

Part 1 ACT Young Greens

1 Name

- 1.1 The name of this organisation is the ACT Young Greens.
- 1.2 The organisation is also known as ACTYG or the Young Greens, ACT Branch.

2 Purpose

The purpose of the ACTYG is to provide a voice for progressive youth in the ACT region.

3 Membership

Membership of the ACTYG is split into 2 classes — member and supporter.

4 Members

- 4.1 Admission to the ACTYG as a member is open to all financial members of the ACT Greens who have not yet reached their 31st birthday.
- 4.2 Membership of the ACTYG will not add, modify or restrict any rights a member holds as a member of their branch and of the State or Territory party or any other related body that is a part of their State or Territory Greens party.
- 4.3 Members of the ACTYG are entitled to attend members only meetings, and other restricted events as determined by the ACTYG coordination group.
- 4.4 Members of the ACTYG are entitled to nominate and vote at the ACTYG annual general meeting.

5 Supporters

- 5.1 Admission to the ACTYG as a supporter is open to all persons who are not currently financial members of any other non-Greens political party in Australia and are not subject to any disciplinary orders against them by any body of the ACT Greens or comparable state bodies.
- 5.2 Supporters of the ACTYG are entitled to attend any event that is not restricted to members.
- 5.3 Supporters of the ACTYG are not entitled to nominate or vote at the annual general meeting.

6 Structure

- 6.1 The ACTYG is authorised to establish, maintain and support the following subgroups:
 - 6.1.1 the coordination group;
 - 6.1.2 the ANU Greens;
 - 6.1.3 the UC Greens.
- 6.2 These subgroups are not mutually exclusive, or the only components of the group.
- 6.3 Other subgroups may be established at the discretion of the ACTYG on terms determined by the ACTYG.
- 6.4 The coordination group must delegate a member to report to the ACT Greens forum, annual general meetings and ACT management committee as appropriate.

- 6.5 The coordination group is accountable and responsible for any decisions made by or for the ACTYG, and is comprised of the 4 formal office-bearers, plus others that may be added at any time by ACTYG:
 - 6.5.1 the co-convenors of which there are 2 and who jointly share responsibility as spokespeople of the ACTYG, ensuring meetings are facilitated, assuming a vote and role in the Australian Young Greens (given to each state/territory convenor), and acting as the primary liaisons to the ACT Greens, and of which at least 1 must identify other than as a cis male;
 - 6.5.2 the secretary who is responsible for the ACTYG meeting all governance and constitutional requirements, maintaining documents and archives, reporting to ACTYG and the ACT Greens where necessary, and auditing membership;
 - 6.5.3 the treasurer who is responsible for facilitating approved expenditure, taking funding proposals to the ACT Greens, preparing budgets, reporting to ACTYG and (where necessary) the ACT Greens, and maintaining financial records.
- 6.6 The specific office-bearers necessary will remain at the discretion of the ACTYG to determine by consensus at each year's ACTYG annual general meeting.
- 6.7 Without limiting clause 6.6, the following office-bearers may be added, or removed:
 - 6.7.1 the campaign coordinator who is responsible for creating resources and recruiting for, and promotion and support of, any issues/policy campaign undertaken by the ACTYG;
 - 6.7.2 the social coordinator who is responsible for planning and running regular social events for the ACTYG, as well as overseeing fundraising and recruitment;
 - 6.7.3 the human resources coordinator who is responsible for training and professional development of members, providing workshops on topics of interest, addressing any conflicts or disputes that may arise between members, and providing for the wellbeing of the organising committee;
 - 6.7.4 the communications coordinator who is responsible for the management of social media accounts, ensuring emails and messages are responded to by the relevant person and in due time, and the design and production of materials, resources and online content for the promotion of the ACT Young Greens and its campaigns;
 - 6.7.5 the community engagement coordinator who is responsible for engaging community groups, activists, and progressive organisations to support external campaigns complementary to the campaigns of and in accordance with the purpose of the ACT Young Greens, and for the training of campaigners to effectively contribute to larger, external campaigns;
 - 6.7.6 the U18 coordinator who is responsible for ensuring ACT Young Greens events, activities and campaigns are accessible, engaging and relevant to Greens members and supporters who have not yet reached their 18th birthday.
- 6.8 People who hold the following positions and reside in the ACT will be considered ex officio members of the coordination group:
 - 6.8.1 any office-bearer of the Australian Young Greens;

- 6.8.2 the president or convenor of any university-based Greens Club or Greens Society.
- 6.9 All of the office-bearer positions can be shared between 2 people if necessary, aside from the convenorship which must be shared.
- 6.10 If any position is shared, at least 1 person in the sharing arrangement must identify other than as cis male.
- 6.11 People of colour are strongly encouraged to nominate.
- 6.12 At least half of all elected positions must be held by a person who identifies other than as cis male.
- 6.13 Elected positions will be called for nomination per the regular issue of notice for the ACTYG annual general meeting and will be voted on by all present and able at the annual general meeting.
- 6.14 Casual vacancies can be filled by issue of notice, and then and on consensus between all remaining members of the coordination group.
- 7 Relationship with the Australian Young Greens (AYG)**
- 7.1 The Australian Young Greens accepts 2 permanent, voting delegates from ACTYG, 1 of whom must identify other than as cis male.
- 7.2 Any member of the ACTYG may nominate to be elected as a delegate, including current and incoming office-bearers.
- 7.3 Delegate positions will be called for nomination per the regular issue of notice for the ACTYG annual general meeting and will be voted on by all present and able at the annual general meeting.
- 7.4 The process for filling casual vacancies is that specified in 6.14.
- 7.5 There is an expectation that the ACTYG will participate in AYG campaigns and decision making.
- 7.6 Where possible, members from ACTYG should attend AYG national conferences.
- 8 Governance and reporting**
- 8.1 The ACTYG has no authority to incur debts, liabilities or securities on behalf of or in the name of the ACT Greens, other than where authorised by the ACT Greens.
- 8.2 The ACTYG must report to the ACT Greens regarding its areas of responsibility at least quarterly.
- 8.3 The ACTYG coordination group must comply with any reasonable administrative directive given by the office bearers of the ACT Greens.
- 8.4 The constitution of the ACT Greens takes precedence over all matters within this Part.
- 8.5 If there is a matter not covered in this Part, the rest of the bylaws apply.
- 9 Meetings and decision making**
- 9.1 There are 3 classes of meetings of the ACTYG — confidential, open and informal.
- 9.2 Confidential meetings are any meetings concerned with party strategy, procedure, and discussion of confidential material, as well as financial and disciplinary matters before the ACTYG.
- 9.2 Confidential meetings may only be attended or observed by financial members of the ACT Greens.
- 9.3 The annual general meeting is a confidential meeting.

- 9.4 Confidential meetings must be quorate, and require formal minuting, and the distribution of notice of meeting at least 7 days before the scheduled meeting.
- 9.5 Open meetings may be attended or observed by any person who either a member of the ACT Greens or is not currently a financial member of any other political party in Australia.
- 9.6 Open meetings are any meetings that do not discuss confidential material, and are concerned with policy development, campaigning, community organising, and event planning, as well as general administration of the ACTYG.
- 9.7 Coordination group meetings are open meetings.
- 9.8 Open meetings require formal minuting.
- 9.9 Informal meetings may be attended or observed by any person who is not barred from attending ACTYG events for disciplinary reasons.
- 9.10 Informal meetings encompass social events, training workshops, and campaigning.
- 9.11 No minuting is required of informal meetings.
- 9.12 Decisions of the ACTYG are to be made by consensus, and where consensus is blocked, a vote may be forced through the passing of an urgency motion and a two-thirds majority would be noted as a passed motion.
- 9.13 Alternate views on an issue will be recorded in accordance with clause 36 of the Australian Greens constitution.
- 9.14 All meetings of the ACTYG are subject to Australian Greens safe meeting procedures and Greens principles.
- 9.15 The quorum for the annual general meeting is the lesser of 20 persons and 10% of the total number of ACT Greens members on records as being of an age before their 31st birthday.
- 9.16 The quorum for confidential meetings of the coordination group is half of the total membership of the coordination group plus 1 and may include proxies.
- 9.17 Proxies must be given in advance of any meeting by email to the secretary.

10 Accountability

The ACTYG will give a brief written report of activity to the ACT forum at least 4 times each year, including:

- 10.1.1 current membership, including demographic information; and
- 10.1.2 minutes of meetings; and
- 10.1.3 progress towards campaign objectives and youth involvement in the ACT Greens; and
- 10.1.4 budget report.

11 Amendment and review

- 11.1 The ACTYG is an ongoing working group of the ACT Greens until such time as the ACT Greens chooses to dissolve or disaffiliate it.
- 11.2 Amendment of this Part must be made by consensus at an ACTYG annual general meeting, and must subsequently be ratified by the ACT Greens.