





Welsh Liberal Democrats Democratiaid Rhyddfrydol Cymru

38 The Parade
CAERDYDD / CARDIFF
CF24 3AD

(029) 2031 3400
enquiries@WelshLibDems.org.uk
www.WelshLibDems.org.uk

 /WelshLibDems
 @WelshLibDems

**Please read this notice carefully before
completing any nomination forms.**

Notice of Elections & By-Elections 2013

Notice is hereby given to all Members, Local Parties and Associated Organisations that, as required by the Constitution of the Welsh Liberal Democrats, elections will be held in conjunction with the meeting of Conference which is to take place on Saturday, 16 November 2013 at Gregynog Hall.

Nominations are invited for the following Officers and Committee Committees.

Officers of the Welsh Liberal Democrats

- President
- Deputy President
- Treasurer

For the election of Treasurer, the nomination process shall be as that outlined below for the Committee Elections. For the election of the President and Deputy President, nominations open on Monday, 7 October 2013 and shall close at **noon** on **Friday, 22 November**. Where a ballot is necessary for either position, ballot papers will be distributed by post to all registered members of the Conference not later than Friday, 13 December 2013 and must be returned by first post on Friday, 10 January 2014.

***NB** Members of Parliament, Assembly Members and Peers are ineligible to stand for the position of President or Deputy President (Section E.2 of the Welsh Liberal Democrat Constitution).*

Elections to Welsh Party Committees

- Nine Members of the **National Executive Committee** elected by the Conference from the Membership at large;
- One Representative of the Welsh Liberal Democrat Members of Unitary Authorities elected by and from their number to sit on the **National Executive Committee**;
- Nine Members of the **Campaigns and Candidates Committee** elected by the Conference from the Membership at large;
- One Representative of the Welsh Liberal Democrat Members of Unitary Authorities elected by and from their number to sit on the **Campaigns and Candidates Committee**.

By-Elections to Welsh Party Committees

- One Member of the **Policy Committee** elected by the Conference from the Membership at large;
- One Member of the **Conference Committee** elected by the Conference from the Membership at large;
- One Representative of the Welsh Liberal Democrat Members of Unitary Authorities elected by and from their number to sit on the **Policy Committee**;

Nominations open on Monday, 7 October 2013 and close at the close of the Autumn Conference on Saturday, 16 November 2013. Where a ballot is necessary, ballot papers will be distributed by post to all registered members of the Conference not later than Saturday, 7 December 2013 and must be returned by first post on Friday, 20 December 2013.

Committee Elections and the Election of the Party Treasurer (including by-elections):

Each Candidate shall be nominated by five members of the Conference and nominations shall be on the prescribed form, of which a copy is enclosed; this may be copied if required. Only one nomination form needs be completed for a candidate who wishes to stand for more than one position.

Every nomination must show the Name (in PRINT), Membership Number, Local Party and Signature of the Conference Member nominating the candidate, together with the Candidate's Local Party, Address and Telephone number. The form must be countersigned by the candidate as consent to nomination.

Additional forms may if necessary, be obtained from the Deputy Acting Returning Officer, to whom any enquiries regarding these elections should be addressed.

As required by the election rules for Committee elections, each candidate shall send to the Deputy 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. This should preferably be submitted in PDF format.

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.

Unitary Councillor Representatives to Party Committees (including by-elections):

Each Candidate shall be nominated by five Unitary Councillors (who shall also form the electorate) and nominations shall be on the prescribed form, of which a copy is enclosed; this may be copied if required. Only one nomination form needs be completed for a candidate who wishes to stand for more than one position.

Every nomination must show the Name (in PRINT), Membership Number, Unitary Authority and Signature of the Councillor nominating the candidate, together with the Candidate's Local Party, Address and Telephone number. The form must be countersigned by the candidate as consent to nomination.

As required by the election rules for Committee elections, each candidate shall send to the Deputy 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. This should preferably be submitted in PDF format.

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.

Election of the President and Deputy President:

For the posts of President and Deputy President the nomination is by no less than thirty members of the Party of whom not more than five shall be members of the same Local Party.

Every nomination must show the Name (in PRINT), Membership Number, Local Party and Signature of the Conference Member nominating the candidate, together with the Candidate's Local Party, Address and Telephone number. The form must be countersigned by the candidate as consent to nomination.

Additional forms may if necessary, be obtained from the Deputy Acting Returning Officer, to whom any enquiries regarding these elections should be addressed.

Each Candidate for the post of President or Deputy President shall be entitled to up to two sides of an A4 sheet of paper in the English Language and up to two sides of an A4 sheet of paper in the Welsh Language. Each should be a direct translation of the other and any photographs or artwork should be the same in both languages.

Artwork should be submitted with the nomination papers or as soon as possible after the close of nominations and should preferably be in PDF format.

Election expenses are limited by the Welsh Party's Constitution to £5,000. No candidate or their Agent, shall exceed this limit in the production of publicity material or 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.

Similarly, each Candidate, and/or their Agent, shall complete and lodge with the Chief Executive an election expenses return form. This form must include all receipts or invoices for all campaign expenditure and must be lodged with the Chief Executive by midday 35 days following the declaration of the Election Result.

Completed Nomination Forms & Candidate Manifestos:

Completed nominations papers and candidates Manifestos should be handed to the Deputy Acting Returning Officer by the close of nominations or posted to:

The Deputy Acting Returning Officer, Welsh Liberal Democrats, 38 The Parade, Cardiff, CF24 3AD - ian.walton@welshlibdems.org.uk

Nomination forms for Committee places or for the Party Treasurer which are returned by post should be received by the Deputy Acting Returning Officer not later than noon on Thursday, 14 November 2013.



Ian Walton

Deputy Acting Returning Officer



Nomination Form

President / Deputy President

We, the undersigned, hereby nominate:

Name: _____ Telephone: _____

Address: _____

_____ eMail: _____

Position PRESIDENT / DEPUTY PRESIDENT Local Party: _____
(delete as appropriate): _____

	Membership Number	Name	Local Party	Signature
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Please continue on a separate sheet - you make as many copies of this form as required.

Candidates are strongly advised to exceed the number of nominations required.

Members may only sign one nomination form and

no more than five members from any one Local Party may sign any one nomination form.

For the Candidate's Consent to Nomination, please see overleaf.

Consent to Nomination

I, the above named, hereby consent to nomination for the position of **President / Deputy President** [delete as appropriate] of the Welsh Liberal Democrats and agree to abide by the rules pertaining to this election outlined in the Calling Notice for Election and the Constitution of the Welsh Liberal Democrats.

Signature: _____

Date: _____

Completed forms should be returned, with manifesto artwork, to the Deputy Acting Returning Officer, Ian Walton, by noon on Friday, 22 November 2013:

The Deputy Acting Returning Officer
Welsh Liberal Democrats
38 The Parade
CARDIFF
CF24 3AD



Welsh Liberal Democrats
Democratiaid Rhyddfrydol Cymru

Treasurer / Party Committees
(Conference Reps)

Nomination Form

(nb only notified voting representatives may sign this form)

We, the undersigned, hereby nominate:

Name: _____ Telephone: _____

Address: _____ eMail: _____

_____ Local Party: _____

Position /
Committee: _____

	Membership Number	Name	Local Party	Signature
1				
2				
3				
4				
5				

I, the above named, hereby consent to the above nomination and agree to abide by the rules pertaining to this election outlined in the Calling Notice for Election and the Constitution of the Welsh Liberal Democrats.

Signature: _____ Date: _____

Completed forms should be returned, with manifesto artwork, to the Deputy Acting Returning Officer, Ian Walton, not later than the close of the Welsh Liberal Democrat Conference, 16 November 2013, or by post (to arrive not later than noon on Thursday, 14 November 2013) to:

Welsh Liberal Democrats
38 The Parade
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Party Committees
(Unitary Councillors)

Nomination Form

(nb only unitary councillors may sign this form)

We, the undersigned, hereby nominate:

Name: _____ Telephone: _____

Address: _____ eMail: _____

_____ Council: _____

Committee: _____

	Membership Number	Name	Council	Signature
1				
2				
3				
4				
5				

I, the above named, hereby consent to the above nomination and agree to abide by the rules pertaining to this election outlined in the Calling Notice for Election and the Constitution of the Welsh Liberal Democrats.

Signature: _____ Date: _____

Completed forms should be returned, with manifesto artwork, to the Deputy Acting Returning Officer, Ian Walton, not later than the close of the Welsh Liberal Democrat Conference, 16 November 2013, or by post (to arrive not later than noon on Thursday, 14 November 2013) to:

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