

# Party Support Handbook

The Rule Book - Section M

Model Rules for a Regional Co-operative Party

## Model Rules for a Regional Co-operative Party

### (XXX) Regional Co-operative Party

#### Introduction

1. These Rules do not replace the registered Rules of Co-operative Party Ltd and shall at all times be consistent with the registered Rules. In the event of any inconsistency, the registered Rules of the Co-operative Party Ltd. shall apply.

#### Name

2. The Party shall be called 'The (XXX) Regional Co-operative Party'.

#### Objects

3. To support the NEC of the Co-operative Party in the fulfilment of its objectives, notably to secure direct Co-operative Party representation on all relevant regional bodies; on local government and other administrative bodies and Boards in the Region in accordance with the decisions of the Co-operative Party Conference, and to promote the policy of the Co-operative Party by co-ordinating the work of Society and Voluntary Parties within the Region.
4. To receive reports from representatives on the (XXX) Regional Assembly, the NEC member and the Council's delegates to the Regional Labour Party, on the work of the Regional Assembly, the NEC, the Regional Labour Party and Society Parties.
5. To make recommendations and to provide information to the NEC of the Co-operative Party through the NEC member for the Region and through the Secretary of the Regional Party.
6. To organise regional political educational activities such as Weekend Schools.
7. To affiliate to the (XXX) Regional Labour Party and promote Co-operative Party policy thereto, and to co-ordinate affiliations and/or delegations to Local Government Committees and Constituency Labour Parties to ensure that the political effectiveness of the Co-operative Party within the (XXX) Region is maximised.

#### Officers

8. The officers will be
  - The Chair
  - The Vice Chair
  - The Secretary
  - The Treasurer
  - Equalities Officer
  - The Minutes Secretary



- The Youth Officer (who should be the elected Youth Committee representative)
  - NEC member, who shall be ex-officio
9. A youth champion may be appointed by the Regional Party if the regional Co-operative Party Youth network has not done so, to recruit young members and to support the Network's development.

## **Composition**

10. Delegates to the Regional Party shall be elected annually by and from Society and Voluntary Co-operative Party Councils on the following basis: one delegate per 50 members (or part thereof) up to a membership of 200, thereafter one delegate per 100 members (or part thereof).
11. Substitute delegates may be authorised to attend by Co-operative Party Councils.
12. The Regional Youth Representative/youth champion should be an ex-officio voting delegate.
13. The number of members in Society and Voluntary parties shall be registered with the NEC at the close of the previous year by the Secretary of the Society and Voluntary Parties.
14. If not already a delegate, the secretary or chair of each Party Council or voluntary body may be an additional delegate on an ex-officio non-voting basis, or as determined from time to time by the NEC.
15. If not already delegates, the regional NEC member and the Co-operative Party nominated member(s) of the Labour Party regional board should be additional delegates on an ex-officio non-voting basis.
16. Each Society and Voluntary Party shall ensure a gender balance, so far as it is practical, in appointing delegates.
17. The Regional Council shall ensure a gender balance at all times when electing delegates, as far as it is practical to do so.

## **Meetings**

18. The Regional Party will meet at least three times a year. The June meeting will be deemed as the Annual General Meeting.
19. The quorum for the annual and ordinary meetings is one third of those eligible to attend and vote.
20. Officers of the Regional Party will be elected at the AGM, i.e. Chair, Vice Chair, Treasurer, Secretary, Equalities Officer, Youth Champion (if there is not a Youth Committee representative).
21. Delegates to and motions for the regional Labour Party conference and nominees to the Labour Party Regional Board shall be elected at an appropriate time by a full meeting. The Secretary shall advise Party Councils in the region to seek nominations one month before the AGM.

## **Finance**

22. The Regional Party shall have the right to raise funds by levy from Co-operative Party Councils in the region, in accordance with national Rules. The required funds should be submitted in January each year to support:-



- The administration of the Regional Party;
- The affiliation to the regional Labour Party;
- The delegation to the Labour Party Regional Conference
- Regional weekend schools/conferences and policy forums
- The work of the regional Youth Forum
- Other activities within the remit of the Regional Party.

The Treasurer or Secretary will inform parties in the preceding December.

23. Only delegates from Parties that are paid-up affiliates to the Regional Party may attend Regional Party meetings, serve as officers or be nominated as delegates from the Regional Party.
24. Additional funds may be raised from time to time should the Regional Party deem it necessary.
25. All cheques require at least two signatories, to be from the Treasurer, the Secretary, the Chair or the Vice Chair.
26. Two members of the committee shall be elected as Auditors.
27. Audited accounts will be submitted at the Annual Meeting and also forwarded to the NEC.
28. The financial year shall run from 1 January to 31 December.

### **Alteration to Rules**

29. No Rule shall be altered, or new Rule adopted, unless written notice is given to the Secretary at least 28 days prior to the meeting of the Regional Party at which it is to be discussed and circulated at least seven days prior to this date. The proposal must be supported by two-thirds of the members voting. No such Rule shall become operative until it is approved and registered by the NEC of the Party.

### **Incorporation of the National Rules into this Constitution**

30. It is hereby declared that the National Rules of the Co-operative Party are deemed to be incorporated into this Constitution. It is also made clear that if the National Rules are altered or amended in the future, then such altered or amended National Rules shall be deemed to be incorporated into this Constitution as at the date of the alteration or amendment to the National Rules. For the avoidance of doubt, it is made clear that such incorporation of the present National Rules and any future alteration or amendment to the same shall be deemed to be automatic and will not require any meeting or vote by members of this Regional Party as at the time of such amendment or alteration.