

**MOTION PROPOSED TO AUTUMN CONFERENCE 2018**

**THERE ARE TWENTY-TWO AMENDMENTS PROPOSED TO THIS MOTION**

## A New Governance Structure for the Welsh Liberal Democrats

**Proposed by: National Executive Committee**

Conference notes:

1. The motion passed at the 2017 Spring Conference which resolved to review the governance structure of the Welsh Liberal Democrats;
2. That a proposal to create a new structure was brought to the Spring 2018 Conference but was referred back to the National Executive Committee for further consideration;
3. The revised governance proposals that were subject to a members’ consultation by the National Executive Committee;
4. The proposals to reform the Party’s disciplinary processes on a federal basis, as a result of the Macdonald and Parasaram reviews;
5. That the objectives of the Party, according to the Constitution, are:
   1. To promote the values and principles enshrined in the Preamble to the Federal Constitution;
   2. To develop and promote policies that lead to the realisation of those values and principles; and, in order to achieve such objectives:
   3. To secure the election of Liberal Democrats as Members of Parliament and Members of the European Parliament for the Wales Region; Members of the National Assembly for Wales; and members of local and other elected public authorities in Wales

Conference believes:

1. That the objectives of the party as set out in the constitution should remain
2. That any new governance structure should have the following principles at its heart:
   1. Enabling the functions of the party to be fulfilled as effectively as possible by Party members on a voluntary basis, with or without the support of paid staff;
   2. Allowing as many Party members as possible to contribute to the Party’s activity, while keeping the formal mechanisms of the Party as slim as possible;
   3. Being fluid enough to respond quickly to the ever-changing political climate;
   4. Ensuring that power is shared within the Party, and that no one group of interest within the Party can dominate decision-making; and
   5. Making Party office-holders and committee members more accountable to the wider Party membership.

Conference therefore resolves that:

1. The Party’s Governance Structure shall be:
   1. The Conference, which shall remain the main decision making body of the party, continue to meet twice a year, and comprise of all Party members;
   2. The Board, which shall have responsibility for the day-to-day management and running of the Party;
   3. Four committees that shall be accountable to the Welsh Board, which are:
      1. The Campaigns and Communications Committee,
      2. The Policy Development Committee,
      3. The Membership Development Committee,
      4. The Finance & Resources Committee;
   4. Adhoc Working Groups, created by Committees to assist them to deliver their responsibilities;
   5. The Constitutional Affairs Committee, with responsibility for the maintenance of the Party’s constitution and selection of motions to be debated by the Conference;
   6. A disciplinary process, which shall be run as part of guidelines and systems approved on a Federal basis.
   7. The Welsh Appeals Panel, which shall adjudicate on:
      1. Any dispute over the interpretation of the Constitution,
      2. Any claim that the rights under the Constitution of a member or of a Party body have been infringed, or
      3. Any dispute between the Welsh Liberal Democrats and a Regional or Local  
         Party, or between Regional and/or Local Parties.
2. The Party Officers shall be:
   1. The President – who shall:
      1. Be the principal public representative of Party Members,
      2. Chair the meetings of, and ensure the proper functioning of, the Board,
      3. Carry ultimate responsibility for fulfilling the duties of the Board,
      4. Report on their activities, and those of the Board, to the Conference,
      5. Ensure any working groups established by the Board are kept informed of any relevant decisions made by the Board or Committees,
      6. Ensure the needs of diverse communities are considered and acted upon in all their work,
      7. Work with the Executive Officers, Board members, elected representatives and party members in the best interests of the Party,
      8. Act as a budget holder for the activities of the Board, and ensure compliance with any financial procedures put in place by the Finance and Resources Committee,
      9. Discharge such other functions as the Conference or the Constitution shall allocate to them;
   2. The Deputy President – who shall:
      1. Assist the President in being a public representative of Party Members,
      2. Chair the Constitutional Affairs Committee,
      3. Chair the meetings of Conference,
      4. Carry ultimate responsibility for fulfilling the duties of that committee,
      5. Report on their activities, and those of the committee they chair, in a timely manner, to Board members after each committee meeting, and the Conference on an annual basis,
      6. Ensure members of the committee they chair, and any working groups established by that committee, are kept informed of any relevant decisions made by the Board or other Committees,
      7. Ensure the needs of diverse communities are considered and acted upon in all their work,
      8. Work with the President, the Executive Officers, Board members, elected representatives and party members in the best interests of the Party,
      9. Act as a budget holder for the activities of their committee, and ensure compliance with any financial procedures put in place by the Finance and Resources Committee,
      10. Discharge such other functions as the Conference or the Constitution shall allocate to them;
   3. The Leader of the Party – who shall be responsible for the political leadership of the Party and for promoting its cause in Wales;
   4. The Deputy Leaders of the Party – who shall deputise for the Leader within the Party and shall be responsible for co-ordinating the work of the Party and the members of each of the Parliamentary Parties;
   5. The Executive Officer for Campaigns and Communications – who shall:
      1. Chair the meetings of, and ensure the proper functioning of, the Campaigns and Communications Committee,
      2. Carry ultimate responsibility for fulfilling the duties of that committee,
      3. Report on their activities, and those of the committee they chair, in a timely manner, to Board members after each committee meeting, and the Conference on an annual basis,
      4. Ensure members of the committee they chair, and any working groups established by that committee, are kept informed of any relevant decisions made by the Board or other Committees,
      5. Contribute fully to the setting of party strategy at Board level, particularly with regard to their own specific duties,
      6. Ensure the needs of diverse communities are considered and acted upon in all their work,
      7. Work with the President, other Executive Officers, Board members, elected representatives and party members in the best interests of the Party,
      8. Act as a budget holder for the activities of their committee, and ensure compliance with any financial procedures put in place by the Finance and Resources Committee,
      9. Discharge such other functions as the Conference or the Constitution shall allocate to them;
   6. The Executive Officer for Policy Development – who shall:
      1. Chair the meetings of, and ensure the proper functioning of, the Policy Development Committee,
      2. Carry ultimate responsibility for fulfilling the duties of that committee,
      3. Report on their activities, and those of the committee they chair, in a timely manner, to Board members after each committee meeting, and the Conference on an annual basis,
      4. Ensure members of the committee they chair, and any working groups established by that committee, are kept informed of any relevant decisions made by the Board or other Committees,
      5. Contribute fully to the setting of party strategy at Board level, particularly with regard to their own specific duties,
      6. Ensure the needs of diverse communities are considered and acted upon in all their work,
      7. Work with the President, other Executive Officers, Board members, elected representatives and party members in the best interests of the Party,
      8. Act as a budget holder for the activities of their committee, and ensure compliance with any financial procedures put in place by the Finance and Resources Committee,
      9. Discharge such other functions as the Conference or the Constitution shall allocate to them;
   7. The Executive Officer for Membership Development – who shall:
      1. Chair the meetings of, and ensure the proper functioning of, the Membership Development Committee,
      2. Carry ultimate responsibility for fulfilling the duties of that committee,
      3. Report on their activities, and those of the committee they chair, in a timely manner, to Board members after each committee meeting, and the Conference on an annual basis,
      4. Ensure members of the committee they chair, and any working groups established by that committee, are kept informed of any relevant decisions made by the Board or other Committees,
      5. Contribute fully to the setting of party strategy at Board level, particularly with regard to their own specific duties,
      6. Ensure the needs of diverse communities are considered and acted upon in all their work,
      7. Work with the President, other Executive Officers, Board members, elected representatives and party members in the best interests of the Party,
      8. Act as a budget holder for the activities of their committee, and ensure compliance with any financial procedures put in place by the Finance and Resources Committee,
      9. Discharge such other functions as the Conference or the Constitution shall allocate to them;
   8. The Executive Officer for Finance & Resources – who shall:
      1. Be responsible for the overall budget and finances of the Party,
      2. Be the Party’s registered treasurer for the purposes of the Political Parties, Elections and Referendums Act 2000,
      3. Be responsible for the Party’s compliance with the Political Parties, Elections and Referendums Act 2000,
      4. Chair the meetings of, and ensure the proper functioning of, the Finance & Resources Committee,
      5. Carry ultimate responsibility for fulfilling the duties of that Committee,
      6. Report on their activities, and those of the committee they chair, in a timely manner, to Board members after each committee meeting, and the Conference on an annual basis,
      7. Ensure members of the committee they chair, and any working groups established by that committee, are kept informed of any relevant decisions made by the Board or other Committees,
      8. Contribute fully to the setting of party strategy at Board level, particularly with regard to their own specific duties,
      9. Ensure the needs of diverse communities are considered and acted upon in all their work,
      10. Work with the President, other Executive Officers, Board members, elected representatives and party members in the best interests of the Party,
      11. Discharge of such other functions as the Conference or the Constitution shall allocate to them;
   9. The Treasurer – who shall:
      1. Be responsible for leading the Party’s fundraising activities,
      2. Report on their activities to the Board, the Finance & Resources Committee and the Conference,
      3. Contribute fully to the setting of party strategy at Board level, particularly with regard to their own specific duties,
      4. Ensure the needs of diverse communities are considered and acted upon in all their work,
      5. Work with the President, Executive Officers, Board members, elected representatives and party members in the best interests of the Party,
      6. Discharge such other functions as the Conference or the Constitution shall allocate to them;
   10. The Diversity Officer – who shall:
       1. Support the Party, each committee and Local parties to consider and act upon the needs of diverse communities,
       2. Report on their activities to the Board and the Conference,
       3. Contribute fully to the setting of party strategy at Board level, particularly with regard to their own specific duties,
       4. Work with the President, Executive Officers, Board members, elected representatives and party members in the best interests of the Party,
       5. Discharge such other functions as the Conference or the Constitution shall allocate to them.
3. Officers, other than the Leader and Deputy Leaders, and committees shall be elected for three year terms and:
   1. The President, Deputy President, Executive Officers, Diversity Officer, the Local Government Representative on the Policy Development Committee and the representative to the Federal Board shall be restricted to two consecutive terms in the role;
   2. No person, except for the Leader and Deputy Leaders, may be a member of a committee for more than three consecutive terms; and
   3. No person elected by all members of the Party to a Committee may simultaneously be elected by the same method to any other such committee.

**The Board**

1. The responsibilities of the Board shall be:
   1. Approving the Party’s annual budget as proposed by the Finance & Resources Committee;
   2. Ensuring the Party is compliant with all relevant legislation;
   3. Maintaining the strategic overview and direction of the Party;
   4. Appoint a line manager for any staff employed by the Party;
   5. Deciding on the Party’s staffing structure;
   6. Developing the Party’s messaging, in collaboration with the Campaigns and Communication Committee and the Policy Development Committee;
   7. Ensuring all Committees fulfil their functions, including by exercising its powers of recall when necessary;
   8. Making any political appointments to external bodies, with all appointments reported to Conference;
   9. Ratifying the memberships of election campaign teams and manifesto working groups, following nominations from the relevant committees;
   10. Ratifying the Party’s election manifestos;
   11. Ensuring that the needs of diverse communities are taken into account across the Party's activities; and
   12. The discharge of such other functions as the Conference or the Constitution shall allocate to it.
2. The Board shall create and maintain working groups to undertake work on messaging, and to fulfill any other of these responsibilities the Board sees necessary.
3. The Board shall consist of:
   1. Voting members:
      1. The President,
      2. The Leader,
      3. The Deputy Leaders (up to 4),
      4. The Executive Officers (4),
      5. The Chair of the Welsh Young Liberals,
      6. The Diversity Officer,
      7. The Party’s representative to the Federal Board, and
      8. 5 Ordinary Members elected from the membership;
   2. Non-Voting Members:
      1. The Deputy President, and
      2. The Treasurer.

**The Campaigns & Communications Committee**

1. The responsibilities of the committee shall be:
   1. Communicating with journalists and the press;
   2. Non-election campaigning;
   3. Digital campaigning, including maintaining the Party’s presence on social media platforms;
   4. Managing the campaigns for by-elections to the National Assembly for Wales;
   5. Managing Wales-wide election campaigns;
   6. The Party’s presence at external events of national importance;
   7. Maintaining and executing the processes of approving and selecting Parliamentary candidates;
   8. Acting as the Party’s brand ambassadors by encouraging consistent branding on all materials produced by the Party, and local and regional parties in Wales;
   9. Campaigning in and communicating to diverse communities; and
   10. The discharge of such other functions as the Conference or the Constitution shall allocate to it.
2. The Committee shall create and maintain working groups to oversee:
   1. The day-to-day running of Westminster, Assembly, European and nationally co-ordinated local election campaigning (the membership of such groups must be ratified by the Board);
   2. Westminster and Assembly by-election campaigns;
   3. Digital campaigning;
   4. The maintenance of the candidate approval and selection processes; and
   5. The fulfilment of any other of these responsibilities the Committee sees necessary.
3. The Committee shall consist of:
   1. Voting members:
      1. The Executive Officer for Campaigns & Communications,
      2. The Leader,
      3. A representative of the Welsh Young Liberals, and
      4. 5 Ordinary Members elected from the membership;
      5. A co-opted candidate assessor, should none be elected as a voting member through other means.
   2. Non-Voting Members:
      1. The Diversity Officer.

**The Policy Development Committee**

1. The responsibilities of the committee shall be:
   1. Developing the Party’s policies on all matters devolved to the National Assembly for Wales;
   2. Providing political policy support and advice to the Party’s candidates, elected representatives, and political appointees to external bodies;
   3. Preparing the Party’s election manifestos;
   4. Developing relationships with the third sector, charities and other appropriate organisations;
   5. Ensuring Party policies reflect the needs of diverse communities; and
   6. The discharge of such other functions as the Conference or the Constitution shall allocate to it.
2. The Committee may create and maintain working groups to:
   1. Produce election manifestos (the membership of such a group must be ratified by the Board);
   2. Produce policy proposals in specific areas to propose at Conference; and
   3. To fulfil any other of these responsibilities the Committee sees necessary.
3. The Committee shall consist of:
   1. Voting members:
      1. The Executive Officer for Policy Development,
      2. The Leader,
      3. A representative from the group in the National Assembly,
      4. A representative from the group in the Westminster Parliament,
      5. A representative from the group in the EU Parliament,
      6. A representative from the Party’s elected Local Government representatives,
      7. A representative of the Welsh Young Liberals, and
      8. 5 Ordinary Members elected from the membership, one of whom shall become the Party’s representative to the Federal Policy Committee;
   2. Non-Voting Members:
      1. The Diversity Officer.

**The Membership Development Committee**

1. The responsibilities of the committee shall be:
   1. Providing a programme of training for Party members;
   2. The recruitment of new Party members, and the retention of existing members;
   3. Communicating with members across a range of media;
   4. Increasing opportunities for members to engage with the Welsh party, and increasing the number of members who do engage;
   5. Liaising with and supporting local parties to fulfil their functions;
   6. Liaising with and developing the skills of the Party’s representatives in local government;
   7. Providing skills-based and pastoral support for the Party’s Parliamentary candidates;
   8. Increasing the numbers of approved candidates from diverse backgrounds;
   9. Ensuring party membership better reflects the diverse nature of Wales; and
   10. The discharge of such other functions as the Conference or the Constitution shall allocate to it.
2. The Committee shall create and maintain working groups to fulfil any of these responsibilities the Committee sees necessary.
3. The Committee shall consist of:
4. Voting members:
   * 1. The Executive Officer for Membership Development,
     2. A representative of the Welsh Young Liberals,
     3. The Diversity Officer,
     4. 5 Ordinary Members elected from the membership, and
     5. A co-opted accredited Party Trainer, should none be elected as a voting member through other means.

**The Finance & Resources Committee**

1. The responsibilities of the committee shall be:
   1. Drafting a budget, with clear budget lines for each committee, for consideration and approval by the Board;
   2. In-year monitoring of the budget;
   3. Managing the Party’s resources;
   4. Day-to-day compliance with the Political Parties, Elections and Referendums Act;
   5. Borrowing money on behalf of the Party;
   6. Inter-party financial management;
   7. Overall financial control, including processes for approval or spending;
   8. Processes for appointing staff, and the human resources requirements for employing staff;
   9. Selecting an auditor to audit the Party’s accounts, for approval by Conference;
   10. Organising the event of Conference;
   11. Fundraising;
   12. Election spending and approval;
   13. Ensuring party money is spent and resources used to increase engagement with diverse communities; and
   14. The discharge of such other functions as the Conference or the Constitution shall allocate to it.
2. The Committee shall create and maintain working groups to organise Party Conferences, and to fulfil any other of these responsibilities the Committee sees necessary.
3. The Committee shall consist of:
4. Voting members:
   * 1. The Executive Officer for Finance & Resources Development,
     2. The President,
     3. The Treasurer, and
     4. 3 Ordinary Members elected from the membership;
5. Non-Voting Members:
6. The Diversity Officer,
7. The Deputy President, and
8. The other Executive Officers (3)

**Constitutional Affairs Committee**

1. The responsibilities of the committee shall be:
   1. Selecting the motions to be debated at Conference;
   2. Reporting the decisions of the Conference to all members of the Conference;
   3. Maintaining the standing orders of Conference;
   4. Providing advice to Party members on the drafting of motions to Conference;
   5. Maintaining the Party’s constitution and other associated documents, and proposing amendments to Conference as required;
   6. Producing and maintaining template constitutional documents for Local and Regional Parties;
   7. Approving the final constitutions of Regional Parties; and
   8. The discharge of such other functions as the Conference or the Constitution shall allocate to it.
2. The Committee shall consist of:
   1. Voting members:
      1. The Deputy President,
      2. A representative from the Campaigns and Communications Committee,
      3. A representative from the Policy Development Committee,
      4. A representative from the Finance and Resources Committee, and
      5. 3 Ordinary Members elected from the membership.

**Election of Officers and Committee Members**

1. The process for electing the Leader and Deputy Leaders shall remain unchanged.
2. The President, The Deputy President, The Executive Officer for Campaigns and Communications, The Executive Officer for Policy Development and The Executive Officer for Membership Development shall be elected by the Party Membership. Any member may apply but must have the support of 30 members from at least 5 Local Parties.
3. The Representative to the Federal Board, the Ordinary Members of the Board, the Ordinary Members of the Campaigns and Communications Committee, the Ordinary Members of the Policy Development Committee, the Ordinary Members of the Membership Development Committee, the Ordinary Members of the Finance and Resources Committee and the Ordinary Members of the Constitutional Affairs Committee shall be elected by the Party Membership. Any member may apply but must have the support of 5 members.
4. The Executive Officer for Finance & Resources Committee, the Treasurer, the Diversity Officer, and the Representative to the Federal Conference Committee shall be elected by the Board. Any member may apply.
5. The Representative to the Federal International Relations Committee shall be elected by the Board. Any member may apply.
6. The Representatives to the Federal People Development sub-committee shall be elected by the Membership Development Committee from amongst their own number.
7. The Chair of Welsh Young Liberals, and the Representative of the Welsh Young Liberals to the Campaigns and Communications Committee, Membership Development Committee, and Policy Development Committee shall be elected by rules set out by the Welsh Young Liberals.
8. The Representatives of the group in the National Assembly, the group in the UK Parliament and the group in the European Parliament shall be elected from members of those groups by rules set out in their standing orders.
9. The representative from local government to the Policy Development Committee shall be elected by Party members from amongst the Party’s elected Unitary Authority councillors, town and community councillors, Police & Crime Commissioners, and directly elected Mayors, who occupy their position as Liberal Democrats. They shall be nominated by 5 of their number.
10. The Board shall create application forms for all positions that require an application. The form shall ask for applicants to set out the skills and experiences they have for the role, and what they commit to delivering if elected.
11. Elections by the membership shall take place alongside the Autumn Conference preceding the start of a three year term. Elections for all positions shall take place at the same time. Elections by the Board or a committee shall take place at the Board or Committee’s first meeting.
12. Vacancies for Officers shall be filled by a by-election as soon as practical. Other vacancies shall be filled at the next Conference, unless a by-election for an officer role takes place beforehand, or the Board decides that there is a need to fill the vacancy quickly.

**Recall of party officers and committee members**

1. Members of the Board (other than the Leader and the Deputy Leaders) and members of each of the Committees (in either case whether voting or non-voting members) shall be liable to removal from office in accordance with the provisions of paragraphs 34 to 39 below.
2. The grounds upon which an individual may be removed from office shall be any one or more of the following –
   1. the individual has not fulfilled their appropriate constitutional duties;
   2. (subject to paragraph 35 below) the individual has failed to attend meetings of the Board or the relevant Committee (as the case may be) for a period of at least six months;
   3. the individual has been banned from holding office in the Party following disciplinary proceedings; or
   4. the individual has otherwise acted contrary to the Party’s best interests.
3. An individual shall not be liable for removal from office on the grounds that they have failed to attend meetings of the Board or the relevant Committee (as the case may be) for a period of at least six months, unless:
   1. there have been at least two meetings of the Board or the relevant Committee (as the case may be) during that period;
   2. the individual has received at least seven days’ notice of each such meeting; and
   3. the individual has been afforded the ability to attend each such meeting in person, by telephone or by video conferencing;

provided always that an individual at risk of removal from office on the said grounds may prior to initiation of the process for their removal from office apply to the Chair of the Appeals Panel for dispensation from the effect of failing to attend meetings of the Board or the relevant Committee (as the case may be).

1. The process for the removal of an individual from office shall be initiated by the Board:
   1. at any time following a decision to that effect at a duly constituted meeting of the Board; or
   2. upon being notified that a valid petition has been presented in accordance with paragraph 37 below;

provided that (in either such case) the process shall not be initiated until all possible avenues of reconciliation and/or mediation have been exhausted.

1. Members of the Party may present a petition to the President (or to the Deputy President, in the event that the individual about whom complaint is made is the President) calling for the removal from office of any member of the Board or any member of any of the Committees. In order to be valid, any such petition:
   1. must state on each sheet the name of the individual about whom complaint is made and the grounds upon which it is sought to remove that individual from office;
   2. must state on each sheet the date upon which the first signature was appended;
   3. must set out the name, membership number, local party and signature of each signatory;
   4. must be signed by at least 10% of the total membership of the Party at the end of the quarter preceding its submission; and
   5. must be presented to the President or the Deputy President (as the case may be) within 28 days from the date upon which the first signature was appended; for this purpose scanned copies of the petition will suffice, provided that the originals must remain available for submission upon request.

Upon receipt of a valid petition calling for the removal from office of any member of the Board or any member of any of the Committees, the President or the Deputy President (as the case may be) shall give notice to that effect to the Clerk on behalf of the Board.

1. Following initiation of the process for the removal from office of any member of the Board or any member of any of the Committees, the Secretary shall notify the individual about whom complaint is made of:
   1. the grounds upon which it is sought to remove him or her from office; and
   2. the date and venue of the meeting of the Board at which the matter will be discussed (of which not less than 14 days’ notice shall be given to the individual concerned).
2. The proposal to remove from office any member of the Board or any member of any of the Committees shall be considered at a physical meeting of the Board, to which each member of the Board and the individual about whom complaint is made has been afforded the ability to attend in person, by telephone or by video conferencing. No vote to remove an individual from office:
   1. shall be valid unless the individual about whom complaint is made has first been afforded the ability to make representations either in person or in writing;
   2. shall be valid unless passed by a two-thirds majority of the total membership of the Board (whether present at the meeting or not); and
   3. shall not take effect until whichever is the later of seven days after the date of the Board meeting in question or the determination by the Welsh Appeals Panel of any appeal brought by the individual about whom complaint is made within the said period of seven days.
3. Upon a decision to remove an individual from office becoming effective in accordance with paragraphs 38 and 39 above, the Returning Officer shall declare the position in question vacant and make provision for an election to fill that vacancy in accordance with Party’s election rules. The notice of the election shall state the reason for the vacancy. The individual who has been removed from office shall (unless banned from holding office in the Party following disciplinary proceedings) be entitled to stand as a candidate in the subsequent election, provided that in that event the reason for the vacancy is stated in the ballot mailing.

**Assembly Electoral Regional Committees (AERCs)**

1. The formal requirement for AERCs to exist shall be replaced with an optional system, allowing local parties within an Assembly region to establish a co-ordinating body or campaign committee to cover that entire region. Such bodies shall be known as Regional Parties.
2. A Regional Party shall not be an accounting unit for the purposes of the Political Parties, Elections and Referendums Act 2000. Instead, it shall arrange for its finances to be administered by a single local party within its region, subject to approval by the Finance & Resources Committee.
3. The Constitutional Affairs Committee shall produce and maintain a template constitution for Regional Parties, and shall approve the final version of any constitution adopted by a Regional Party.

**Local Parties**

1. A Local Party’s boundaries shall be determined and may be revised by the Welsh Board. In exercising this power the Board shall:
   1. Consult pre-existing Local Parties and members in the area, including in particular those elected to public office at any level;
   2. Give effect, as far as practicable, to any local agreement reached;
   3. Take into account the ability of the Local Party to be able to play its part in pursuing the objects of the Party and the need for it to be an effective campaigning unit; and
   4. Take into account the democratic right of members to participate in the affairs of the Party and the Local Party.
2. Except where a local agreement acceptable to the Welsh Board and satisfying the requirements above has been reached, a Local Party shall be formed of the members:
3. In a single Council area; or
4. In the combined areas of two or more Councils; or
5. In a subdivision of a Council area, taking into account National Assembly or United Kingdom Parliamentary boundaries.

Conference calls on the Constitutional Review Panel to bring forward amendments to the constitution at Spring Conference 2019 to enable the governance structure as outlined above to be implemented.

## Amendment 1

*This amendment would separate the roles of the President and Chair of the Board. It would clarify the roles of each including reallocating responsibilities proposed for others in the original motion.*

**Proposed by: Rhondda Cynon Taf Liberal Democrats**

In original clause 2a of ‘Conference therefore resolves that’ delete “The President” and replace with “The Chair of the Board”.

And in original clause 2a of ‘Conference therefore resolves that’ delete original sub-clause i and renumber subsequent sub-clauses as appropriate.

And after original clause 2a insert new clause and renumber subsequent clauses as appropriate:

“The President – who shall:

1. Along with the Leader, be the principal public representative of the Party at large.
2. Chair the meetings of conference.
3. Have special responsibility to represent the interests of the members.
4. Report on their activities go the Conference.
5. Work with the Executive Officers, Board members, elected representatives and party members in the best interests of the Party.
6. Discharge such other functions as the Conference or the Constitution shall allocate to them.”

And in original clause 2b of ‘Conference therefore resolves that’ delete original sub-clause iii and renumber subsequent sub-clauses as appropriate.

And in original clause 6a of ‘Conference therefore resolves that’ insert new sub-clause i “The Chair of the Board” and renumber subsequent sub-clauses as appropriate.

And in original clause 22 of ‘Conference therefore resolves that’ insert “The Chair of the Board” at the beginning.

## Amendment 2a

*This amendment rewords the clause restricting the number of committees that someone can sit on.*

**Proposed by: National Policy Committee**

Reword original clause 3c of ‘Conference therefore resolves that’ to “A member of any committee elected by all members of the Party may not simultaneously serve as a member of any other such committee, save that a member of the Constitutional Affairs Committee may simultaneously serve as a member of any other committee.”

## Amendment 2b

*This amendment would remove the proposed term limits for officers and committee members and lift the restriction on the number of committees that someone can sit on.*

**Proposed by: Rhondda Cynon Taf Liberal Democrats**

This amendment would remove the proposed term limits for officers and committee members and lift the restriction on the number of committees that someone can sit on.

Reword original clause 3 of ‘Conference therefore resolves that’ to “Officers, other than the Leader and Deputy Leaders, and committees shall be elected for three year terms” and delete original clause 3a, 3b and 3c.

## Amendment 3

*This amendment would clarify that there could only be one deputy leader.*

**Proposed by: Rhondda Cynon Taf Liberal Democrats**

Reword original clause 2d of ‘Conference therefore resolves that’ to “The Deputy Leader of the Party – who shall be elected from amongst the membership at large and who will deputise for the Leader as necessary.”

In original clause 3 of ‘Conference therefore resolves that’ delete “Deputy Leaders” and replace with “Deputy Leader”.

And in original clause 6a of ‘Conference therefore resolves that’ reword sub-clause iii to “The Deputy Leader”.

And reword original clause 21 of ‘Conference therefore resolves that’ to “The process for electing the Leader and Deputy Leader shall remain unchanged”.

## Amendment 4

*This amendment would change the status of the Deputy President and the Treasurer at Board meetings, giving them voting rights.*

**Proposed by: Rhondda Cynon Taf Liberal Democrats**

In original clause 6 of ‘Conference therefore resolves that’ delete original clause 6b and insert “The Deputy President” and “The Treasurer” amongst the list of voting members in original clause 6a.

## Amendment 5

*This amendment removes Adhoc working groups from the formal governance structure but allows committees to create working groups if required.*

**Proposed by: National Policy Committee**

Delete original clause 1d of ‘Conference therefore resolves that’ and renumber subsequent clauses as appropriate.

And in original clause 14 of ‘Conference therefore resolves that’ delete “shall” and replace with “may”.

And in original clause 17 of ‘Conference therefore resolves that’ delete “shall” and replace with “may”.

## Amendment 6

*This amendment removes the responsibility for ratifying election manifestos from the Board.*

**Proposed by: National Policy Committee**

Delete original clause 4j of ‘Conference therefore resolves that’ and renumber subsequent clauses as appropriate.

## Amendment 7

*This amendment moves responsibility for developing the Party’s messaging to the Campaigns & Communications Committee and the Policy Development Committee working in collaboration. It also puts a representative from each committee on the other.*

**Proposed by: National Policy Committee**

In original clause 7 of ‘Conference therefore resolves that’ insert new clause 7a “Developing the Party’s messaging in collaboration with the Policy Development Committee” and renumber subsequent clauses as appropriate.

And in original clause 9b of ‘Conference therefore resolves that’ insert new sub-clause after original sub-clause i “A representative of the Policy Development Committee”.

And in original clause 10 of ‘Conference therefore resolves that’ insert a new clause after original clause 10a and renumber subsequent clauses as appropriate:

“Developing the Party’s messaging in collaboration with the Campaigns and Communications Committee”

And in original clause 12b of ‘Conference therefore resolves that’ insert a new sub-clause after i and renumber subsequent sub-clauses as appropriate:

“a representative of the Campaigns and Communications Committee”.

## Amendment 8

*This amendment would change the name of the Campaigns and Communications Committee to Campaigns and Elections Committee, update the wording of some of its functions, remove the insistence that it creates working groups and create a Wales Candidates Chair.*

**Proposed by: Rhondda Cynon Taf Liberal Democrats**

Change all references to the “Campaigns and Communications Committee” to the “Campaigns and Elections Committee”.

And change all references to the “Executive Officer for Campaigns and Communications” to the “Executive Officer for Campaigns and Elections”.

And reword original clause 7a of ‘Conference therefore resolves that’ to “Ensuring that there is adequate communication between the party and the press.”

And reword original clause 7c of ‘Conference therefore resolves that’ to “Overseeing the Party’s digital campaigning, including maintaining the Party’s presence on social media platforms.”

And reword original clause 7g of ‘Conference therefore resolves that’ to “Ensuring there is a system in place to ensure the process of assessing Parliamentary candidates in Wales takes place.”

And insert new clause after original clause 7g of ‘Conference therefore resolves that’ and renumber subsequent clauses as appropriate:

“Ensuring there are trained Returning Officers in place to oversee candidate selection.”

And in original clause 8 of ‘Conference therefore resolves that’ delete “shall” and replace with “may”.

And in original clause 9 of ‘Conference therefore resolves that’ insert a new clause after original clause 9b and renumber subsequent clauses as appropriate:

“The Committee will appoint one of its members as the Wales Candidates Chair, that person to be responsible for overseeing all candidate related matters and liaising with the Joint States Chairs.”

## Amendment 9

*This amendment updates the responsibilities of the Policy Development Committee to include considering reports from the Party’s representative to the Federal Policy Committee.*

**Proposed by: National Policy Committee**

In original clause 10 of ‘Conference therefore resolves that’ insert a new clause after original clause 10b and renumber subsequent clauses as appropriate:

“Considering reports from the Party’s representative to the Federal Policy Committee.”

## Amendment 10

*This amendment would update the functions of the proposed Membership Development Committee, including moving support for candidates to the proposed Campaigns and Communications committee*.

**Proposed by: Rhondda Cynon Taf Liberal Democrats**

Reword original clause 13a of ‘Conference therefore resolves that’ to “Ensuring there is a planned programme of training for Party members.”

And delete original clause 13g of ‘Conference therefore resolves that’ and renumber subsequent clauses as appropriate.

And insert new clause after original clause 7g of ‘Conference therefore resolves that’ and renumber subsequent clauses as appropriate:

“Working with the Membership Development Committee to ensure adequate training and mentoring systems are in place for candidates and would be Parliamentary candidates.”

And reword original clause 13h of ‘Conference therefore resolves that’ to “Encouraging more potential candidates from diverse backgrounds to come forward and seek approval”.

## Amendment 11

*This amendment would give the Finance & Resources Committee more responsibility regarding the management of staff.*

**Proposed by: National Policy Committee**

Reword original clause 16h of ‘Conference therefore resolves that’ to “Processes for appointing and managing staff, and the human resources requirements for employing staff.”

## Amendment 12a

*This amendment will create a Conference & Events Committee to oversee the organising of Conference and other events, and create an Executive Officer who will chair the committee and oversee its work. The amendment also reallocates responsibilities to the new committee from other proposed committees.*

**Proposed by: Rhondda Cynon Taf Liberal Democrats**

Taking in to account any change of name to the Campaigns and Communications Committee agreed or otherwise in previous amendments reword original clause 1c of ‘Conference therefore resolves’ to:

“Five committees that shall be accountable to the Welsh Board, which are:

1. The Campaigns and Communications Committee,
2. The Policy Development Committee,
3. The Membership Development Committee,
4. The Finance & Resources Committee,
5. The Conference & Events Committee.”

And in original clause 1e of ‘Conference therefore resolves that’ delete “and selection of motions to be debated by the Conference”

And after original clause 2h of ‘Conference therefore resolves that’ insert new clause and renumber subsequent clauses as approriate:

“The Executive Officer for Conference and External Events – who shall:

1. Chair the meetings of, and ensure the proper functioning of, the Conference and External Events Committee,
2. Carry ultimate responsibility for fulfilling the duties of that committee,
3. Report on their activities, and those of the committee they chair, in a timely manner, to Board members after each committee meeting, and the Conference on an annual basis,
4. Ensure members of the committee they chair, and any working groups established by that committee, are kept informed of any relevant decisions made by the Board or other Committees,
5. Contribute fully to the setting of party strategy at Board level, particularly with regard to their own specific duties,
6. Ensure the needs of diverse communities are considered and acted upon in all their work,
7. Work with the President, other Executive Officers, Board members, elected representatives and party members in the best interests of the Party,
8. Act as a budget holder for the activities of their committee, and ensure compliance with any financial procedures put in place by the Finance and Resources Committee,
9. Discharge such other functions as the Conference or the Constitution shall allocate to them.”

And in original clause 6a of ‘Conference therefore resolves that’ reword original sub-clause iv to “The Executive Officers (5)”.

And reword original clause 7f of ‘Conference therefore resolves that’ to “Working with the Conference & Events Committee to ensure consistent messaging at external events.”

And delete original clause 16j of ‘Conference therefore resolves that’ and renumber subsequent clauses as appropriate.

And after original clause 18 of ‘Conference therefore resolves that’ insert three new clauses and renumber subsequent clauses as appropriate:

“Conference & Events Committee

The responsibilities of the committee shall be:

1. The practical arrangements for meetings of the Conference;
2. Seeking to involve the host Local Parties in individual meetings of the Conference;
3. Liaison with the Policy Committee on the policy content of meetings of Conference;
4. Liaison with Campaigns and Elections committee regarding campaign opposrtunities at Conference and external events
5. Setting the Agenda for meetings of the Conference;
6. Keeping under review the Standing Orders for Conference and making recommendations for the amendment of such Standing Orders;
7. Ensuring and undertaking the practical arrangements for the Party’s presence at external events of national importance.
8. Overseeing the practical arrangements for the Welsh presence at the Federal Conference; and
9. The discharge of such other functions as the Conference or the Constitution of the Welsh Liberal Democrats, shall allocate to it.

The Committee shall create and maintain working groups as it deems necessary to ensure the smooth running of conference and events.

The Committee shall consist of:

1. Voting members:
2. The Executive Officer for Conference and External Events,
3. The Leader,
4. A representative of the Welsh Young Liberals,
5. 4 Ordinary Members elected from the membership”

And in original clause 22 of ‘Conference therefore resolves that’ insert “The Executive Officer for Conference & Events” to the list of Executive Officers.

And in original clause 23 of ‘Conference therefore resolves that’ insert “The Ordinary Members of the Conference & Events Committee” to the list of Ordinary Members of Committees.

## Amendment 12b

*This amendment will create a Conference Committee to oversee the organising of Conference. The amendment also reallocates responsibilities to the new committee from other proposed committees.*

**Proposed by: National Policy Committee**

In original clause 1e of ‘Conference therefore resolves that’ delete “and selection of motions to be debated by the Conference”.

And in original clause 17 of ‘Conference therefore resolves that’ delete “to organise Party Conferences, and”.

And in original clause 19 of ‘Conference therefore resolves that’ delete clauses 19a, 19b and 19c and renumber subsequent clauses as appropriate.

And in original clause 1 of ‘Conference therefore resolves that’ insert a new clause after original clause 1d and renumber subsequent clauses as appropriate:

“The Conference Committee, which is accountable to the Finance & Resources Committee, responsible for planning and organising of Conference.”

And in original clause 1e of ‘Conference therefore resolves that’ delete “and selection of motions to be debated by the Conference”.

And in original clause 12b of ‘Conference therefore resolves that’ insert a new sub-clause after i and renumber subsequent sub-clauses as appropriate:

“a representative of Conference Committee”.

And reword original clause 16j of ‘Conference therefore resolves that’ to “Oversee the organising the event of Conference”.

And in original clause 17 of ‘Conference therefore resolves that’ delete “to organise Party Conferences, and”.

And after original clause 18 of ‘Conference therefore resolves that’ insert five new clauses and renumber subsequent clauses as appropriate:

“The Conference Committee

The responsibilities of the committee shall be:

1. Organising the event of Conference
2. The selection of motions and other items of the agenda of Conference, seeking advice from relevant committees
3. The recruitment and training of Chairs and Aides

The Committee shall consist of:

1. Voting members:
2. A representative of the Policy Development Committee,
3. A representative from the Finance % Resources Committee,
4. A representative of the Campaigns and Communications Committee,
5. A representative of the Membership Development Committee
6. A representative of the Welsh Young Liberals,
7. 4 Ordinary Members elected from the membership
8. The Party’s representative to the Federal Conference Committee.

Whilst these should be issues for the Committee as a whole, where appropriate the Committee should select leads from within their membership in the areas of:

1. Accessibility and transport
2. Diversity­
3. External guests and fringes
4. Training
5. Any other area deemed necessary by the Committee

Conference Committee should report directly to Finance and Resources Committee

In the event where the Conference Committee cannot fulfil the tasks assigned, the Finance and Resources Committee should take on the responsibilities of the committee with the support of a task and finish group.”

## Amendment 13

*This amendment strengthens the Policy Development Committee’s input in to the Conference agenda.*

**Proposed by: National Policy Committee**

In original clause 10 of ‘Conference therefore resolves that’ insert a new clause after original clause 10b and renumber subsequent clauses as appropriate:

“Recommending the motions to be debated at Conference”

And in original clause 12b of ‘Conference therefore resolves that’ insert a new sub-clause after i and renumber subsequent sub-clauses as appropriate:

“a representative of the Committee with responsibility for organising Conference”.

## Amendment 14

*This amendment deletes the proposed Constitutional Affairs Committee and allocates any responsibilities to the Board, and mandates the Board to create a working group to carry out this work. Due to the committee not existing, it also removes the responsibilities of the Deputy President to chair the committee.*

**Proposed by: Rhondda Cynon Taf Liberal Democrats**

Delete original clause 1e of ‘Conference therefore resolves that’ and renumber subsequent clauses as appropriate.

And in original clause 2b of ‘Conference therefore resolves that’ delete original sub-clause ii and renumber subsequent sub-clauses as appropriate.

And in original clause 2b of ‘Conference therefore resolves that’ delete original sub-clause iv and renumber subsequent sub-clauses as appropriate.

And in original clause 2b of ‘Conference therefore resolves that’ reword original sub-clause v to “Report on their activities in a timely manner to Board members and the Conference on an annual basis.”

And in original clause 2b of ‘Conference therefore resolves that’ reword original sub-clause vi to “Ensure members of any working groups they may chair that are established by the Board, are kept informed of any relevant decisions made by the Board or other Committees.”

And reword original clause 5 of ‘Conference therefore resolves that’ to “The Board shall create and maintain working groups to undertake work on messaging, to address constitutional issues, and to fulfil any other of these responsibilities the Board sees necessary.”

And delete original clauses 19 and 20 of ‘Conference therefore resolves that’ and renumber subsequent clauses as appropriate.

And in original clause 23 of ‘Conference therefore resolves that’ delete “The Ordinary Members of the Constitutional Affairs Committee”.

And reword original clause 43 of ‘Conference therefore resolves that’ to “The Board, or a working group set up for the purposes of looking at constitutional affairs, shall produce and maintain a template constitution for Regional Parties, and shall approve the final version of any constitution adopted by a Regional Party.”

## Amendment 15

*This amendment changes the name of the Constitutional Affairs Committee to the Constitutional Panel.*

**Proposed by: National Policy Committee**

Throughout the motion change all references to the “Constitutional Affairs Committee” to the “Constitutional Panel”.

And where the term “committee” is used to refer to the Constitutional Affairs Committee replace with “panel” or “Constitutional Panel” as appropriate.

## Amendment 16

*This amendment would change the nomination requirements for members to seek election to committees. It also specifies that nominations will close at Autumn Conference and that any election will take place by postal ballot.*

**Proposed by: National Policy Committee**

In original clause 22 of ‘Conference therefore resolves that’ delete “the support of 30 members from at least 5 Local Parties” and replace with “the support of 20 members from at least 4 Local Parties.”

And reword original clause 30 of ‘Conference therefore resolves that’ to “The Board shall create application forms for all positions that require an application. The form shall ask for applicants to set out the skills and experiences they have for the role, and what they will seek to deliver if elected.”

And in original clause 31 of ‘Conference therefore resolves that’ delete “Elections by the membership shall take place alongside the Autumn Conference preceding the start of a three year term” and replace with “Elections by the membership shall take place by postal ballot following the close of nominations at the Autumn Conference preceding the start of a three year term”

## Amendment 17

*This amendment would mean that all positions would be elected by the Party membership.*

**Proposed by: National Policy Committee**

In original clause 23 of ‘Conference therefore resolves that’ delete “The Representative to the Federal Board.”

And in original clause 24 of ‘Conference therefore resolves that’ delete “and the Representative to the Federal Conference Committee”.

And in original clause 24 of ‘Conference therefore resolves that’ delete “by the Board” and replace with “by the members of the Party.”

And delete original clause 25 of ‘Conference therefore resolves that’ and replace with “The representatives to the Federal Board and Federal Committees shall be elected by the members of the Party.”

And delete original clause 26 and renumber subsequent clauses as appropriate.

## Amendment 18

*This amendment makes some changes to the process for recalling party officers and committee members.*

**Proposed by: National Policy Committee**

In original clause 33 of ‘Conference therefore resolves that’ delete “the provisions of paragraphs 34 to 39 below” and replace with “the provisions of paragraphs 34 to 40 below”.

And in original clause 37 of ‘Conference therefore resolves that’ delete “to the Clerk on behalf of the Board” and replace with “to the President on behalf of the Board”.

And in original clause 38 of ‘Conference therefore resolves that’ delete “the Secretary shall notify” and replace with “the President shall notify”.

And in original clause 40 of ‘Conference therefore resolves that’ delete “in accordance with paragraphs 38 and 39 above” and replace with “in accordance with paragraph 39 above”.

## Amendment 19a

*This amendment allows local parties within and Assembly Region to form an Assembly Electoral Regional Committee if they so wish.*

**Proposed by: Vale of Clwyd Liberal Democrats**

Delete original clauses 41-43 of ‘Conference therefore resolves that’ and replace with:

“The local parties within each Assembly Electoral Region (“Region”) may by a majority determine to establish and maintain an Assembly Electoral Regional Committee (“AERC”) for that Region. In the event that the local parties in a Region determine to establish and maintain an AERC for that Region, the provisions of the existing constitution shall continue to apply to that AERC. In the event that the local parties in a Region do not determine to establish and maintain and AERC for that Region, the Board shall exercise the functions of an AERC for that Region in accordance with the provisions of the existing constitution.”

And renumber all subsequent clauses as appropriate.

## Amendment 19b

*This amendment allows local parties within and Assembly Region to form an Assembly Electoral Regional Committee if they so wish.*

**Proposed by: Wrexham and Clwyd South Liberal Democrats**

Reword clause 41 of ‘Conference therefore resolves that’ to:

“The formal requirement for Assembly Electoral Regional Committees to exist shall be replaced with an optional system, allowing local parties within an Assembly region to establish a co-ordinating body or campaign committee to cover that entire region. Such bodies shall be known either as Regional Parties [RPs] or as Assembly Electoral Regional Committees [AERCs] dependent upon their Political Parties, Elections and Referendum Act 2000 responsibilities.”

And insert new clause after original clause 43 of ‘Conference therefore resolves that’:

“The local parties within each Assembly Electoral Region [Region] may by a majority determine to establish and maintain an Assembly Electoral Regional Committee [AERC] for that region. In the event that the local parties in a Region determine to establish and maintain anh AERC for that Region, the provisions of the existing constitution shall apply to that AERC. An AERC shall be an accounting unit for the purposes of the Political Parties, Elections and Referendum Act 2000. A treasurer for the AERC shall be elected by the membership of the AERC.”

And renumber all subsequent clauses as appropriate.