



**East of England Liberal Democrats**

# The Regional Party Made Easy

## The East of England Liberal Democrats

### What is the regional party?

The East of England Liberal Democrats is the regional party for our area. The party in each region of England elects its own officers and committees, and organises its own conferences and events.

### What area does it cover?

The East of England region consists of six counties:

- ◆ Bedfordshire
- ◆ Cambridgeshire
- ◆ Essex
- ◆ Hertfordshire
- ◆ Norfolk
- ◆ Suffolk

This includes the unitary councils of Luton, Peterborough, Southend, Thurrock, and the unitary authorities in the former Bedfordshire.

### What does it do?

The aims of the regional party are:

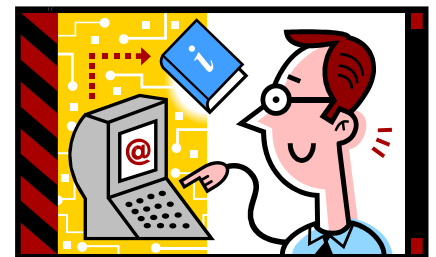
- to seek to achieve the party's objectives (as set out in the Preamble to the Party Constitution);
- to get Liberal Democrat MPs, MEPs, councillors, and other public representatives elected;
- to help develop the party's policy and to take part in its democratic processes;
- to play a full part in the party's campaigning activity;
- to develop policy relating to the Regional Assembly and to hold the Liberal Democrat members of the Regional Assembly to account;
- to help local parties in the region; and
- to promote diversity of cultures in the party, and to represent the interests of under-represented groups in the region.

## The Regional Constitution

The way the regional party works is set out in the regional party constitution.

This document is agreed by the party's Regional Conference, who also vote to update and change it from time to time.

You can get a copy of the regional constitution online. Visit [www.eastlibdems.org.uk](http://www.eastlibdems.org.uk) and go to the Download Area.



## Our regional Conference

The Regional Party holds a conference each year, usually in October. Find out more at

[www.eastlibdems.org.uk](http://www.eastlibdems.org.uk)

# President & Officers

The region's officers are elected each year by regional conference voting representatives. The regional President is elected for a fixed term.

## President



Not quite the same as Barack Obama!

The regional president serves a fixed term of up to three years.

The role is flexible and is agreed between the regional executive and the occupier of the post.

This can include being the region's champion to the rest of the party.

## Regional Chair

The Chair chairs meetings of the Regional Executive, and represents the region on the English Council Executive (the managing body of the English Party).

Together with the Treasurer, the Chair is responsible for making sure that the region complies with legal requirements. The Chair takes responsibility for the activities of the region as a whole, and acts as line manager to the paid staff.

The current Chair, Paul Clark, is standing down at the end of this year. Under the party's rules he cannot seek re-election as he has served for three continuous years.

## Vice Chair

The Vice Chair deputises for the Chair when necessary; and takes on, in agreement with the Chair, some of the work of the Chair.



## Treasurer

The Treasurer handles the the day to day finances of the Regional party, including producing and reporting on the annual budget.

He or she makes sure that the regional party complies with the legal requirements on donations and financial reporting.

The Treasurer should also work with the regional party's fundraising committee and other officers to make sure financial targets are met.



## Secretary

Primarily a communication role, the Secretary ensures that meetings of the regional executive and committees are arranged and minuted.

The Secretary is responsible for communication with local parties and other parts of the Liberal Democrat family, and also helps the Chair in interpreting the region's constitution.



## Candidates' Committee Chair

The Chair of the Regional Candidates' Committee chairs the committee responsible for enacting the region's role in approval and selection of parliamentary candidates; and represents the region on the English Party candidates' committee.

# The Regional Executive

## What does the Executive do?

The Executive runs the Regional Party. It consists of the President and the officers: the Chair, Vice Chair, Treasurer, Secretary and the Chair of the Regional Candidates' Committee.

In addition there are 12 elected members; two Liberal Youth representatives; one parliamentarian; one member from each of the five county coordinating committees (Bedfordshire doesn't have one yet); and the Chairs of the regional committees. The Executive can also co-opt up to three extra people to ensure a fair representation from the region as a whole. The Executive's term of office is a calendar year.

Nominations for officers and Executive members close at the end of the regional conference.



## What happens at an Executive meeting?

☑ There are reports from the officers and Chairs of the regional committees about what they have done since the last meeting. This is so the meeting can hold them to account.

☑ The Regional Campaigns Officer gives a report on campaigning across the region.

☑ The Treasurer gives an update on the finances.

☑ The Executive makes plans for the year and sets a budget to meet it, then agrees tasks and targets.

☑ The Executive receives reports of activity from the counties - a useful way to swap ideas and information.

This isn't a complete list of activities. The agenda varies from meeting to meeting, and includes other items in addition to those listed above.

## Who is on the Committees?

**Management Committee:** The regional officers; the Chairs of the regional committees; one member of staff.

**Campaigns Committee:** 3 elected members; 2 members appointed by the Regional Executive; one parliamentarian.

**Candidates' Committee:** Elected Chair; 2 elected members; 2 PPCs or PEPCs who have contested a recent election; 2 appointed by the Regional Executive.

**Conference Committee:** 3 elected members; 2 members appointed by the Regional Executive; one from the Policy Committee; and a representative of the local party where the conference will be held.

**Development Committee:** 3 elected members; 2 appointed by the Regional Executive; one from the Campaigns Committee

**Policy Committee:** 3 elected members; 2 appointed by the Regional Executive; one from the Campaigns Committee; 2 or 3 from the Liberal Democrat group on the Regional Assembly

**Fundraising Sub-Committee:** Members appointed by the Management Committee. Volunteers welcome.

*Underlined posts are elected each year by regional conference voting representatives*



# Regional Committees

## Management Committee

The Management Committee is responsible for planning and administration of the budget and finances; and raising funds for the region (this is sometimes delegated to a fundraising sub-committee).

The Management Committee manages, appoints and dismisses the staff.

It exercises the Regional Party's powers and duties in relation to local parties, including ensuring adherence to legislation and their own constitutions.

It can investigate local parties and in extreme cases suspend a local party or its officers, subject to appeal. It also has the power to revoke membership, subject to appeal. Where there is no local party, the committee acts as the executive of the constituency, which is deemed to be a branch of the region.

## Campaigns Committee

The Campaigns Committee stimulates and co-ordinates campaigning across the region, and manages the region's campaigns for the European Parliament.

It appoints a person to act as the regional media co-ordinator and manages their work; and provides and co-ordinates assistance to local parties for parliamentary and local elections.

## Candidates' Committee

The Candidates' Committee administers the region's powers in relation to the approval and selection of parliamentary candidates.

It exercises the region's power to remove someone from the approved list of parliamentary candidates, subject to appeal.

The Chair of the Committee appoints returning officers to local parties for the selection of a PPC.

The Committee also appoints the selection committee for choosing names to be put forward as European Parliamentary candidates.

## Conference Committee

Responsible for organising and promoting regional conferences, this Committee also prepares amendments to regional conference standing orders.

## Development Committee

Responsible for encouraging local parties to increase membership.

This Committee arranges regional training and oversees the region's internal communications.

Current projects include the members' newsletter scheme and managing the region's website.

## Policy Committee

Responsible for formulating policy papers to be presented at regional conference. It considers and submits policy motions to the Federal Conference Committee, and acts as the region's consultee on federal policy to which the region has been asked to contribute.