

## Constitution and Rules

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Last Revised: 1 August 2016

### 1. Name

The name of the group shall be "Alliance Youth" in English and "Ógra Comhghuaillíochta" in Irish.

### 2. Affiliation

Alliance Youth exists as an integral part of the Alliance Party of Northern Ireland with any Alliance Party member below thirty one years of age automatically enrolled as a member of Alliance Youth.

### 3. Aims and Objectives

Alliance Youth exists to actively promote a liberal and shared society based on inclusion, diversity and tolerance in Northern Ireland, while highlighting the specific wants and needs our young people.

### 4. Membership

- A. The business of Alliance Youth shall be carried out in accordance with the Constitution and Rules of the Party and in accordance with directions of the Party Council. This Constitution and Rules shall be read in conjunction therewith and anything herein that is inconsistent therewith shall be null and void.
- B. Everyone who has been admitted to membership of the party and aged below thirty one years of age shall ipso facto be a member of Alliance Youth.
- C. A current membership card issued by the Executive Committee of the Party shall be prima facie evidence of membership of the Party. A membership card issued by the General Secretary of the Party shall be deemed and taken to have been properly issued until the contrary has been proven.
- D. Members of Alliance Youth may be required to present their membership cards or other proof of membership before admission to or voting at meetings of Alliance Youth.
- E. Members of Alliance Youth shall from time to time communicate their address to the Secretary of Alliance Youth. All correspondence and publications shall be electronic.
- F. On cessation of, or suspension from membership, members shall cease to hold office in Alliance Youth or University Groups of Alliance Youth, or to be members of any committees of Alliance Youth or University Groups of Alliance Youth, or to be nominees for, or members of, the bodies for which they were nominated or elected. No member under suspension by the Central Executive of the Party shall have the right to attend General meetings of Alliance Youth or University Groups of Alliance Youth, during the period of such suspension.
- G. Members shall be bound in all respects by the Party and Alliance Youth rules, and any by-laws or regulations made thereunder for the time being in force.

## **5. Officers**

The Officers of Alliance Youth shall be :-

- Chair
- Vice-Chair
- Secretary
- Treasurer
- Campaigns and Events Officer
- Development Officer
- Equality Officer
- Media Officer

Neither the Chair nor the Vice-Chair shall hold the same office for more than two consecutive years.

### **5.1. Duties of Officers**

The duties of Officers shall be prescribed as deemed necessary by the Executive Committee but are outlined below in summary:

- A. The Chair shall conduct all meetings of Alliance Youth and shall have the right to attend all committee meetings of Alliance Youth. They are responsible for representing the organisation at events and otherwise ensuring the smooth running of the organisation.
- B. The Vice-Chair shall perform the duties and the functions of the Chair in the event of the absence of the Chair. The Vice-Chair shall also compile and maintain a comprehensive strategy document.
- C. The Secretary shall keep minutes of meetings of Alliance Youth. They are also responsible for maintaining the membership database and ensuring members receive notifications of meetings, events etc.
- D. The Treasurer shall keep the books of account of Alliance Youth and shall be responsible for the safekeeping of the monies of Alliance Youth.
- E. The Campaigns and Events Officer shall co-ordinate campaigns to promote and achieve Alliance Party Policy, Principals and Values. They shall also co-ordinate with the Alliance Youth Executive and Alliance University groups to aid with planning of events when appropriate.
- F. The Development Officer keeps an accurate record of the names and addresses of Alliance Youth members. The Officer is responsible for updating the list of Alliance Youth members held at Party Headquarters as required. The Development Officer will also interact with the youth wings of other political parties such as in the Republic of Ireland, Scotland, England, Wales and in Europe. They will also communicate with organisations which the Alliance Party has links with such as LYMEC and IFLRY.
- G. The Equality Officer shall endeavour to encourage a more diverse Alliance Youth and shall have responsibility for campaigning on equality issues which are defined as issues affecting people of different religions, racial and ethnic identities, sexual orientations, genders (including trans and non binary gender identities), and people with disabilities. This shall be done in partnership with the Campaigns Officer of Alliance Youth.
- H. The Media Officer shall compile press releases giving details of activities that are deemed worthy of a mention in the media. All press releases shall be issued via the Party Press Office whom the Media Officer should liaise with on a regular basis. The media officer shall also maintain all Alliance Youth social media accounts and is expected to act as editor of the Alliance Youth Newsletter when asked.

## **6. Executive Committee**

The Executive Committee shall consist of:-

- A. Chair
- B. Vice-Chair
- C. Secretary
- D. Treasurer
- E. Campaigns and Events Officer
- F. Development Officer
- G. Equality Officer
- H. Media Officer
  
- I. President of Alliance Youth
  
- J. Chair of the Alliance group at Queen's University Belfast
- K. Chair of the Alliance group at University of Ulster
  
- L. Three non-office bearing executive posts.

### **6.1. Meetings of the Executive Committee**

- A. All Alliance Youth Executive Committee members are expected to work cohesively as a team with all members, including Office Bearers, ensuring they have necessary mandate from the committee before undertaking any actions as a representative of Alliance Youth.
- B. The Executive Committee shall conduct the ordinary day-to-day business of Alliance Youth, and shall meet at least once in every two months.
- C. Any Executive Committee member who does not attend three consecutive Executive Committee meetings shall be deemed to have resigned their post.
- D. Each member of the Executive Committee shall be entitled to speak and vote on any matter.
  - I. All voting shall be by a show of hands unless the Executive Committee shall on any particular motion decide otherwise.
    - i. Were one person holds two or more positions, only one vote will be counted.
  - II. In the event of an equality of voting on any motion, the Chair or Acting Chair shall have the casting vote.
- E. Any member of Alliance Youth is entitled to attend Executive Committee meetings. Any other person, who is not a member of Alliance Youth, can attend with the permission of the Chair.
- F. A Special Meeting of the Executive Committee shall be called on the request of the Chair or on a request in writing signed by not less than four members of the Executive Committee. At least five clear days notice shall be given to members. The quorum shall be one third of total members (rounded up).
- G. An Emergency Meeting of the Executive Committee may be summoned by any four officers of the committee if, in their joint opinion, an emergency has arisen, by giving at least twenty four hours prior notice, either verbally or in writing to each member of the Executive Committee whom they are able to contact. The quorum for such a meeting shall be one third of total members (rounded up). Any resolution passed at the emergency meeting of the Executive Committee may be acted upon forthwith.

## **6.2. Powers of the Executive Committee**

- A. To call upon any University Group at any time to submit its minute books and/or audited accounts and to supply information relating thereto.
- B. To open such bank accounts as it shall from time to time decide necessary.
- C. To appoint from time to time from members of Alliance Youth, such sub-committees as they may deem necessary and to delegate to them any of the powers and duties of the Executive Committee provided that a member of the Executive Committee shall be appointed convenor of each sub-committee.
- D. To fill any vacancy in the Executive Committee by co-option. Any member of the party can be invited to attend some or all Executive Committee meetings.
- E. To accept between Annual General Meetings of Alliance Youth the resignation of Officers of Alliance Youth or members of the Executive Committee, to fill vacancies occurring in offices of Alliance Youth and to fill vacancies occurring amongst members of the Executive Committee.
- F. In the event of any Alliance Youth delegates to the Council of the Party being, for any reason unavailable to attend a meeting of the Council, the Executive Committee of Alliance Youth shall be entitled to appoint a substitute delegate or delegates, provided the name and address of any substitutes are notified to Party Headquarters by 2pm on the last working day preceding the meeting of Council. Delegates may be appointed by Alliance Youth either at its annual or other meetings or with the approval of Alliance Youth at one or other of the regular meetings of Alliance Youth Executive Committee.
- G. The Executive Committee may adopt, amend or rescind Standing Orders for the operation of Committee meetings as deemed necessary by a majority vote of those present.

## **6.3. President of Alliance Youth**

- A. The President of Alliance Youth shall be elected by members
- B. The President shall continue to hold office until s/he resigns their post.
- C. The President shall organise, and chair, the Annual General Meeting, including acting as the Returning Officer for internal elections.

## **7. Annual General Meeting (AGM)**

- A. Alliance Youth shall hold an Annual General Meeting of all its members in every calendar year in accordance with the rules of the Party. Notice in writing of the AGM shall be sent to all members of Alliance Youth at the addresses contained in Alliance Youth register of members at least five days prior to the date of the AGM. No business other than that mentioned in Rule 9.2 shall be transacted unless notice thereof has been given according to the rules.
- B. The positions on the Alliance Youth Executive Committee shall be advertised to the membership of Alliance Youth two weeks before the Annual General Meeting (AGM) is due to take place. Applications for any post must be submitted in writing to the President of Alliance Youth 48 hours before the date of the meeting.
- C. All nominations must be proposed and seconded by members of Alliance Youth for members of the Executive Committee.
- D. All voting at the AGM shall be by Proportional Representation, Single Transferable Vote.
- E. A member desiring to bring before the AGM any subject or proposal relating to the affairs of Alliance Youth shall give notice thereof in writing to the Secretary ten clear days before the date of the meeting.

### **7.1. At the AGM Alliance Youth shall conduct the following business:-**

- A. Elect for the next year members of the Executive Committee of Alliance Youth and ten delegates to Party Council.
- B. Bye-Laws of the University Groups may be adopted or amended.
- C. The Executive Committee shall present to the AGM a report of its activities in the past year. This may include separate reports from the University Groups of Alliance Youth.
- D. The Treasurer shall present in writing to the AGM the Annual Accounts and balance sheet duly audited.
- E. An auditor for Alliance Youth shall be appointed at the AGM. Alliance Youth and each University Group thereof and each affiliated group or organisation shall have its accounts audited annually and shall forward a copy to the Joint Treasurers of the Party within 14 days after its AGM.

## **8. Special General Meeting**

Special General Meetings shall be called at the request of the Executive Committee or a request in writing by not less than twenty five Alliance Youth members. The request shall specify the object for which the meeting has been called. At least seven clear days notice shall be given to members. The notice of the meeting shall specify the general nature of the special business to be transacted at the meeting. A General Meeting shall become a Special General Meeting on business arising, notice of which has been given in the notice calling the meeting.

## **9. Misc**

### **9.1. Agendas**

At all meetings and committee meetings other than Annual or Special General Meetings, the Chairperson shall have the discretion as to whether business may be transacted, the general nature of which has not been specified in notices calling the meeting.

### **9.2. Notices**

Where notice is prescribed herein but the time is unspecified the time shall be seven days notice in writing sent to all members of Alliance Youth at the addresses contained in Alliance Youth register of members. Accidental failure to give notice to any member shall not invalidate the proceedings of any meeting. Addresses implies postal or email address.

### **9.3. Quorum**

The Executive Committee shall determine the size of quorum for any sub-committee appointed by it. Where a quorum is not prescribed herein, a quorum shall be one quarter of the members with a minimum of four.

## **10. Amendment of Constitution and Rules**

The Rules and Bye-Laws may, subject to the approval of the Executive Committee of the Party, be altered or added to by not less than two-thirds of the votes cast at an Annual or Special General Meeting. Any member wishing to propose any such amendment or addition must specify the same in writing to the Secretary not less than six weeks before the date of the Annual or Special General Meeting.

## **11. Interpretation and Arbitration**

- A. In this Constitution and Rules any reference to a month or year shall mean a calendar month or a calendar year as the case may be and any reference to time in respect of a number of days shall mean the specified number of days exclusive of the day in which the notice is issued, delivered or posted and exclusive of the date of the meeting or event in respect of which the notice is given.
- B. Where there is a conflict between Alliance Youth Constitution and the Party Constitution, the Party Constitution shall take precedence.
- C. In the event of any disagreement concerning the interpretation of these rules such disagreements shall be referred forthwith in writing to the Secretary who shall call a meeting of the Executive Committee. The decision of the Executive Committee shall be binding.

## **12. Dissolution of Alliance Youth**

After consultation with the Party Executive Committee, if at a Special Meeting of Alliance Youth a resolution that Alliance Youth may be dissolved is carried by a three quarters majority of those present and voting at the meeting, then Alliance Youth shall proceed forthwith to discharge all its liabilities and to transfer any Alliance Youth property and money remaining to the Executive Committee of the Party for the benefit of the Party. Upon completion of such discharge and transfer Alliance Youth shall be dissolved.

**Every member of Alliance Youth shall be entitled to a copy of Alliance Youth Constitution and Rules electronically from the Secretary.**