

Rules for Torbay CLP women's forum

(adapted from Chapter 10 of the Labour Party 2018 Rule Book)

Clause I.

Name

1. Torbay Constituency Labour Party women's forum

Clause II.

Aims and values

1. National
 - A. The aims and values of the Party as outlined in Chapter 1 Clause IV of the constitutional rules shall apply to this women's forum.
2. Constituency
 - A. The aims of this women's forum shall be:
 - i. to encourage and support women members to play a full and active part in all the Party's activities, particularly through facilitating training, networking and mentoring, and encouraging women to run for elected office
 - ii. to build links with women in the community, through contact with community organisations and individual women, consultation, campaigning and joint working
 - iii. to encourage women to join the Party and to ensure that new women members are welcomed
 - iv. to ensure that women's voices are heard in the Party, through monitoring women's involvement in activities, and feeding women's concerns to the Party and to policy makers
 - v. to work jointly with Labour women in neighbouring constituencies in the delivery of the above aims.

Clause III.

Membership

1. The membership of the women's forum shall consist of all individual women members in Torbay Constituency Labour Party. The women's officer should be provided with contact details for women members in the constituency by the constituency secretary. All women members shall be mailed at least annually to inform them about the activity of the women's officer and/ or forum.

Clause IV.

Management

1. The women's officer shall be responsible for coordinating a women's forum in the constituency to aid her in delivering the aims of the organisation. She will be, ex-officio, the chair/ co-ordinator of this group.
2. The women's officer and forum shall draw up an annual plan and a programme of activities. This plan shall be agreed by the GM/ EC of the constituency. The plan shall be prepared bearing in mind:
 - A. the aims of the local women's organisation
 - B. the particular interests and needs of local women, as identified through surveying women members
 - C. the guidelines and priorities circulated from time to time by Party Head Office or, as appropriate, the Scottish, Welsh or regional office.
3. The women's forum may appoint other officers to help carry out its work.
4. The women's officer shall build targets for the year into her plans, which can then be monitored and reviewed to help planning for future years.
5. The women's forum shall register with the appropriate Regional Director (or General Secretary in Scotland or Wales), and re-register on an annual basis.

Clause V.

Meetings

1. A meeting of the women's forum shall only have formal status if all women members in the constituency have been given 14 days written notice of the meeting, and the business to be discussed, and at least ten eligible women members attend.
2. At a formal meeting the women's forum may, if it wishes, make nominations to the CLP for posts open to nomination from branches (i.e. CLP officers, parliamentary/ European parliamentary candidate, members of the NEC, National Policy Forum, etc.) and elect two delegates to the constituency General Meeting. A formal meeting may also agree motions to be sent to the General Meeting.
3. The women's forum may hold whatever informal meetings or gatherings it sees fit to work towards meeting its aims.

Clause VI.

Activities

1. The women's forum shall prioritise work which aims to support women members of the Party to play an active part in all the Party's activities – in

particular, training, mentoring and networking among women to encourage women to:

- A. hold elected office within the Party (e.g. as branch or constituency chair, political education officer, etc.)
- B. stand as councillors, MPs, MEPs and other forms of elected representative for the Party
- C. become involved in the community, for example, as school governors/ board members, on committees of local organisations, as magistrates, members of community health councils, etc.
- D. take part in all forms of Party activities – in particular campaigns, recruitment activity, Party committees, meetings and policy forums.

2. The women's forum shall also seek to build links with women in the community through, for example:

- A. building relationships with organisations, such as women's voluntary organisations, tenants' groups, trade unions and other organisations in which women are active, through information exchange, personal contact, joint meetings, events and campaigns
- B. working with the Party and Labour councillors and MPs to consult women in the community about their views and concerns, using consultation meetings, policy forums, surveys, listening campaigns and other techniques
- C. targeted campaigning and recruitment activity with women, including campaigns on issues of particular interest to women such as women's health, childcare and violence against women.

3. The women's forum shall seek to ensure that women's voices are properly heard in the Party, through the above activities and through, for example:

- A. feeding women's views on policy into local and national policy forums and to the constituency's General Meeting
- B. encouraging women to play an active role in these and other bodies, monitoring women's involvement and working with the rest of the Party to develop arrangements which maximise this involvement
- C. bringing any problems regarding women's involvement, including through the filling of quotas, to the attention of the constituency secretary, other officers or the regional Party office
- D. holding local policy forums for women.

Clause VII.

Finances

1. The funds of the women's forum shall consist of donations, collections, profits from sales, and receipts from activities undertaken by the forum.

In the event of the dissolution of the women's forum its assets shall belong to the Torbay Constituency Labour Party.

2. The CLP shall, by agreement, make resources available to the women's forum (if operating successfully), to enable it to function effectively. The Party's financial scheme recognises the assets and financial transactions of this women's forum as the assets and financial transactions of Torbay Constituency Labour Party, of which it is a constituent part. It shall be the duty of this women's forum to co-operate with the CLP, and in particular the CLP treasurer, in respect of the CLP's obligations under the Political Parties, Elections and Referendums Act 2000. Should this women's forum fail to co-operate with the CLP, the NEC will take appropriate disciplinary action against individual members, suspend this women's forum or both.

Clause VIII.

General

1. The general provisions of the constitution and rules of the Party shall apply to the women's forum.

2. The women's forum shall not enter into affiliation or give support financially or otherwise to any political party or organisation ancillary or subsidiary thereto declared ineligible for affiliation to the Party by the Party conference or by the NEC.

3. This women's forum shall not have the power to enter into property-related transactions or to employ staff

4. This women's forum shall adopt standing orders and procedural rules as may be agreed by the appropriate RD(GS).

Clause IX.

Alteration to rules

1. Any alteration or addition to these rules may only be made at the annual general meeting of the Torbay Constituency Labour Party women's forum but must be submitted to the appropriate RD(GS) for approval before being put into operation. Such changes shall not contravene the spirit or intention of the model rules as accepted by Party conference or the NEC.