

Sheffield and Rotherham Green Party

CONSTITUTION

EFFECTIVE FROM 10TH NOVEMBER 2010

1. NAME

1.1 The name shall be Sheffield and Rotherham Green Party .

1.2 Sheffield and Rotherham Green Party is a constituent part of the Green Party of England and Wales.

2. AIMS and OBJECTIVES

2.1 The objectives shall be:

2.1.1 to uphold the constitution and further the aims of the Green Party of England and Wales which are:

- (i) to develop, promote and implement ecological policies consistent with the Philosophical Basis of the Green Party of England and Wales as expressed in its Manifesto for a Sustainable Society, and
- (ii) to win seats at all levels of government.

2.1.2 to organise any non-violent activities to promote these aims and objectives.

2.1.3 to encourage new members to join.

2.2 The geographical remit of Sheffield and Rotherham Green Party shall be the areas covered by Sheffield City Council and Rotherham Metropolitan Borough Council.

Sheffield and Rotherham Green Party may participate in or support activities in areas outside its geographical remit such as may be agreed from time to time by a General Meeting (GM), Extraordinary General Meeting (EGM) or Annual General Meeting (AGM).

3. MEMBERSHIP

3.1 Any person may apply for membership provided that they:

3.1.1 subscribe to the aims of the Green Party of England and Wales, and

3.1.2 are not a member of another political party other than a Green Party abroad, and

3.1.3 are aged 16 years or over, and

3.1.4 are resident in the geographical areas served by Sheffield City Council and Rotherham Metropolitan Borough Council or are resident in any other local authority area not served by a local Green Party.

3.2 Subject to section 3.1, there shall be two categories of individual membership of Sheffield and Rotherham Green Party:

3.2.1 national membership, open to any paid up member of the Green Party of England and Wales without further subscription.

3.2.2 local membership, open to anyone else on payment of an annual subscription to be agreed at the AGM of Sheffield and Rotherham Green Party.

3.3 There shall be no difference in the status of national and local members except that only paid up national members may:

3.3.1 vote on the business of the Green Party of England and Wales, or

3.3.2 hold elected office in it at regional or national level, or

3.3.3 receive the services of the Green Party of England and Wales, or

3.3.4 stand for parliamentary or local authority elections.

Reference to 'member' implies 'paid up' and hereafter includes both national and local members of Sheffield and Rotherham Green Party unless otherwise specified.

3.4 Groups such as but not limited to charities and community groups may apply for affiliate membership of Sheffield and Rotherham Green Party on payment of an annual subscription to be determined by a General Meeting at the time of application and reviewed at each subsequent AGM.

3.5 Groups holding affiliate membership may vote on and participate in the business of Sheffield and Rotherham Green Party as though they were local individual members except that each group may cast one vote only.

3.6 Any application for local or affiliate membership may be referred in a motion to a GM or an EGM for approval. A decision to accept or reject the application must have a two-thirds majority.

3.7 Administration of local and affiliate membership records and subscriptions shall be by Sheffield and Rotherham Green Party. Revenue from such subscriptions shall accrue to Sheffield and Rotherham Green Party.

4. GOVERNANCE

4.1 Sheffield and Rotherham Green Party and all its activities including those of sub-groups and local groups will be governed by its General Meeting and its Annual General Meeting.

4.2 All meetings of Sheffield and Rotherham Green Party shall be open to all members to attend. Any guest or prospective member may attend subject to the agreement of the meeting.

- 4.3 An Extra-Ordinary General Meeting may be called by ten or more members. Fourteen days notice of an EGM shall be given to all members. An EGM will conduct the extra-ordinary as well as ordinary business of the Sheffield and Rotherham Green Party.
- 4.4 The quorum for an AGM and EGM shall be seven per cent of the membership.
- 4.5 The quorum for a GM shall be ten members.
- 4.6 GMs will be held at least six times per year. Notice for all GMs of at least one calendar month shall be given to all members.
- 4.7 Motions may be proposed for a decision by a GM by any member. They must be seconded by another member. Consensus shall be sought for all decisions but where there is a clear division a simple majority of those present will apply (except when a two-thirds majority is required).
- 4.8 Sub-groups may be set up from time to time by a decision of a GM to further the aims of Sheffield and Rotherham Green Party. Such groups must have a minimum of three members. (An exception is made for the website subgroup which may have two members.) They must select a spokesperson and must report back to GMs a minimum of three times year and to the AGM. They may co-opt individuals from outside Sheffield and Rotherham Green Party, subject to the agreement of a GM.
- 4.9 Local groups may be set up from time to time by a decision of a GM to further the aims of Sheffield and Rotherham Green Party within a particular geographical area, such as a ward or constituency.
- 4.9.1 Local groups must:
- (i) have a minimum of three members, and
 - (ii) select a spokesperson, and
 - (iii) report on their activities to a GM a minimum of three times per year and to the AGM.
- 4.9.2 Local groups may raise funds. All monies thus raised must be passed to, held and accounted by Sheffield and Rotherham Green Party.
- 4.9.3 Local groups may spend any sums raised by them on local activities consistent with the aims of Sheffield and Rotherham Green Party, subject to section 4.9 in its entirety and the agreement in advance of a GM or EGM and in the light of such Sheffield-wide, regional, national or other spending priorities which may from time to time be determined.
- 4.9.4 Local groups must select a named individual to ensure that all monies raised by them are handled in accordance with this Constitution.

- 4.10 Policy reviews open to the participation of all members shall be conducted by Sheffield and Rotherham Green Party at six monthly intervals.
- 4.11 AGMs will be held once a year, usually in December, but not more than fourteen months after the previous AGM. The AGM shall consider the reports of all Elected Officers of Sheffield and Rotherham Green Party, non-elected post-holders and others, and sub groups and local area groups, and may review or set annual goals and priorities in addition to conducting the ordinary business of Sheffield and Rotherham Green Party.
- 4.12 A Co-ordinating Group may be set up for the purposes only of facilitating the running of the Sheffield and Rotherham Green Party between GMs and to expedite actions arising from decisions of the GM. The Co-ordinating Group must include a minimum of Chair, Secretary and may include any other members as necessary. The Co-ordinating Group must report to each GM.
- 4.13 An emergency decision making procedure may be initiated by any member to give guidance to any Sheffield and Rotherham Green Party councillors. Every reasonable effort shall be taken in the circumstances prevailing to convene an emergency decision group consisting of Chair, another elected officer, and another member. The decisions of the group shall be by simple majority and shall be reported to the next GM.
- 4.14 Sheffield and Rotherham Green Party bankers shall be the Co-operative Bank plc, 1 Balloon Street, Manchester M60 4EP and the Ecology Building Society, 7 Belton Road, Silsden, Keighley, W Yorks BD20 0EE. Signatories to the bank accounts shall be the Treasurer and other members as decided from time to time by a GM and as required by the bank or building society.
- 4.15 The Treasurer shall provide quarterly financial reports to a GM and present internally audited accounts to the AGM. The accounts shall be made available for scrutiny by any member.

5. OFFICERS

- 5.1 The following Elected Officers shall be elected annually in accordance with the election procedure:
- Chair
 - Treasurer
 - Secretary
 - Membership Secretary
 - City Election Agent
 - Press Officer
 - Website Officer
- 5.2 The Elected Officers shall be responsible for the day-to-day running of Sheffield and Rotherham Green Party in accordance with the decisions of the GMs, AGMs and EGMs and with due regard to the requirements of the Constitution.

5.3 Non-elected posts may be created or dissolved and officers appointed or dismissed as necessary by a motion to a GM requiring a two-thirds majority.

5.4 Appointed posts may include any or all of the list below, plus any others as may be determined from time to time in accordance with section 5.3:

- Chair of meetings
- Fundraising Co-ordinator
- Events Co-ordinator.
- Young Greens Co-Ordinator
- Policy & Manifesto Co-ordinator
- Campaigns Co-ordinator
- National and Regional Green Party Liaison

5.5 All offices and non-elected posts may be held jointly.

6. ELECTION PROCEDURE

6.1 INTERNAL : OFFICERS

6.1.1 Nominations for candidates for election to Elected Offices will be invited by the Secretary at least six weeks before the AGM.

6.1.2. A nominee must be:

6.1.2.1 an individual member of Sheffield and Rotherham Green Party of one year's standing (the One Year Rule), and

6.1.2.2 proposed and seconded in writing by paid up members.

6.1.3 The nominations and a personal statement by the candidate must be sent to the Secretary, to arrive four weeks before the AGM.

6.1.4 Ballot papers and candidates' statements must be sent to all members two weeks before the AGM.

6.1.5 All elections will be by secret ballot of members at the AGM using the Single Transferable Vote with an option to re-open nominations. Two tellers for the count shall be requested by the Secretary from the floor of the AGM.

6.1.6 Members may nominate a proxy to vote on their behalf at an AGM. Proxies are to be notified in writing to the Secretary prior to the commencement of the AGM.

6.1.7 Results are to be notified to all members by the Secretary no later than one week after the AGM.

6.2 EXTERNAL: CANDIDATES FOR ELECTIONS

- 6.2.1 Sheffield and Rotherham Green Party candidates for local and national elections shall be decided by a postal ballot of members using the Single Transferable Vote method of proportional representation with an option to re-open nominations. Entitlement to vote and all election procedures shall in all cases comply with national electoral legislation and those of the Green Party of England and Wales.
- 6.2.2 A candidate must be:
- 6.2.2.1 an individual member of Sheffield and Rotherham Green Party of one year's standing (the One Year Rule), and
 - 6.2.2.2 eligible to take up their seat and perform the tasks of office as required by this Constitution and electoral legislation.
 - 6.2.2.3 Target ward candidates must be proposed and seconded in writing by members of Sheffield and Rotherham Green Party
- 6.2.3 No member may be a candidate for any other party in an election for any level of government and no member of another party may be a candidate for the Green Party in any such election.
- 6.2.4 The One Year Rule may be waived in respect of candidates for election under section 6 by a decision of a GM on a two-thirds majority of those present.

7. CENSURE AND EXPULSION

- 7.1 Any member whose conduct is deemed contrary to the Aims and Objectives of the Sheffield and Rotherham Green Party may be censured by a motion raised at a GM or EGM. Such a motion requires a two-thirds majority to be passed.
- 7.2 An Elected Officer, non-elected post-holder, selected candidate or elected representative for any level of government may be de-selected/ removed from their post and any local member may be expelled from Sheffield and Rotherham Green Party by a two-thirds majority vote on a motion to a GM or EGM. Such a motion shall be signed by 10 or more members and be submitted to the Secretary 21 days before the meeting. The Secretary shall circulate the motion to all members at least 14 days before the meeting. Note: National members may only be expelled through national party procedures.

8. PROCEDURES

- 8.1 Procedures may be created to govern the operation of the Sheffield and Rotherham Green Party not provided for by the constitution.

8.2 Procedures shall be created, amended or deleted by a motion to a GM or EGM requiring a two-thirds majority. Such a motion shall be proposed by one member and seconded by another member. The motion must be submitted to the Secretary at least 21 days before the GM or EGM.

9. REVISION OF THE CONSTITUTION

- 9.1 The constitution may be amended by a two-thirds majority vote of those members attending or voting by proxy at an AGM or EGM.
- 9.2 Written notice of proposed amendments must be signed by two members of one year's standing and shall be submitted to the Secretary four weeks before the date of the AGM or EGM.
- 9.3 Notice of constitutional amendments shall be circulated to every member at least two weeks before the AGM or EGM. Amendments to proposed constitutional amendments should be submitted to the Secretary no later than 7 days before the AGM or EGM.
- 9.4 No constitutional amendments, or amendments to proposed constitutional amendments may be put at the AGM or EGM, except for minor textual corrections.

This Constitution was agreed at the EGM of Sheffield and Rotherham Green Party on:

10th November 2010

Date

Signed

Signed

Name

Name

Position held.....

Position held.....

Date

Date

END