**Q2 Conservatives Constitution**

**1. Name**

The Organisation shall be called Q2 Conservatives

**2. Aim**

To provide a platform for people aged 25-49 to engage with public life and public policy; to build a social and campaigning network within the group and with the wider Conservative membership; reaching out to this part of the electorate.

**3. Value Statement**

To promote access to opportunity for all.

**4. Objectives**

4.1 To identify, train and mentor people aged 25-49 for public role.

4.2 To offer a safe space to members to socialise, share their political experience and views.

4.3 To encourage more individuals aged 25-49 to join the Conservative Party; to facilitate and where possible to provide support for them to participate in its leadership and success at elections.

4.4 To encourage individuals aged 25-49 to participate in policy conversations and to bring to the Party’s attention, through campaigns and debate, issues that are of interest to this age group, or pertinent to this age group in particular.

4.5 To strengthen the relationship between the Young Conservatives and this age group so that there would be continued support for those transitioning from the Young Conservatives membership.

4.6 To comply with the Party Constitution at all times.

**5. Membership of the Q2 Conservatives**

5.1 Membership is subject to payment of a nominal annual feeas set at the Annual General Meeting as well as meeting criteria of paragraphs 5.2 and 5.3.

5.2 Current members of the Conservative Party who subscribe to Q2 Conservatives.

5.3 Non-Party Members, who can join the Q2 Conservatives as “Friends” of the Q2 Conservatives:

5.3.1 provided they subscribe to the Aim and Objectives; and

5.3.2 Friends’ membership will be at the discretion of the Officers of the Q2; and

5.3.3 Such membership will be limited, will not confer voting rights or the ability to able to hold any Office within the organisation and will only allow limited access to newsletters and events (at the discretion of the Officers of the Q2 Conservatives).

**6. PATRONS/ADVISORY COUNCIL David Wiliks/ MPs, Lord, Senior Councillors**

6.1 Patrons of the group may be appointed by General Council, subject to the approval of the Annual General Meeting.

6.2 Patrons of the group may be removed by General Council, subject to the approval of the Annual General Meeting.

6.3 All Patrons should be in receipt of the Conservative Whip if an elected official. Removal or suspension of the Whip automatically removes or suspends the role of Patron respectively.

7. National Committee roles

7.1 **Officers**

7.1.1 The following Officers shall be (re) elected annually, for a maximum period of (3) three consecutive years, at the AGM of the Q2 Conservatives (see Clause …..)

7.1.2 Officers roles shall be:

a) The President;

b) Vice President (not exceeding 3)
b) Chairman;
c) Deputy Chairman

d) (Hon) Treasurer;
e) (Hon) Secretary, Returning Officer or Administrator;

f) Campaigning director (whose role is to provide organisational structure and direction for campaigning at the national level)
g) Events director (whose role will be to oversee and support national events)

h) Policy director (whose role will be to run member policy sessions and liaise with relevant stakeholders)

i) Membership and Communications officer (responsible for membership recruitment strategies, monitoring membership records, and communicating with members)

7.2 Regional Chairmen

7.2.1 Regional Chairmen shall be elected annually at the AGM for a maximum period of (3) three consecutive years, at the AGM of the Q2 Conservatives (see Clause 9)

7.2.2 The responsibility of Regional Chairmen is to

a. Grow membership within the region;

b. Run regional events;

c. Identify and recruit local Q2 Conservative champions;

d. Engage with relevant stakeholders within their region;

e. Promote Q2 Conservatives within the region.

**8. NATIONAL EXECUTIVE COMMITTEE (NEC)**

* 1. There shall be a National Executive Committee which shall be the governing body of the Group (OR the advisory committee and shall have responsibility for the overall management of the Q2 Conservatives and constituted annually) and shall consist of:
		1. The officers of the Group
		2. All Regional Chairmen
		3. Up to 6 members, as defined in paragraph 5.2 above, of the Group (excluding Patrons) who may be co-opted annually by the NEC
		4. Up to 2 members of the House of Lords who receive the Conservative Whip
		5. Up to 2 members of the House of Commons who receive the Conservative Whip
	2. The NEC shall have the power to fill casual vacancies by co-option.
		1. All members shall be notified of the casual vacancy and given the opportunity to nominate themselves;
		2. Successful applications shall be considered by consensus of the NEC
	3. Meetings of the NEC
		1. The quorum shall be not less than three (3) members
		2. The NEC will hold a meeting immediately following the Annual General Meeting to co-opt additional members as provided for under Article 8.1(c) and to appoint parliamentary members as provided for in Article 8.1(d) and (e).
		3. The NEC will have at least three (3) General Meetings each calendar year, held in accordance with the provisions of this Constitution.
		4. Notice of the meetings shall be served no less than 14 days.
		5. Additional meetings may be held at the discretion of the Chairman who shall convene such a meeting if so requested in writing, by no less than 15 members of the general Council.
		6. An agenda of the meeting shall be circulated by the Secretary no less than 7 days prior to the meeting.
		7. In an emergency, the Chairman may authorise the summoning of a meeting at a shorter notice than fourteen days, but the business shall be confined to that stated in the notice convening the meeting.
	4. Powers and responsibilities of the NEC
1. To receive updates and reports of
	1. Chairman’s report
	2. Campaigns
	3. Events
	4. Policy
	5. Membership
2. To determine the criteria upon which Q2 Conservatives groups can be recognised by the Q2 Conservatives.
3. To be responsible for producing an annual statement of account (which, following approval of the Q2 Conservatives AGM which shall be submitted to the Conservative Party when requested).
4. To have ultimate responsibility in the running of the Q2 Conservatives.
5. To consider co-opting any casual vacancies as per paragraph 8.2 above
6. The NEC may invite further non-voting members to its meetings at its discretion.

**9. ANNUAL GENERAL MEETING**

9.1The Annual General Meeting of the Group shall be held hybrid once a year, except in the case of force majeure or reasonable request by the Conservative Party, before the end of October each year for the following purposes:

(a) To receive and adopt the statement of accounts;

(b) To receive and adopt the report of the Chairman for the work of the Group for the year ending the preceding 31 August.

(c) To receive such reports as the NE shall determine.

(d)To appoint members of the NEC.

(e) To appoint Patrons of the Group as and when appropriate, and approve or reject any interim appointments or removals made by NEC.

(f) To transact any other business of which notice has been given at least fourteen days in advance of the meeting, or at the meeting with the approval of two-thirds of those present.

(g) To set any membership fees.

(h) To recommend any further action to the Q2 Conservatives, that facilitates an effective organisation for Conservatives aged 25-49 throughout the country.

9.2 All members of the Group as defined in Article 5 shall be entitled to attend and vote at any General Meeting of the Group including an Annual General Meeting.

9.3 Notice of the Annual General Meeting shall be given at least 35 days before the date of the meeting.

9.4 Members wishing to stand for the roles as set out in Article 8.1 above must be nominated by two (2) members of the Q2 Conservatives.

9.5 Nominations must be received by (Hon) Secretary, Returning Officer or Administrator (as applicable) in accordance with the requirements of Clause 12.3 of this Constitution.

9.6 If not enough valid nominations for positions are received, the Officers of the Q2 Conservatives may advise the Q2 Conservatives to co-opt a member to Article 8.2 above.

9.7 The Returning Officer shall be appointed by the Q2 Conservatives NEC. The Returning Officer should be neutral in any elections.

9.8 The Notice of Meeting will include:

a) The date/time and location of the AGM.
b) A request for nominations in accordance with the provisions of this Constitution for Officers of the Q2 Conservatives. This Notice will specify the date by which nominations must be returned, being no less than 14 days prior to the Q2 Conservatives AGM. In the event of more nominations than there are vacancies, a secret ballot will take place at the meeting.
c) A request for Q2 Conservatives Members to put forward items for inclusion with the AGM Agenda. Each item must have a proposer and seconder and be submitted to the Secretary not less than 21 days before the date of the AGM.

9.9 The quorum for the Q2 Conservatives AGM shall be 10% of total convention.

9.10 In the event that the meeting is inquorate, another meeting shall be called not less than 60 and no more than 90 days from the date of the inquorate meeting. Any nominations submitted to the inquorate meeting shall stand as nominations for elections at the quorate meeting.

10 Voting at meetings

10.1 At all meetings of the Q2 Conservatives, including the AGM, meetings of the Q2 Conservatives and its Committees, voting shall be by a show of hands or electronic, except with regards to election of members of NEC which shall be anonymous whether in person or on an electronic platform.

10.2 The Chairman (at their discretion) otherwise directs or, one-third of members present and entitled to vote so request the vote to be on a secret ballot.

10.2 Except where expressly provided otherwise, any motion at any meeting of the Q2 Conservatives, including meetings of the Executive and its Committees shall be carried on a majority vote.

10.3 The Chairman (or Chairman of the meeting) will have a casting vote.

10.4 No proxy voting is accepted.

11 Extraordinary General Meetings (EGM)

11.1 On receipt by the (Hon) Secretary, Returning Officer or Administrator of a petition signed by not less than 20% of the total membership of the Q2 Conservatives (whichever is less), the Chairman of the Q2 Conservatives shall call an Extraordinary General Meeting of the Q2 Conservatives.

11.2 Notice of the EGM will be given by the (Hon) Secretary, Returning Officer or Administrator to all members of the Q2 Conservatives, no less than twenty-one (21) clear days prior to the EGM unless, in the case of an emergency, the Chairman (or disciplinary committee if relevant) requests a shorter notice period (in their absolute discretion).

11.3 The Notice of Meeting will include:

a) The date/time and location of the EGM
b) An agenda for the meeting.

11.4 The quorum for the EGM will be 20% of the Q2 Conservatives Membership.

11.5 The provisions of Clause 15 herein will apply with regards to voting at the EGM but, for the avoidance of doubt, each member of the Q2 Conservatives shall have one vote notwithstanding that the member’s right to attend derives from holding more than one office or post.

11.6 The Returning Officer shall be appointed by the Q2 Conservatives NE. They cannot be a member of the Q2 Conservatives National Executive nor a candidate in the relevant election. They do not need to be a member of the Q2 Conservatives but they should have a knowledge of Q2 Conservatives rules and procedures.

12. Meetings of the Q2 Conservative

12.1 The Q2 Conservatives may hold meetings in addition to its AGM each calendar year at the discretion of NEC.

13 Finance

13.1 The Q2 Conservatives is a self-financing organisation and not dependant on any outside body for funding.

13.2 The Q2 Conservatives will receive income from sales (as authorised for not for profit organisations), donations and fundraising events.

13.3 The Q2 Conservatives it can only act on projects and give support to the Party through raising its own funds. It is not for profit and has no shareholders.

13.4 Any money spent must be authorised by the NEC and may only be used in furtherance of the Q2 Conservatives Aim.

13.5 The NEC shall appoint a minimum of two (2) signatories for the Q2 Conservatives bank accounts, bank drafts or cheques or similar documents.

13.6 Should the Q2 Conservatives cease to exist then all sums remaining (net of debts and closing down costs) may be donated to any organisation that fulfils the aims of the Q2 Conservatives, as agreed by the NEC.

13.7 The Q2 Conservatives shall abide by the rules set down by the Electoral Commission for Non-Party (third Party) campaigners during “regulated activity”.

13.8 The Q2 Conservatives will follow best accounting practice (as advised by the Charity Commission for not for profit organisations) in order to comply with its reporting duties as prescribed by the electoral commission. This “best practice” will include certified annual accounts and a prudential fund and annual budget planning, with reports back to the accountable body at each and every executive meeting concerning expenditure and income in relation to the planned budget.

14 Expenses

14.1 National and Regional officers may claim reasonable expenses in the performance of their duties on the prior written agreement of the (Hon) Treasurer or Regional Treasurer. No payments for reimbursement of expenses will be made without the submission of receipts.

15 Donations by the Q2 Conservatives

15.1 The Q2 Conservatives must comply with all rules, legislation etc governing donations to and from the Q2 Conservatives, which apply to non-party/third party campaigners.

16 Disputes

16.1 Members of the Q2 Conservatives should comply with the “Code of Conduct for Conservative Party Representatives” and follow the “Seven Principles of Public Life” established by Lord Nolan and the Committee on Standards in Public Life (Selflessness; Integrity; Objectivity; Accountability; Openness; Honesty; Leadership).

16.2 If any member of the Q2 Conservatives fails to comply with the Code and Principles as set out in 16.1 herein and in any way brings the reputation of the Q2 Conservatives into disrepute or cause embarrassment to the Q2 Conservatives, the Officers have the power to convene a disciplinary committee made up of the President, the Chairman (or a Deputy) and or three (3) other members of the NEC.

16.3 A minimum of three (3) days notice will be required to convene the disciplinary meeting.
8 https://www.conservatives.com/codeofconduct [Accessed on 28.01.2020]
9 https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life–2 [Accessed on 28.01.2020]

16.4 Notice of the disciplinary meeting will include details of the procedure to be followed at the meeting which will allow representations to be made to the committee by all interested parties (at the Chairman’s discretion).

16.5 The disciplinary committee will have powers (as appropriate) to expel (and refer to the Conservative Party) or suspend (subject to investigation) any Member.

16.6 The majority decision of the disciplinary committee will be final and binding (subject to 19.8) below). The Chairman of the committee will have the casting vote.

16.7 The Subject will be notified of the decision and reasoning by email or post within seven (7) days of the meeting. Notification of the decision shall also be sent to NEC members.

16.8 Any complaints relating to the operation of the procedure outlined within this Clause 16 shall be referred to an independent person (such person to be chosen at the discretion of the President and who may be a Party member but not an Officer of the Q2 Conservatives) for adjudication.

17 Declarations of interest

17.1 All members of Q2 Conservatives have a responsibility to disclose any financial or other relevant interest (“disclosable interests”) in any matter being discussed at any meeting they attend.

17.2 The (Hon) Secretary will keep a Register of Q2 Conservatives Members’ disclosable interests.

17.3 Members will be prohibited from taking part (and voting) on any matter in which they have a disclosable interest (other than with express approval of the meeting).

18 Alterations and Interpretation

18.1 Amendments to the body of this Constitution will be by decision of the Q2 Conservatives in accordance with the provisions of this Constitution (at the AGM). However, any vote to amend the constitution will only be carried if supported by 51% or more of those present (in person or online not by proxy) and entitled to vote.

18.2 Interpretation of this constitution is solely within the discretion of the NEC.

18.3 For the avoidance of any doubt, the NEC has, in its absolute discretion, the authority to create best practice guidelines, by-laws and any other ancillary documentation for the Q2 Conservatives (and require Q2 Conservatives members to adhere to them) to further its Aim.