

## **F. GUIDELINES FOR CLP SUPPORTING NOMINATION MEETINGS**

This is a procedural document for CLPs which decide to make supporting nominations for Leader of the Labour Party and has been based on a timetable in which the Leader will be declared on Saturday, 24 September. It is not compulsory for CLPs to make a supporting nomination if they do not wish to do so.

### **Nominees for Leader**

Nominees will require nominations from 20% of the PLP and EPLP to be eligible to participate in the ballot. The MP and MEP nominations process will open on Monday 18 July and close on Wednesday 20 July.

**Supporting nominations will open at 5.00pm on Wednesday, 20 July and close at 1200 noon on Monday, 15 August.**

### **CLP Supporting Nomination meetings**

The NEC has agreed that all normal party meetings at CLP and branch level shall be suspended until the completion of the leadership election. The only meetings which may be organised while this timetable is in place are:

- Meetings solely for the purpose of making a supporting nomination in the leadership contest and for essential Annual Conference business.
- Campaign planning meetings for by-elections or devolved mayor campaigns.
- Any other meetings (Such as Executive Committee meetings) with the explicit permission of the Regional Director (General Secretary).

Should a CLP decide to make a supporting nomination, they may do so using either an all member meeting or a meeting of the General Committee.

Members should receive seven days written notice of the meeting, unless the Regional Director (this includes Scottish and Welsh General Secretaries for the purpose of this paper) determines otherwise due to exceptional circumstances.

### **Eligible members – Freeze date**

Only those members or GC delegates who have been party members on or before 12, January 2016 and are therefore eligible to vote in the ballot will be eligible to participate in the meeting.

Those members who are showing as being in arrears from after the freeze date, will be able to participate in the meeting provided they pay the arrears at the commencement of the meeting, or provide proof that they have since paid the arrears to the national party.

Any dispute with regard the eligibility of any member shall where practicable be referred by the CLP Secretary to the Regional Director, who will rule on the member's eligibility. Where the issue is not clear cut, the Regional Director will consult with the Compliance Unit before giving a ruling.

### **CLP Officers**

Whilst it is the case that CLP Chair may well have their own preference of candidate, they must be careful to ensure that this is not overly conveyed at the meeting. The CLP Chair will normally chair the meeting, but it is important that impartiality is seen to be shown from the chair. Should the CLP Chair wish to address the meeting in favour of any particular nominee, they must not chair the meeting, but ensure that one of the Vice-Chair's or other suitable member takes the Chair.

### **Membership Check at CLP meeting**

Proper arrangements will need to be in place at the CLP meeting to check the eligibility of members attending. CLPs holding supporting nomination meetings should check the names of attendees against a freeze date report on arrival. If you need any further help with MemberCentre, please don't hesitate to get in touch with our Membership Team on 0345 092 2299 or by email via [leadership2016@labour.org.uk](mailto:leadership2016@labour.org.uk).

No registered or affiliated supporters or non-eligible members should be invited to attend or allowed entry to the meeting, unless they are also an eligible party member.

Eligible members are those who joined the party on or before January 12 2016.

### **Conduct of CLP Supporting Nomination meeting**

Up to ten minutes may be required to allow members to read any nominees statements that have been provided by the candidates to the CLP. Biographies of the candidates will be available on the Labour Party website. At the end of this period the door keeper will be asked to confirm the number of eligible members in the meeting. No members arriving after this point will be eligible to participate in the meeting or the ballot.

Prior to the ballot, a discussion will take place on the qualities of the nominees. This should last for a maximum of 30 minutes, with no member speaking more than once, and for not more than three minutes each.

Following the discussion of candidates' qualities the meeting will move to the ballot.

Four tellers (or more at larger meetings) should be elected to undertake the count, witnessed by CLP Officers.

### **Supporting Nomination Ballot**

The ballot will take place at the meeting using a single round preferential voting system (the same as used in the final ballot for a parliamentary candidate). Should there be four nominees in a ballot, the members will vote one to four in order of preference. Full ballot procedural guidance will be provided for CLPs.

### **Supporting Nomination notification to national party**

CLPs will be provided with a supporting nomination form which will need to be completed and returned by a given time and date to register their decision.