

THE CONSTITUTION OF THE LONDON FEDERATION OF GREEN PARTIES

1. NAME

The name shall be "London Federation of Green Parties" ("the Federation"). For public elections in which the Greater London region is a single constituency, the names "London Green Party" or "Green Party" may be used.

2. MEMBERSHIP

a. The Federation shall be the Regional Party of The Green Party of England and Wales ("The Green Party") in the Greater London region ("the Region") as defined for local government and public elections.

b. The Federation shall comprise the local Green Parties ("Local Parties") and members of The Green Party in the Region. The Local Parties shall be those recognised by the Federation and The Green Party as meeting the requirements currently in force. The members shall be resident in the Region or have such other connection with the Region as the Federation deems sufficient.

3. OBJECT

The object of the Federation shall be to further the aims of The Green Party, as set out in its Constitution, in the Region. The Federation shall encourage active participation, endeavour to act in an empowering and non-hierarchical way, and devolve decision-making to the lowest appropriate level. It shall support and encourage co-operation between Local Parties.

4. STRUCTURE AND DECISIONS

a. The sovereign body of the Federation shall be its General Meeting. Below that shall be Officers meetings, committees, working groups and other meetings organised by Officers. Only a General Meeting or a full ballot of members may amend this Constitution.

b. There shall be a Finance Committee consisting of the Chair, Secretary, Treasurer, and two other Officers, selected as per the Federation Standing Orders, whose sole responsibility is to manage the finances of Federation reporting both to the Officers group and the members at the general meetings. If a named Officer Post on the Finance Committee is vacant, then the other Finance Committee members will co-opt another elected Officer not already on the Finance Committee to achieve quoracy for the duration of the vacancy. This will be reported to the next General Meeting.

c. Officers shall be responsible for the pursuit of the Federation strategy, and shall be empowered to carry out decisions to that end. This shall include agreeing such matters as

election and selection frameworks, and providing information to the Finance Committee who set the budget and make other spending decisions. Where these are devised by other groups, the Officers shall have the power to sign them off.

d. General Meetings shall have the power to override any decisions of the Officers.

e. Only current members of the Federation may hold office and only current members of the Federation may vote on any Federation business.

5. MEETINGS

a. The Federation shall hold Ordinary Meetings and General Meetings (together "Meetings"). As a minimum, it will hold four Meetings, one of which must be the Annual General Meeting ("AGM") which shall receive reports from the Officers and regional elected representatives and debate motions. The AGM shall also agree the strategy, which can be amended by Extraordinary General Meeting. Notice shall be given of the AGM, including a circulated agenda, at least twenty-five (25) days in advance. A final agenda will be circulated ten (10) days in advance.

b. In addition the Federation shall hold an Extraordinary General Meeting (EGM) if requested by at least three (3) Officers, or two percent (2%) of members, or by the Local Party Coordinators/Chairs (or equivalent roles) representing one quarter of the Local Parties. Notice shall be given of the EGM, including a circulated agenda, at least twelve (12) days in advance. A final agenda will be circulated five (5) days in advance.

c. Motions may be submitted to the AGM no later than fifteen (15) days in advance. Motions may be submitted to the EGM no later than seven (7) days in advance. All Motions must conform to the requirements of the Standing Orders. All members may attend and speak at Meetings.

d. General Meetings shall be quorate if members from at least one third of the parties in the region attend.

e. The Federation shall hold Ordinary Meetings at least quarterly, except where a General Meeting is held instead. Ordinary Meetings will be quorate if members from at least one third of the Local Parties in the region attend. At Ordinary Meetings voting on a particular decision may be limited to appointed representatives, one from each Local Party, if requested by six representatives when the vote is called. Such a vote shall be deferred to the following Meeting if that is supported by six representatives or a majority of members present.

6. OFFICERS, COMMITTEES, REPRESENTATIVES AND WORKING GROUPS

6A. LONDON ELECTED OFFICERS

6.a.i. The London Federation elects its own Officers, known as London elected Officers. The London elected Officer Posts are determined by a General Meeting, which may add or remove Posts other than those required by the constitution of the Green Party of England and Wales (GPEW). Motions to add or remove a London elected Officer Post must be submitted and published to members in accordance with the procedures for motions at General Meetings. The London elected Officer Posts are as follows:

- Co-ordinator, (required by the constitution of the GPEW),
- Treasurer, (required by the constitution of the GPEW),
- Election Agent (Nominating Officer) (required by the constitution of the GPEW),
- Non-Portfolio Officers x 5,
- Membership Officer (superseded by a Non-Portfolio Officer role from 19-Oct-2024 onwards),
- Local Party Support Officer (superseded by a Non-Portfolio Officer role from 19-Oct-2024 onwards),
- Disability Officer,
- Equality, Diversity and Inclusion (EDI) Officers x 2,
- Trade Union Liaison Officer (superseded by a Non-Portfolio Officer role from 19-Oct-2024 onwards),
- Training Officer (superseded by a Non-Portfolio Officer role from 19-Oct-2024 onwards).

Transitional Arrangements

Where an Officer has been elected to the 2022-23 AGM into an Officer Post which is to be converted into a Non-Portfolio Officer Post, they may choose to either:

- *Immediately take up a Non-Portfolio Officer role.*
- *Continue in the role to which they have been elected, in which case the Constitution and Officer Job Descriptions will continue unamended for that Officer Post only, and the number of Non-Portfolio Officer will be reduced by one, until the point at which that role is next elected (including in response to a casual vacancy) at which time the Officer Post will be converted into a Non-Portfolio Officer and the number of Non-Portfolio Officer roles will be increased by one.*

The Officer Roles list above will be updated as required to reflect the operation of these Transitional Arrangements.

6.a.ii. Any of the London elected Officer Posts may be held as a job-share.

6.a.iii. No member may hold more than one of the London elected officer posts, except on a temporary basis as laid down in clause 6.f.i.

6.a.iv. The job descriptions for the London elected Officer Posts are published and available to all members. The job descriptions may be changed by a motion to an Ordinary Meeting or General Meeting.

6.a.v. The term of office for holders of London elected Officer Posts is from the conclusion of one Annual General Meeting to the conclusion of the next Annual General Meeting.

6.a.vi. Elections for all the London elected Officer Posts are held annually in the period preceding the Annual General Meeting, and the results of the elections are announced at the Annual General Meeting. Detailed regulations for the conduct of the Annual Officer elections form part of the Standing Orders of the London Federation.

6.a.vii. Any London elected Officer who has not attended Officer Team meetings for a period of at least 6 weeks may be removed from their post by a two-thirds majority vote of the Officer Team present at the next Officer Team meeting. The decision to remove an Officer must be ratified at the next Ordinary Meeting or General Meeting in accordance with the process set out in the following clause 6.a.viii.

6.a.viii Any London elected Officer may be removed from their post by a two-thirds majority vote at an Ordinary Meeting or General Meeting, provided that notice of the proposal to remove them has been given on the circulated agenda and notified to the Officer concerned.

6B. LONDON ELECTORAL RETURNING OFFICER

6.b.i. The London Electoral Returning Officer (London ERO) is responsible for the management of all elections run by the London Federation. The London ERO is appointed by the Executive Committee, and the appointment must be notified to a Ordinary Meeting or a General Meeting. The role of the London ERO may be held as a job-share.

6.b.ii. The term of office of the London ERO is for one year from the date of their appointment. A member may be re-appointed as the London ERO for a maximum of three consecutive terms. In the event of a vacancy the Executive Committee must appoint a new London ERO as a matter of urgency.

6.b.iii. The London ERO's duties include the preparation of proposals to update or amend election regulations.

6.C.. MEMBERS OF THE REGIONAL DISPUTES, COMPLAINTS, AND DISCIPLINARY PANEL (DCD PANEL)

6.c.i. The London Federation elects members to the London Regional Disputes, Complaints, and Disciplinary Panel (DCD Panel), in accordance with the procedures for that panel that have been approved by an Ordinary Meeting or General Meeting. For the avoidance of doubt, members of the regional DCD panel are not London elected officers and do not sit on the Executive Committee.

6.d. London representatives to national party bodies.

6.d.i. The London Federation elects representatives to the Green Party Regional Council (GPRC) in accordance with the roles, timetables, methods, and terms of office, set out in that body's constitution, standing orders or other guidance. The job descriptions and

duties of the GPRC representatives are set out in that body's constitution, standing orders or other guidance. Where two or more representatives to the GPRC are elected there should be a gender balance amongst the elected representatives.

6.d.ii. The London Federation elects representatives to the national party Disciplinary Committee (DC) in accordance with the roles, timetables, methods, and terms of office, set out in that body's constitution, standing orders or other guidance. The job descriptions and duties of the DC representatives are set out in that body's constitution, standing orders or other guidance. Where two or more representatives to the DC are elected there should be a gender balance amongst the elected representatives. For the avoidance of doubt, London representatives to the national DC are not London elected officers and do not sit on the Executive Committee.

6.d.iii Any London representative to a national party body may be removed from their post by a two-thirds majority vote at an Ordinary Meeting or General Meeting, provided that notice of the proposal to remove them has been given on the circulated agenda and notified to the London representative concerned.

6.E. EXECUTIVE COMMITTEE.

6.e.i. The Executive Committee of the London Federation is made up of:

- The London elected Officers;
- The London representatives to the GPRC.

6.e.ii. The London Executive Committee meets at least once each month, either in person or online.

6.e.iii. Meetings of the London Executive committee are quorate when at least one-third of eligible members of the committee are in attendance. Vacant posts are not included in the calculation of a quorum.

6.e.iv. The Executive Committee may take decisions on urgent matters by electronic means in between scheduled meetings.

6.F. VACANCIES IN LONDON ELECTED OFFICER POSTS AND OTHER POSITIONS.

6.f.i. In the event of a vacancy in a London elected Officer Post, the Executive Committee may appoint a Green Party of England and Wales member to a post, subject to ratification of that appointment at the next Ordinary Meeting or General Meeting, until such time as a by-election for that post can be held, or until the next annual elections for Officer Posts, in line with the procedures laid out in the Standing Orders of the London Federation regarding Casual Vacancy elections.

6.f.ii. In the event of a vacancy in the London Regional DCD panel, the Executive Committee may appoint one or more London members to serve on the panel, up to a maximum of 9 members, subject to ratification of those appointments at a members' meeting or general meeting, until such time as a by-election for panel membership can be held, or until the next annual elections for officer and representative posts. If a member

of the Executive Committee is the subject of a case being considered by the London DCD panel at the time of appointment, then they are excluded from the Executive Committee for the purposes of the appointment decision only

6.f.iii In the event of a vacancy in either the London representatives to the GPRC, or the representatives to the national DC, the procedures laid down in the regulations or standing orders for those bodies must be followed to fill the vacancy.

6.G. FINANCE COMMITTEE

6.g.i. The Finance Committee of the London Federation is made up of the Co-ordinator, the Secretary, and the Treasurer, and two other London elected officers, elected by the Executive Committee.

6.g.ii. in the event of a vacancy in the Finance Committee, the Executive Committee elects a London Elected officer to fill the vacancy at its next meeting.

6.H. AD HOC COMMITTEES

6.h.i. The Executive Committee may form ad hoc committees for specific purposes. Such committees report back to the Executive Committee regularly. Ad hoc committees may co-opt additional members. Any member co-opted to an ad hoc committee is a member of that committee only and is not a member of the Executive Committee.

7. PUBLIC ELECTIONS AND ELECTED MEMBERS

a. The Federation shall arrange the selection of candidates for elections at the Regional level in accordance with the constitutional requirements of The Green Party, and produce guidelines for the selection of candidates for other elections in London as appropriate. Except insofar as this decision is reserved to The Green Party, the Federation shall decide whether to authorise a candidate to stand for the party in any part of London where there is at the time no Local Party..

b. There shall be arrangements for the liaison between the Federation and its members elected to public office.

8. CONSTITUTION

a. The Constitution may be amended by a two-thirds majority at a General Meeting, provided that the proposed amendment appears on the circulated agenda.

b. The Constitution may be supplemented from time to time by subordinate documents agreed by a Meeting. These may include job descriptions for Officers, election regulations, selection procedures for candidates, and standing orders for meetings.

c. The Constitution and such subordinate documents shall be interpreted by the Officers implementing it, but if that is challenged a different interpretation may be adopted by a two-thirds majority at a Meeting.

d. Where a matter of procedure is covered neither by the Constitution nor in subordinate documents, the Federation shall normally follow precedent.

Adopted by the AGM in 2001 and last amended at the Extraordinary General Meeting on the 11th December 2023.

Signed on 04th January 2024

Hannah Smith and Colin Boyle

Co-ordinator (job-share), London Federation of Green Parties

David Farbey

Treasurer, London Federation of Green Parties