

Code of Conduct

Parliamentary Candidates

Code of Conduct

Westminster Parliamentary Selections

1. Introduction

- 1 This Code of Conduct has been produced for all aspiring candidates in the selection of parliamentary candidates in England, in order to assist the smooth running of all stages of the process.
- 2 Supporting documentation for parliamentary selections in Wales and Scotland will be issued by the Welsh Executive Committee and Scottish Executive Committee respectively.

2. The Code

- 1 Following the publication of the timetable aspiring candidates must submit an application form (this must be in a standard CV format provided by the party) to the CLP Procedures Secretary. Forms received before the publication of the timetable or after the deadline prescribed in the timetable will not be accepted.
- 2 Aspiring candidates who submit an application form within the prescribed period will be entitled to a list of Party units and affiliates and their respective secretaries, from the Procedures Secretary at the close of applications. Shortlisted candidates will be entitled to an electronic membership list of the constituency in question from the appropriate Regional Director on application and once a data sharing agreement has been completed. The list should comprise name, address and telephone and email contact details.
- 3 The list of eligible members is supplied solely for the purposes of the current selection campaign of the aspiring candidate to which it is supplied and is not transferable to any other campaign or person. Use of the list for any other purpose will lead to disqualification as an aspiring candidate and potential further disciplinary and/or legal action.
- 4 Each applicant may produce one printed leaflet or letter no larger than A4 in the nomination period. Applicants may also produce a statement of one side of A4 which should be provided to the Procedures Secretary for circulation to branches and affiliates. No other printed materials calling for support in the selection process will be produced or distributed by or on behalf of any individual prior

to shortlisting. This does not include letters supporting an individual application from Labour Party Branches, the Co-operative Party or affiliates to the Procedure Secretary who may then distribute these to the Selection Committee. Nor does it apply to material distributed by affiliates to their members or letters from candidates to Labour Party branches and affiliated organisations seeking nominations. Handwritten letters are also exempt.

5 Should an aspiring candidate be shortlisted by the CLP they shall provide a statement of no more than 250 words to the Procedure Secretary for circulation to all eligible members.

6 Following shortlisting, shortlisted candidates are permitted to mail members directly, as well as Labour Party units and affiliated organisations, with canvassing/promotional material.

7 Each shortlisted candidate is limited to the following printed materials:

- 2 items, each no larger than a double sided A3 page. If either item is delivered in an envelope it may consist of (at a maximum) 2 A4 sheets of paper rather than a single A3 sheet.
- 1 calling card, no larger than A6.
- For the avoidance of doubt these restrictions apply to printed materials only. Candidates may use individually handwritten material (printed letterheads should not comprise more than one quarter of the page) as well as electronic media including web-sites, emails and telephone to seek support from members following shortlisting.

8 No candidates or persons acting on behalf of a candidate will use their own material or access to publicity to disparage any other candidates, or members, or staff. This includes websites, blogs, social media and other electronic communications. Candidates are particularly reminded to be careful when linking to or sharing other websites that may contain disparaging material.

9 Canvassing is specifically allowed only after a candidate has submitted an application, and from this period onwards candidates may approach members personally or by telephone or other electronic means to seek their support.

10 There is no restriction on the amount of electronic communications, save that candidates should be aware of not

placing undue pressure on individual members, and of their responsibilities to stop contacting a person if requested to do so and deleting their personal data. Candidates must not share members' data. They must take care to use bcc in emails and not to add members to messaging groups (such as Whatsapp) where members' personal data is visible to others without the individual member's specific consent.

11 Contact with members must not be carried out in a manner likely to cause offence or be seen as applying pressure to any member.

12 No financial inducement to the constituency party or to individual members may be offered to attempt to secure support.

13 Only designated CLP officers will be authorised to issue statements to the media about any aspect of the selection procedure, and then only after approval by the Regional Director. This does not preclude aspiring candidates undertaking press, radio or TV interviews, though under no circumstances should any aspiring candidate or supporter(s) of an aspiring candidate disparage any other aspiring candidate.

14 Applications for postal votes and the postal ballot itself will be distributed only through the official machinery. No aspiring candidate or supporter(s) of an aspiring candidate will attempt to interfere in the application for, casting, or return of postal votes.

15 Once an aspiring candidate has declared an interest in a constituency s/he cannot attend any meeting within the CLP that is dealing with selection business, unless specifically invited in their role as an aspiring candidate.

16 No aspiring candidate or members acting on her/his behalf will interfere with or put under duress any member in regard to how they vote at any stage during the process.

17 Aspiring candidates (and those making donations of money or in kind to their selection campaign) are regulated by the Political Parties, Elections & Referendum Act 2000 and are required to comply with the provisions on accepting and reporting of donations of over £500.

18 Aspiring candidates in internal selection/election processes are considered to be regulated donees for the purposes of the PPERA 2000. All donations over £500 (in cash or in kind) must be from permissible donors and all donations of over £1500 (in cash or in kind) from a single source in a calendar year must be reported to the Electoral Commission directly within 30 days of receipt.

19 Any member breaching this Code of Conduct or knowingly allowing others to do so on her/his behalf will be liable for disciplinary action. The NEC will not hesitate to use its powers of disqualification and suspension to impose sanctions to enforce the Code.

3. Literature Schedule for Candidates

A At all times

- 1 Printed materials may be in full colour.
- 2 There is no restriction on electronic media – use of telephone, web-sites, email or social media, save for data protection requirements in 10 above.
- 3 There is no restriction on hand-written material.
- 4 There is no restriction on personal contact by candidates or their campaign teams with members, save for ensuring that members' wishes in respect of such contacts are respected.
- 5 If third parties are offering endorsements, they must supply that endorsement to the candidate for distribution, either electronically or by traditional methods. Candidates must not pass on membership data to third parties except to authorised data processors (eg mailing houses or bulk-emailers).

B Period 1 – between selection being advertised and close of applications

- 1 You may submit an application on the standard form to the Procedures Secretary.
- 2 Once you have submitted your application you may obtain, free of charge, from the Procedures Secretary a list of secretaries of Labour Party units and of affiliated organisations entitled to make a nomination.

C Period 2 – between the submission of your application and close of nominations

- 1 Once you have submitted your application you may produce one printed leaflet or letter no larger than one sheet of A4 together with an envelope, as well as an A4 statement to be provided to the Procedures Secretary.

D Period 3 – between close of nominations and shortlisting

1 No further printed materials may be produced but existing material may be used should you wish.

E Period 4 – between shortlisting and close of the selection ballot

1 Once you have been shortlisted, you may obtain a list of eligible members of the constituency from the Regional Director.

2 Following shortlisting, shortlisted candidates must produce a statement of up to 250 words (not including name and contact details) for the Procedures Secretary to circulate to all eligible members. This word limit must be strictly adhered to.

3 Materials produced in earlier periods must not be used in the period between shortlisting and selection, unless they are in place of one of the items listed below.

4 Each shortlisted candidate may now produce the following additional promotional materials:

- 2 items, each no larger than a double sided A3 page. If either item is delivered in an envelope it may consist of (at a maximum) 2 A4 sheets of paper rather than a single A3 sheet.
- 1 calling card, no larger than A6 in area.

**Further information
from:
The Governance and
Legal Unit
Legal_queries@
labour.org.uk or
0207 783 1498**

East Midlands
0115 943 1777
eastmidlands@labour.org.uk

Eastern
01279 625 860
eastern@labour.org.uk

London
020 7783 1170
London@labour.org.uk

Labour North
0191 246 5276
north@labour.org.uk

North West
01925 574913
northwest@labour.org.uk

South East
0118 923 9403
southeast@labour.org.uk

South West
0117 972 9440
southwest@labour.org.uk

West Midlands
0121 569 1900
westmidlands@labour.org.uk

Yorkshire and The Humber
01924 291 221
yorkshire@labour.org.uk

Wales
02920 877700
wales@labour.org.uk

Scotland
0141 572 6900
scotland@labour.org.uk

*NB Procedures for
parliamentary selections in
Wales and Scotland will be
issued by the Welsh
Executive Committee and
Scottish Executive
Committee respectively.*

Document control:
Agreed by Org Sub 060318