

In January 2019 the UCP Party Policy and Governance Committee (PPGC) consulted with all Constituency Associations (CA's) on a proposed framework for policy and governance submissions for the 2019 AGM as well as on a future process. The response was overwhelmingly positive. However, further work was postponed due to the (very successful!) provincial election. As a result, we are faced with a compressed timeframe leading up to the November 2019 UCP AGM.

Given this reality a slightly modified and accelerated framework will be implemented as the PPGC officially solicits policy and governance submissions from all CA's for 2019.

This process is outlined as follows:

Step 1 – CA's develop and submit policy and governance proposals.

- CA's can put forward **a maximum of two proposals total**. This will be limited to one policy submission and one governance submission.

Note: the proposals will be limited to 1 article / item per proposal. In order to ensure fairness, as well as process efficacy, no omnibus / framework proposals will be accepted.

- CA's must send out a notice to all members in their constituency prior to the meeting where they will be debating the proposals, inviting them to submit ideas. Ideally, CA's would provide much more notice and find creative ways to engage their local members in the process (i.e. a special local meeting etc.). To be clear - the intent is for any members in a constituency to be able to propose policies to their local Constituency Associations, for consideration as one of the two proposals.

**Final proposals should be emailed to the PPGC mailbox:
policy@unitedconservative.ca no later than August 15, 2019.**

Step 2 - PPGC reviews all the proposals.

- The PPGC will review all submitted proposals to ensure:
 1. That they align with the UCP's Statement of Principles;
 2. They are within provincial jurisdiction;
 3. That grammar and spelling are correct.
 4. There are no duplicate proposals.
- Proposals will then be approved to move forward.

Note: Only in an extraordinary case will a proposal be rejected. See Step 2a for the Appeals Process.

Step 2a - Appeals process.

If the PPGC rejects a proposal, the affected CA has the option of appealing the decision to the UCP Board of Directors. If the Board accepts the appeal, the proposal continues on to Step 3. If it rejects the appeal, the proposal does not continue.

Step 3 - Ranking of Proposals by Constituency Associations.

- The collective list of approved proposals will be sent to all CA's who will then rank their top 25 proposals using an online system (i.e. each CA will have 25 'votes' to select those proposals most important to them).
- This ranked list of proposals will then be distributed to all UCP members across the province - the ideal date is four weeks in advance of the AGM, but given the compressed timeline, it may be less than that.
- All proposals will be going forward to the AGM. However, they will be brought forward for debate at the AGM in the order that they have been ranked (i.e. the #1 ranked proposal will be the first item for up for debate at the AGM, the #2 ranked proposal will be the second item and so on.)

Step 4 - AGM is held in November 2019 and the proposals are debated and ratified.

- June 26: Policy and Governance proposal process opens for submissions
- June 26 – August 15: Policy and Governance Proposal Submission window open
- August 15-September 10: PPGC reviews the proposals and then distributes back
- September 10-October 7: CA's rank the proposals
- October 7- November 1: Preparation of Policy and Governance ranked proposals
- November 1 (target): The list of ranked proposals distributed to all UCP Members
- November 2019: UCP 2019 Annual General Meeting

Special Note 1 on 2019 Policy and Governance Process

In order to 'clean-up' our Bylaws (i.e. removing references to articles that do not exist, multiple names for the same Board position, grammatical errors etc.), the PPGC will also be putting forward an omnibus 'clean-up' proposal to CA's.

This proposal will be sent out in Step 1, so that CA's can see the proposed changes before submitting their proposals. It will continue through to the AGM and will be brought forward for ratification at the start of the policy and governance debate.

These will only be 'clean-up', and not substantive changes.

Special Note 2 on 2019 Policy and Governance Process

In order to give every UCP member a line-of-sight into how they can participate in developing policy and governance for the UCP, the following 'Future State' process will be brought forward for ratification at the Fall 2019 AGM.

This proposal will be sent out in Step 1, so that CA's can see the proposed changes before submitting their proposals. It will continue through to the AGM and will be brought forward for ratification at the start of the policy and governance debate.
