

## Constitution September 2016

### 1. TITLE AND STATUS

- . 1.1 The name of the local party shall be Plymouth Green Party, hereafter referred to as “the party”.
- . 1.2 The party is a constituent part of The Green Party of England & Wales and is subject to its rules and constitution.

1.3 The geographical area of the party is the city of Plymouth, as defined by the Plymouth City Council local authority area.

1.4 The party is also part of the South West Region.

### 2. AIMS

2.1 The object of the party is to promote the aims of The Green Party as stated in its Constitution:

a) The object of the party is to promote the aims of The Green Party as stated in its Constitution: a) to develop and implement policies consistent with the Philosophical Basis of the Party as expressed in the Manifesto for a Sustainable Society;

b) to that end to win seats at all levels of government;

c) to organise any non-violent activity which will publicise and further these aims.

### 3. MEMBERSHIP

3.1 The membership consists of all national Green Party members

resident within the geographical area of the party.

3.2 Members may not be a member of another political party (other than Green Parties abroad) at the same time. Should a member join another political party then they immediately cease to be a member of the party.

### Disputes

3.3 The party will seek to resolve any disputes between members through discussion and conciliation. The Dispute Resolution Committee could be consulted and may be involved if considered appropriate. However, the party has the right and responsibility to take disciplinary action (including suspension or expulsion from the party) against any local member who has acted against the aims and agreed policies of the group or brought it into disrepute. Such decisions can only be made at a properly constituted, in quorum monthly meeting where advance notice of the matter has been given. The national disciplinary procedures shall be used for national members.

3.4 Should a situation arise in which a member is in such conflict with the branch that outside agencies such as Disputes Resolution Committee are unable to resolve the situation, then a vote may be taken to exclude that member, so that (s)he would be unbranched and thus unable to attend local party meetings. This action could take place at either an EGM or the AGM.

## 4. EXECUTIVE COMMITTEE

4.1 The party shall elect an Executive Committee at the AGM. This committee must include a Coordinator/Chairperson, a Treasurer, an Election Officer, and 1 Communications Officer. Such roles are legal and Green Party constitutional requirements, and a lack of such would lead to a reopening of nominations, or to a “Winding Up” situation.

4.2 The Executive Committee will also consist of a Deputy

Coordinator/Chairperson, a Secretary, a Membership Secretary, a Fundraising Officer, another Communications Officer, and two Campaign Managers.

4.3 All of the roles highlighted in section 4.2 may be held on a job share basis between two people. The roles in section 4.1 must be held by one individual only.

4.4 Nominations shall be proposed and seconded and won by the Single Transferable Vote (STV) method through a secret ballot at the AGM. For reasons of equality, should the total of women/non-binary candidates who nominate themselves for an Executive Committee role, be less than 40% of the total amount of nominations, then the nominations will be reopened. Should the nominations be reopened and produce a similar outcome, then the nominations will stick and the election process continued.

4.5 The AGM has the discretion not to fill posts other than the four named in 4.1 above if no suitable nominations are forthcoming, or to propose the merging of posts, or the creation of other posts with the agreement of a simple majority. The Coordinator/Chairperson and The Treasurer positions however must be filled by different people to meet the requirements of the Political Parties, Elections and Referendums Act 2000.

4.6 The Executive Committee will also consist of a Young Greens Representative, and shall be elected by the Plymouth Branch of Young Greens, according to their own constitutional arrangements. This representative may also hold another position on the Executive Committee by election through the processes highlighted in this constitution.

4.7 Should any member of the Executive Committee fail to attend three consecutive monthly meetings without good reason or apology, the party may co-opt another person to act in their place.

. 4.8 In the event of a vacancy an officer may be co-opted at the next

monthly meeting.

. 4.9 Officers may be de-selected at an AGM or EGM.

. 4.10 In the event of a co-option, all members must be notified of the opportunity to stand.

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## 5. MEETINGS AND DECISION MAKING

5.1 The business of the party shall be decided and managed by monthly 'general' meetings open to all members (and potential new members).

5.2 Motions should be proposed and seconded, and will be carried by a simple majority vote of members present.

5.3 Members should be notified of any motions relating to policy at least one week before the meeting to discuss the issue.

5.4 Only members of the party, who have been members for more than two months, will be entitled to vote. Those unable to attend may make their views known to the meeting, either in writing or through representation by another member, but only those in attendance will be entitled to vote.

5.5 The monthly business meeting will be deemed to be in quorum if there are 6 or more paid up members in attendance.

5.6 Attendance and business conducted at meetings shall be recorded in minutes to be approved by the next meeting.

5.7 A draft agenda will be posted on the Members website, and circulated at least one week in advance of each meeting, together with the minutes of the previous meeting. Anyone can suggest additional items for the agenda in advance of or at the start of the meeting.

5.8 In the event of a decision needing to be made before a monthly meeting, an emergency decision may be made by agreement of a simple majority of the members of the Executive Committee. This decision must be ratified by the next monthly meeting.

5.9 Working groups may be set up to discuss specific issues such as transport policy, literature updating etc. Any decision shall be ratified by the monthly meeting. All members can attend these groups.

## 6. ANNUAL GENERAL MEETING (AGM)

. 6.1 An AGM shall be held within 13 months of the previous one for the purposes of: (a) Presentation of a report of work which has been carried out over the year (b) Presentation of a financial statement for the year (c) Election of the Officers (d) Agreeing the cheque signatories (e) Reviewing strategy and setting goals for the following year and beyond. (f) Any other business on the agenda (to be determined in the same way as for a monthly meeting).

. 6.2 The Chair shall be taken by a nominated person as agreed by members attending the monthly business meeting prior to the AGM.

6.3 All members of the party will have one vote each. All resolutions to amend the constitution must have the support of a simple majority. All elections to the Executive Committee will be carried out using the Single Transferable Vote (STV) method."

6.4 Notice of the AGM shall be given at least one month prior to the meeting and any motions for consideration shall be submitted in writing to the Secretary at least two weeks prior to the meeting.

. 6.5 The Agenda will be circulated in advance at least one week prior to the meeting.

. 6.6 The Chair has the right to rule on the admissibility of any emergency motions put forward.

. 6.7 The quorum of an AGM shall be 15 members, or 25% of members of the party (whichever is the smaller).

6.8 An Extraordinary General Meeting (EGM) on a particular agenda may be called on the request of the monthly meeting or at least 20 members of the party. The same general rules apply to EGMs as to AGMs.

## 7. FINANCE

7.1 The Treasurer shall collect or arrange the collection of all money due to the party and shall receive all donations to the party and shall be the custodian thereof.

7.2 The Treasurer will arrange payment of any bills incurred by the party, and will notify the group if it is in danger of becoming overdrawn.

7.3 All money drawn from the party's bank account shall be signed by two authorised persons from a list of between three and five, to be agreed at the AGM. Internet banking shall be carried out in accordance with the Banks's security rules, by the Treasurer or another authorised signatory, after approval at monthly meetings.

7.4 Wherever possible, funds will be held by a banking organisation with a policy of ethical investment acceptable to the membership (such as Triodos, Cooperative Bank, Ecological Building Society).

7.5 Members, Ward Parties and Working Groups may incur expenditure on behalf of the party provided prior approval is obtained from a monthly meeting.

7.6 Any affiliation fees to another organisation or donations to another group must have the approval of a monthly meeting.

## 8. SELECTION OF ELECTION CANDIDATES

8.1 For selection of parliamentary candidates, national Party rules must be followed.

8.2 The timetable and process for electing local authority candidates shall be as follows:

a) 6 weeks prior to candidate selection - All members shall be notified by e-mail and on the members' website that the party shall be looking to begin the candidate election procedure, and as to when the nomination process shall open and close.

b) 4 weeks prior to candidate selection – All members shall be notified by e-mail and on the members website that the nomination process is open, and that members living within the geographical area of the party will be invited to submit nominations.

c) 2 weeks prior to candidate selection - Nominations shall be posted on the Green Party's Members' Website.

d) Selection will be undertaken by voting at a monthly general meeting, unless a secret ballot is requested by at least 2 members.

## 9. AMENDING THE CONSTITUTION

9.1 This constitution can only be altered by an AGM or EGM of the party. Amendments to this constitution require advance notice.

## 10. WINDING UP

10.1 The party may cease to exist or join with other local Green Parties, only by agreement of an EGM or AGM. In the event of the party being wound up, the balance of funds shall be transferred to The Green Party (of England & Wales), OR to the South West Regional Green Party. In the event of the party becoming defunct, national rules apply.

## 11. DEFINITIONS

Advance Notice

11. DEFINITIONS Advance Notice Some business requires advance notice. This is written notification to the entire membership eligible to vote at the meeting. For an AGM or EGM it shall be posted 10 days before the meeting. For a monthly meeting it shall be 7 days. Motions requiring advance notice may not be substantially amended at the meeting.