

Code of Conduct –

Westminster Parliamentary Candidate Selections where there is a vacancy

1 Introduction

- 1.1 This Code of Conduct has been produced for all aspiring candidates in the selection of parliamentary candidates in Wales, in order to assist the smooth running of all stages of the process.

2 The Code

- 2.1 Following the publication of the timetable aspiring candidates must submit an application form via an online form provided by the national Party or Welsh Labour – these forms will be the same. Forms received before the publication of the timetable or after the deadline prescribed in the timetable will not be accepted.
- 2.2 Longlisted candidates will be provided with contact details of those Labour Party branches and affiliated organisations entitled to make nominations.
- 2.3 Any Labour Party data is supplied solely for the purposes of the candidate's selection campaign and is not transferable to any other campaign or person or for any other use whatsoever, in accordance with the Data Protection Act 2018 and General Data Protection Legislation. Use of the list for any other purpose may lead to disqualification as a candidate and potential further disciplinary action. The use of any other party data to which a candidate or their supporters have access to by virtue of holding another office should not be used for the purpose of the candidate's election campaign; such use may lead to disqualification as a candidate and potential further disciplinary action.
- 2.4 Each longlisted 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.

- 2.5 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. They may provide versions in both English and Welsh providing that the content of each is the same, neither exceeds 250 words and they are solely responsible for the accuracy of the text.
- 2.6 Shortlisted candidates will be entitled to an electronic membership list of the constituency in question from the Welsh General Secretary on request and once a data sharing agreement has been completed. The list should comprise name, address and telephone and email contact details.
- 2.7 Following shortlisting, shortlisted candidates are permitted to mail members directly, as well as Labour Party units and affiliated organisations, with canvassing/promotional material.
- 2.8 Campaigns shall be limited to an overall spending cap of £1.50 per member subject to a maximum spending cap of £3,500. Where a CLP has fewer than 666 members, candidates may spend up to £1,000. This cap shall be in force for the entire selection campaign (from the opening of applications to the conclusion of the final ballot of members); a spending return shall be supplied to the Governance & Legal Unit in a prescribed format no later than 28 following the conclusion of the selection process.
- 2.9 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.

- 2.10 Canvassing of individual eligible members is specifically allowed only after a candidate has successfully made it on to the longlist and from this period onwards may approach members personally or by telephone or other electronic means to seek their support.
- 2.11 Subject to the overall spending limit, 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. Shortlisted candidates are permitted to send one email only each and must only refer to their campaign. 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.
- 2.12 Contact with members must not be carried out in a manner likely to cause offence or be seen as applying pressure to any member.
- 2.13 No financial inducement to the constituency party or to individual members may be offered to attempt to secure support.
- 2.14 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 Welsh Labour General Secretary. 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.
- 2.15 Applications for postal votes and the postal ballot itself will be distributed only through the official machinery. No candidate or supporter(s) of a candidate will attempt to interfere in the application for, casting, or return of postal votes. Applications for a postal vote will be accepted from the moment the selection process has begun and will conclude at a time and date set out in the timetable. Only postal vote applications submitted on application forms distributed by the Procedures Secretary should be accepted.

- 2.16 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 a candidate.
- 2.17 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.
- 2.18 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.
- 2.19 Aspiring candidates in internal selection/election processes are regulated donees for the purposes of the Political Parties Elections and Referendums Act 2000. Donations of more than £500 (cash or non-cash) must be from a permissible donor. Donations of more than £1500 (cash or non-cash) from the same donor in a calendar year must be reported to the Electoral Commission directly by the candidate within 30 days of receipt. Contact the Governance and Legal Unit by emailing selections@labour.org.uk for more information. Members of Parliament make these declarations via the Register of Members Financial Interests.

3 Code of Conduct Breach

- 3.1 Any alleged breach of the code of conduct must be reported to the Procedures Secretary and the WEC Representative for the selection. Should the WEC Representative judge that any breach is sufficient to warrant the selection procedure be halted or restarted, that recommendation must be referred to the WEC Officers whose decision in that matter shall be final.
- 3.2 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 WEC will not hesitate to use its powers to impose sanctions in order to enforce the code of conduct.