

Green Party Women Constitution:

Adopted at Extraordinary General Meeting, 7 June 2019

1. **Name and nature of the organisation:** Green Party Women is a subgroup of the Green Party of England & Wales (hereinafter GPEW) set up under the rules of GPEW.
2. **The aims** of Green Party Women shall be to represent the needs and rights of women in GPEW.
3. **Objects:**
 - to try to ensure that the needs and rights of women and girls are properly considered in all GPEW policy.
 - to campaign on matters that affect the lives of women and girls.
 - to monitor and work to improve the balanced representation of women and men in all internal and external elections.
4. **Membership** of Green Party Women shall be open to any member of GPEW who self-identifies as a woman or as gender variant. Voting rights at Green Party Women meetings will only be available to GPEW members who identify as a woman or as gender variant. Those who identify as men and support the objectives of Green Party Women are encouraged to attend meeting but have no voting rights. At meetings the chair or co-chairs reserve the right to reduce their speaking time, and/or to prioritise women's voices. Men may also attend Green Party Women activities such as campaign marches.
5. **Relations with other groups within GPEW that are concerned with Equality issues.** Green Party Women recognises that many factors intersect in the lives of individuals to their advantage and disadvantage. Green Party Women will aims to be co-operative and to build consensus, therefore we will work with any other groups that aim to improve equality in GPEW, and/or in society more broadly.
6. **Communications:** The usual method of keeping up to date with activities will be through the Green Party Women email list, joined via the GPEW members' website. GPEW members can also join by contacting Green Party Women Committee members and/or through the Green Party Women space on the members' website.
7. **Annual General Meeting:** There will be an Annual General Meeting held at GPEW Autumn Conference every year. Members will be notified of the AGM, together with the Agenda, any reports and the exact wording of any motions to be put to the AGM at least three weeks in advance of the meeting. The Agenda of the AGM will consist of the minutes of the previous AGM, proposal of the accounts and the annual report from the Committee, the rotation and election of the Committee, any motion regarding the nature and organisation of Green Party Women that has been notified with the Agenda, and thanks to any outgoing members. A quorum for the AGM shall consist of a minimum of 10 voting members.
8. **The Green Party Women Committee:** The Committee shall normally be elected at the AGM and shall comprise of Co-Chairs (voted in separately), Secretary, Membership Secretary, Treasurer and up to three other members who shall take on such roles as judged necessary; the portfolio roles of the Committee should be elected first. Each candidate must be a fully-paid-up member of GPEW in good standing, and must be nominated and seconded by members of Green Party Women. The GPEW

Spokesperson for Women and the Equality & Diversity Coordinator(s) on GPEx will be invited to all Committee meetings and will have voting rights. If the latter does not identify as a woman or as gender variant, a member of the Equality & Diversity Committee who does identify as a woman or as gender variant can participate in Committee work as a representative. Other Committee posts may be created by the Committee as necessary, subject to ratification by a General Meeting of Green Party Women. All or any of these roles can be a job-share. The Committee may co-opt further Committee members, after resignations for example. Co-opted members do not have a voting right.

A quorum for a Committee meeting will be four members. One of these must be a portfolio holder.

Committee meetings shall take place as decided by the Co-Chairs or at the request of any four Committee members; usually they shall be open to all members of Green Party Women to attend as observers but the request to observe must be received by the Co-Chairs at least two days in advance of the meeting. The Committee may take decisions or communicate on behalf of Green Party Women between General Meetings of Green Party Women on matters that arise during these times (usually after consultation with members through the email list); their decisions and communications shall be reported at the following General Meeting. Committee members who do not attend three consecutive meetings without submitting adequate apologies will be understood to have resigned, unless the Committee agrees that they are demonstrably making a valid contribution to the work of Green Party Women.

9. **Diversity arrangements for electing the Committee:** Candidates should submit a confidential Equality & Diversity form to the Retuning Officer before the Annual General Meeting. If candidates' backgrounds, taken as a whole, are not diverse, the Green Party Women Committee should make another call out. However, elections will still be held during the GPEW Autumn Conference even if no further candidates come forward.
10. **General Meetings of the GPW membership:** These will take place at the Spring and Autumn Conferences. The meeting at the Autumn Conference will also be the Annual General meeting. The Green Party Women Committee are responsible for booking a fringe event at each conference for this purpose. Other General Meetings may be called by the Committee as required, especially if Spring Conference is not held, or if it is held through regional meetings. Once this Constitution is formally adopted, motions and discussions about the nature and organisation of the GPW will only be debated and resolved at the Annual General Meeting or at an Extraordinary General Meeting.
11. **Extraordinary General Meetings** can be called by petition of 25% of Green Party Women members or 10 Green Party Women members, whichever is the larger. The petition must include clear grounds for calling the Extraordinary General Meeting, for example to recall one or more members of the Green Party Women Committee. An Extraordinary General Meeting will be held within one month of the petition being received by the co-chairs of the Green Party Women Committee.
12. **Conduct at meetings:** Every effort shall be made to reach decisions by consensus. In the absence of consensus, decisions shall be made by a simple majority vote. Contentious or tied issues may be decided by a poll of all Green Party Women members.

13. **Finances:** Green Party Women may raise funds on its own behalf or for GPEW or for campaigns in line with relevant GPEW policy. The Committee will be authorised to take responsibility for any money acquired by, collected for, or donated to Green Party Women; the Treasurer will report to the Committee at least once a quarter and also to the Annual General Meeting. Any funds belonging to Green Party Women will only be used to further the objects, as set out above at Clause 3. Decisions to use the funds will be taken at a quorate meeting of the Committee or a General Meeting. No person shall take part in decisions which would result in them gaining financially. The organisation can raise funds by any legitimate means where the people requested to contribute are told of the purpose of raising the funds, and/or the objects of Green Party Women. All fund raising must comply with the GPEW standards of ethical fundraising and donations. If the group holds funds of over £5,000 the financial accounts shall be reviewed by an independent financially qualified person, who may be a GPEW staff member. Any bank account that is established will be in the name of Green Party Women. Three signatories will be appointed by the Committee to be responsible for the proper handling of any bank transactions.
14. **This constitution** was adopted at an Extraordinary General Meeting of Green Party Women on [date]. Alterations to the Constitution can only be made at the Annual General Meeting or an Extraordinary General Meeting. Any proposed alterations to this Constitution must be notified to all the members with the detailed wording at least three weeks before an Annual General Meeting or Extraordinary General Meeting to be voted on at that meeting. No alteration can be made without a two-thirds majority of the membership voting at a quorate AGM or EGM. The clause on dissolution (15) cannot be changed.
15. **Dissolution:** The membership can decide to dissolve the group by a two-thirds majority at an Annual General Meeting or Extraordinary General Meeting which has been properly notified in advance to all Green Party Women members. On winding up the group any assets will be passed to a GPEW group with a similar purpose, or if there is no other similar group, to general GPEW funds.
16. **Disputes and disagreements:** The Chair or co-chairs are responsible for promoting decision-making by consensus in meetings, and to allow all members to voice their views in disagreements. The right of the Chair to resolve a disagreement by making a ruling must be respected by all members. If a personal disagreement between members arises in a meeting or on a discussion forum of Green Party Women and cannot be resolved there, all members are encouraged to use Dispute Resolution Committee in the first instant to try to resolve the matter. All members agree to abide by the Party Code of Conduct and the party disciplinary system.