

MEDWAY INDEPENDENTS

Constitution

1 TITLE AND STATUS

- 1.1 The name of the party shall be Medway Independents
- 1.2 Medway Independents is a political Party and is subject to its rules and constitution.
- 1.3 The geographical area of Medway Independents is that covered by the Medway Council area (Medway).
- 1.4 The party will apply to an be registered in the Great Britain register only and not in the Northern Ireland register

2 AIMS and OBJECTIVES

- 2.1 The object of Medway Independents is to:

- a) to develop and implement policies for the benefit of the people of Medway, people who visit Medway, people who work and or live in Medway and for people with a connection to Medway.
- b) to support candidates in elections and by-elections
- c) to help and assist candidates in producing their local policies.
- d) to win seats at all levels of government
- e) to help and assist members and those elected to public office to represent their constituents by working together and mutually supporting each other
- f) to organise any non-violent activity which will publicise and further these aims of the Party
- g) to raise funds and accept donations to enable it to fulfil and further the aims of the Party

3 MEMBERSHIP

3.1 The membership consists of all paid up members resident within and or with employment within and or with an interest in land within and or with a connection with , the geographical area of Medway.

3.1.1 Applications for membership from people who are outside the parameters in 3.1 may be accepted to join the Medway Independents provided the party ruling committee agree and endorse the application for membership.

3.2 Members may be a member of another political party but will not be eligible to vote on any issues where a conflict of interest arises and they are responsible for any issues arising from any such joint membership howsoever arising. Should a member join another political party while holding membership of Medway People's Voice, then they immediately cease to be a member of Medway Independents unless prior permission

is obtained from the Party Chairperson, such permission to be given only in the most exceptional circumstances. Should a member resign from Medway People's Voice (such resignations to be in writing including electronic communication) they shall cease to be a member at the time the resignation is communicated to the Party Leader or Party Chairperson. If a member tenders a resignation then said resignation shall take effect the moment it is accepted by the Party Leader or Party Chairperson. No member shall campaign for another political party within Medway during an election that is being contested by a Medway Independents candidate.

3.3 Applications for Membership will be subject to the approval of the Board and the Party Leader together. Separately, the party leader or the Board can veto and refuse a membership application.

3.3 Membership fees will be decided by resolution of the Board.

4 OFFICERS OF THE PARTY

4.1 The following posts are required to enable the Party to register with the Electoral Commission to register as a political party.

- Party Leader

- Nominating Officer
- Treasurer

4.2 The Party Leader will be confirmed at the first AGM by a ballot of members and the appointment is for five years thereafter or until the next AGM after the expiry of the five year period.

4.3 In the event the Party Leader resigns or their appointment is otherwise terminated then the Deputy Leader will immediately become the Acting Party Leader.

4.4 In the event the Deputy Leader becomes the Acting Leader as above, the Chairperson will then invite nominations from the membership for the post of Party Leader. Any candidate wishing to be considered for nomination as Party Leader must have a member propose them and four other members second them. In the event there is more than one nomination for Leader, the Party Chairperson will call an election in accordance with Party Rules. The successful candidate will become Party Leader upon announcement of the result, If the Deputy leader who has become the Acting Deputy Leader is the successful and becomes Party Leader then they will appoint the positions of Deputy Leader, Nominations Officer and one Committee Member as per rule 4.4.

4.3 The Party will be run and managed by a Board of Members as follows

Chairperson

Deputy Chairperson

Party Secretary

Treasurer

Nomination Officer

Deputy Leader

Membership Secretary

2 x Committee Members

4.4 The Party Leader will appoint the positions of Deputy Leader and Nominations Officer and one Committee Member. All other posts will be filled by member at the AGM. Where two or more members wish to fill a position there will take place a Ballot of members to decide the vacancy.

4.5 Internal posts which are selected via a ballot of members shall be under an alternative vote (AV) system. Ballot papers for voters will be designed to rank candidates in order of preference. If there are more than two candidates, the candidate who is first to secure more than 50 per cent of the vote wins. If nobody gets 50% in the first round of counting, the candidate with the fewest first preference votes is knocked out, and their votes reallocated based on the second preferences and so on until a winner emerges.

4.6 In the event the positions of treasurer and or Nominating Officer become vacant for whatever reason the Party Leader will fill these posts from the Board of Members ensuring any new incumbent is duly registered as that Officer of the Party. For all other posts becoming vacant the Party Leader will invite nominations for the position from the membership. In the event of more than one member seeking the position, the Board of Members will meet and choose the member to fill the position.

4.7 Should any Officer fail to attend four consecutive meetings without good reason, the party Leader may co-opt another person to act in their place or appoint another member to the position and shall ensure that any such member is registered as an Officer of the Party.

4.8 In the even there is a change of Party Officer then the Secretary will, within fourteen days of said change, provide notification of the change to the Electoral Commission and comply with any other requirements of the Political Parties, Elections and Referendums Act 2000 (PPERA) that may be in force at the time of said change of officer.

5 MEETINGS AND DECISION MAKING

5.1 The business of Medway Independents shall be decided and managed by meetings in accordance with the Party's Rule Book or at such other times as the board shall decide appropriate.

5.2 A meeting agenda will be sent to all Board members seven days before any meeting. Items for the agenda should be sent to the Secretary no later than 10 days before the proposed meeting date. The Party Leader, the Chair & the Secretary is responsible for deciding upon the agenda items for any meeting.

5.4 Only Board members of Medway Independents will be entitled to vote. Those unable to attend may make their views known to the Chair, either in writing or through representation by another Board member, but only those in attendance will be entitled to vote.

5.5 The Board meeting will be deemed to be in quorum if there are three or more paid up Board members in attendance.

5.6 Attendance and business conducted at Board meetings shall be recorded in minutes and will be approved at the next meeting.

5.7. Any Board member can suggest additional emergency items for the agenda at the start of the meeting.

5.8 In the event of a decision needing to be made before a Board Meeting, an emergency decision may be made by agreement of a simple majority of Officers of Medway Independents. The next Board Meeting must ratify this decision.

5.9 Working groups may be set up to discuss specific issues such as policy, literature updating, etc. Any decision shall be decided upon by the Board Meeting.

6.0 In the event there is a proposal to change the Party name this will be considered by the Board of Members and then the proposal will be put to a vote of members and carried only if 66% or more of members agree.

6 ANNUAL GENERAL MEETING (AGM) & EMERGENCY GENERAL MEETINGS (EGM)

6.1 Every year between 1st September and 30th September a Party AGM shall be held for:

- (a) Presentation of Officer reports of work which has been carried out over the year
- (b) Presentation of a financial statement for the year
- (c) Election of Officers
- (d) Reviewing strategy and setting goals for the following year and beyond.

(e) Any other business on the agenda

6.2 The Chairperson will chair the AGM.

6.3 All members of Medway Independents 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 at least two months before the AGM, and any motions for consideration must be submitted in writing to the Secretary at least two weeks before the meeting.

6.5 Any nominations for positions must be submitted in writing to the Secretary at least two weeks before the meeting with the name of the nominee, the proposer and the seconder.

6.6 The Agenda will be circulated in advance at least one week before the meeting.

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

6.8 The quorum of an AGM shall be 20 or 20% of members of Medway Independents (whichever is the smaller).

6.9 An Extraordinary General Meeting (EGM) may be called at the request of at least 25% of members of Medway Independents. The same general rules apply to EGMs as to the AGM

7 FINANCE

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

7.2 The Treasurer will arrange payment of any bills incurred by Medway Independents and will notify the Board if it is in danger of becoming overdrawn.

7.3 All monies drawn from Medway Independents ' bank account shall be signed by two authorised persons from a list of three, to be agreed by the Board.

7.4 Wherever possible, funds will be held by a banking organisation acceptable to the board.

7.5 Members, Ward Groups and Working Groups may not incur expenditure on behalf of Medway Independents unless prior written approval is obtained from the Party Treasurer

7.6 Medway Independents will not make donations to other groups or organisations.

7.7 Medway Independents will adopt and abide by the party financial scheme.

8 SELECTION OF ELECTION CANDIDATES

8.1 For the selection of candidates for elections the rules in the Party rule book must be followed (refer to rule book).

9 AMENDING THE CONSTITUTION

9.1 This constitution can only be altered by an AGM or EGM following a simple majority vote of all members attending the AGM/EGM or by agreement of 66% of the board of Medway Independents.

10 WINDING UP

10.1 Medway Independents may cease to exist or merge with other parties, only by agreement of an EGM or AGM following a ballot of members in which 75% vote for the winding up or merger.

Officer Roles

The first three Officers specified below are required for the Party to function within the Law. The Party cannot be formed without persons being appointed to these posts.

The Board can decide to amalgamate any posts (excepting Treasurer and Chairperson who must be different persons), split their responsibilities, job share them or create other Officers as appropriate.

Party Leader

The Party Leader roles and responsibilities are to:

- a) Give the political direction of the Party.
- b) To be the party's spokesperson.
- c) To appoint spokespeople on policies.
- d) Produce and maintain the Party's Manifesto.

Deputy Leader

The Deputy leader will assist the Party Leader with the Party Leader's roles and responsibilities and to deputise for the leader should the Party leader not be available.

Chairperson

The duties of the Chairperson are concerned with the Party membership and the activities of the Party organisation. The Chairmen is responsible for recruiting and retaining members, for campaign fund raising, and for internal party governance. They will chair board meetings, arrange and chair the AGM, EGMs and conference.

They will set meeting agendas in consultation with the Secretary. They will also support the Nominating Officer in candidate selection policy.

They will support the party leader in the development and promulgation of party policy.

Deputy Chairperson

To assist the Chairperson with the Chairperson duties and to deputise in the absence of the Chairperson.

Secretary

Responsible for taking and issuing minutes of meetings and for informing members of meetings. Dealing with all internal and external correspondence. Needs to work closely with the Chairperson to ensure the aims of the Party are achieved.

Treasurer

Responsible for opening and maintaining a bank account, holding the chequebook and paying in any receipts. Must keep the Board meetings apprised of the financial position and present an annual account to the AGM. Has the specific responsibility to comply with all the requirements set by statute. To comply with the Electoral Commissions requirements

and the reporting the financial records of the Party, including keeping a record of all donations and reporting on ones over the appropriate threshold.

Nominating Officer

The Nominating Officer is delegated authority to approve Medway Independents candidates formally. The Nominating Officer will act as the returning officer for any internal elections. If they are themselves a candidate in an internal election, a temporary returning officer should be appointed by the board. The Nominating Officer can appoint Designated Nominating Officers to assist in the smooth running of elections and the Party.