

D1 Young Greens Constitution 2019/2020

Organization: Young Greens

Resolution date: 01/01/2020

Agenda item: D Amendments to Constitution/Standing Orders (Closed 18th July)

Summary

The Consitution for 2019/2020

1 Young Greens Constitution 2019/2020

2 Article 1: Name, Membership and Objectives

3 1.1 The name of the organisation is “Young Greens of England and Wales”.

4 1.2 The accepted abbreviations are “Young Greens” or “YG” and in all
5 publications this name and abbreviations shall be synonymous.

6 1.3 The geographical boundaries of the Young Greens are England and Wales.

7 1.4 The Young Greens aim to encourage young people to become active in politics
8 and within the Green Party of England and Wales.

9 1.5 The Young Greens consists of:

10 1.5.1 all members of the Green Party of England and Wales aged 29 years or less;

11 1.5.2 all members of the Green Party of England and Wales who are full-time
12 students regardless of age;

13 1.6 Membership of the Young Greens includes voting rights to all elections in
14 accordance with this constitution.

15 1.7 An individual’s membership of the Young Greens can be permanently terminated
16 by an absolute two-thirds majority vote of the Executive Committee with the
17 agreement of the Chair of the Structures and Procedures Committee. Where the
18 individual is a member of those committees, they will not be able to vote on or
19 be required to approve the termination and the absolute two-thirds majority will
20 exclude that individual.

21 1.8 Termination of membership can only occur if their membership is considered
22 to be detrimental to the work of the Young Greens. Prior to that, however, the
23 Young Greens Complaints and Disputes Procedure should have been used, as
24 outlined in Article 5.

25 Article 2: Organisation

26 2.1 The Young Greens is composed of individual members, committees and
27 Affiliated Groups, whose constitutions, aims and values should be consistent
28 with those of the Young Greens and the Green Party of England and Wales.

29 2.2 The Young Greens will be run by an Executive Committee, defined in Byelaw 1.

30 2.3 There will be a Structures and Procedures Committee with responsibility for
31 constitutional affairs and inclusivity, as defined in Byelaw 2.

32 2.4 There will be a Green Students Committee consisting of two Co-Convenors and
33 five Non-Portfolio Officers, defined in Byelaw 4.

34 2.5 The Executive Committee, Structures and Procedures Committee, Senate Co-
35 Chairs and the Green Students Committee Co-Convenors will be elected at the
36 Young Greens Annual General Meeting according to the provisions in Section D of
37 the Standing Orders.

38 2.6 Subcommittees may be formed either by a member of the Executive Committee,
39 where a simple majority vote of the Executive Committee has passed, or by a
40 petition of 25 members to a General Meeting.

41 2.7 All other groups outside of the committees defined in sections 2.2-2.5 will
42 be named Affiliated Groups, including Groups for the Regions of England, Wales,
43 Local Groups or Liberation Groups.

44 2.8 Affiliated Group constitutions should state that they are a part of the
45 Young Greens of England and Wales and not contradict the Young Greens
46 constitution in any way.

47 2.9 For a group to be affiliated, they must be accepted by an absolute majority
48 vote of the Executive Committee.

49 2.10 The Executive Committee must keep a list of affiliated groups and review it
50 each year after Convention.

51 2.11 An affiliated group of the Young Greens can be disaffiliated by an absolute
52 two-thirds majority vote of the Executive Committee if they are in violation of
53 this constitution or if their membership is considered detrimental to the work
54 of the Young Greens.

55 **Article 3: Amendment of the Constitution**

56 3.1 This constitution may only be amended by a two-thirds majority vote at a
57 General Meeting.

58 3.2 The byelaws to this constitution which all have the status of parts of this
59 constitution may be amended, created or revoked by a two-thirds majority vote at
60 a General Meeting.

61 3.3 A minor change to the constitution and standing orders, for the purpose of
62 the editing power that is held by SPC, is defined as one where the meaning of a
63 clause, or outcome of a clause, has not been altered (although it may be
64 clarified), nor additional clauses introduced; and the change is for the
65 purposes of correcting errors or inconsistencies in typography, spelling, or
66 grammar; clarifying a meaning, or correcting the numbering of clauses.

67 **Article 4: The Standing Orders**

68 4.1 The Standing Orders is a document which governs any elections within the
69 Young Greens and the processes of Convention and a General Meeting.

70 4.2 The Standing Orders must be followed at all times. They can be amended by a
71 two-thirds majority at a General Meeting.

72 4.3 Where there is a perceived contradiction between the Constitution and
73 Standing Orders, the Structures and Procedures Committee shall rule on the
74 correct interpretation with precedence given to the Constitution.

75 **Article 5: Complaints and Disputes**

76 5.1 There shall be a Complaints and Disputes Subcommittee (C&D).

77 5.2 C&D will be constituted of a permanent representative from Structures and
78 Procedures Committee (hereby known as the SPC Rep), who will chair the group, as
79 well as four volunteers from the Young Greens membership, to make five total
80 members. Two of these four spaces should be advertised first to the Young Greens
81 Liberation Group Co-Chairs, with priority given to Young Greens of Colour and
82 Young Greens Women of Colour, before being opened to the wider membership if no
83 volunteers step forward who are Liberation Group Co-Chairs. Where there are too
84 many volunteers, selection will be made by SPC; candidates may be put on a
85 reserve list that would be used when other members are recused (see 2.). Where
86 there are too few volunteers, the remaining membership will be drawn by lots
87 from: Co-Convenors of Groups of the Regions of England, and Wales; Green
88 Students Committee members; and Young Green Liberation Group Co-Chairs. At least
89 two members of C&D should not be self-defining men.

90 5.3. C&D should have 5 participating members for every case dealt with. A
91 reserve list of members may be created by SPC in order to ensure that this is
92 possible, as members may be taking leave of absence. It may also be that members
93 have personal interests in the outcome of a case, or possess personal or
94 professional relations, amicable or otherwise, with those involved in a case.
95 Applications for recusal may be made by members of C&D, SPC, EC any Young Green
96 directly involved within a case, and are submitted to SPC, and may be done so by
97 or on the behalf of a member of C&D. A majority vote from SPC determines if a
98 member is recused. If the SPC Rep is recused, C&D is to vote on an acting Chair
99 for a case, who must be a member of C&D. Recusal should happen before the point
100 of formal intervention (the implementation of Section B.3).

101 5.4 C&D membership will be from its initiation until the following Young Greens
102 Convention, after which C&D will be re-formulated following Article 5.2. It is
103 permissible to re-volunteer. Complaints and Disputes will be dealt with by a
104 single C&D only and will not be passed on between re-formulations (except in the
105 case of resignations). This may lead to persons carrying out C&D duties for as
106 long as a complaint of dispute takes to judge on.

107 5.5 Members are to submit complaints based on breaches of the Young Greens
108 Constitution, Young Greens Standing Orders, Green Party Constitution, Green
109 Party Standing Orders, Green Party Code of Conduct or any other organisational
110 policies of the Green Party of England and Wales and Young Greens, including
111 anti-harassment and Safe Space policies.

112 5.6. Any complaints about another member of the Young Greens, or disputes that a
113 member feels they need help resolving, should go in the first instance to the
114 C&D. If for whatever reason a member does not feel comfortable approaching any

115 C&D member, they may go to Young Greens Staff, Young Greens Non-Portfolio
116 Officer with the Equality and Diversity Portfolio or to the Structures and
117 Procedures Committee.

118 5.7 In the first instance when a complaint is lodged, a member of the C&D will
119 speak to involved parties and attempt to resolve the issue informally whilst
120 maintaining clear records, in accordance with Article 5.14.

121 5.8 Where any involved parties feel that hasn't worked, or where any parties
122 refuse the informal intervention, the complaint should be made in writing. All
123 involved parties will have equal chance to state their own case.

124 5.9 C&D Committee will consider the complaint and make a judgment, in writing,
125 to all parties. Judgements should include a ruling on whether there have been
126 breaches of the Young Greens Constitution, Young Greens Standing Orders, Green
127 Party Constitution, Green Party Standing Orders, Green Party Code of Conduct or
128 any other organisational policies of the Green Party of England and Wales and
129 Young Greens, including anti-harassment and Safe Space policies.

130 5.10 After a judgement, C&D committee will make a recommendation of action to
131 either or both complainants. In cases where there is a need for disciplinary
132 action, to SPC or another relevant body where appropriate. These disciplinary
133 actions may include, but are not limited to:

134 5.10.1 Ban from Young Greens Events/Spaces, for a period of up to 12 months

135 5.10.2 Suspension of Young Greens membership, for a period of up to 12 months

136 5.10.3 Censure from holding a position within the Young Greens, for a period of
137 up to 12 months

138 5.10.4 Permanent termination of membership, as outlined in Article 1.7

139 5.11 Where the case is deemed to be serious enough, C&D committee may
recommend
140 a suspension for the period of the investigation and which must be agreed by the
141 Chair of the Structures of Procedures Committee.

142 5.12 If the recommended action(s) following a judgment are not followed by the
143 involved parties, C&D should make recommendations of action to the EC or SPC.

144 5.13 If an individual; wishes to appeal a judgment made by C&D, they may do so
145 by communicating to SPC. The grounds for an appeal are if new evidence emerges,
146 or if C&D broke procedure. SPC should look over the evidence presented by the
147 appellant and may make a ruling on whether the appeals process should be
148 initiated. In this case, appeals will be heard by a new group formulated on the
149 same basis as C&D in 5.3 but excluding C&D members that made the original
150 judgment. This may be drawn from the list of reserve members.

151 5.14 There should be clear minutes and records of actions kept of all C&D
152 meetings. These may be disclosed beyond C&D at the discretion of C&D Committee,
153 and a need for confidentiality and fair treatment must be considered. C&D are to
154 submit reports of each case to SPC. SPC will then include a general, anonymous
155 summary of these in their annual report.

156 5.15 A response to all initial complaints should be made to the initiator of the
157 complaint within 48 hours of receiving the complaint, in which the standard

158 process is outlined to them and how C&D intend to carry out the informal
159 mediation.

160 5.16 Informal mediation should start within 5 days of a complaint or dispute
161 being lodged.

162 5.17 A judgment should be made within 3 weeks of a complaint or dispute being
163 lodged in writing following informal mediation failing or where the written
164 statement refuses informal mediation.

165 5.18 Any requests for updates from any involved party should be responded to
166 within 72 hours.

167 5.19 Extensions to these deadlines should be sought from SPC in extenuating
168 circumstances

169 5.20 Malicious complaints made against a Young Greens member are serious and a
170 breach of the principles outlined in the Constitution as well as the GPEW Code
171 of Conduct. C&D Committee will dismiss malicious complaints and may notify
172 relevant parties that a malicious complaint has been made.

173 **Article 6: The Young Greens Record of Policy** 174 **Statements**

175 6.1 There shall be a Young Greens Record of Policy Statements (hereafter YG
176 RoPS) that contains contemporary policy statements from the Young Greens of
177 England and Wales.

178 6.2 Actions from Young Green bodies should not contradict statements in the
179 RoPS.

180 6.3 Statements may be submitted to the YG RoPS by a simple majority vote of a
181 motion submitted to Convention. Alternatively, statements may be submitted to
182 the YG RoPS by a simple majority vote of the Executive Committee, with the
183 consent of SPC. All statements added between Conventions are to be reported to
184 the following Young Greens Annual General Meeting by SPC and recorded in SPC
185 monthly reports.

186 6.4 Statements may be removed from the YG RoPS by a simple majority vote of a
187 motion submitted to Convention. Alternatively, statements may be removed from
188 the YG RoPS by a simple majority vote of the Executive Committee, with the
189 consent of SPC. All statements removed between Conventions are to be reported to
190 the following Young Greens Annual General Meeting by SPC and recorded in SPC
191 monthly reports.

192 6.5 After five years of a statement being entered into the YG RoPS, it is
193 considered to be in grace as recorded by SPC. This means that it will be
194 reported to be in grace to the following Young Greens Annual General Meeting by
195 SPC, who will give Convention the chance to vote on whether it should stay in
196 the YG RoPS, which requires a simple majority. This restarts the five-year
197 placement of that statement into the YG RoPS.

198 6.6 The YG RoPS should be publicly available.

Article 7: The Young Greens Record of Organisational Statements

7.1 There shall be a Young Greens Record of Organisational Statements (hereafter YG RoOS) that contains organisational policies from the Young Greens of England and Wales.

7.2 Actions from Young Green bodies should not contradict statements in the RoOS.

7.3 Statements may be submitted to the YG RoOS by a simple majority vote of a motion submitted to Convention. Alternatively, statements may be submitted to the YG RoOS by a simple majority vote of the EC, with the consent of SPC. All statements added between Conventions are to be reported to the following Young Greens Annual General Meeting by SPC and recorded in SPC monthly reports.

7.4 Statements may be removed from the YG RoOS by a simple majority vote of a motion submitted to Convention. Alternatively, statements may be removed from the YG RoOS by a simple majority vote of the EC, with the consent of SPC. All statements removed between Conventions are to be reported to the following Young Greens Annual General Meeting by SPC and recorded in SPC monthly reports.

7.5 Each year EC will review the RoOS and bring a list of statements they judge to be out of date to Convention for a vote of retention or removal.

7.6 The YG RoOS should be publicly available.

Article 8: Safe Spaces Policy

8.1 The Young Greens are committed to providing an environment free of racism, sexism, ableism, homophobia, transphobia, religious discrimination or any other types of oppression, including, but not limited to, oppression against non-binary identities and sex workers.

8.2 The Young Greens are committed to providing an environment free of bullying, name-calling or any forms of abusive behaviour.

8.3 The Young Greens are committed to challenging these types of oppression whenever they occur in Young Greens spaces.

8.4 The Young Greens are committed to having a victim centred approach when safe spaces are jeopardised.

8.5 The Young Greens will follow guidance regarding safe spaces in the RoOS.

8.6 When it comes from outside of the Young Greens but within the Green Party, individuals in the Young Greens are encouraged to report all forms of oppression or discrimination including hate crime to the Green Party of England and Wales through the standard complaints procedures for further investigation into these matters. Individuals may contact the Young Greens Complaints and Disputes Committee to receive support in doing so.

Article 9: Safeguarding

238 9.1 Young Greens EC shall appoint a Safeguarding Officer and Deputy Safeguarding
239 Officer.

240 9.2 The Safeguarding Officer and their Deputy have the duty to:

241 9.2.1 Lead on the development of safeguards for the Young Greens.

242 9.2.2 To promote the safety and welfare of children and young people in the
243 Young Greens.

244 9.2.3 Receive and record information from anyone who has concerns.

245 9.2.4 Assess the information promptly and carefully, clarifying or obtaining
246 more information where necessary.

247 9.2.5 Consult initially with a statutory child protection agency, such as the
248 local children's social care teams or the NSPCC with any doubts or concerns.

249 9.2.6 Make a formal referral when required to a statutory child protection
250 agency or the police.

251 9.3 It is not their job to decide whether a child or a young person has been
252 abused or not. These roles can be shared with other roles within the Young
253 Greens.

254 9.4 Young Greens will follow the guidance regarding safeguarding in the RoOS.

255 **Byelaws of the Young Greens of England and Wales**

256 **Byelaw 1: The Young Greens Executive Committee**

257 1.1 There shall be an Executive Committee (hereafter referred to as "the
258 Executive Committee" or "EC") which shall consist of:

259 1.1.1 Two Co-Chairs, of which at least one must be not a self-defining man.

260 1.1.2 Treasurer.

261 1.1.3 Six Non-Portfolio Officers.

262 1.2 EC Elections shall be carried out according to Section D of the Standing
263 Orders, following the procedures, timescale and gender balance rules described
264 therein.

265 1.3 The aim and responsibility of the EC is to:

266 1.3.1 Provide an overall direction and strategic planning.

267 1.3.2 Support all members and bodies within the Young Greens.

268 1.3.3 Represent the Young Greens externally, including running the website and
269 social media and representing the Young Greens at events.

270 1.4 EC members shall individually provide a monthly report to the membership, to
271 be published on the members' website, and an end-of-year report to the Young
272 Greens Annual General Meeting.

273

1.5 EC as a whole shall provide a quarterly report with a summary of activities,
274 to be published on the members' website. A quarterly online question and answer
275 session hosted by SPC should follow and be promoted to all members with a call
276 for questions.

277 1.6 EC members shall individually provide a six-month progress report to the
278 membership and take part in a face-to-face accountability session with members
279 at the annual autumn event.

280 1.7 Vacant positions may be co-opted at any time throughout the year following
281 the procedure outlined in Section D6 of the Standing Orders.

282 1.8 The quorum for EC decisions is 50% + 1 of all EC members.

283 **Byelaw 2: The Structures and Procedures Committee**

284 2.1 There shall be a Structures and Procedures Committee (hereafter known as
285 "the Structures and Procedures Committee" or "SPC") which shall consist of:

286 2.1.1 Five members, where one member is selected within as Chair.

287 2.1.2 The chair shall be selected at the first meeting of SPC after the Annual
288 Ballot.

289 2.1.3 The position of chair may also be taken as a job-share between two members
290 of SPC who will then be referred to as co-chairs.

291 2.1.4 If the chair or co-chairs resigns, SPC shall select a new chair or co-
292 chairs at their next available meeting.

293 2.2 Elections will be carried out according to Section D of the Standing Orders,
294 following the procedures, timescale and gender balance rules described therein.

295 2.3 The aim and responsibility of the Structures and Procedures Committee is to:

296 2.3.1 Uphold this Constitution, byelaws and Standing Orders.

297 2.3.2 Oversee updates and clarifications to these, including through elections
298 and the Annual General meeting.

299 2.3.3 Make rulings on interpretation of this constitution and to declare acts
300 constitutional or otherwise.

301 2.3.4 Make minor changes to the Constitution and the Standing Orders to ensure
302 it is standardised and accurate, as outlined in Article 3.3 of this
303 Constitution.

304 2.3.5 As part of this role, the Structures and Procedures Committee will run a
305 General Meeting as described in Sections B and C of the Standing Orders.

306 2.3.6. Additionally, the Structures and Procedures Committee is responsible for
307 ensuring accountability of the Young Greens at large.

308 2.4 The Chair of the Structures and Procedures Committee has the right to attend
309 all meetings of the Executive Committee, but not vote, as a representative of
310 the Structures and Procedures Committee and should be consulted on major
311 decisions.

312 2.5 The Structures and Procedures Committee shall provide a monthly report to
313 the membership, to be published on the members' website, and an end-of-year
314 report to the Young Greens Annual General Meeting. This shall detail any minor
315 changes made to the constitution and standing orders.

316 2.6 SPC members shall individually provide a six-month progress report to the
317 membership and take part in a face-to-face accountability session with members
318 at the autumn event.

319 **Byelaw 3: The Green Students Committee**

320 3.1 The Green Students Committee shall be led by two Co-Convenors, of which at
321 least one must not self-define as a man.

322 3.2 The Co-convenors shall be elected in line with Section D of the Standing
323 Orders following the procedures, timescale and gender balance rules described
324 therein.

325 3.3 The aim and responsibility of the Green Students Committee is to:

326 3.3.1 Encourage Young Greens to stand for positions in their student unions,
327 NUS, and as NUS delegates as well as support Young Greens holding those
328 positions.

329 3.3.2 Involve Young Greens in NUS campaigns and activities.

330 3.3.3 Liaise with relevant external bodies.

331 3.3.4 Direct Young Greens to chosen student campaigns and organisations.

332 3.4 Green Students Committee members shall provide a quarterly report to the
333 membership, to be published on the members' website, and an end-of-year report
334 to the Young Greens Annual General Meeting.

335 3.5 Vacant positions may be co-opted at any time throughout the year following
336 the procedure outlined in the standing orders.

337 3.6 Green Students Campaign Committee members shall together provide a six-month
338 progress report to the membership and take part in a face-to-face accountability
339 session with members at the annual autumn event.

340 **Byelaw 4: Liberation Groups**

341 4.1 Liberation groups are there to represent individuals that face current and
342 historic oppression, discrimination and/or are marginalised in wider society
343 based around a shared characteristic.

344 4.2 The purpose of liberation groups is to ensure the voice and perspective of
345 people in marginalised groups are well represented and heard within the
346 structures and policies of the Green Party.

347 4.3 Young Greens are free to join any group where they self-define as sharing
348 the identity of that group. As Such, these groups will be organised and be led
349 by self-identifying members.

350 4.4 The current list of liberation groups is as follows:

351 4.4.1 Disability.

352 4.4.2 LGBTIQA+.

353 4.4.3 People of Colour.

354 4.4.4 Sex Workers.

355 4.4.5 Trans.

356 4.4.6 Under 18.

357 4.4.7 Women.

358 4.4.8 Women of Colour.

359 4.5 A new group can be set up if:

360 4.5.1 The proposed group face current and historic oppression, discrimination
361 and/or are marginalised in wider society based around a shared characteristic.

362 4.5.2 The proposer can demonstrate that at least 5 members will actively join
363 the group.

364 4.6 The EC will use their discretion in approving the creation of new Liberation
365 Groups and will bring a motion of ratification to the next General Meeting.

366 4.7 Each Liberation group shall elect from their membership at least two Co-
367 chairs, where no more than one self-defines as a man.

368 4.8 The election should be organised by said Liberation group using a system of
369 Single Transferable Vote, for which advice can be sought from SPC, to ensure
370 that the rules in 4.7 are satisfied.

371 4.9 Liberation Groups may also be additionally led by a committee, at the
372 discretion of the Liberation Group members.

373 4.10 The Liberation Group Co-Chairs, or Committee where appropriate, are in
374 charge of moderating any online spaces they group holds, organising training
375 days and meet-ups, upholding the safe space policy at all times, and
376 representing their liberation group concerns to the EC member responsible for
377 equality and diversity.

378 **Byelaw 5: International Affiliation**

379 5.1 The Young Greens of England and Wales is a full member organisation of the
380 Federation of Young European Greens (FYEG).

381 5.2 The Young Greens of England and Wales are a member of the Global Young
382 Greens (GYG) by virtue of its membership of the FYEG.

383 5.3 As a member of both organisations, the Young Greens will endeavour to send
384 at least one delegate to the FYEG General Assembly or GYG Congress.

385 5.4 The first international delegate shall be a member of EC.

386 5.5 If there is to be any further delegates, they should be appointed from the
387 general membership by EC.

388 5.6 Additional observers for the general assembly may be appointed by EC.

389 5.7 In the event of the Global Young Greens Congress being held the same year as
390 the FYEG General Assembly, this election will occur twice. All members, despite
391 any prior delegate status, will be able to be a candidate in this election, in
392 line with Section D of the Standing Orders.

393 5.8 At FYEG the general assembly the first delegate and the elected
394 international delegate shall be given one vote each (as permitted by the FYEG
395 constitution). The first delegate will consult EC for advice on how to vote on
396 motions, but further delegates may vote independently as part of. They can seek
397 advice from EC and indeed agree with the EC delegate vote.

398 5.9 If any member of Young Greens of England and Wales wishes to run for
399 election to any roles within the FYEG or GYG, they must consult and seek the
400 nomination of the EC.

D2 Young Greens Standing Orders 2019/2020

Organization: Young Greens

Resolution date: 01/01/2020

Agenda item: D Amendments to Constitution/Standing Orders (Closed 18th July)

1 Young Greens Standing Orders 2019/2020

2 **Section A: Young Greens Convention**

3 A1.1 The Young Greens Convention shall be held once per year in Spring.

4 A1.2 The Young Greens Convention will take place for two days during a weekend.

5 A1.3 Liberation groups will be allocated a session at convention where they will
6 provide a report to its membership on activities undertaken since last
7 convention and for any other purpose the group sees fit.

8 **Section B: Annual General Meetings**

9 **Part 1: Competency of the Annual General Meeting**

10 B1.1 The Young Greens Annual General Meeting (AGM) will be held at Young Greens
11 Annual Convention.

12 B1.2 The Annual General Meeting is the highest decision-making body within the
13 Young Greens.

14 B1.3 There must be at least 25 members of the Young Greens at any General
15 Meeting for decisions to be binding.

16 B1.4 The AGM accepts/rejects/amends reports, motions, resolutions and changes to
17 the Constitution or Standing Orders, collectively referred to as 'papers'.

18 B1.5 The AGM ratifies decisions about joining or leaving partnerships and
19 membership within other organisations/networks.

20 B1.7 A General Meeting will be held at a bi-national autumn event

21 **Part 2: Organisation of the Annual General Meeting**

22 B2.1 The Annual General Meeting agenda must be structured, organised and agreed
23 by the Executive Committee (EC) and Structures and Procedures Committee (SPC).

24 B2.2 SPC must appoint a chair and deputy chair for the Annual General Meeting.
25 The chair and deputy chair must not be proposers of any motions/papers or
26 amendments to the Annual General Meeting

27 B2.3 SPC must ensure that all members respect the Constitution and Standing
28 Orders.

29 B2.4 SPC must take Annual General Meeting minutes of all official business
30 including recording any votes, important discussions, and decisions.

31 B2.5 SPC must keep a record of newly adopted/amended documents and email the
32 Young Greens' Co-Chairs a copy of newly adopted/amended documents as well as the
33 minutes of the Annual General Meeting.

34 B2.6 SPC must inform EC to take note of any newly adopted papers.

35 B2.7 A prioritisation ballot will occur, conducted by SPC, on the first day of
36 Convention for attendees at the Annual General Meeting in order to decide the
37 order of papers taken.

38 Part 3: Motions and Reports

39 B3.1 It shall be the role of SPC to compile submitted papers, which consist of

40 B3.1.1 Changes to the Constitution or Standing Orders

41 B3.1.2 Resolutions, which note the priorities of the Executive Committee for the
42 upcoming term

43 B3.1.3 Motions, which insert entries into the Record of Policy Statements or
44 Record of Organisational Statements

45 B3.1.4 Reports, as outlined in B3.2

46 B3.1.5 Emergency Motions, as outlined in B3.10

47 B3.2 The Annual General Meeting must take note of mandatory annual reports by
48 the:

49 B3.2.1 Executive Committee Co-Chairs.

50 B3.2.2 Treasurer.

51 B3.2.3 Non-Portfolio EC Officers.

52 B3.2.4 Structures and Procedures Committee.

53 B3.2.5 Green Students Committee Co-Convenors.

54 B3.3 Annual reports detailed in B3.2 must be submitted to SPC at least 1 week
55 before the AGM.

56 B3.4 Individual members, EC and Affiliated Young Greens Groups have the right to
57 submit papers and amendments.

58 B3.5 For all submissions, there must be a named proposer and at least 3 other
59 co-proposers or at least one other co-proposer if submitting on behalf of an
60 Affiliated YG Group or recognised committee.

61 B3.6 Paper copies of the Constitution, Standing Orders, Record of Policy
62 Statements and Record of Organisational Statements must be made available for
63 members attending the General Meeting.

64 B3.7 The timescale for the submission of papers and amendments shall be as
65 follows:

66 B3.7.1 At least 8 weeks before the Annual General Meeting, EC must send out a
67 call including guidelines for submission of papers, all relevant dates and where
68 to find papers once they are posted on the members' website.

69 B3.7.2 Submission for papers shall close exactly 4 weeks before the AGM.

70 B3.7.3 Following this, SPC must post all submissions at the earliest possible
71 moment.

72 B3.7.4 Exactly 1 week before the AGM, submission of amendments to papers will
73 close.

74 B3.7.5 Amendments may not substantially change the intention of the paper and
75 nor may they require changes to another section of the Constitution or Standing
76 Orders.

77 B3.8 Exactly 5 days before the Annual General Meeting, SPC must ensure that all
78 members are emailed (regardless of Annual General Meeting registration status)
79 copies of all papers and amendments to both as well as the reports detailed in
80 B3.2.

81 B3.9 The only amendments which shall be accepted from the floor during the AGM
82 are minor textual amendments (e.g. grammatical corrections) and friendly verbal
83 amendments (i.e. where both the proposer of the original paper and the proposer
84 of the verbal amendment agree to an amendment).

85 B3.10 Emergency motions, defined as being brought due to an event occurring past
86 the original motion deadline, will be accepted up until 17.00 on the day before
87 the AGM.

88 B3.11 The text of Emergency Motions should be submitted electronically or by
89 paper copy and the list of proposers by email and/or paper copy, both to the
90 Chair of SPC.

91 B3.12 Emergency Motions shall be prioritised at the AGM by SPC on the basis of
92 the number of co-proposers to each Emergency Motion.

93 Part 4: Motion Voting Procedures

94 B4.1 When debating a paper or amendment at the Annual General Meeting, the
95 proposer will be asked by the chair to propose the motion or amendment by
96 explaining what the paper or amendment is for and then giving a brief speech in
97 favour of the paper.

98 B4.2 Following this the chair will open debate on the paper or amendment by
99 asking for a limited number of brief alternating speeches in favour and against
100 the paper, firstly against and then in favour of the paper or amendment until
101 either no one wishes to make a speech or there has been sufficient debate on the
102 paper or amendment.

103 B4.3 If it is unclear if there has been sufficient debate a straw poll will be
104 taken by raising hands with the options either for more debate or move to a
105 vote.

106 B4.4 At any point before the vote is taken, any member can ask for
107 clarification, raise points of information or propose procedural motions (e.g.
108 minor textual amendments, taking by parts).

109 B4.5 If a paper or amendment has received lengthy debate the proposer may
110 request a brief right of reply before the vote is taken.

111 B4.6 When voting on paper proposals the possibilities are 'yes', 'no' or
112 'abstention'.

113 B4.7 Depending on the nature of the proposal, the following types of majority
114 may be required for a motion to be passed.

115 B4.7.1 Simple majority: majority of the votes cast in person.

116 B4.7.2 Two-thirds majority: two-thirds of the votes cast in person.

117 B4.7.3 Absolute two-thirds majority: two-thirds majority of the votes cast by
118 the entire membership of the body.

119 B4.8 Amendments to the Constitution including accompanying Byelaws or Standing
120 Orders will be accepted with a two-thirds majority.

121 B4.9 Unless otherwise stated in the Constitution or Standing Orders, everything
122 else will be accepted with a simple majority.

123 B4.10 SPC shall be responsible for counting the votes.

124 B4.11 Results of votes must be announced during the meeting.

125 **Section C: Emergency General Meetings**

126 C1.1 An Emergency General Meeting (EGM) may be called at any time by an absolute
127 two-thirds majority of the Senate, or by an absolute two-thirds majority of EC,
128 or by a minimum of 5% of the Young Greens membership petitioning the EC for an
129 EGM.

130 C1.2 The same procedure as for AGM motion submission, organisation and voting
131 shall apply to an EGM following Section B Parts 2,3,4.

132 **Section D: Autumn General Meeting**

133 D.1 There will be a Young Greens General Meeting held at the autumn

134 D.2 The Autumn General Meeting consists solely of accountability sessions for
135 the following representatives elected in the annual ballot:

136 D.2.1 Young Greens Co-chairs

137 D.2.2 Treasurer

138 D.2.3 Non-portfolio EC members

139 D.2.4 Green Students Committee

140 D.3 The Autumn General Meeting must take note of mandatory six-month progress
141 reports from those representatives.

142 D.4 The accountability session will take the form of a face-to-face Q&A with the
143 membership

144 D.5 There must be at least 25 members of the Young Greens excluding employees at
145 any General Meeting for decisions to be binding

146 D.6 Motions of no confidence may be put forward during the accountability
147 session and will pass with a two-thirds majority

148 D.7 Motions of no confidence may be put forward during the accountability
149 session Censure and Commendations and will pass with a simple majority

150 D.8 Every Young Green is eligible to vote at the Autumn General Meeting

151 **Section E: Internal Elections**

152 **Part 1: Candidacy**

153 E1.1 All members of the Young Greens are eligible to be candidates for roles
154 within the Executive Committee, Structures and Procedures Committee members and
155 the Green Students Committee Co-Convenors providing they abide by the rules such
156 as gender quotas.

157 E1.2 Only those Young Greens who self-define as belonging to a specific
158 Liberation group may be candidates for election within that respective
159 Liberation group.

160 E1.3 Members who hold a position on the Structure and Procedures Committee may
161 not be candidates for any other position other than SPC until they no longer
162 hold position on the SPC.

163 E1.4 Candidates must have two nominees, who are members of the Young Greens in
164 accordance with Article 1 of the constitution, and may provide a candidate
165 statement, campaign video, and social media links if they wish.

166 E1.5 Members of the Young Greens may not be nominated for nor hold more than one
167 of the following posts in the Young Greens:

168 E1.5.1 Any EC role

169 E1.5.3 Structures and Procedures Committee

170 E1.5.4 Green Students Committee Co-Convenor

171 E1.6 Members of the Young Greens may put themselves forward as a job share for
172 any of the following posts within the Young Greens annual ballot:

173 E1.6.1 Treasurer

174 E1.6.2 Non-Portfolio Officer

175 E1.6.3 Member of Structures and Procedures Committee

176 E1.7 Should one part of the job share resign or be removed from their position
177 for whatever reason, their counterpart(s) will be able to either:

178 E1.7.1 advertise to co-opt a replacement for the exiting part of the job share

179 E1.7.2 continue to carry out their role without the exiting part of the job
180 share, without replacing them

181 E1.7.3 resign from their role

182 Part 2: Term of Office

183 E2.1 All roles shall be elected for a term of office of 1 year, which should be
184 completed should the officer no longer fit the requirements described in
185 Constitution Article 1.5 during their term, accepting variations as described
186 below.

187 E2.2 For EC roles and other officers elected at the AGM the term of office shall
188 run until the following year's AGM except in the cases of resignation or removal
189 by a vote of no confidence.

190 E2.3 A vote of no confidence shall occur for an individual role if the
191 Structures and Procedures Committee are petitioned by 25% of the committee or
192 other body which the role is part of.

193 E2.4 A vote of no confidence may also be called for any individual role if the
194 Structures and Procedures Committee are petitioned by 5% of the Young Greens
195 membership.

196 E2.5 If the role a vote of no confidence is being petitioned for falls within
197 the Structures and Procedures Committee then it shall instead be EC that is
198 petitioned by the members of the relevant committee, body, or general
199 membership.

200 E2.6 Complete anonymity shall be maintained throughout by the committee which is
201 petitioned, both relating to the petitioners and the vote.

202 E2.7 No member may sit on the same body for more than 5 terms consecutively,
203 irrespective of election or co-option.

204 E2.8 No member may hold the same post for more than 3 terms, irrespective of
205 election or co-option.

206 Part 3: Election Timescale

207 E3.1 The following election timescale applies only to YG roles elected in the
208 "Annual Ballot" at convention, namely Executive Committee, Structures and
209 Procedures Committee members, and Co-Convenors of the Green Students Committee.

210 E3.2 Liberation Group Co-Chairs, Groups for the Regions of England and Wales,
211 Green Students Committee and any other affiliated Young Greens Groups shall be
212 elected with a separate timescale to be decided by those respective groups.

213 E3.3 The Elected International Delegate shall be elected in line with the
214 procedure below, with the process beginning three months prior to the event they
215 will be attending.

216 E3.4 At least 8 weeks before the AGM the Executive Committee must send out a
217 call for applications to all Executive Committee roles and Structure and
218 Procedures Committee positions which must set out the rest of the timescale and
219 how to apply.

220 E3.5 Exactly 4 weeks before the AGM applications will close for all roles
221 elected at Convention except for roles that received no applications during the
222 initial period.

223 E3.6 As close as possible to 2 weeks before the AGM a live online video hustings
224 will take place for all roles elected at Convention, which all candidates for
225 these roles are invited to take part in.

226 E3.7 Exactly 2 weeks before the AGM voting will open in accordance with Standing
227 Orders D4.3.

228 E3.8 At 17.00 the day before the AGM applications will close for roles which
229 gained no applications as set out in D3.4.

230 E3.9 A further in-person hustings shall be held at Convention; each candidate
231 has the right to participate in these as well as to submit a statement in
232 advance.

233 E3.10 Voting shall close during Convention between the in-person hustings
234 detailed in D3.8 and the announcement of results (the exact time to be at the
235 discretion of SPC). The time of this should be clearly identified on the
236 Convention Timetable and voting platform.

237 E3.11 The election of successful candidates shall be announced during
238 Convention.

239 Part 4: Electoral System and Gender Balance

240 E4.1 Every Young Green is eligible to vote at the Annual General Meeting and
241 associated elections where they have 1 vote.

242 E4.2 All positions shall all be elected using the Single Transferable Vote (STV)
243 system with a provision for negative voting (re-open nominations, acronym RON).

244 E4.2.1 Single Transferable Vote quota for election is calculated as follows:
245 total valid vote divided by one more than the number of seats up for election
246 plus one (or rounded up) to avoid ties: $(TVV/(seats+1)) + 1$.

247 E4.3 Voting will take place via secret, secure online ballot arranged by an
248 Electoral Returning Officer (ERO), appointed by the Structures and Procedures
249 Committee (SPC).

250 E4.4 SPC, or the ERO if authorised to do so by SPC, is responsible for counting
251 the votes.

252 E4.5 The counting of votes and electing of successful candidates for the
253 position of Co-Chair and Treasurer will take place before the counting for EC
254 Non-Portfolio position so that the gender balance criteria described below can
255 be applied.

256 E4.6 The following rules will apply to the elections of, separately, Co-chairs
257 in compliance with paragraph 1.2 of Constitution Byelaw 1.

258 E4.6.1 The candidate with the highest number of first preference votes will be
259 elected in the first round in which a candidate passes the quota required by the
260 STV method.

261 E4.6.2 If the successful candidate is not a self-defining man, the second
262 candidate elected by the STV method will be elected to the second Co-Chair
263 position, regardless of gender identity.

264 E4.6.3 If the first successful candidate is a self-defining man, all other self-
265 defining men will be excluded from the vote and their further preferences
266 allocated to the remaining candidates from whom the second Co-Chair will be
267 elected.

268 E4.7 Following the election of the aforementioned roles a number of Non-
269 Portfolio positions will be reserved for candidates who are not self-defining
270 men to ensure that EC shall comprise of no more than 50% of members who self-
271 define as men. The number of roles reserved will be calculated based on the
272 number of self-defining men elected to the Co-Chair and treasurer positions.

273 E4.8 The election of Green Students Committee Co-Convenors will take place
274 following the same rules as laid out for EC Co-Chairs in D4.6.

275 E4.9 The selection of the International Delegate will ensure that no more than
276 one delegate self-defines as a man.

277 E4.10 The election of members to Structures and Procedures will be carried out
278 such that no more than 50% of the places are taken by self-defining men with
279 places reserved, as necessary, to ensure this.

280 Part 5: Campaigning Rules

281 E5.1 Candidates for any role in Young Greens elections, and proposers of papers,
282 are entitled to campaign and must all follow the same rules except for D5.2
283 which will only apply to roles explicitly mentioned.

284 E5.2 The amount spent on a campaign by a candidate in the annual Young Greens
285 ballot (EC, Structures and Procedures Committee, Green Students Committee Co-
286 Convenors) must not exceed £30. This includes leaflets, online campaigning and
287 similar expenditure the candidate has incurred as a result of being a candidate
288 for a position within the Young Greens. It also includes expenditure incurred by
289 the supporters of the candidate. At least 50% of all spending will be reimbursed
290 by the Young Greens providing receipts are provided to the Young Greens
291 Treasurer within 30 days of the close of elections. The same amount of money
292 will be reimbursed for every candidate running for any one role.

293 E5.3 Candidates and proposers may use the contact details of people they know
294 personally to directly canvass for support, via their own networks, in the run
295 up to the election but must not use details of members they only know via
296 official Young Greens channels – for example those they have gleaned through
297 previously holding an elected position within the Young Greens or those they
298 have gained from mailing lists.

299 E5.4 Candidates and proposers may campaign online and use social media to
300 canvass for support but only strictly in a personal capacity.

301 E5.5 Candidates and proposers may not use official Young Greens or Green Party
302 communication channels such as administrative email and Facebook privileges.

303 E5.6 Each candidate is entitled to their submitted nomination statement being
304 circulated amongst the membership via email and posting on the Young Greens
305 website.

306 E5.7 Campaigns must focus on the benefits of the candidate they are supporting,
307 not the flaws of the candidates opposing them. Negative campaigning is not
308 permitted.

309 E5.8 Bribery, coercion and mistreating of members is strictly forbidden.

310 E5.9 Any member, regardless of candidate status, can report a suspected breach
311 of these rules to the Electoral Returning Officer in the case of electoral
312 breaches, Structures and Procedures in the case of motions, or, where they feel
313 that is inappropriate, to Young Greens Staff.

314 E5.10 Any suspected electoral breach of these rules will be investigated by the
315 Electoral Returning Officer and the Structures and Procedures Committee who will
316 have the following options open to them:

317 E5.10.1 Any candidate suspected of breaking these rules may be suspended from
318 the election pending investigation by the Electoral Returning Officer and the
319 Structures and Procedures Committee. If the investigation cannot be completed by
320 the AGM, the election will be re-run.

321 E5.10.2 Any candidate found to have broken these rules, the Electoral Returning
322 Officer and the Structures and Procedures Committee may expel the candidate from
323 the current election with the election otherwise continuing as normal.

324 E5.10.3 Anyone shown to have broken the rules and to be acting on behalf of a
325 candidate will also lead to the expulsion of that candidate from this election.

326 E5.10.3 Candidates removed from the current election due to the actions of
327 themselves or others will still be eligible to be a candidate for future
328 elections to any position within the Young Greens.

329 E5.11 Any suspected non-electoral breaches, during an election and by a
330 candidate, of the Young Greens Constitution, Young Greens Standing Orders, Green
331 Party Constitution, Green Party Standing Orders, Green Party Code of Conduct or
332 any other organisational policies of the Green Party of England and Wales and
333 Young Greens, including anti-harassment and Safe Space policies, will be
334 investigated by the Structures and Procedures Committee who will have the
335 following options open to them:

336 E5.11.1 Any candidate suspected of breaking these rules may be suspended from
337 the election pending investigation by the Structures and Procedures Committee.
338 If the investigation cannot be completed by the AGM, the election will be re-
339 run.

340 E5.11.2 Any candidate found to have broken these rules may be expelled from the
341 current election with the election otherwise continuing as normal.

342 E5.12 Following any action as described in D5.11.1 or D5.11.2, the Structures
343 and Procedures Committee shall refer the case to the Complaints and Disciplinary
344 Committee for full investigation as described in Article 5 of the Constitution,
345 from 5.6 onwards.

346 E5.13 Any suspected breach of these rules in relation to the proposal of papers
347 will be investigated by the Structures and Procedures Committee who will have
348 the following options open to them.

349 E5.13.1 Any proposer suspected of breaking these rules may be suspended from
350 proposing the paper pending investigation by the Electoral Returning Officer and
351 the Structures and Procedures Committee and an alternative proposer must be
352 found by the remaining co-proposers.

353 E5.13.2 For serious breaches of these rules, Structures and Procedures Committee
354 may rule the paper or amendment out of order and remove it from the General
355 Meeting agenda.

356 E5.14 A person is accountable to these rules from the opening of the nominations
357 period, however, may only announce their candidacy and begin publicly
358 campaigning after the close of nominations.

359 Part 6: Co-options

360 E6.1 Any vacant EC role may be co-opted by a majority vote of EC plus the
361 agreement of the Chair of the Structures and Procedures Committee, after a call
362 out and a hustings has taken place.

363 E6.2 When advertising vacant EC Non-Portfolio positions, the Executive Committee
364 are able to advertise specific available portfolio(s), as decided by a majority
365 vote of EC plus the agreement of the Chair of the Structures and Procedures
366 Committee.

367 E6.3 Any vacant SPC role may be co-opted by a majority vote of SPC, after a call
368 out has taken place.

369 E6.4 If it is not possible to co-opt for SPC roles in accordance with D6.3,
370 these roles may be co-opted by a majority vote of EC, after a call out has taken
371 place.

372 E6.5 Senate Representatives for the regions of England and Wales may be co-
373 opted, in the absence of an elected representative from the group they would
374 represent, by a majority vote of Senate plus the agreement of the Chair of the
375 Structures and Procedures Committee, after a call out to eligible members and a
376 hustings has taken place.

377 E6.6 Vacant Green Students Committee Co-Convenor roles may be co-opted by a
378 majority vote of the Green Students Committee after a call out by the Green
379 Students Committee has taken place.

380 E6.7 If it is not possible to co-opt for Green Students Committee Co-Convenor
381 roles in accordance with D6.3, these roles may be co-opted by a majority vote of
382 EC plus the agreement of the Chair of the Structures and Procedures Committee,
383 after a call out and a hustings has taken place.