

POLICY DEVELOPMENT COMMITTEE

KEY PURPOSE

The role exists to represent the members and to further the achievement of the Green Party's objectives generally and specifically through supporting the development of Policy through members and Conference.

The role holder will work with the Policy Development Co-ordinator to ensure that motions brought to Conference are the best they can be, and that the policy process - including the work of the policy working groups - adheres to the Party constitution and standing orders.

ACCOUNTABILITY

It is important to be aware that Policy Development Committee (PDC) does **not** make policy. Green Party policy is made through motions to Conference, and this Committee aims to help members to bring forward the best motions they can, especially by liaising with Policy Working Groups and through the new Accreditation process.

The PDC also advise on the interpretation of existing policy, and have limited powers to make minor changes to Policies for a Sustainable Society (our long-term book of policies) in between conferences.

We report all changes we make to the next Conference so that members can vote to reverse them if they wish.

ROLE SPECIFIC DUTIES

- There are five elected members of the Committee in addition to the Convenor, who is the Policy Development Co-ordinator on GPEx, elected separately by national ballot. Under the terms of the party Constitution, up to an additional five non-voting members may be co-opted by the elected Committee, after the election, in light of a skills audit. We will seek to have a balanced Committee membership that takes account of Equality and Diversity considerations and will also ensure that at least two members of the Committee have direct experience of serving as a principal authority councillor.
- One significant factor to bear in mind is that Policy Development Committee is kept very busy in the period before Conference, and during Conference itself. Therefore we need members who can commit time as well as enthusiasm, and who can undertake to attend most, if not all, of each Conference in the coming year. There are no specific funds to pay for Committee members to attend

Conference, but it will be possible to ask for financial assistance from the Access Fund, with the usual rules on eligibility applying.

- Committee meetings are usually held online or by conference call, but we do try to meet up face-to-face where possible. Meetings are approximately every six weeks, but more frequently in the period leading up to Conference.

ROLE SPECIFIC SKILLS, KNOWLEDGE, AND EXPERIENCE

- A good understanding of Green Party policy.
- Experience of governance processes
- A good background in policy development.

ADDITIONAL INFORMATION

CONSTITUTIONAL DEFINITION (SECTION 13 (I) OF POLICY DEVELOPMENT COMMITTEE

13(i) There shall be a Green Party Policy Development Committee (hereinafter referred to as the PDC) which should be convened by the Policy Development Co-ordinator and which shall be responsible for providing for consideration by the Party the best available policy options consistent with the Philosophical Basis. The Policy Development Committee shall include five members elected by ballot of the entire membership, usually at the same time as the ballot for the membership of the Executive is held. Up to an additional five non-voting members may be co-opted by the elected Committee. This co-option shall take place after an annual skills audit carried out immediately following the election of the elected members, and will take account of

- *the views of Equality and Diversity Committee*
- *the views of relevant special interest groups within the party*
- *the views of the Association of Green Councillors,*

and should ensure that at least two members of the Committee have direct experience of serving as a principal authority councillor.

The PDC shall be responsible for enabling, co-ordinating and promoting policy formulation for the Green party. The PDC shall submit a written report to each Conference.

For further information on the role of Policy Development Committee, please see section 13 of the Green Party Constitution, and Standing Orders for the Conduct of Conference, in particular Appendix A.

BEHAVIOURAL STANDARDS

All members of GPEx are expected to adhere to the Code of Conduct and operate in a way that upholds the Values of the Party and supports the Philosophical Basis on which it is built.

ROLE DESCRIPTION REVIEW

This role description is reviewed at the end of the first year of each 2 year term, and in advance of every election.

- Last review date: **May 2025**