

The Companies Act 2006

Community Interest Company Limited by Guarantee

Articles of Association

of

Greenspace Information for Greater London CIC

Company number: 08345552

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The Companies Act 2006

Community Interest Company Limited by Guarantee

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The Companies Act 2006
Articles of Association
of
Greenspace Information for Greater London C1C
INTERPRETATION

1. Defined Terms

The interpretation of these Articles is governed by the provisions set out in the Schedule at the end of the Articles

COMMUNITY INTEREST COMPANY AND ASSET LOCK

2. Community Interest Company

The Company is to be a community interest company

3. Asset Lock

3.1 The Company shall not transfer any of its assets other than for full consideration

3.2 Provided the conditions in Article 3.3 are satisfied, Article 3.1 shall not apply to

3.2.1 the transfer of assets to any specified asset-locked body, or (with the consent of the Regulator) to any other asset-locked body, and

3.2.2 the transfer of assets made for the benefit of the community other than by way of a transfer of assets into an asset-locked body

3.3 The conditions are that the transfer of assets must comply with any restrictions on the transfer of assets for less than full consideration which may be set out elsewhere in the Memorandum and Articles of the Company

3.4 If

3.4.1 the Company is wound up under the Insolvency Act 1986, and

3.4.2 all its liabilities have been satisfied

any residual assets shall be given or transferred to the asset-locked body specified in Article 3 5 below

3.5 For the purposes of this Article 3, the following asset-locked bodies are specified as the potential recipients of the Company's assets under Articles 3 2 and 3 4

3.5.1 Name The London Wildlife Trust

Charity Registration Number 283895

Company Registration Number (if applicable) 01600379

Registered Office Ground Floor Skyline House, 200 Union Street, London SE1 OLX, or

Name Sussex Wildlife Trust

Charity Registration Number 207005

Company Registration Number (if applicable) 698851

Registered Office Woods Mill. Henfield, West Sussex BN5 9SD

4. Not for profit

The Company is not established or conducted for private gain any profits or assets are used principally for the benefit of the community

OBJECTS, POWERS AND LIMITATION OF LIABILITY

5. Objects

The objects of the Company are to carry on activities which benefit the community and in particular (without limitation) to

- 5.1 collect, validate and securely store comprehensive data on London's open spaces and biodiversity,
- 5.2 be the one-stop shop for such data in order to enable evidence-based decision-making for the benefit of Londoners,
- 5.3 represent London's data requirements and promote best practice at local, regional and national level, through participation in the National Biodiversity Network and other appropriate organisations,
- 5.4 provide guidance and support to London's recorders and recording groups,
- 5.5 ensure the Company is representative of data producers and users in London,
- 5.6 develop appropriate systems to meet the future requirements of London's data producers and users, and
- 5.7 enable the Company's partner organisations to engage Londoners in recording

6. Powers

To further its objects the Company may do all such lawful things as may further the Company's objects and, in particular, but, without limitation, may borrow or raise and secure the payment of money for any purpose including for the purposes of investment or of raising funds

7. Liability of members

- 7.1 The liability of each member is limited to £1, being the amount that each member undertakes to contribute to the assets of the Company in the event of its being wound up while he or she is a member or within one year after he or she ceases to be a member, for
 - 7.1.1 payment of the Company's debts and liabilities contracted before he or she ceases to be a member,
 - 7.1.2 payment of the costs, charges and expenses of winding up. and
 - 7.1.3 adjustment of the rights of the contributories among themselves

DIRECTORS

DIRECTORS' POWERS AND RESPONSIBILITIES

8. **Directors' general authority**

Subject to the Articles, the Directors are responsible for the management of the Company's business, for which purpose they may exercise all the powers of the Company

9. **Members' reserve power**

9.1 The members may, by special resolution, direct the Directors to take, or refrain from taking, specific action

9.2 No such special resolution invalidates anything which the Directors have done before the passing of the resolution

10. Chair

10.1 The Directors may appoint one of their number to be the chair of the Directors for such term of office as they determine and may at any time remove him or her from office

11. Directors may delegate

11.1 Subject to the Articles, the Directors may delegate any of the powers which are conferred on them under the Articles or the implementation of their decisions or day to day management of the affairs of the Company

11.1.1 to such person or committee,

11.1.2 by such means (including by power of attorney),

11.1.3 to such an extent.

11.1.4 in relation to such matters or territories, and

11.1.5 on such terms and conditions,

as they think fit

11.2 If the Directors so specify, any such delegation may authorise further delegation of the Directors' powers by any person to whom they are delegated

11.3 The Directors may revoke any delegation in whole or part, or alter its terms and conditions

DECISION-MAKING BY DIRECTORS

12. Directors to take decisions collectively

Any decision of the Directors must be either a majority decision at a meeting or a decision taken in accordance with Article 18. In the event of the Company having only one Director, a majority decision is made when that single Director makes a decision.

13. Calling a Directors' meeting

- 13.1 Two Directors may (and the Secretary, if any, must at the request of two Directors) call a Directors' meeting
- 13.2 A Directors' meeting must be called by at least seven Clear Days' notice unless either
 - 13.2.1 all the Directors agree, or
 - 13.2.2 urgent circumstances require shorter notice
- 13.3 Notice of Directors' meetings must be given to each Director
- 13.4 Every notice calling a Directors' meeting must specify
 - 13.4.1 the place, day and time of the meeting, and
 - 13.4.2 if it is anticipated that Directors participating in the meeting will not be in the same place, how it is proposed that they should communicate with each other during the meeting
- 13.5 Notice of Directors' meetings need not be in Writing
- 13.6 Notice of Directors' meetings may be sent by Electronic Means to an Address provided by the Director for the purpose

14. Participation in Directors' meetings

- 14.1 Subject to the Articles, Directors participate in a Directors' meeting, or part of a Directors' meeting, when
 - 14.1.1 the meeting has been called and takes place in accordance with the Articles, and
 - 14.1.2 they can each communicate to the others any information or opinions they have on any particular item of the business of the meeting
- 14.2 In determining whether Directors are participating in a Directors' meeting, it is irrelevant where any Director is or how they communicate with each other
- 14.3 If all the Directors participating in a meeting are not in the same place, they may decide that the meeting is to be treated as taking place wherever any of them is

15. Quorum for Directors' meetings

- 15.1 At a Directors' meeting, unless a quorum is participating, no proposal is to be voted on, except a proposal to call another meeting
- 15.2 The quorum for Directors' meetings may be fixed from time to time by a decision of the Directors, but it must never be less than three, and unless otherwise fixed it is three or one-third of the total number of Directors, whichever is the greater
- 15.3 If the total number of Directors for the time being is less than the quorum required,
 - 15.4 the Directors must not take any decision other than a decision
 - 15.4.1 to appoint further Directors, or

15.4.2 to call a general meeting so as to enable the members to appoint further Directors

16. Chairing of Directors' meetings

The Chair, if any, or in his or her absence another Director nominated by the Directors present shall preside as chair of each Directors' meeting

17. Decision-making at meetings

17.1 Questions arising at a Directors' meeting shall be decided by a majority of votes

17.2 In all proceedings of Directors each Director must not have more than one vote

17.3 Notwithstanding Articles 17.1 and 17.2, in case of an equality of votes, the Chair shall have a second or casting vote

18. Decisions without a meeting

18.1 The Directors may take a unanimous decision without a Directors* meeting in accordance with this Article by indicating to each other by any means, including without limitation by Electronic Means, that they share a common view on a matter Such a decision may, but need not, take the form of a resolution in Writing, copies of which have been signed by each Director or to which each Director has otherwise indicated agreement in Writing

18.2 A decision which is made in accordance with Article 18.1 shall be as valid and effectual as if it had been passed at a meeting duly convened and held, provided the following conditions are complied with

18.2.1 approval from each Director must be received by one person being either such person as all the Directors have nominated in advance for that purpose or such other person as volunteers if necessary ('the Recipient'), which person may, for the avoidance of doubt, be one of the Directors;

18.2.2 following receipt of responses from all of the Directors, the Recipient must communicate to all of the Directors by any means whether the resolution has been formally approved by the Directors in accordance with this Article 18.2,

18.2.3 the date of the decision shall be the date of the communication from the Recipient confirming formal approval.

18.2.4 the Recipient must prepare a minute of the decision in accordance with Article 33

19. Conflicts of interest

19.1 Whenever a Director finds himself or herself in a situation that is reasonably likely to give rise to a Conflict of Interest, he or she must declare his or her interest to the Directors unless, or except to the extent that, the other Directors are or ought reasonably to be aware of it already

19.2 If any question arises as to whether a Director has a Conflict of Interest, the question shall be decided by a majority decision of the other Directors

19.3 Whenever a matter is to be discussed at a meeting or decided in accordance with Article 18 and a Director has a Conflict of Interest in respect of that matter then, subject to Article 20, he or she must

19.3.1 remain only for such part of the meeting as in the view of the other Directors is necessary to inform the debate,

- 19.3.2 not be counted in the quorum for that part of the meeting, and
- 19.3.3 withdraw during the vote and have no vote on the matter
- 19.4 When a Director has a Conflict of Interest which he or she has declared to the Directors, he or she shall not be in breach of his or her duties to the Company by withholding confidential information from the Company if to disclose it would result in a breach of any other duty or obligation of confidence owed by him or her
20. **Directors' power to authorise a conflict of interest**
- 20.1 The Directors have power to authorise a Director to be in a position of Conflict of Interest provided
- 20.1.1 in relation to the decision to authorise a Conflict of Interest, the conflicted Director must comply with Article 19 3,
- 20.1.2 in authorising a Conflict of Interest, the Directors can decide the manner in which the Conflict of Interest may be dealt with and. for the avoidance of doubt, they can decide that the Director with a Conflict of Interest can participate in a vote on the matter and can be counted in the quorum, and
- 20.1.3 the decision to authorise a Conflict of Interest can impose such terms as the Directors think fit and is subject always to their right to vary or terminate the authorisation
- 20.2 If a matter, or office, employment or position, has been authorised by the Directors in accordance with Article 20 1 then, even if he or she has been authorised to remain at the meeting by the other Directors, the Director may absent himself or herself from meetings of the Directors at which anything relating to that matter, or that office, employment or position, will or may be discussed
- 20.3 A Director shall not be accountable to the Company for any benefit which he or she derives from any matter, or from any office, employment or position, which has been authorised by the Directors in accordance with Article 20.1 (subject to any limits or conditions to which such approval was subject)
21. **Register of Directors' interests**
- The Directors shall cause a register of Directors' interests to be kept A Director must declare the nature and extent of any interest, direct or indirect, which he or she has in a proposed transaction or arrangement with the Company or in any transaction or arrangement entered into by the Company which has not previously been declared

APPOINTMENT AND RETIREMENT OF DIRECTORS

22. Numbers of Directors and methods of appointing Directors
- 22.1 There shall be at least three Directors, one of whom shall consist of, ex officio, the chief executive officer of the Company (*the Ex- officio Director")
- 22.2 Those persons notified to the Registrar of Companies as the first Directors of the Company shall be the first Directors, and shall be appointed for an initial term of office of three years
- 22.3 Any person who is willing to act as a Director, and is permitted by law to do so, may be appointed to be a Director by a decision of the Directors
- 22.4 The first Directors of the Company shall be eligible for re-appointment by the Directors in accordance with Article 22.3

22.5 At every Annual Retirement Meeting one third of the Directors or the number nearest to one third shall retire from office The Directors to retire shall be those who have been longest in office since their last appointment or re-appointment as between persons who become or were last re-appointed Directors on the same day, those to retire shall (unless they otherwise agree among themselves) be decided by lot This clause shall not apply to the first term of Directors appointed in accordance with Article 22.2

22.6 A Director who has served two terms of office must take a break from office and may not be re-appointed until the anniversary of the commencement of his or her break from office This Article 22 6 shall not apply to the Ex-officio Director

23. Termination of Director's appointment

23.1 A person ceases to be a Director as soon as

23.1.1 that person ceases to be a Director by virtue of any provision of the Companies Act 2006, or is prohibited from being a Director by law,

23.1.2 a bankruptcy order is made against that person, or an order is made against that person in individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy,

23.1.3 a composition is made with that person's creditors generally in satisfaction of that person's debts,

23.1.4 the Directors reasonably believe he or she is suffering from mental disorder and incapable of acting and they resolve that he or she be removed from office,

23.1.5 notification is received by the Company from the Director that the Director is resigning from office, and such resignation has taken effect in accordance with its terms (but only if at least two Directors will remain in office when such resignation has taken effect),

23.1.6 the Director fails to attend three consecutive meetings of the Directors and the Directors resolve that the Director be removed for this reason, or

23.1.7 the Director ceases to be a member

24. Directors' remuneration

24.1 Directors may undertake any services for the Company that the Directors decide

24.2 Directors are entitled to such remuneration as the Directors determine

24.2.1 for their services to the Company as Directors, and

24.2.2 for any other service which they undertake for the Company

24.3 Subject to the Articles, a Director's remuneration may

24.3.1 take any form, and

24.3.2 include any arrangements in connection with the payment of a pension, allowance or gratuity, or any death, sickness or disability benefits, to or in respect of that director

24.4 Unless the Directors decide otherwise, Directors' remuneration accrues from day to day

24.5 Unless the Directors decide otherwise, Directors are not accountable to the Company for any remuneration which they receive as Directors or other officers or employees of the Company's subsidiaries or of any other body corporate in which the Company is interested

25. **Directors' expenses**

25.1 The Company may pay any reasonable expenses which the Directors properly incur in connection with their attendance at

25.1.1 meetings of Directors or committees of Directors,

25.1.2 general meetings, or

25.1.3 separate meetings of any class of members or of the holders of any debentures of the Company,

or otherwise in connection with the exercise of their powers and the discharge of their responsibilities in relation to the Company

ADVISORY PANEL

26. Advisory Panel

26.1 There shall be an Advisory Panel established to make recommendations to the Directors about the operations of the Company, to recommend individuals to be appointed as Directors and to make recommendations in relation to other issues as the Directors may from time to time determine

26.2 Individuals shall be appointed to the Advisory Panel by the Directors for such period and on such terms as the Directors may determine and may be removed by written notice by the Directors at any time

MEMBERS

BECOMING AND CEASING TO BE A MEMBER

27. Becoming a member

27.1 The subscribers to the Memorandum are the first members of the Company

27.2 Such other persons as are admitted to membership in accordance with the Articles shall be members of the Company

27.3 The Directors shall from time to time be the only members of the Company

27.4 No person shall be admitted a member of the Company unless he or she is approved by the Directors

27.5 Every person who wishes to become a member shall deliver to the Company an application for membership in such form (and containing such information) as the Directors require and executed by him or her

28. Termination of membership

28.1 Membership is not transferable to anyone else

28.2 Membership is terminated if

28.2.1 the member dies or ceases to exist,

28.2.2 otherwise in accordance with the Articles, or

28.2.3 a member ceases to be a Director

DECISION MAKING BY MEMBERS

29. **Members' meetings**

29.1 The Directors may call a general meeting at any time

29.2 General meetings must be held in accordance with the provisions regarding such meetings in the Companies Acts

29.3 A person who is not a member of the Company shall not have any right to vote at a general meeting of the Company, but this is without prejudice to any right to vote on a resolution affecting the rights attached to a class of the Company's debentures

29.4 Article 29.3 shall not prevent a person who is a proxy for a member or a duly authorised representative of a member from voting at a general meeting of the Company

30. Written resolutions

30.1 Subject to Article 30.3, a written resolution of the Company passed in accordance with this Article 30 shall have effect as if passed by the Company in general meeting

30.1.1 A written resolution is passed as an ordinary resolution if it is passed by a simple majority of eligible members

30.1.2 A written resolution is passed as a special resolution if it is passed by members representing not less than 75% of eligible members A written resolution is not a special resolution unless it states that it was proposed as a special resolution

30.2 In relation to a resolution proposed as a written resolution of the Company the eligible members are the members who would have been entitled to vote on the resolution on the circulation date of the resolution

30.3 A members' resolution under the Companies Acts removing a Director or an auditor before the expiration of his or her term of office may not be passed as a written resolution

30.4 A copy of the written resolution must be sent to every member together with a statement informing the member how to signify their agreement to the resolution and the date by which the resolution must be passed if it is not to lapse Communications in relation to written notices shall be sent to the Company's auditors in accordance with the Companies Acts

30.5 A member signifies their agreement to a proposed written resolution when the Company receives from him or her an authenticated Document identifying the resolution to which it relates and indicating his or her agreement to the resolution

30.5.1 If the Document is sent to the Company in Hard Copy Form, it is authenticated if it bears the member's signature

30.5.2 If the Document is sent to the Company in Electronic Form, it is authenticated if the identity of the member is confirmed in a manner specified by the Company or where no such manner has been specified by the Company if the communication contains or is accompanied by a statement of the identity of the member and the Company has no reason to doubt the truth of that statement.

- 30.6 A written resolution is passed when the required majority of eligible members have signified their agreement to it
- 30.7 A proposed written resolution lapses if it is not passed within 28 days beginning with the circulation date

ADMINISTRATIVE ARRANGEMENTS AND MISCELLANEOUS

31. Means of communication to be used

- 31.1 Subject to the Articles

- 31.1.1 anything sent or supplied by or to the Company under the Articles, and

- 31.1.2 anything sent or supplied by the Company under the Companies Acts,

may be sent or supplied in any way in which the Companies Act 2006 provides for Documents or information which are authorised or required by any provision of that Act to be sent or supplied by or to the Company (as the case may be)

- 31.2 Subject to the Articles, any notice or Document to be sent or supplied to a Director in connection with the taking of decisions by Directors may also be sent or supplied by the means by which that Director has asked to be sent or supplied with such notices or Documents for the time being

- 31.3 A Director may agree with the Company that notices or Documents sent to that Director in a particular way are to be deemed to have been received within an agreed time of their being sent, and for the agreed time to be less than 48 hours

32. Irregularities

The proceedings at any meeting or on the taking of any poll or the passing of a written resolution or the making of any decision shall not be invalidated by reason of any accidental informality or irregularity (including any accidental omission to give or any non-receipt of notice) or any want of qualification in any of the persons present or voting or by reason of any business being considered which is not referred to in the notice

33. Minutes

The Directors must cause minutes to be made in books kept for the purpose

- 33.1 of all appointments of officers made by the Directors,

- 33.2 of all resolutions of the Company and of the Directors (including, without limitation, decisions of the Directors made without a meeting), and

- 33.3 of all proceedings at meetings of the Company and of the Directors, and of

- 33.4 committees of Directors, including the names of the Directors present at each such meeting,

and any such minute, if purported to be signed (or in the case of minutes of Directors' meetings signed or authenticated) by the chair of the meeting at which the proceedings were had, or by the chair of the next succeeding meeting, shall, as against any member or Director of the Company, be sufficient evidence of the proceedings

34. Records and accounts

- 34.1 The Directors shall comply with the requirements of the Companies Acts as to maintaining a members' register, keeping financial records, the audit or examination of accounts and the preparation and transmission to the Registrar of Companies and the Regulator of
 - 34.1.1 annual reports,
 - 34.1.2 annual returns; and
 - 34.1.3 annual statements of account
- 35. Indemnity
 - 35.1 Subject to Article 35.2, a relevant Director of the Company or an associated company may be indemnified out of the Company's assets against
 - 35.1.1 any liability incurred by that Director in connection with any negligence, default, breach of duty or breach of trust in relation to the Company or an associated company,
 - 35.1.2 any liability incurred by that Director in connection with the activities of the Company or an associated company in its capacity as a trustee of an occupational pension scheme (as defined in section 235(6) of the Companies Act 2006), and
 - 35.1.3 any other liability incurred by that Director as an officer of the Company or an associated company
 - 35.2 This Article does not authorise any indemnity which would be prohibited or rendered void by any provision of the Companies Acts or by any other provision of law
 - 35.3 In this Article
 - 35.3.1 companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate, and
 - 35.3.2 a "relevant Director" means any Director or former Director of the Company
 - 35.3.3 or an associated company
- 36. Insurance
 - 36.1 The Directors may decide to purchase and maintain insurance, at the expense of the Company, for the benefit of any relevant Director in respect of any relevant loss
 - 36.2 In this Article
 - 36.2.1 a "relevant Director" means any Director or former Director of the Company or an associated company,
 - 36.2.2 a "relevant loss" means any loss or liability which has been or may be incurred by a relevant Director in connection with that Director's duties or powers in relation to the Company, any associated company or any pension fund or employees' share scheme of the company or associated company, and
 - 36.2.3 companies are associated if one is a subsidiary of the other or both are subsidiaries of the same body corporate.
- 37. Exclusion of model articles

The relevant model articles for a company limited by guarantee are hereby expressly excluded

SCHEDULE INTERPRETATION

Defined terms

1. In the Articles, unless the context requires otherwise, the following terms shall have the following meanings

Term	Meaning
1.1 “Address”	includes a number or address used for the purposes of sending or receiving Documents by Electronic Means
1.2 “Annual Retirement Meeting”	shall be the meeting of the Directors at which the accounts of the Company are adopted
1.3 “Articles”	the Company's articles of association
1.4 “asset-locked body”	means (i) a community interest company, a charity or a Permitted Industrial and Provident Society, or (n) a body established outside the United Kingdom that is equivalent to any of those,
1.5 “bankruptcy”	includes individual insolvency proceedings in a jurisdiction other than England and Wales or Northern Ireland which have an effect similar to that of bankruptcy
1.6 “Chair”	has the meaning given in Article 10,
1.7 “Circulation Date”	in relation to a written resolution, has the meaning given to it in the Companies Acts
1.8 “Clear Days”	in relation to the period of a notice, that period excluding the day when the notice is given or deemed to be given and the day for which it is given or on which it is to take effect,
1.9 “community”	is to be construed in accordance with accordance with Section 35(5) of the Company's (Audit) Investigations and Community Enterprise) Act 2004
1.10 “Companies Acts”	means the Companies Acts (as defined in Section 2 of the Companies Act 2006), in so far as they apply to the Company,
1.11 “Company”	Greenspace Information for Greater London CIC.
1.12 “Conflict of Interest”	any direct or indirect interest of a Director (whether personal, by virtue of a duty of loyalty to another organisation or otherwise) that conflicts, or might conflict with the interests of the Company

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|------|---|--|
| 1.13 | “Director” | a director of the Company, and includes any person occupying the position of director, by whatever name called |
| 1.14 | “Document” | includes, unless otherwise indicated, any document sent or supplied in Electronic Form |
| 1.15 | “Electronic Form” and “Electronic Means” | have the meanings respectively given to them in Section 1168 of the Companies Act 2006. |
| 1.16 | “Hard Copy Form” | has the meaning given to it in the Companies Act 2006 |
| 1.17 | “Memorandum” | the Company's memorandum of association |
| 1.18 | “participate” | in relation to a Directors' meeting, has the meaning given in Article 14 |
| 1.19 | “Permitted Industrial Provident Society” | an industrial and provident society which has a restriction on the use of its assets in accordance with Regulation 4 of the Community Benefit Societies (Restriction on Use of Assets) Regulations 2006 or Regulation 4 of the Community Benefit Societies (Restriction on Use of Assets) Regulations (Northern Ireland) 2006. |
| 1.20 | “the Regulator” | means the Regulator of Community Interest Companies |
| 1.21 | “Secretary” | the secretary of the Company (if any), |
| 1.22 | “specified” | means specified in the Memorandum or Articles of association of the Company for the purposes of this paragraph |
| 1.23 | “subsidiary” | has the meaning given in section 1159 of the Companies Act 2006 |
| 1.24 | “transfer” | includes every description of disposition, payment, release or distribution, and the creation or extinction of an estate or interest in, or right over, any property, and |
| 1.25 | “Writing” | the representation or reproduction of words, symbols or other information in a visible form by any method or combination of methods, whether sent or supplied in Electronic Form or otherwise |
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2. Subject to clause 3 of this Schedule, any reference in the Articles to an enactment includes a reference to that enactment as re-enacted or amended from time to time and to any subordinate legislation made under it

 3. Unless the context otherwise requires, other words or expressions contained in these Articles bear the same meaning as in the Companies Act 2006 as in force on the date when these Articles become binding on the Company