line with all Reclaim The City activities;
95. Provide monthly financial reports to the Co-ordinating Committee;
96. Record all income and expenditure by Reclaim The City; and
97. Compile and present a financial report at the Annual Congress.

Code of Conduct

General

98. Reclaim the City members must ensure that their conduct is in line with the values and principles of Reclaim The City.
99. The Co-ordinating Committee may approve Code of Conduct Rules on any of these offences after consultation with members.
100. Offences are categorised into two (2) levels, however offences are not limited to those listed below.

General offences

101. General Offences include:
 - Dishonesty;
 - Repeated unilateral decision making by leaders;
 - Disruptive behavior;
 - Defamation of character;
 - Repeated lateness for Reclaim The City meetings, actions and events;
 - Substance abuse which negatively affects the reputation of Reclaim The City;
 - Effective running of Reclaim The City meetings, actions and events;
 - Threatening the safety and security of others;
 - Non-participation/inactive membership: repeated non- attendance at meetings, actions and events without valid reasons;
 - Intimidation and threats;
 - False accusations;
 - Breach of confidentiality;
 - Abuse of Reclaim The City resources;
 - Bringing the name of Reclaim The City into disrepute; and
 - Discrimination, directly or indirectly, on the grounds of race, gender, sex, pregnancy, marital status, ethnic or social origin, colour, sexual orientation, age, disability, religion, conscience, belief, culture, language or birth.

Serious Offenses

102. Serious offenses include:

- Theft;
- Bribery and Corruption;
- Fraud;
- Purposefully providing false information to Reclaim The City;
- All forms of assault;
- Any form of sexual harassment;
- Murder;
- Arson;
- Vandalism;
- Possession of dangerous weapons in Reclaim The City spaces; and
- Any conduct which violates the values and principles of Reclaim The City.

Chapter and House Level Discipline

103. The Chapter Leadership Committee must deal with:

- 103.1. Any general offence by members.

104. The House Leadership Committee must deal with:

- 104.1. Any general offence by members who live in the House; and
- 104.2. Any violation of House Rules by members living in the House.

105. The Chapter and House Leadership Committees may decide to:

- 105.1. Investigate;
- 105.2. Mediate;
- 105.3. Provide education or training;
- 105.4. Report criminality or lay criminal or civil charges;
- 105.5. Conduct a Disciplinary Hearing; and/or
- 105.6. Recommend the matter be escalated to the Co-ordinating Committee.

Co-ordinating Committee Level Discipline

106. The Co-ordinating Committee must deal with:

- 106.1. Any offence committed by a Leader;
- 106.2. Any serious offence; and
- 106.3. Any offence which the Chapter Leadership Committee or House

Leadership Committee can not resolve.

107. The Co-ordinating Committee may decide to:
 - 107.1. Investigate;
 - 107.2. Mediate;
 - 107.3. Provide education or training;
 - 107.4. Report criminality or lay criminal or civil charges;
 - 107.5. Establish an inquiry; and/or
 - 107.6. Conduct a Disciplinary Hearing.

Setting up a Disciplinary Hearing

108. A Chapter Leadership Committee, House Leadership Committee or the Co-ordinating Committee may choose to do a disciplinary hearing, when required to:
 - 108.1. Determine facts;
 - 108.2. Investigate offences;
 - 108.3. Make findings;
 - 108.4. Make recommendations; and/or
 - 108.5. Decide on any corrective measures, if necessary.
109. For Chapter and House level discipline, the relevant Leadership Committee can meet as a disciplinary panel.
110. For Co-ordinating Committee level discipline, the Disciplinary Panel will be set up as required at the time:
 - 110.1. A member should have no conflict of interest or bias in relation to the member who allegedly committed the offence;
 - 110.2. At least one (1) person must be independent and not a member.
111. Members of any Disciplinary Panel must act fairly and objectively; and make findings and recommendations based on the facts before them and not hearsay.

Disciplinary Panel Process

112. A Disciplinary Panel should meet and elect a Chairperson, if that has not already been established.
113. The member facing the disciplinary action must be given a written notification which states:
 - 113.1. The nature of the offence;
 - 113.2. The location, date and time of the hearing; and
 - 113.3. How the process will work.
114. The member facing the disciplinary action must be given at least four (4) days notice and must acknowledge receipt.

115. The Disciplinary Panel must conduct the hearing in a way that respects and accommodates the use of different languages so that all parties may fully participate.
116. A member who are being disciplined must be given a fair chance to present their case, including presentation of evidence and/or testimony from witnesses.
117. The hearing should be minuted.
118. The findings and recommendations of the Disciplinary Panel must be communicated to all parties.

Corrective measures

119. Any corrective measure should relate to the seriousness of the offence, and can include:
 - 119.1. A warning;
 - 119.2. A final warning;
 - 119.3. Suspension with conditions; or
 - 119.4. Suspension
 - 119.4.1. A suspended member is not allowed to participate in any Reclaim The City meetings, actions, events and social media platforms.
 - 119.5. Expulsion
120. In the case of a serious offense, warnings will not be considered. Suspension or expulsion will be the first considerations.
121. Corrective measures may be recommended or issued by a Disciplinary Panel.

Appeals

122. A member may appeal a finding or decision of a Disciplinary Panel within seven (7) days after the decision was taken.
123. The Disciplinary Panel should consider the appeal and provide an outcome of the appeal with reasons, within seven (7) days of receiving the appeal.
124. If necessary, an appeal hearing may be conducted in the same manner as a disciplinary hearing.

Amendment and Dissolution

Proposed Constitutional Amendments

125. Proposed amendments to the Constitution may be considered as agreed upon if passed by:
 - 125.1. Consensus by the Co-ordinating Committee; and
 - 125.2. A simple majority vote in all Chapters.
126. No less than twenty-one (21) days notice must be given of the Chapter meeting where any amendment will be proposed and voted on.
127. All agreed amendments come into effect immediately but must be adopted at the Annual Congress by a simple majority vote.

Dissolution

128. Reclaim the City may be dissolved by resolution at an Annual Congress at which two-thirds ($\frac{2}{3}$) of those members present are in support of such dissolution.
129. The notice convening a meeting to discuss such resolution shall state that a motion to dissolve the organisation is to be put to the Annual Congress.
130. The notice shall be sent to all members at least one calendar month prior to the date of the meeting.
131. Upon the dissolution of Reclaim the City, after all debts and commitments have been paid, any remaining assets shall not be paid to or distributed amongst members, but shall be transferred by donation to some other non-profit organisation which the Co-ordinating Committee (and failing which any division of the High Court) considers appropriate and which has objectives the same or similar to the objectives of Reclaim the City.