



Founded 2006

RULE BOOK

Compiled 2019

*Incorporating the Party's
Constitution, Aims, Objectives, Structures, Processes*

Agreed by Annual Conference in 2019

All previous Rules rescinded

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Foreword

SOLIDARITY is a political party, made up of individual Members and Officials.

THE PARTY constitutes a Democratic, Socialist, Internationalist, Campaigning and Working Class Movement. As part of the movement, the Party supports and fights for a Fairer Society; the redistribution of wealth; improved Workers' and Trade Union Rights; Public Ownership of Utilities, Public Services and Essential Resources; better Environmental Protections; and a Democratically Accountable Independent Socialist Scotland.

THE ULTIMATE AIM of the Party is to bring about a Socialist system of society.

THE RULES contained within this Rule Book incorporate the Constitution, Aims, Objectives, Structures, Processes and Obligations governing the Party. Party Officials and Members alike are obliged to comply with these Rules.

RULES

RULE 1 **TITLE**

- (1) The Party shall be called and be known by the name “Solidarity: Scotland’s Socialist Movement”. For the purposes of these Rules, Solidarity will be referred to as the “Party”.

RULE 2 **AIMS AND OBJECTIVES OF THE PARTY**

- (1) For the party to gain elected representation in local Government and in the Scottish Parliament.
- (2) To campaign for an Independent Socialist Scotland; a modern pluralist republic that harnesses our collective energies, talents and wealth for the benefit of all our citizens while safeguarding and respecting individual freedom in all its aspects.
- (3) To campaign against inequality, social injustice and poverty, and all forms of bigotry and oppression.
- (4) To campaign against the privatisation of public services, and for the public ownership and democratic control of our major services and industries, land and assets, including the NHS, utilities, transport, oil industry, pharmaceutical industry, and emergency and essential services.
- (5) To campaign for affordable housing and free education for all.
- (6) To support trade unionists and all workers in struggle, fighting for the rights of workers in Scotland and internationally, whether or not they are already organised in a trade union. To support the fight for a decent living wage, pensions for all, trade union rights, and the repeal of all anti-trade union laws.
- (7) To give solidarity workers and oppressed peoples in struggle across the globe, engaging with and supporting international resistance to capitalism, neo-liberalism and globalisation.
- (8) To campaign against new nuclear power stations and for the removal of Trident nuclear missiles from Scotland. To campaign for massive investment in renewable technologies and to oppose Fracking and Underground Coal Gasification.
- (9) To oppose all imperialist wars, occupations and interventions wherever they occur, and for the liberation of the people of Palestine.

- (10) To campaign for the redistribution of wealth and political power from big business and the millionaires to working class people and their families.

RULE 3 **STRUCTURES**

- (1) The Party structures shall be as follows:
 - (i) Members
 - (ii) Branches
 - (iii) Regional Committees
 - (iv) National Executive Committee (NEC)
 - (v) Annual Conference
- (2) There will be two additional Committees:
 - (i) Standing Orders Committee (SOC)
 - (ii) Standards and Resolution Committee (SRC)

RULE 4 **MEMBERSHIP**

- (1) The National Secretary shall have overall responsibility for ensuring that membership records are kept up to date.
- (2) Branches and Regions shall work with the National Secretary to keep membership records updated monthly.
- (3) The National Executive Committee (hereby referred to as the “NEC”) can refuse membership to individuals.
- (4) Members who wish to re-join the Party after resigning their membership may be required to serve a one year probationary membership period. This shall be at the discretion of the NEC. Probationary members shall be disqualified from standing for office.
- (5) Disputes relating to membership shall be referred to the NEC.

RULE 5 **MEMBERS**

- (1) Members shall adhere to the Rules, Policies and Procedures governing the Party, recognise the decision making structures and accept the democratic decisions of Party committees and Annual and National Conferences.
- (2) Members shall strive to attend their respective Branch meetings on a regular basis.
- (3) Members shall also strive to participate in the Party’s campaigns and activities.

- (4) Members shall pay a monthly financial subscription, ideally via a bank Standing Order, at a rate set by Annual Conference.
- (5) Members shall strive to seek out new members; welcome them into the party.
- (6) Members shall treat each other with dignity and respect.
- (7) In the event that a member makes a formal complaint against another member, the matter shall be referred to the Standards and Resolution Committee (hereby referred to as the “SRC”), in line with the Standards and Resolution Policy.
- (8) Any member may be excluded from the party if they are deemed to be in breach of the Rules and Policies of the Party, or acting against the interests of the Party.

RULE 6
BRANCHES

- (1) At least three members shall be required to form a Branch. The Branch shall be subject to recognition and approval by the NEC.
- (2) Branch members shall elect from their number a Chair, a Secretary, a Treasurer and a Minute Secretary, who shall form the Branch Executive Committee.
- (3) Branches should aim to meet once per month and shall be organised by the Branch Chair, in consultation with Branch members.
- (4) Any decisions made by the Branch shall be by a simple majority vote. All members, other than the Chair, are entitled to a vote. In the event that there is an equal vote for and against a motion, the Chair may exercise a casting vote to decide the issue.
- (5) All Branch meetings must be minuted. The minute of a meeting shall be subject to approval (as being true and correct) by the Branch at a subsequent meeting. All minutes and any other relevant records must be made available to the National Secretary as and when requested.
- (6) Members may only be a member of one Branch, however, are entitled to attend meetings of other branches.
- (7) Branches should seek to raise funds locally (ie, donations, fund raising, etc).
- (8) Workplace branches may be set up to accommodate workers, especially those in a particular industry or those who work shifts. These Branches would have the same status as local branches.
- (9) Branches should aim to be the consistent, public campaigning face of Solidarity in their area.

RULE 7
REGIONAL COMMITTEES

- (1) A Regional Committee should be established within each Region to co-ordinate the work between Branches from within that Region and to provide a link between the Branches and the NEC.
- (2) Regional Committees shall be made up of delegates from Branches from within that Region.
- (3) Regional Committee members shall elect from their number a Chair and a Minute Secretary.
- (4) Regional Committee meetings shall be held on a regular basis and shall be organised by the Branch Chair, in consultation with Branches. At least 50% of all Regional Committee members must be present in order to form a quorum. In the absence of a quorum, meetings can still take place, however no decisions can be made.
- (5) It is the duty of members of the Regional Committee to regularly attend Committee meetings.
- (6) Any decisions made by the Regional Committee shall be by a simple majority vote. All members are entitled to a vote. In the event that there is an equal vote for and against a motion, the Chair may exercise an additional casting vote to decide the issue.
- (7) All Regional Committee meetings must be minuted. The minute of a meeting shall be subject to approval (as being true and correct) by the Committee at a subsequent meeting. All minutes and any other relevant records must be made available to the National Secretary as and when requested.
- (8) Regions should aim to be the consistent, public campaigning face of Solidarity in their region.

RULE 8
NATIONAL EXECUTIVE COMMITTEE (NEC)

- (1) The NEC shall be responsible for the management of the Party, including the administration of these Rules and the implementation of national policy and national activities, coordinating work and activities within Regions and Branches, Party finances and membership, the distribution of information to Branches, liaison with other organisations, and any other duties delegated to it by Annual Conference.
- (2) The NEC shall be made up of elected National Officials. National Officials shall be elected by Annual Conference.
- (3) A delegate from each Branch is entitled to attend NEC meetings, in an observer capacity. Branch delegates shall not have voting rights.
- (4) Meetings of the NEC shall be conducted in line with the NEC Standing Orders.

- (5) NEC meetings shall be held on a monthly basis, however additional meetings can be convened if it is determined to be necessary. Meetings can also be postponed at the discretion of the National Chair (hereby referred to as the “Chair”), however this should only be in exceptional circumstances.
- (6) At least 50% of all NEC members must be present in order to form a quorum. In the absence of a quorum, meetings can still take place, however no decisions can be made.
- (7) It is the duty of members of the NEC to regularly attend NEC meetings.
- (8) Ideally, any decisions made by the NEC shall be by consensus, however in the event of any division, decisions will be made by way of a simple majority vote. All NEC members, other than the Chair, are entitled to a vote. In the event that there is an equal vote for and against a motion, the Chair may exercise a casting vote to decide the issue.
- (9) Observers may attend NEC meetings, however this shall only be with the prior approval of the Chair.
- (10) All NEC meetings must be minuted. The minute of a meeting shall be taken by the Minute Secretary and will be subject to approval (as being a true and correct record) by the NEC at a subsequent meeting. All draft minutes must be made available to NEC members in advance of committee meetings.
- (11) The NEC shall oversee and coordinate public campaigning across Scotland.
- (12) Sub-Committees may be formed on an ad-hoc basis, in order to carry out specific tasks. This shall be at the discretion of the NEC. Sub-Committees shall report back to the NEC. Proposals from a Sub-Committee shall be decided upon by either the NEC or Annual Conference.

RULE 9

ANNUAL AND NATIONAL CONFERENCES

- (1) The supreme government of the Party shall be vested in Annual or other National Conferences. The decisions of these Conferences shall be binding on all officials and members.
- (2) Annual Conference shall be held no later than the end of November each year and all members are eligible to attend. All members are entitled to vote on Motions, Amendments, Statements and procedural matters.
- (3) The decision to convene other National Conferences shall be the responsibility of the National Executive Committee.
- (4) Procedures and Rules of Debate at Annual and National Conferences shall be in line with those contained with the National Executive Committee Standing Orders (where applicable) and underpinned by Citrine’s “*ABC of Chairmanship*”.

- (5) The Standing Orders Committee (hereby referred to as the “SOC”) shall assist Conference to discharge its business (see Rule 10).
- (6) Annual and National Conferences shall decide National Policy, Rules and Structural and Procedural matters.
- (7) These Rules may be changed by decision of the Annual Conference by a simple majority of delegates. However, Rule 1 (“*Title*”) and Rule 2 (“*Aims and Objectives of the Party*”) shall require a two-thirds majority for changes to be made.
- (8) The following elections will take place at Annual Conference:
 - (i) National Executive Committee Members (NEC)
 - (ii) Standing Orders Committee Members (SOC)
 - (iii) Standards and Resolution Committee Members (SRC)

Conference shall endeavour to ensure a gender-balance on Committees.

RULE 10

STANDING ORDERS COMMITTEE (SOC)

- (1) The SOC shall consist of six (6) members, one (1) of whom will be the Chair of the SOC. SOC members will be elected onto the SOC each year by Annual Conference.
- (2) The SOC shall, in consultation with the NEC, make the necessary arrangements for the holding of Conferences and publish details to the membership, including the procedure to be followed by Branches in submitting Motions and Amendments.
- (3) The SOC shall prepare the agenda of Conferences and submit reports on the order of business from time to time during Conferences.
- (4) The SOC shall be responsible for the organising of Annual and any other National Conferences, including booking venues, collating motions and amendments, and producing the necessary paperwork for delegates, to ensure the good running of Conference.
- (5) The SOC shall organise Public Meetings, including booking venues and assisting with advertising the meeting.
- (6) The SOC shall also adjudicate in any dispute over the interpretation of these Rules or Party Policies that are unable to be resolved by the NEC.

RULE 11

STANDARDS AND RESOLUTION COMMITTEE (SRC)

- (1) The Standards and Resolution Committee (hereby referred to as the “SRC”) shall consist of six (6) members, one (1) of whom will be the Chair of the SRC. SRC members will be elected onto the SRC each year by Annual Conference.

- (2) The SRC shall be responsible for:
 - (i) Advising and making recommendations to the NEC as and when requested / required.
 - (ii) Conducting investigations into complaints against Party members.
 - (iii) Convening Hearings in order to resolve such complaints.
 - (iv) Reporting to the NEC as and when required.
- (3) The roles and functions of the SRC are underpinned by the Standards and Resolution Policy and Procedures document.

RULE 12
PARTY ELECTIONS

- (1) Candidates for election to the NEC must at the time of nomination and election, have a minimum of one year continuous membership and be fully paid up members of the Party.
- (2) Members must be nominated by Branches and their names submitted to the Secretary within two weeks of Annual Conference.
- (3) Nominated candidates shall require the approval of the NEC prior to being eligible to stand in an election.
- (4) All Officials of the Party shall be elected on an annual basis at Annual Conference.
- (5) Elections for the following national positions will take place at Annual Conference:

• Convener / Chair	• Trade Union Officer
• Vice Convener / Chair	• Equalities Officer
• Secretary	• Youth Officer
• Assistant Secretary	• Political Advisors (2)
• Treasurer	• Press and Media Officer
• Assistant Treasurer	• Website and Social Media
• Membership Secretary	Administrators (2)

These Officials will form the NEC.

- (6) Elections shall also take place for the following Committees at Annual Conference:
 - (i) Standing Orders Committee (6 Officials)*
 - (ii) Standards and Responsibilities Committee (6 Officials)*

*One Official from each of these Committees will be elected the Chair of the Committee.

RULE 13

RESPONSIBILITIES OF NATIONAL OFFICIALS

- (1) **National Officials** shall be elected each year by delegates to Annual Conference. Their responsibilities shall be as follows:
- (2) The **National Convener / Chair** shall lead the Party and ensure its smooth running. He/she shall conduct the business of the Party in accordance with these Rules and Party policies, and under the instructions of the NEC. He/she shall oversee all key aspects of Party organisation, including membership and finance.

He/she shall also chair NEC meetings and Annual and National Conferences. In their absence meetings shall be chaired by the Vice Convener / Chair.

By virtue of his/her office, he/she shall have the right to attend and preside at any meetings of the Party.

- (3) The **National Vice Convener / Vice Chair** shall assist the National Convener in his/her duties and act in their absence with the authority of this Rule. He/she shall also chair NEC meetings in their absence, as well as Annual and National Conferences.
- (4) The **National Secretary** shall assist the National Convener in the organisation of Party business and have responsibility for the general administration. The Secretary shall be responsible for issuing notifications and producing minutes for NEC meetings and Annual and National Conferences. Consequently, the Secretary shall act as Minute Secretary for the NEC and Annual and National Conferences, unless he/she decides to delegate this function to another NEC member. By virtue of his/her office, the Secretary shall have the right to attend and preside at any meetings of the Party.
- (5) The **Assistant National Secretary** shall assist the National Secretary in his/her duties and act in their absence with the authority of this Rule.
- (6) The **National Treasurer** shall be responsible for ensuring that monies are banked and provided to the Party, as and when required, for the benefit of the Party. They shall keep accurate books and provide regular financial reports to the NEC and Annual Conferences. They shall be responsible for leading initiatives to promote fund-raising activities, at both local and national level. They shall assist auditors as and when required to do so.

The Treasurer shall have the autonomy to administer urgent or necessary payments up to the value of £200, with a maximum of £800 in any calendar month, however shall consult with at least one National Co-Convener or National Secretary on all matters of financial outlay. All payments to outside organisations shall be approved by the NEC prior to any payments being made.

- (7) The **Assistant National Treasurer** shall assist the National Treasurer in his/her duties and act in their absence with the authority of this Rule.
- (8) The **National Membership Secretary** shall keep a register of members and ensure that such records are kept up to date. They shall provide regular membership reports

to the NEC and Annual Conferences. They shall be responsible for leading initiatives to promote membership and affiliations to the Party, at both local and national level.

- (9) The **National Trade Union Officer** shall be the lead link between the Party and Trade Unions. They shall report to the NEC on Trade Union related issues. He/she shall assist the National Membership Secretary in recruiting members from Trade Unions and seeking Trade Union affiliations.
- (10) The **National Equalities Officer** shall advise the National Co-Conveners, National Secretary and the NEC on equality and diversity matters and assist in progressing related initiatives.
- (11) The **National Youth Officer** shall advise the Co-Conveners, National Secretary and the NEC on youth matters and assist the National Membership Secretary in initiatives to recruit young members. He/she shall assist in the production of materials aimed at young people and attend related events.
- (12) The **National Political Advisor(s)** shall offer political advice to the National Co-Conveners, National Secretary and the NEC relating to Party policy and initiatives, and may act as the Party's political spokesperson when required.
- (13) The **National Press and Media Officer** shall issue Press Releases and Statements, as and when required. They shall act in a pro-active manner and take initiatives, as well as react to relevant news items, on an ongoing basis. All Press Releases and Statements shall be copied to the Website and Social Media Administrator(s) for publication on the party Website and Social Media outlets.

They shall consult with the National Convener, National Secretary and/or the National Political Advisor(s) in the process of fulfilling their duties.

- (14) The **National Website and Social Media Administrator(s)** shall administer and promote the Party's website and social media outlets. They shall monitor all content and ensure it is kept up to date.

They shall consult with the National Co-Conveners, National Secretary and National Political Advisor(s) in the process of fulfilling their duties.

RULE 14 **POLITICAL ELECTIONS**

- (1) The NEC shall determine which individuals will stand in any elections.
- (2) Candidates for political elections at the time of the selection process shall require to have a minimum of one year continuous membership and be fully paid up members of the Party.
- (3) The NEC shall provide financial and practical support to candidates, including fund-raising, organising public meetings and the production of election materials.

- (4) Members representing the Party, who are elected to local Government or the Scottish Parliament, will be accountable to the NEC and Annual Conference.
- (5) Members who are elected to the Scottish Parliament should abide by the principle that MSPs should accept only the average wage of a skilled worker, and candidates will campaign on this principle. However in the circumstance that the average wage of a skilled worker is less than a candidate's current income, their current income will be the level for that candidate to accept.

RULE 15

MOTIONS OF NO CONFIDENCE

- (1) A motion of no confidence may be carried against a National or Branch Official.
- (2) A motion of no confidence shall be submitted to the National Secretary and be considered by the NEC.
- (3) Before a motion of no confidence may be moved a preliminary motion of no confidence shall have been passed by the NEC not less than three months and not more than six months previously.
- (4) A motion or preliminary motion of no confidence shall be taken only at an ordinary meeting of the NEC. Notice of the meeting stating the motion to be moved shall be sent to all those entitled to attend (including the Official who is the subject of the motion) not less than 14 days before the date of the meeting at which the motion is to be moved. If the National Secretary is the subject of the motion, then the notice shall be sent by the National Assistant Secretary.
- (5) Should the Official who is the subject of the motion or preliminary motion of no confidence not be in attendance, the meeting may proceed in his/her absence.
- (6) A motion or preliminary motion of no confidence shall not be voted upon until the Official (if present) has spoken (or declined to speak) in reply.
- (7) If the motion or preliminary motion of no confidence alleges specific acts or omissions on the part of the Official and the Official in his/her reply under paragraph (6) above states that in his/her opinion he/she was acting in accordance with Party policy in relation to the alleged acts or omissions, the NEC shall pay due regard to such a submission before any vote upon the motion or preliminary motion of no confidence is taken.
- (8) To be carried, a motion or preliminary motion of no confidence shall require a majority of two-thirds of those entitled to vote and present at the meeting. The Official shall be entitled to vote if he/she would normally have a vote at the meeting.
- (9) A motion or preliminary motion of no confidence may not be moved in the same Official less than 12 months after an unsuccessful motion or preliminary motion has been moved.

- (10) An Official in whom a motion of no confidence has been successfully moved shall be deemed to have resigned forthwith. The NEC shall fill the vacant position on a temporary basis until elections take place at the Party's Annual Conference. For the avoidance of doubt, the Official in whom the motion was carried may offer himself/herself for election to the vacant position.

RULE 16
KEY POLICIES AND PROCEDURES

As well as these Rules, all members are obliged to adhere to the agreed decisions of the NEC and Annual Conference, as well as the Policies and Procedures of the Party, including:

- (1) NEC Standing Orders
- (2) Standards and Resolution Policy and Procedures

RULE 17
AFFILIATIONS

- (1) Trades Unions and Campaign Bodies at a National, Regional and/or Local level may affiliate to the Party. They shall have the right of representation to the appropriate National, Regional and/or Local Committees, as well as Annual Conference.
- (2) The number of delegates each union is entitled to shall be set by Annual Conference. TU Delegates must be members of the Party.
- (3) The Party may affiliate to Campaign Bodies at National level.

RULE 18
ALTERATION OF RULES

- (1) These Rules, or any part thereof, may be amended, rescinded, altered or additions made thereto, by the majority vote of Annual Conference, which is held on an annual basis.
- (2) In exceptional circumstances, the NEC may suspend a Rule, should such a suspension be required prior to Conference, however this shall only be allowed should the NEC deem it absolutely essential.

RULE 19
INTERPRETATION OF RULES

- (1) The National Convener / Chair shall be the custodian of these Rules and be responsible for any day to day enquiry regarding the interpretation of the Rules from members and officials.
- (2) In the event of a dispute arising on the interpretation of any of the rules by the National Chair, the matter shall be referred to the NEC.

- (3) In the event that the NEC is unable to resolve the dispute, the matter shall be referred to the SOC for final adjudication on the dispute.

****ENDS****



**National
Executive Committee**

Standards and Resolution Policy & Procedures

Agreed by Annual Conference in 2019

1. INTRODUCTION

- (1) All members of Solidarity (hereby referred to as the “Party”) are obliged to adhere to the Rules and Policies of the Party. Rule 3 of the Party’s Rules refers to the expected conduct of members.
- (2) This procedure is designed to ensure that there is a fair, transparent and systematic approach should complaints of misconduct arise against members.

2. OFFENCES

A member of the Party commits a disciplinary offence if that member:

- (1) Wrongly or fraudulently receives or misapplies funds of the Party.
- (2) Acts contrary to or fails to carry out instructions of the National Executive Committee (hereby referred to as the “NEC”).
- (3) Discriminates against, harasses or bullies another whether on the grounds of race, creed, sex, sexual orientation or otherwise.
- (4) Acts contrary to or fails to carry out or comply with the policies and/or rules of the Party.
- (5) Acts in any way prejudicial to the interests of the Party.
- (6) Is or becomes a member of, or acts or campaigns on behalf of, any racist or fascist political party or organisation.

3. INITIAL ACTIONS / MEDIATION

- (1) Formal complaints against members (who under these circumstance shall be referred to as the “accused”) setting out details of the accused’s alleged conduct, shall be submitted in writing to the National Secretary.
- (2) If the National Secretary is the subject of a complaint, the Assistant National Secretary shall undertake the duties of the National Secretary for the purpose of these procedures.
- (3) The National Secretary shall determine if there is a prima facia case against a member accused of an offence under Paragraph 2 above and will determine if an investigation is necessary. If so, the National Secretary shall refer the matter to the Chair of the Standards and Resolution Committee (hereby referred to as the “SRC”).
- (4) The Chair of the SRC will appoint two individuals from within the SRC to investigate the matter. One of these individuals shall be the lead investigator. The Chair of the SRC shall oversee the investigation.
 - (i) It should be noted that any allegations involving criminal or civil cases, or alleged breaches of the law, should be referred to the appropriate authorities.

- (5) The lead investigator shall then write to the member making the complaint (who under these circumstances shall be referred to as the “complainant”) and the accused, informing them that they have been appointed to investigate the complaint. The investigator shall also inform the accused of the nature of the complaint against them.
- (6) Depending on the seriousness of the complaint, the investigators may initially explore the possibility of resolving any complaint through an informal mediation process. However, should the investigators consider this process to be inappropriate due to the seriousness of the complaint, a formal investigation shall be initiated.
- (7) In the event that the investigator considers the initiation of a mediation process to be appropriate, and should both parties agree to exploring the matter through this process, a meeting shall be arranged with both parties in order to attempt to resolve the matter. The lead investigator shall act as the mediator.
 - (i) It should be noted that the mediation process can only commence with the agreement of both parties. Should one or both parties refuse to participate in the process, then the formal investigation process shall commence.
- (8) Should the mediation process be successful, the matter shall be considered to be resolved. Both parties shall then be obligated to adhere to the agreed outcomes.
 - (i) A report of the meeting, which shall contain the agreed outcomes, shall be produced and submitted to the National Secretary. The accused and complainant shall also receive a copy of the report.
- (9) Should the mediation process be unsuccessful, then a formal investigation shall commence.

3. FORMAL INVESTIGATIONS

- (1) The investigators shall interview the complainant and give them an opportunity to detail their complaint. They have the right to be accompanied. The complainant shall also be asked to cite any witnesses and/or provide any evidence.
- (2) The investigators shall then interview the accused and give them an opportunity to answer to the accusation made against them. They will also be asked to cite any witnesses and/or evidence.
- (3) The investigators shall then interview any witnesses cited, as they see appropriate.
- (4) Interviewees shall subsequently be asked to confirm the accuracy of the written transcripts of their respective interviews by signing the record.
- (5) Upon conclusion of the investigation, the investigator shall submit a written report to the Chair of the SRC. The Report shall contain all interviews, evidence and any other relevant information.
- (6) The Investigators shall make a recommendation that either:

- (i) In the opinion of the investigator there are insufficient grounds to proceed with the complaint further, whereupon the Chair of the SRC shall notify both parties that no further action will be taken; or
 - (ii) That in the opinion of the investigator there is a case to answer and the complaint should proceed further, whereupon the Chair of the SRC shall convene a meeting of the SRC for the purpose of hearing the complaint.
- (7) For the avoidance of doubt, all parties involved in the investigation process are bound by confidentiality. Any member who breaks the confidentiality of the proceedings shall themselves be subject to a disciplinary complaint.

4. HEARINGS

Standards and Resolution Committee Hearings

- (1) In order for a Hearing to commence, at least five members of the SRC, including the Chair, shall be present. The investigator(s) shall also be present. The SRC shall then be referred to as the Hearing Committee.

For the avoidance of doubt, the Hearing can still commence in the absence of the complainant and/or accused.

- (2) The accused, the complainant and all members of the Hearing Committee shall be furnished with all relevant paperwork seven (7) days prior to the commencement of the Hearing.
- (3) The complainant may appoint an assistant who shall be a member of the Party, to help him/her in the presentation of their complaint to the Hearing Committee, but any such assistant shall have no speaking rights at any Hearing under these procedures.
- (4) The accused may appoint a representative who shall be a member of the Party, to help him/her in the presentation of the case to the Hearing Committee.
- (5) The following process shall take place:
 - (i) The Chair shall introduce those present explaining their presence, as necessary. The Chair shall explain the purpose of the Hearing and how it will be conducted.
 - (ii) The lead investigator shall present his/her report to the Hearing Committee.
 - (ii) The Chair and members of the Hearing Committee may ask the investigator questions in relation to their Report.
 - (iii) The complainant shall present their complaint to the Hearing Committee.
 - (iv) The Chair and members of the Hearing Committee may ask the complainant questions in relation to their complaint.
 - (v) The accused (and/or their representative) shall respond to the accusations made against them.
 - (vi) The Chair and members of the Hearing Committee may ask the accused any questions in relation to the complaint against them.

- (vii) The Chair may call witnesses. If so, the Chair and members of the Hearing Committee may ask the witnesses questions.
 - (viii) The Chair and members of the Hearing Committee may ask further questions of the complainant and/or the accused.
 - (ix) At the conclusion of questioning, the Chair shall instruct the investigator(s), the complainant, the complainant's assistant, the accused, the accused's representative, and all witnesses to withdraw from the Hearing, in order for the Hearing Committee to begin its deliberations.
- (6) The Hearing Committee may resolve to:
- (i) Dismiss the complaint
 - (ii) Find the complaint justified and penalise the accused.
- (7) The penalties available to the Hearing Committee shall be:
- (i) A reprimand.
 - (ii) An Improvement Notice - The member shall be instructed to improve their conduct.
 - (a) For the avoidance of doubt, in the circumstance where a member who fails to comply with an Improvement Notice, the Hearing Committee may reconvene to review the penalty / penalties awarded at the initial Hearing.
 - (b) Such recalls to the Hearing Committee shall only occur within one year of the Improvement Notice being issued. Contrary behavior beyond that timescale, shall require to be the subject of a new complaint.
 - (iii) Where the member is a candidate in a current election, they may be disqualified from standing in that election;
 - (iv) The member may be debarred from standing for office for a specified period of time.
 - (a) For the avoidance of doubt this may be in addition to, or in place of, a penalty awarded as described in paragraph (7)(i) or (7)(ii) above.
 - (v) Suspension from the Party for a fixed period of time, up to and including one year.
 - (vi) Expulsion from the Party.
 - (vii) Any member who is found guilty of an offence under Paragraph 2(3) and/or Paragraph 2(6) above, and who is not expelled from the Party, will be automatically barred from holding office at any level.
- (8) After the Hearing Committee has reached a decision, the accused and their representative, shall be asked to return to the Hearing. The Chair shall then inform the accused of the Hearing's decision.
- (9) As soon as is practicable, the Chair shall furnish the accused and the complainant with written confirmation of the outcome of the Hearing. Correspondence will be copied to the National Secretary, along with a full report of the Hearing.
- (10) In the event where the outcome finds against the accused, the Chair shall inform them of their right to appeal to the NEC.

5. APPEALS TO THE NATIONAL EXECUTIVE COMMITTEE

National Executive Committee Appeal Hearings

(1) Should a member wish to appeal the decision of the SRC Hearing Committee, they must submit their appeal in writing to the National Secretary, detailing their grounds for appeal (they will thereby be referred to as the “appellant”). Their written appeal must be received by the National Secretary within fourteen (14) days from the date the written confirmation of the decision of the SRC Hearing Committee was sent.

(2) The grounds for appeal are:

- (i) The Introduction of New Evidence.
- (ii) The Severity or Inconsistency of the punishment.
- (iii) A Procedural Flaw in the initial Investigation and/or Hearing.

(3) In order for the NEC Appeal Hearing (hereby referred to as the “Appeal Hearing”) to commence, the Appeal Hearing must be in quorate, in line with the NEC Standing Order No 4. The Chair of the SRC Hearing Committee and the complaint investigator(s) shall also be present.

For the avoidance of doubt, the Appeal Hearing can still commence in the absence of the accused.

(4) Any members of the Appeal Hearing who are also members of the SRC Hearing Committee, and who were present at the initial Hearing, shall be excluded from the Appeal Hearing.

(5) The appellant and all members of the Appeal Hearing shall be furnished with all relevant paperwork seven (7) days prior to the commencement of the Hearing.

(6) The accused may appoint a representative, who shall be a member of the Party, to help him/her in the presentation of the case to the Appeal Hearing.

(7) The following process shall take place:

- (i) The Chair of the Appeal Hearing shall introduce those present explaining their presence, as necessary. The Chair shall explain the purpose of the Appeal Hearing and how it will be conducted.
- (ii) The Chair of the SRC Hearing Committee shall present their report to the Appeal Hearing.
- (ii) The Chair and members of the Appeal Hearing Committee may ask the SRC Hearing Committee Chair any questions in relation to his/her Report.
- (iv) The appellant (and/or their representative) shall present their appeal.
- (v) The Chair and members of the Appeal Hearing Committee may ask the accused any questions in relation to their Appeal.
- (vi) The Chair and members of the Appeal Hearing Committee may ask further questions of the Chair of the investigator(s), the SRC Hearing Committee and/or the appellant.

- (vi) At the conclusion of questioning, the Chair shall instruct the Chair of the SRC Hearing Committee, the investigator(s), the appellant and the appellant's representative to withdraw from the Appeal Hearing, in order for the Appeal Hearing Committee to begin its deliberations.
- (8) The Outcomes available to the Appeal Hearing are:
 - (i) To Uphold the Appeal
 - (ii) To Deny the Appeal
- (a) For the avoidance of doubt, in the event that an appeal is denied, the Appeal Hearing Committee should not increase the initial penalty, however it may award a lesser penalty.
- (9) The decision of the Appeal Hearing is final.
- (10) As soon as is practicable, the National Secretary shall furnish the appellant with written confirmation of the outcome of their Appeal.

National Executive Committee