

D2 Standing Orders

Proposer:	Structures and Procedures Committee
Resolution date:	11/12/2017
Agenda item:	D Changes to the Constitution and Standing Orders (submit below as amendments)
Status:	Modified

Explanation

To allow clearer amendments, we have provided the Young Greens Constitution as a document for changes. Please use this motion to submit any changes to the Standing Orders.

Motion Text

1 Section A: Young Greens Convention

2 A1.1 The Young Greens Convention shall be held once per year in Autumn.

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

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

7 Section B: Annual General Meetings

8 Part 1: Competency of the Annual General Meeting

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

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

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

15 B1.4 The AGM accepts/rejects/amends motions, resolutions and changes to the
16 Constitution or Standing Orders.

17 B1.5 The AGM ratifies decisions about joining or leaving partnerships and

18 membership within other organisations/networks.

19 B1.6 The actions and priorities of the Executive Committee may be set by
20 resolutions passed at the Young Greens AGM.

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 to the Annual
26 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 entries into the
35 Record of Policy Statements, entries into the Record of Organisational
36 Statements, amendments to the constitution and amendments to the standing orders
37 (hereafter referred to as motions).

38 B2.7 A prioritisation ballot will occur, conducted by SPC, on the first day of
39 Convention for attendees at the Annual General Meeting in order to decide the
40 order of motions taken.

41 **Part 3: Motions and Reports**

42 B3.1 It shall be the role of SPC to compile submitted reports, motions and
43 amendments.

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

46 B3.2.1 Executive Committee Co-Chairs.

47 B3.2.2 Treasurer.

48 B3.2.3 Non-Portfolio EC Officers.

- 49 B3.2.4 Senate Co-Chairs.
- 50 B3.2.5 Structures and Procedures Committee.
- 51 B3.2.6 Green Students Committee Co-Convenors.
- 52 B3.3 Annual reports detailed in B3.2 must be submitted to SPC at least 1 week
53 before the AGM.
- 54 B3.4 Individual members, EC and Affiliated Young Greens Groups have the right to
55 submit motions and amendments.
- 56 B3.5 For all submissions, there must be a named proposer and at least 3 other
57 co-proposers or at least one other co-proposer if submitting on behalf of an
58 Affiliated YG Group or recognised committee.
- 59 B3.6 In the case of motions being submitted which seek to amend the Constitution
60 or Standing Orders being accepted for discussion, paper copies of the
61 Constitution and Standing Orders must be made available for members attending
62 the General Meeting.
- 63 B3.7 The timescale for the submission of motions and amendments shall be as
64 follows:
- 65 B3.7.1 At least 8 weeks before the Annual General Meeting, EC must send out a
66 call including guidelines for submission of motions, resolutions and changes to
67 the Constitution or Standing Orders, all relevant dates and where to find
68 motions once they are posted on the members' website.
- 69 B3.7.2 Submission for motions 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 motions will
73 close.
- 74 B3.7.5 Amendments may not substantially change the intention of the motion 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 motions 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 by email and the list of
89 proposers by email and/or paper copy, both to the Chair of SPC.

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

92 **Part 4: Motion Voting Procedures**

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

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

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

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

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

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

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

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

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

116 B4.7.3 Absolute two-thirds majority: two-thirds majority of the votes cast by

117 the entire membership of the body.

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

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

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

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

124 **Section C: Emergency General Meetings**

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

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

131 **Section D: Internal Elections**

132 **Part 1: Candidacy**

133 D1.1 All member of the Young Greens are eligible to be candidates for roles
134 within the Executive Committee, Structures and Procedures Committee members, the
135 Senate Co-Chairs, and the Green Students Committee Co-Convenors providing they
136 abide by the rules such as gender quotas.

137 D1.2 Only those Young Greens who self-define as belonging to a specific
138 Liberation group may be candidates for election within that respective
139 Liberation group.

140 D1.3 Members who hold a position on the Structure and Procedures Committee may
141 not be candidates for any other position other than SPC until they no longer
142 hold position on the SPC.

143 D1.4 Candidates must have two nominees, who are members of the Young Greens in
144 accordance with Article 1 of the constitution, and may provide a candidate
145 statement, campaign video, and social media links if they wish.

146 D1.5 Members of the Young Greens may not be nominated for nor hold more than one
147 of the following posts in the Young Greens.

148 D1.5.1 Any EC role.

149 D1.5.2 Senate representatives of the Regions of England, and Wales.

150 D1.5.3 Structures and Procedures Committee.

151 D1.5.4 Green Students Committee Co-Convenor.

152 **Part 2: Term of Office**

153 D2.1 All roles shall be elected for a term of office of 1 year, which should be
154 completed should the officer no longer fit the requirements described in
155 Constitution Article 1.5 during their term, accepting variations as described
156 below.

157 D2.2 For EC roles and other officers elected at the AGM the term of office shall
158 run until the following year's AGM except in the cases of resignation or
159 removal
160 by a vote of no confidence.

161 D2.3 A vote of no confidence shall occur for an individual role if the
162 Structures and Procedures Committee are petitioned by 25% of the committee or
163 other body which the role is part of.

164 D2.4 A vote of no confidence may also be called for any individual role if the
165 Structures and Procedures Committee are petitioned by 5% of the Young Greens
166 membership.

167 D2.5 If the role a vote of no confidence is being petitioned for falls within
168 the Structures and Procedures Committee then it shall instead be by EC that is
169 petitioned by the members of the relevant committee, body, or general
170 membership.

171 D2.6 Complete anonymity shall be maintained throughout by the committee which is
172 petitioned, both relating to the petitioners and the vote.

173 D2.7 Young Greens may serve for a maximum of two full consecutive or non -
174 consecutive years in any EC position.

175 D2.8 Any member can serve two years in any role, then go on and serve two years
176 in another role.

177 D2.9 If a member has been co-opted, they may serve a further two full terms
178 maximum if elected.

179 D2.10 Where no one has put themselves forward for election to a given position
180 those who have already served two full years in this role will be permitted to
181 run in the election.

182 **Part 3: Election Timescale**

- 183 D3.1 The following election timescale applies only to YG roles elected in the
184 "Annual Ballot" at convention, namely Executive Committee, Structures and
185 Procedures Committee members, the Senate Co-Chairs, and Co-Convenors of the
186 Green Students Committee.
- 187 D3.2 Liberation Group Co-Chairs, Groups for the Regions of England and Wales,
188 Green Students Committee and any other affiliated Young Greens Groups shall be
189 elected with a separate timescale to be decided by those respective groups.
- 190 D3.3 The Elected International Delegate shall be elected in line with the
191 procedure below, with the process beginning three months prior to the event they
192 will be attending.
- 193 D3.4 At least 8 weeks before the AGM the Executive Committee must send out a
194 call for applications to all Executive Committee roles, Senate Co-Chair
195 positions, and Structure and Procedures Committee positions which must set out
196 the rest of the timescale and how to apply.
- 197 D3.5 Exactly 4 weeks before the AGM applications will close for all roles
198 elected at Convention with the exception of roles that received no applications
199 during the initial period.
- 200 D3.6 As close as possible to 2 weeks before the AGM a live online video hustings
201 will take place for all roles elected at Convention, which all candidates for
202 these roles are invited to take part in.
- 203 D3.7 Exactly 2 weeks before the AGM voting will open in accordance with Standing
204 Orders D4.3.
- 205 D3.8 At 17.00 the day before the AGM applications will close for roles which
206 gained no applications as set out in D3.4.
- 207 D3.9 A further in-person hustings shall be held at Convention, each candidate
208 has the right to participate in these as well as to submit a statement in
209 advance.
- 210 D3.10 Voting shall close during Convention between, the exact time to be at the
211 discretion of SPC, the in-person hustings detailed in D3.8 and the announcement
212 of results. The time of this should be clearly identified on the Convention
213 Timetable and voting platform.
- 214 D3.11 The election of successful candidates shall be announced during
215 Convention.
- 216 **Part 4: Electoral System and Gender Balance**
- 217 D4.1 Every Young Green is eligible to vote at the Annual General Meeting and
218 associated elections where they have 1 vote.

219 D4.2 All positions shall all be elected using the Single Transferable Vote (STV)
220 system with a provision for negative voting (re-open nominations, acronym RON).

221 D4.2.1 Single Transferable Vote quota for election is calculated as follows:
222 total valid vote divided by one more than the number of seats up for election
223 plus one (or rounded up) to avoid ties: $(TVV/(seats+1))+1$.

224 D4.3 Voting will take place via secret, secure online ballot arranged by an
225 Electoral Returning Officer (ERO), appointed by the Structures and Procedures
226 Committee(SPC).

227 D4.4 SPC, or the ERO if authorised to do so by SPC, is responsible for counting
228 the votes.

229 D4.5 The counting of votes and electing of successful candidates for the
230 positions of Co-Chair, Senate Co-Chair and Treasurer will take place before the
231 counting for EC Non-Portfolio position so that the gender balance criteria
232 described below can be applied.

233 D4.6 The following rules will apply to the elections of, separately, Co-Chairs
234 and Senate Co-Chairs in compliance with paragraph 1.2 of Constitution Byelaw 1.

235 D4.6.1 The candidate with the highest number of first preference votes will be
236 elected in the first round in which a candidate passes the quota required by the
237 STV method.

238 D4.6.2 If the successful candidate is not a self-defining man, the second
239 candidate elected by the STV method will be elected to the second Co-Chair
240 position, regardless of gender identity.

241 D4.6.3 If the first successful candidate is a self-defining man, all other self-
242 defining men will be excluded from the vote and their further preferences
243 allocated to the remaining candidates from whom the second Co-Chair will be
244 elected.

245 D4.7 Following the election of the aforementioned roles a number of Non-
246 Portfolio positions will be reserved for candidates who are not self-defining
247 men to ensure that EC shall comprise of no more than 50% of members who self
248 define as men. The number of roles reserved will be calculated based on the
249 number of self-defining men elected to the Co-Chair, Senate Co-Chair and
250 treasurer positions.

251 D4.8 The election of Green Students Committee Co-Convenors will take place
252 following the same rules as laid out for EC Co-Chairs and Senate Co-Chairs in
253 D4.6.

254 D4.9 The election of the International Delegate will take place such that if the
255 delegate appointed by EC self-identifies as a man then the elected delegate
256 cannot be someone who also self-identifies as a man. Thus the delegate appointed
257 by EC will be declared before the nomination period opens.

258 D4.10 The election of members of Structures and Procedures will be carried out
259 such that no more than 50% of the places are taken by self-defining men with
260 places reserved, as necessary, to ensure this.

261 **Part 5: Campaigning Rules**

262 D5.1 Candidates for any role in Young Greens elections, and proposers of
263 motions, are entitled to campaign and must all follow the same rules with the
264 exception of D5.2 which will only apply to roles explicitly mentioned.

265 D5.2 The amount spent on a campaign by a candidate in the annual Young Greens
266 ballot (EC, Structures and Procedures Committee, Senate Co-Chairs, Green
267 Students Committee Co-Convenors) must not exceed £30. This includes leaflets,
268 online campaigning and similar expenditure the candidate has incurred as a
269 result of being a candidate for a position within the Young Greens. It also
270 includes expenditure incurred by the supporters of the candidate. At least 50%
271 of all spending will be reimbursed by the Young Greens providing receipts are
272 provided to the Young Greens Treasurer within 30 days of the close of elections.
273 The same amount of money will be reimbursed for every candidate running for any
274 one role.

275 D5.3 Candidates and proposers may use the contact details of people they know
276 personally to directly canvass for support, via their own networks, in the run
277 up to the election but must not use details of members they only know via
278 official Young Greens channels – for example those they have gleaned through
279 previously holding an elected position within the Young Greens or those they
280 have gained from mailing lists.

281 D5.4 Candidates and proposers may campaign online and use social media to
282 canvass for support but only strictly in a personal capacity.

283 D5.5 Candidates and proposers may not use official Young Greens or Green Party
284 communication channels such as administrative email and Facebook privileges.

285 D5.6 Each candidate is entitled to their submitted nomination statement being
286 circulated amongst the membership via email and posting on the Young Greens
287 website.

288 D5.7 Campaigns must focus on the benefits of the candidate they are supporting,
289 not the flaws of the candidates opposing them. Negative campaigning is not
290 permitted.

291 D5.8 Bribery, coercion and mistreating of members is strictly forbidden.

292 D5.9 Any member, regardless of candidate status, can report a suspected breach
293 of these rules to the Electoral Returning Officer in the case of electoral
294 breaches, Structures and Procedures in the case of motions, or, where they feel
295 that is inappropriate, to Young Greens Staff.

296 D5.10 Any suspected electoral breach of these rules will be investigated by the

297 Electoral Returning Officer and the Structures and Procedures Committee who will
298 have the following options open to them:

299 D5.10.1 Any candidate suspected of breaking these rules may be suspended from
300 the election pending investigation by the Electoral Returning Officer and the
301 Structures and Procedures Committee. If the investigation cannot be completed by
302 the AGM, the election will be re-run.

303 D5.10.2 Any candidate found to have broken these rules, the Electoral Returning
304 Officer and the Structures and Procedures Committee may expel the candidate from
305 the current election with the election otherwise continuing as normal.

306 D5.10.3 Anyone shown to have broken the rules and to be acting on behalf of a
307 candidate will also lead to the expulsion of that candidate from this election.

308 D5.10.3 Candidates removed from the current election due to the actions of
309 themselves or others will still be eligible to be a candidate for future
310 elections to any position within the Young Greens.

311 D5.11 Any suspected non-electoral breaches, during an election and by a
312 candidate, of the Young Greens Constitution, Young Greens Standing Orders, Green
313 Party Constitution, Green Party Standing Orders, Green Party Code of Conduct or
314 any other organisational policies of the Green Party of England and Wales and
315 Young Greens, including anti-harassment and Safe Space policies, will be
316 investigated by the Structures and Procedures Committee who will have the
317 following options open to them:

318 D5.11.1 Any candidate suspected of breaking these rules may be suspended from
319 the election pending investigation by the Structures and Procedures Committee.
320 If the investigation cannot be completed by the AGM, the election will be re-
321 run.

322 D5.11.2 Any candidate found to have broken these rules may be expelled from the
323 current election with the election otherwise continuing as normal.

324 D5.12 Following any action as described in D5.11.1 or D5.11.2, the Structures
325 and Procedures Committee shall refer the case to the Complaints and Disciplinary
326 Committee for full investigation as described in Article 5 of the Constitution,
327 from 5.6 onwards.

328 D5.13 Any suspected breach of these rules in relation to the proposal of motions
329 will be investigated by the Structures and Procedures Committee who will have
330 the following options open to them.

331 D5.13.1 Any proposer suspected of breaking these rules may be suspended from
332 proposing the motion pending investigation by the Electoral Returning Officer
333 and the Structures and Procedures Committee and an alternative proposer must be
334 found by the remaining co-proposers.

335 D5.13.2 For serious breaches of these rules, Structures and Procedures Committee

336 may rule the motion or amendment out of order and remove it from the General
337 Meeting agenda.

338 D.5.14 A person is accountable to these rules from the opening of the
339 nominations period, however may only announce their candidacy and begin publicly
340 campaigning after the close of nominations.

341 **Part 6: Co-options**

342 D6.1 Any vacant EC role, including Senate Co-Chairs, may be co-opted by a
343 majority vote of EC plus the agreement of the Chair of the Structures and
344 Procedures Committee, after a call out and a hustings has taken place.

345 D6.2 When advertising vacant EC Non-Portfolio positions, the Executive Committee
346 are able to advertise specific available portfolio(s), as decided by a majority
347 vote of EC plus the agreement of the Chair of the Structures and Procedures
348 Committee.

349 D6.3 Any vacant SPC role may be co-opted by a majority vote of SPC, after a call
350 out has taken place.

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

354 D6.5 Senate Representatives for the regions of England and Wales may be be co-
355 opted, in the absence of an elected representative from the group they would
356 represent, by a majority vote of Senate plus the agreement of the Chair of the
357 Structures and Procedures Committee, after a call out to eligible members and a
358 hustings has taken place.

359 D6.6 Vacant Green Students Committee Co-Convenor roles may be co-opted by a
360 majority vote of the Green Students Committee after a call out by the Green
361 Students Committee has taken place.

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