

# **PSC CONSTITUTION**

as amended by the AGM of 25 January 2020

## **1. Name of Organisation**

The name of the organisation shall be 'Palestine Solidarity Campaign'.

## **2. Office location**

The organisation, however registered, shall be in England.

## **3. Aims and Objectives**

The aims and objectives of the Palestine Solidarity Campaign shall be identical with those expressed in the Memorandum of Association of which this constitution is an integral part:

- a) for the right of self-determination for the Palestinian people;
- b) for the right of return of the Palestinian people;
- c) for the immediate withdrawal of the Israeli state from the occupied territories.
- d) against the oppression and dispossession suffered by the Palestinian people
- e) in support of the rights of the Palestinian people and their struggle to achieve these rights
- f) to promote Palestinian civil society in the interests of democratic rights and social justice
- g) to oppose Israel's occupation and its aggression against neighbouring states
- h) in opposition to racism, including anti-Jewish prejudice and the apartheid and Zionist nature of the Israeli state.
- i) in opposition to Islamophobia.

## **4. Membership**

4.1 Full Membership of the PSC shall be open to all those who agree with the aims and objectives of the Campaign and who pay the necessary annual subscription.

4.2 Paid up national members will be entitled to be members of their local branch and their details will be made available to bona fide (ie members of national PSC) branch officers for the purposes of PSC business only.

4.3 A member whose annual subscription is not renewed within six months of the renewal date shall be deemed to have lapsed their membership.

4.4 An honorary member is any person the AGM wishes to honour for services to the PSC or Palestine.

4.5 Admission to, and where necessary termination of, membership - along with the issuing of invitations to sponsors - shall be the responsibility of the Executive Committee, to be ratified at the following AGM.

4.6 The Executive Committee may, by a two-thirds majority, terminate or suspend the membership of an individual member, local branch, or affiliated organisation found to have breached the constitution, subject to appeal at the following AGM or EGM.

4.7 A member may resign from the organisation in writing posted to, or left at, the registered office of the company.

## **5. Branches**

5.1 The Executive Committee shall have the power to grant permission for the formation of local branches.

5.2. All branches shall adopt the PSC name except where there are historical reasons for another name. In these cases the branch constitution should state that the branch is a branch of PSC.

5.3. All branches should adopt a constitution, which must contain:

- a) The PSC aims and objectives.
- b) A requirement for elected officers to be members of PSC.
- c) A requirement to hold an Annual General Meeting.
- d) Procedures for electing officers.
- e) The requirement to properly account for money received and expended.

## **6. Regions**

6.1. The Executive Committee shall have the power to grant permission for the formation of groupings of branches into regional structures.

6.2. Branches are encouraged to organise regional events and, where it does not detract from local activities, create a regional structure.

6.3. In consultation with the Executive Committee, regional structures should be created at the request of at least two branches, within a region and after adequate discussion by branches of its usefulness and sustainability. The creation of such regional structures should be ratified at the following AGM.

6.4. Once a regional structure is created and sustained, its main purpose should be as contained within points (3 and 6.2). At least one regional meeting per year should be organised to consider how to co-ordinate the implementation of PSC policies and initiatives within the region.

6.5 Where a duly-constituted Region exists, the EC member for that region shall be elected by a regional meeting before the AGM. In the absence of such a regional meeting, regional members for the EC shall be elected at the AGM. Voting for such regional representation shall only be undertaken by those members who are from the appropriate region.

6.6. Where a formal regional structure exists and has sufficient strength it should, where appropriate and in consultation with the Executive Committee, consider the creation and development of new branches within its region.

## **7. Affiliations**

7.1. Affiliated groups or bodies must accept the aims and objectives of PSC.

7.2. Affiliated groups or bodies must pay the appropriate affiliation fee but for all other purposes are autonomous and solely responsible for their conduct.

7.3. Such groups must apply for affiliation to the PSC AGM or (in between AGM's) to the Executive Committee.

7.4. Affiliated bodies may send an observer to National PSC Forum Meetings and AGM's in accordance with point 8.3.

7.5. PSC reserves the right to refuse affiliation or to revoke affiliation of any group or organisation whose aims, objectives or practices conflict in whole or in part with the aims, objectives and practices of PSC. Such a decision must be carried by a 2/3 majority of the AGM or Executive Committee.

## **GOVERNANCE**

### **8. 1. Annual General Meetings**

- a) Annual General Meeting (AGM) shall be open to all national members and shall be the policy making body of the PSC.
- b) PSC shall hold an Annual General Meeting once in each calendar year. Not more than 15 months shall elapse between the date of one Annual General Meeting and the next.
- c) The Agenda of the AGM shall include:
  - i) The presentation of an Annual Plan for the coming year;
  - ii) Report of the work of the EC since the last AGM;
  - iii) The presentation of accounts;
  - iv) Membership and affiliation report;
  - v) Motions submitted by members, branches affiliates, the EC and any other committees.
  - vi) The election of Chairperson, Vice Chairperson, Secretary, Treasurer, Trade Union Liaison Officer, the Campaign Officer, the Publications Officer, ordinary members of the Executive Committee and any other posts which are approved by the AGM.
  - vii) The Executive Committee may on behalf of the membership invite speakers to attend and address the Annual General Meeting.
- d) The EC shall begin preparing for the AGM at least three months in advance of the scheduled date by inviting resolutions and nominations from branches and affiliates.
- e) Resolutions and nominations for the AGM must be submitted in writing to PSC office at least eight weeks before the scheduled AGM. Amendments to the resolutions must be received in the PSC office at least seven days before the AGM.
- f) Resolutions, the Annual Plan and nominations shall be circulated to branches and affiliated organisations at least six weeks before the scheduled date of the AGM.
- g) All persons voting must be individual members of national PSC or there representing a nationally affiliated organisation.
- h) Delegates from national organisations affiliated to PSC will have 3 votes (if they have over 100,000 members) or one vote if fewer.
- i) All other affiliated organisations including PSC branches will have one vote.
- j) All delegates, whether individual members or those duly nominated by their branch or affiliated organisation, must be registered with the PSC national office at least two clear days before the AGM.

### **8. 2. Notice of General Meetings**

- a) An Extraordinary General Meeting or a Special General Meeting may be authorised by the National Executive Committee or an Annual General Meeting, whenever either body considers sufficient reason exists. Notice of why such a meeting is deemed necessary together with the resolution or resolutions to be considered must be given. Such Meetings can be called with no less than 21 days notice given to all members and affiliates. The EC shall convene an Extraordinary General Meeting on receiving a request to that effect signed by at least 5% of the full members having the right to attend and vote at General Meetings. In default those members requesting the Extraordinary meeting may convene one using the facilities and resources of the PSC.
- b) Notice shall be inclusive of the day on which it is served and the day of the meeting.

c) A notice in writing may be made by email or post.

### **8. 3. Proceedings at Annual General Meetings and Extraordinary General Meetings**

a) The Chairperson shall preside at every General Meeting. If there is no Chair or Vice Chair or if he or she is not present within 15 minutes of the time appointed or is unwilling to preside, the members present shall elect either a member of the EC, or one of their number, to preside.

b) No business shall be transacted at any General Meeting unless a quorum of members is present when the meeting is due to commence. A quorum shall consist of 100 members or 10% of the membership having a right to attend and vote at that meeting, whichever is the lowest.

c) If a quorum is not present within 30 minutes of the time appointed for holding the General Meeting, it shall be dissolved if it was convened on the request of members, or adjourned to such a day, time and place as the EC shall think fit.

d) The proceedings at properly convened General Meetings will be conducted as laid down in the Standing Orders of the PSC.

e) Each fully paid up member who has been a member of national PSC for three months before the AGM shall have one vote.

f) Delegates from national organisations affiliated to PSC will have 3 votes (if they have over 100,000 members) or one vote if fewer.'

g) All other affiliated organisations including PSC branches will have one vote.

### **9. Executive Committee**

9.1 The Executive Committee shall be accountable to the membership for the implementation of the affairs of the PSC.

9.2 The EC shall be responsible to the membership for the proper management of the affairs of the PSC.

9.3 The EC shall be responsible for decisions made between AGM's. It shall be responsible for strategic decisions which need to be made between AGM's.

9.4 The EC shall consist of the Chair, the Vice-Chair, the Secretary, Treasurer, the Trade Union Liaison Officer, the Campaign Officer, the Publications Officer, 5 Regional members, 2 representatives of the Trade Union Advisory Committee, 1 representative of the Student and Youth Committee and 8 other members.

9.5. The EC shall have the power to co-opt a further six persons if this is felt necessary to aid its work and deliberations.

9.6 The EC shall constitute the Board of Directors.

9.7 The EC shall meet not less than 6 times per year.

9.8 The EC shall publish the minutes of its meetings and make available on request to all duly constituted PSC branches. In doing so it will ensure that confidentiality will be respected.

9.9 Every duly constituted branch of PSC has the right to place an item on the EC agenda and to send an observer to the EC meeting at which it is discussed.

9.10 Members attending the EC meetings shall withdraw from any agenda item which causes or

may cause a conflict of interest.

## **10. Officers Group**

10.1 The Officers Group shall be a sub-committee of the EC.

10.2 The Officers Group shall consist of the Chair, Secretary, Treasurer, Office Manager and up to two others to be elected by the EC.

10.3 The Officers Group shall be responsible for ensuring the implementation and decisions between Executive meetings.

10.4 The Officers Group shall be accountable to the EC.

10.5 The Officers Group must report its decisions to the EC at every EC meeting.

## **11. PSC Branch Forum**

11.1 The PSC Branch Forum shall be a meeting for the interchange of information, discussion and training.

11.2 The PSC Branch Forum shall be open to branches, affiliates and individual members.

11.3 The PSC Branch Forum shall meet at least 2 times per year, at least once outside London.

11.4 The PSC Branch Forum may make recommendations to the NEC, which must be considered and given due weight.

## **12. Elections**

a) The EC shall elect a Returning Officer who will supervise the conduct of elections and who will not be a member of the EC

b) Each fully paid up member who has been a member of national PSC for three months before the AGM shall have one vote.

c): 'Delegates from national organisations affiliated to PSC will have 3 votes (if they have over 100,000 members) or one vote if fewer.'

(d) All other affiliated organisations including PSC branches will have one vote.

e) Nominations shall be open at least three months before the date of the AGM and any member who has been a member for at least six months before nominations open is eligible to stand.

f) Nominations must have the name of the proposer, seconder and candidate's agreement.

g) Nominations shall close eight weeks before the date of the AGM.

h) All candidates may submit a statement of 100 words with their nomination.

i) The Election regulations shall be made by the EC and shall include advertisement of elections, receipt of nominations, confirmation of eligibility of candidature, candidature publicity, the election and counting of votes; procedure in the event of a disputed election; procedure for electing candidates to posts for which no nominations have been received.

j) EC members shall serve until the end of the AGM following their election. Retiring EC members are eligible for re-election.

## **13. Finance**

- a) The PSC is responsible for ensuring that funds provided to it are used only for those activities which are in accordance with its aims and objectives.
- b) The EC is required to:
  - (i) Ensure that accounts and accounting records are kept, and that accounting information, in accordance with normal professional accounting principles is prepared.
  - (ii) ensure the preparation of annual accounts.
  - (iii) ensure that a normal system of internal financial management and control is maintained.
  - (iv) plan and conduct its financial affairs so as to ensure that its total income is at least sufficient, taking one year with another, to meet its total expenditure and that its financial solvency is maintained.
  - (vi) take responsibility for the determination of the pay, terms and conditions of service of any staff employed by PSC.
  - (vii) Independent examiners or auditors may be appointed by the AGM.

#### **14. Regulations**

The EC shall make provision for regulations governing the following PSC activities:

- (i) Terms of reference and Job descriptions for EC members, Disciplinary Procedure and codes of practice for EC members and paid staff.
- (ii) Openness and accountability of the Executive Committees proceedings.
- (iii) Standing Orders for Executive Committee meetings.
- (iv) Procedures for compliance with EU and UK legislation.

Nothing in the regulations shall be contradictory to the meaning and interpretation of the Constitution

#### **15. Amendments**

- a) This constitution may be amended by resolution of the AGM passed by a two thirds majority of those present and voting in favour.
- b) The regulations may be amended by the EC with a majority present voting in favour.

#### **16. Interpretation**

In the event of any unresolved dispute arising over the interpretation of the Constitution the matter shall be referred to the EC who shall make a ruling, which in turn should be ratified by the following AGM.

#### **17. Winding Up**

Clause 10 of the Memorandum of Association relating to the winding up and dissolution of the PSC shall have effect as if its provisions were repeated in this constitution.

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