



**ANNEXE TO THE CONSTITUTION OF THE WELSH LIBERAL DEMOCRATS
ELECTION RULES
July 2022**



ELECTION RULES FOR ANNUAL ELECTIONS BY CONFERENCE

A. Introduction

1. As laid down in the Constitution of the Welsh Liberal Democrats, annual elections for all Officers, Committee members and representatives save for those for Leader of the Party, Leader of the Senedd and Leader of the Parliamentary Party shall be held in conjunction with the autumn Meeting of the Conference.

2. Eligibility to stand for these offices or positions is defined by the Constitution.

B. Timetable

1. The Acting Returning Officer shall be responsible for ensuring that any timetable for the relevant elections takes into account the requirements of clause B.2, below.

2. Such timetable shall provide:

a. for the invitation of nominations to be circulated to all Local Parties and Specified Associated Organisations;

b. that a period of at least three weeks shall be allowed between the opening and closing of nominations;

c. for nominations to close no later than the end of the autumn meeting of the Conference;

d. that ballot papers for any contested election shall be distributed within two weeks of the closing date for the receipt of nominations; and

e. that the final date for the return of ballot papers shall be no less than five weeks after the closing date for the receipt of nominations.

C. Nomination

1. As required by the Party's Constitution, nomination shall be by five members of the Party.

2. Each nomination shall be on the prescribed nomination form which shall bear the name of each nominator, in clear print, along with the name of their Local Party, their membership number and their signature. This form shall also contain the Candidate's name, Local Party, address, membership number and telephone number and shall be countersigned by the Candidate as a consent to nomination.

3. Each candidate shall send to the Acting Returning Officer with the nomination form a manifesto. The manifesto shall cover no more than one side of an A5 piece of paper (two sides if one is a direct translation into English/Welsh of the other, a photograph may be included and any artwork must be the same in both languages) for distribution with the ballot papers.



4. Directly elected individual membership is limited to two Welsh Party Committees, including the Board.

5. Any person who is a candidate for direct election to more than two Committees shall indicate to the Acting Returning Officer their order of preference for the purposes of the conduct of the count under Section F of this set of Rules, below.

6. The Acting Returning Officer shall, as soon as practicable, inform a Candidate whether a nomination is valid.

D. Campaigning

1. The Acting Returning Officer shall be responsible for sending out a statement (as defined above) from each candidate for election. Candidates shall be permitted to campaign for election. Such campaigning shall be limited to spoken communication, either via telephony or face to face contact, or via electronic communication including the use of social media, email and the internet.

2. The Acting Returning Officer shall, where available, publish and circulate with the ballot papers and candidate statements, a list of the possible versus actual attendance for meetings of the Welsh Party Committees for which elections are being held.

3. No Constitutional body of the Party shall make or circulate any endorsement or other recommendation relating to any Candidate.

4. The Editor of any official publication of the Welsh Party shall seek to ensure that any coverage of the elections gives equal prominence to all candidates.

E. Ballot

1. When the number of validly nominated candidates for a post is less than or equal to the number of positions advertised for election, the Acting Returning Officer may declare those persons elected.

2. When there are more candidates than offices or positions to be filled, a ballot shall be conducted by the Single Transferable Vote in accordance with the currently published rules of the Electoral Reform Society.

3. Those entitled to vote in these elections shall be all members for the current year.

4. The ballot shall take place immediately after the Autumn Meeting of the Conference.

5. There shall be no requirement for any elector to sign the ballot paper, and any ballot paper signed by an elector shall be rejected as invalid.



F. Counting of Votes

1. As soon as practicable after the close of the ballot the Acting Returning Officer shall ensure that the votes are counted according to F.2 of this set of Rules, below.
2. The Acting Returning Officer shall determine the order in which the ballots are to be counted, in such a way as to ensure that:
 - a. any candidate elected to an office carrying ex-officio membership of a particular Committee (including the Board) shall be deemed to have withdrawn his/her candidature for that Committee; and
 - b. effect is given to the order of preference expressed by candidates as in C.5 of this set of Rules, above;
3. Candidates or their representatives shall be entitled to be present at the count, the time and place of which shall be notified to them by the Acting Returning Officer.
4. In the event of any dispute as to the validity of the count, the ruling of the Returning Officer shall be final, save only for the right of appeal as in Section H of this set of Rules, below.

G. Declaration of Result

1. At the completion of the count the Acting Returning Officer shall compile a full list of persons elected, and shall send copies to the Officers of the Party.
2. The Acting Returning Officer shall, as soon as practicable, inform each Candidate of the result of the relevant election(s).
3. The results shall be published in the next issue of any appropriate official publication of the Welsh Party this may take the form of an email to members and/or publication on the Party's website. Candidates shall be entitled to receive, on request, a full report of the count.

H. Appeals

1. Any candidate who has concerns about the conduct of the election or the count may appeal in the first instance to the Acting Returning Officer who shall investigate the allegation(s) and rule accordingly. Any ruling of the Acting Returning Officer may, if a satisfactory outcome is not achieved, be appealed to the Returning Officer save that the accidental failure to deliver any invitation for nomination or ballot papers to any member eligible to vote in the election(s) shall not invalidate the outcome of the election(s) unless the Returning Officer considers the scale of such a failure is capable of materially affecting the declared result.



ELECTION RULES FOR ANNUAL ELECTIONS BY OTHER GROUPS

A. Unitary Councillors

1. The election of the representatives of Welsh Liberal Democrat of Unitary Authorities (hereinafter referred to as Principal Councillors) to the Board, Policy Development Committee and Campaigns and Communications Committee shall be held in conjunction with, and under the same timetable as, the Annual Elections by the Conference.

2. The remaining provisions of the Election Rules for Annual Elections by the Conference (Annexe I, Appendix 1, Sections B to H) shall apply, save that the invitation for nominations shall only be circulated to Principal Councillors and that the nominators for these elections shall themselves be Principal Councillors.



RULES FOR BALLOTS OF THE WHOLE PARTY

A. Introduction

These rules cover the elections to the posts of President, Deputy President, Leader and Deputy Leaders of the Welsh Liberal Democrats as laid down in the Constitution. The relevant section of the Constitution of the Welsh Liberal Democrats (Section E: Officers of the Party) defines the eligibility for these posts and the required nominations. These rules shall in no way prevent the Candidates from fulfilling their responsibilities as MPs, MSs, Leaders of their respective Groups or Ministers.

B. Timetable

1. The Chief Executive shall, in consultation with the Board, draw up a timetable for the elections.
2. Such a timetable shall provide
 - a. for the invitations of nominations to be circulated to all Local Parties, Specified Associated Organisations, MSs and MPs;
 - b. that a period of at least three weeks shall be allowed between the opening and closing of nominations;
 - c. that ballot papers for contested elections be circulated within 15 working days of the closing date for the receipt of nominations; and
 - d. that the final date for return of ballot papers shall be not less than five weeks after the closing date for the receipt of nominations.

C. Nomination

1. Nomination shall be as required by the Constitution of the Welsh Liberal Democrats.
2. Each nomination shall be on the prescribed form, shall bear the printed name, Local Party and Signature of every nominator, together with the name of the Candidate and the chamber in which he/she sits. The form shall be countersigned by the candidate as a consent to nomination.
3. The Party's Acting Returning Officer shall, within 24 hours, inform a candidate whether a nomination is valid.

D. Campaigning

1. The Party's Acting Returning Officer shall send out with the ballot paper a manifesto from each Candidate. Artwork for the Manifesto shall be provided by the candidate. The Manifesto shall be printed by the Party at its cost. Each candidate shall be entitled to two sides of an A4 piece of paper in the English language and two sides of an A4 piece of paper



in the Welsh language. Each should be a direct translation of the other and any photograph or artwork should be the same in both languages.

2. The editor of any official Party publication shall seek to ensure that any coverage of the elections gives equal prominence to all candidates, save that each candidate may have routine or regular reports on their work as MP, MS, Group Leader or Minister covered without other candidates having to be given equal status.

3. The Election Expenses shall be limited to £5,000. No Candidate, or their Agent, shall exceed this limit in the production of publicity material and any other expenditures connected with the campaign not including travel and subsistence. All donations to their campaign above £500 must comply with the provisions of Schedule 7 of PPERA.

4. Each Candidate and/or their Agent shall complete and lodge with the Chief Executive an election expenses return form. The form must have attached receipts or invoices for all expenditure and must be lodged with the Chief Executive by midday on the 35th day following the declaration of the election result. The Chief Executive will hold the expenses returns of each Candidate on file and these may be examined by any Party Member. The expenses form shall also contain the necessary information to prove compliance with the provisions of Schedule 7 of PPERA.

5. Each Candidate may use campaign materials in electronic or paper form provided that in doing so they do not exceed the campaign expenditure limits outlined above.

6. Each Candidate may have access to the list of members of the Welsh Liberal Democrats and is free to contact them by letter, electronic means, telephone or in person, save that the costs of such communications must be included in the campaign expenditure of that candidate.

7. The Welsh Party's Acting Returning Officer shall arrange Hustings Meetings for members to hear and question the candidates. There shall be a minimum of three such meetings which shall be located after taking into consideration the dispersed nature of the population of Wales. The Chair of the Campaigns and Communications Committee will appoint the chair for the Hustings.

E. Ballot

1. If only one nomination is received for any Leadership or Presidential position, the Party's Acting Returning Officer may declare that person elected and inform the Officers of the Party accordingly.

2. When there are more than one candidate for any post there shall, (as stipulated by the Constitution) be a ballot of all members. Such a ballot shall be conducted by STV in accordance with the current published rules of the Electoral Reform Society. The Party's



Acting Returning Officer may appoint assistant Returning Officers to help her/him with the conduct of the ballot.

3. The Ballot shall be counted within 48 hours of the close of the Ballot.
4. Candidates and their representatives shall be entitled to be present at the count, the time and place of which shall be notified by the Party's Acting Returning Officer.
5. The Party's Returning Officer shall as soon as possible notify each candidate of the result.
6. In the case of a Presidential Election, the Acting Returning Officer shall declare the result immediately after the completion of the count of ballot papers and inform the relevant Party Officers accordingly. For Leadership Elections, arrangements shall be made for the Returning Officer, or their nominee, to make a public announcement as to the result at an appropriate venue as soon as practicable following the completion of the count of ballot papers.

F. Appeals

1. Any Candidate who has concerns about the conduct of the election or the count may appeal in the first instance to the Acting Returning Officer who shall investigate the allegation(s) and rule accordingly. Any ruling of the Acting Returning Officer may, if a satisfactory outcome is not achieved, be appealed to the Returning Officer save that the accidental failure to deliver any invitation for nomination or ballot papers to any member eligible to vote in the election(s) shall not invalidate the outcome of the election(s) unless the Returning Officer considers the scale of such a failure is capable of materially affecting the outcome of the declared result.