

Constitution of Greens for Animal Protection

Adopted: 01/08/2015

Amended: 01/08/2015

1. Title and Status

- 1.1 The name of the group, which shall function as a internal group of the Green Party of England and Wales, shall be Greens for Animal Protection (hereafter referred to as GAP).
- 1.2 GAP is a constituent part of The Green Party of England & Wales (GPEW) and is subject to its rules and constitution.
- 1.3 The geographical area of GAP is England and Wales.

2. Aims

- 2.1 GAP aims to improve the animal protection agenda in relation to the GPEW. This is done by the following:
 - a. to develop and propose policy amendments to improve the animal protection policies of GPEW.
 - b. to increase the priority given to animal protection issues with GPEW at national, regional and local levels.
 - c. to work with GPEW elected members to implement GPEW animal protection policies.
 - d. to promote the animal protection policies of GPEW to the wider animal protection movements and the general public.
 - e. to work with the wider animal protection movements to both support the movement and to provide a presence for GPEW.
 - f. to encourage members of the animal protection movements to support and become active members of GPEW.
 - g. to work within the internal structures and rules of GPEW.

3. Membership

- 3.1 The membership consists of members of the GPEW who choose to join GAP.
- 3.2 An annual membership fee, agreed at an Annual General Meeting of GAP, may be charged.

Disputes

3.8 GAP will seek to resolve any disputes between members through discussion and conciliation. The Dispute Resolution Committee could be consulted and may be involved if considered appropriate. However, GAP has the right and responsibility to take disciplinary action (including suspension or expulsion from GAP against any GAP member who has acted against the aims and agreed policies of the group or brought it into disrepute). The national disciplinary procedures shall be used in the event that GAP procedures prove unsatisfactory.

4. Executive Committee and officers of GAP

4.1 GAP shall elect an Executive Committee at the AGM. These must include a GAP Contact/Coordinator/Chair, a Secretary and a Treasurer. Other officers can also be elected.

4.2 Nominations shall be proposed and seconded, and won by a simple majority vote. Any member can ask for a secret ballot.

4.3 The AGM has the discretion not to fill posts other than the three named above if no suitable nominations are forthcoming or to propose the merging of posts or the creation of other posts with the agreement of a simple majority.

4.4 The Executive Committee can co-opt new officers throughout the year for positions that either have not been elected at an AGM or where officers have resigned since the AGM. In the event of a vacancy an officer may be co-opted by a majority decision of the Executive Committee.

4.5 Officers may be de-selected at an AGM or EGM.

4.6 All officers posts shall be open for re-election at each AGM.

5. Meetings and decision making

5.1 The business of GAP shall be decided and managed by the Executive Committee and ordinary members present at meetings.

5.2 Decisions taken at ordinary meetings shall be passed if consensus is reached. If consensus is not reached then it shall go to a vote and shall be passed if a simple majority vote has been taken.

5.3 Committee meetings will be deemed to be in quorum if there are at least minimum of 50% of the committee members present. General meetings will be deemed to be in quorum if there are at least a minimum of 5 people present.

5.4 Attendance and business conducted at meetings shall be recorded in minutes to be approved by the next ordinary meeting.

5.5 A draft agenda will be circulated by email at least one week in advance of each ordinary meeting, together with the minutes of the previous meeting. Anyone can suggest additional items for the agenda in advance of or at the start of the meeting.

5.6 In the event of a decision needing to be made before an ordinary meeting or before full discussion by committee members held by email or other online discussion, an emergency decision may be made by agreement of a simple majority of a minimum of half of the elected members of the committee.

5.7 Working groups may be set up to discuss specific issues.

5.8 Content of publications shall be agreed by three elected members of the committee.

6. Annual General Meeting (AGM)

6.1 At each GAP Summer Gathering an AGM shall be held for the purposes of:

- a. Presentation of a report of work which has been carried out over the year
- b. Presentation of a financial statement for the year
- c. Election of the Executive Committee officers
- d. Agreeing the cheque signatories
- e. Setting the membership fee if applicable.
- f. Reviewing strategy and setting goals for the following year and beyond.
- g. Any other business on the agenda that has been notified to members.

6.2 The Chair shall be taken by a nominated person as agreed by members attending.

6.3 All members of GAP who are present have one vote each, and resolutions must have the support of a simple majority.

6.4 Notice of the AGM shall be given to GAP members at least one month prior to the meeting and any motions for consideration shall be submitted in writing to the Secretary or coordinator at least two weeks prior to the meeting.

6.5 The Agenda will be circulated by email in advance at least one week prior to the meeting.

6.6 The Chair has the right to rule on the admissibility of any emergency motions put forward.

6.7 The quorum of an AGM shall be 5 members of GAP.

6.8 An Extraordinary General Meeting (EGM) on a particular agenda may be called on the request of the committee or at least three members of GAP. The same general rules apply to EGMs as to AGMs.

7. Finance

7.1 The Treasurer shall collect or arrange the collection of all money due to GAP and shall receive all donations to GAP and shall be the custodian thereof.

7.2 The Treasurer will arrange payment of any bills incurred by GAP, and will notify the group if it is in danger of becoming overdrawn.

7.3 All cheques paid out from GAP's bank account shall be signed by two authorised persons from a list of three, to be agreed by the committee.

7.4 Wherever possible, funds will be held by a banking organisation with a policy of ethical investment acceptable to the membership.

7.5 Members and Working Groups may incur expenditure on behalf of GAP provided prior approval is obtained from the committee.

7.6 Any affiliation fees to another organisation or donations to another group must have the approval of the committee.

8. Amending The Constitution

This constitution can only be altered by an AGM or EGM of GAP. Amendments to this constitution require advance notice.

9. Winding Up

GAP may cease to exist or join with structures of the GPEW, only by agreement of an EGM or AGM. In the event of GAP being wound up, the balance of funds shall be transferred to GPEW. In the event of the GAP becoming defunct, national rules apply.