

RULE CHANGE GUIDANCE FOR CLPS

The following guidance is to assist CLP Secretaries and Chairs implementing the required rule changes carried by Annual Conference 2021 to branches and CLPs. For any further assistance please contact your regional office.

For reference, the amended rule is included below with the changes marked in red. **As these have been approved by Annual Conference they do not need to be agreed by CLPs (nor branches or LGCs). These changes should be added to you CLPs standing orders at the next available opportunity. Where changes relate to officers, the changes should be implemented at the next AGM.**

Inclusion of equalities branch secretaries to CLP Executive Committees

Rules for Women's Branches, Black Asian and Minority Ethnic Branches, Disabled Members Branches and LGBT Branches have been introduced in recent years. However, further changes passed at Annual Conference 2021 mean that newly elected Secretaries from these branches can now sit on the CLP Executive Committee, replacing the relevant officer.

For example, if your CLP has established a Women's Branch. The Secretary of the Women's Branch would sit on the CLP Executive Committee, replacing the Women's Officer elected by the CLP General Meeting.

However, if the CLP has not managed to establish a branch yet, the relevant officer should remain in post.

In addition to this change, the position of Political Education Officer for a CLP now includes training, becoming Political Education & Training Officer. The Labour Party's Training Team will be in contact over the course of the year with further details.

Chapter 7; Clause VIII; Officers

- The Executive Officers of this CLP shall be; chair, vice-chair, vice-chair/ membership, secretary, treasurer, policy officer, women's officer/**women's branch secretary (where established)**, BAME officer/**BAME branch secretary (where established)**, disability officer/**disabled members branch secretary (where established)**, LGBT+ officer/**LGBT+ branch secretary (where established)**, youth officer/**Young Labour branch secretary (where established)**, trade union liaison officer (where established, who shall be a member of a trade union in accordance with Chapter 2 Clause 1.6.B above), political education **and training officer (where established)**, communications and social media officer (where established). At least three of the first six officers listed above, as well as at least half of the total number of officers, must be women. This CLP may, with the approval of the*

NEC add other Executive Officer posts drawn from amongst its Coordinator roles subject to the gender quota being amended appropriately.

3. *Where a CLP has an equalities branch set up the Secretary of each branch shall replace the relevant officer. In instances where the equalities branch crosses CLP boundaries the relevant branch will elect a representative from amongst the branch members residing in that CLP.*

Changes to rules on Quorum

Changes to Chapter 17 mean that all party units, including CLPs and Branches must make changes to their own standing orders. Any party unit wishing to increase or decrease their quorum amount must have this signed off by their Regional Office on behalf of the NEC.

Chapter 17; Clause I; 2; D

D. Quorum

- i. *[Alt A:] The quorum for business meetings of (this body) shall be 25 per cent of those members entitled to vote in attendance {or a fixed number to be agreed with the regional office of the Party **on behalf of the NEC.**}*
- ii. *[Alt B:] The quorum for business meetings of (this body) shall be 5 per cent of members of the Party unit or 75, whichever is the lower, or a fixed number **agreed with the regional office of the Party on behalf of the NEC.***

Amendments to local rules

CLPs can now amend their rules at a special meeting instead of waiting for the AGM. It is essential however, that correct notice is given to all relevant party units and any changes are approved by the relevant Regional Director(General Secretary) prior to agreement by the General Meeting.

Chapter 7; Clause XV; 1

1. *These rules, or any part thereof, may be amended, altered or additions made thereto by resolution carried at an Annual General Meeting **or special meeting** by a vote of two thirds of delegates present, subject to the approval of the NEC under Clause VII.2 above. The provisions of the model procedural rules for Party meetings shall apply to this CLP with such local additions and modifications as may be approved by the RD(GS) of the Party on behalf of the NEC.*

CLPs affiliating to outside organisations

Further changes to Chapter 7 now require CLPs to first gain approval from the NEC before it can affiliate to an organisation outside of the Party.

Chapter 7; Clause XI; 6

6. *This CLP and units of this CLP shall not enter into affiliation with or give support, financially or otherwise, to any political party or organisation (or ancillary or subsidiary body thereto) **without the permission of the NEC**. Nor shall they give any such support to individuals ineligible for membership of the Party.*

Points of order

Changes to Chapter 17 now require all points of order to correctly highlight where in the standing orders the point is to be raised. This prevents incorrectly raised points of order being raised in meetings.

Chapter 17; Clause I; 2; i

- i. *Any breach of or question to the rules or standing orders may be raised by a member rising to a point of order. **The member must point to the specific section or paragraph of the rules and standing orders they wish to make the point on.** The chair's ruling on any point arising from the rules or standing orders is final unless challenged by not less than four members; such a challenge shall be put to the meeting without discussion and shall only be carried with the support of two-thirds of the members present.*

Equalities branches - model standing orders

Chapter 17 now incorporates standing orders for the new party units that exist. Both equalities branches that have been established and any future equalities branches should now use Chapter 17 of the rule book as their model standing orders.

Chapter 17; Clause I; 2

2. *Throughout these rules alternative 'A' is for Party units which have a delegate structure (e.g. CLPs, Local Government Committees); alternative 'B' is for meetings of individual members (e.g. CLPs, Branches, Women's Branches, Young Labour Branches, **Regional Young Labour Groups, BAME Branches, Disabled Members Branches and LGBT+ Branches**).*

Local Government Committees

A number of changes to Chapter 12 on Local Government Committees (LGCs) have been made in response to feedback following the introduction of LGCs at Annual Conference 2019, including defining the circumstances in which alternative structures may be appropriate.

Chapter 12; Clause III; 2

- A. *The local Party/ies shall determine the size and structure of the LGC with approval from the appropriate RD(GS), on behalf of the NEC (or on behalf of SEC or WEC) following the principles laid out in this chapter. These may include existing structures where these are working effectively to meet the objectives of the NEC or alternative structures where circumstances require it. Such circumstances shall include areas where geography makes the structures below impractical and areas where there are not large Labour Groups or where Labour is not competitive.*

New clause incorporates local Co-operative Party branches into the structure of the LGC with up to two delegates in areas where the Co-op Party sponsors candidates.

Chapter 12; Clause IV; 2; D

- D. *Where a Co-operative Party council exists for the area concerned and they sponsor candidates in local elections, they shall be entitled to appoint up to two delegates to the LGC, at least one of whom must be a woman.*

Changes to the officers of the LGC mean that there are now two vice-chairs with there being gender balance overall.

Chapter 12; Clause V; 3

3. *The officers shall consist of a chair, two vice-chairs, and secretary. At least two of the officers shall be a woman.*