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lambeth liberal democrats 2022 council elections approved candidate application pack

**Doug Buist**

**Chair, Lambeth Liberal Democrats**

**W:** [www.lambethlibdems.org.uk](http://www.lambethlibdems.org.uk)

February 2021

Dear [First Name],

**Have you ever thought of becoming a Lib Dem councillor?**

Following our strong showing in Streatham and Vauxhall in the General Election, we have a big opportunity to make gains when the next local elections take place in May 2022.

We need to elect Lib Dem councillors in 2022 to speak up for local people and challenge the Labour administration, who currently control 57 out of the 63 councillors.

If you are interested in becoming a Lib Dem candidate in 2022, **you need to act now**. There are two stages that you will have to go through:

1. **Approval**

The approval process determines whether someone is suitable to be a Lib Dem candidate in Lambeth. No one is at this stage picked to stand in a particular part of the Borough (or ‘ward’ as they are formally known). The approval process consists of filling in the enclosed application form and a half hour interview.

Anyone wanting to be a candidate in a target ward for 2022 **must** undertake the approval process. If you have any queries about what to expect during approval, please call me on the above telephone number or join our ‘Becoming a Councillor’ Zoom Call (details overleaf).

1. **Selection**

Anyone who has been ‘approved’ to be a Lib Dem candidate may put themselves forward to be a candidate in a specific ward when we select our ward candidates for May 2022. They are also eligible to be candidates in any local council by-elections before that date.

A meeting of the local party will then be called, and all Lambeth members will be entitled to vote for whom they would like to be their candidates in each ward. We expect this meeting to take place this year, once the Lambeth ward boundary review is completed.

Further information about the candidate approval and selection process, including personal specification and councillor job description, is available at [insert URL].

**‘Becoming a Councillor’ Zoom Call**

We will be holding a meeting via Zoom at 7.30pm on Monday 1 March to explain more about the selection process. Former Lib Dem Leader on Lambeth Council Alex Davies will also talk about the opportunities and challenges involved in being a local councillor. [Details to be confirmed]

If you would like to apply to become an approved Lib Dem candidate at the forthcoming elections, **please return the enclosed form to Ben Austin by 1 April**. You can post it to the above address or send a completed copy by email to [insert email address].

If you have any queries, please telephone Ben on 07958711520 as soon as possible.

With best wishes,

**Doug Buist**

**Chair, Lambeth Liberal Democrats**

Being a Councillor – Job Description

There are a number of different strands to being a local councillor. These are outlined below.

**Representing Your Ward**

You are first and foremost elected to represent the residents in your ward and to lobby decision makers both within the council and external to the council on behalf of local residents. This can include making representations to the Planning Committee about a planning application in your area.

**Decision Making**

You must attend any and all relevant meetings. All councillors must attend the monthly meetings of the Full Council. Councillors are also appointed to other panels, groups and committees; the meetings for which you are expected to attend and actively engage in. This could include internal scrutiny panels as well as ‘outside bodies’ such as community associations. You might also take on being a Party Spokesperson for a particular area of the council’s work such as Traffic and Transportation.

**Scrutiny**

Scrutiny is an important part of how the council works. It gives councillors the opportunity to look at council policies and assess how they can be improved. Scrutiny is an important process for opposition and back bench councillors to hold the council’s administration to account for their decisions.

**Quasi-judicial Committees**

As a London Borough, Lambeth Council is also the Local Planning Authority and the Local Licensing Authority. This means that councillors might sit on one of these panels which make non-political decisions about planning and licensing applications respectively.

**Representing the Party and its Values**

As Liberal Democrats, it is also the job of Lib Dem councillors to speak to the values and policies of the party when at all possible. This includes taking decisions based on fairness, equality and community.

**Community Leadership and Engagement**

Localism and community empowerment have always been core values of the Liberal Democrats. Lib Dem councillors are expected to get ‘stuck-in’ in their local area and show grassroots level leadership. This includes engagement in local community associations, residents groups and Neighbourhood Forums.



Being a Councillor – Person Specification

To run for the elected office of ‘Councillor’, you must be at least 18 years old on the day of your nomination, be a British, Commonwealth or EU citizen and meet at least one of the following criteria:

1. You are registered to vote in Lambeth.
2. You have occupied as owner or tenant any land or other premises in Lambeth during the whole of the 12 months before the day of your nomination and the day of election.
3. Your main or only place of work during the 12 months prior to the day of your nomination and the day of election is in Lambeth.
4. You have lived in Lambeth during the whole of the 12 months before the day of your nomination and the day of election.

While you don’t need any special qualifications to be a councillor, having or being able to develop the following skills, knowledge and attributes will help you in the role.

**Communication skills**

These include listening and interpersonal skills, public speaking skills, the ability to consider alternative points of view and to negotiate, mediate and resolve conflict.

**Problem solving and analytical skills**

This includes being able to get to the bottom of an issue and to think of different ways to resolve it, including considering the advantages and disadvantages of each option.

**Team working**

This includes being able to work with others in meetings and on committees. It also includes being able to complete any tasks that you agree to do on time.

**Organisational skills**

Being able to plan and manage your time, keep appointments and meet deadlines.

**Ability to engage with your local community**

You may have to make yourself available through meetings, the media, the internet, public forums, debates and on the telephone.

**CONFIDENTIAL**

**Application for inclusion to the list of Approved Candidates for elections to Lambeth Council.**

*Please return to [INSERT EMAIL ADDRESS]*

Please feel free to attach additional sheets to provide full and comprehensive information on any of the points raised. If handwriting responses, please write as clearly as possible.

|  |  |  |
| --- | --- | --- |
| 1 | Full Name |  |
| 2 | Address |  |
| 3 | Date of Birth |  |
| 4 | Telephone numbers |  |
| 5 | E-mail address |  |
| 6 | Web address / Twitter handle |  |
| 7 | Party Membership No. & renewal date |  |
| 8 | Name of Local Party |  |
| 9 | How long have you been a member of the Liberal Democrats? |  |
| 10 | Have you ever been a member of another political party? If so, please give details |  |
| 11 | Which type of ward are you seeking approval for? | Please indicate all that apply:  Target Ward   Developmental Ward   Paperless Ward  |
| 12 | Would you prefer any particular ward or area? |  |
| 13 | What would you hope to achieve on the Council? |  |
| 14 | Offices held (if any) within the Liberal Democrats, at all levels |  |
| 15 | Previous elections in which you have been a candidate |  |
| 16 | Please state your campaigning experience in the Liberal Democrats |  |
| 17 | Other non-political campaigning experience |  |
| 18 | Which policies of the Liberal Democrats do you find most attractive? Please state why |  |
| 19 | Name at least one Liberal Democrat policy you disagree with, and state why |  |
| 20 | Other national and local bodies of which you are a member (e.g. Trade Union, Community Group, School Governor, Local Residents, Mosque, Freemasons, National Trust etc.). |  |
| 21 | Other elected or appointed public offices held. |  |
| 22 | Other interests outside politics. |  |
| 23 | Are there any subjects in which you have particular knowledge and/or expertise? |  |
| 24 | Present job & place of employment or any caring responsibilities etc. |  |
| 25 | Would your job or your personal circumstances make it difficult for you to campaign between now and the election?  If so, please state why |  |
| 26 | Would your job or your personal circumstances make it difficult for you to fulfil your duties as a councillor?  If so, please state why |  |
| 27 | How much time can you commit to working in a ward if you are selected? |  |
| 28 | Time available for your council duties if elected? |  |
| 29 | Do you require any additional support or help to perform your duties during the campaign and as a councillor? (i.e. literacy/numeracy, any disability, other?) |  |
| 30 | How would you describe your communications skills? (i.e. poor, fair, good, excellent) Please state why |  |
| 31 | How would you describe your IT skills (i.e. email, basic word processing etc.)? What software packages are you familiar with? Please list |  |
| 32 | Are you willing to undertake training to improve your IT skills (to be able to run an effective campaign, communicate with your colleagues and be an effective councillor)? |  |
| 33 | Are you willing to undertake training to improve your campaign skills? |  |
| 34 | Are you willing to undertake training to improve your skills if elected as a councillor? |  |
| 35 | Are you prepared to support other Liberal Democrats in all public elections? |  |
| 36 | Qualification to stand Part I  Please confirm that you qualified to stand in respect of your citizenship | *Please indicate all that apply*:  British citizen   Commonwealth citizen   Citizen of the Republic of Ireland   Citizen of any other European Union member state  |
| 37 | Qualification to stand Part II  Please confirm that you are qualified to stand in respect of your links with the Borough of Lambeth | *Please indicate all that apply:*  Registered as a local government elector in Lambeth   Owner or tenant of land within Lambeth (for the whole preceding 12 months)   Principal or only place of work within Lambeth (for the whole preceding 12 months)   Resident within the borough  |
| 38 | Qualification to stand Part III  Please confirm you are not barred from standing due to any of these reasons: | Bankruptcy  *Anyone who has been adjudged bankrupt or who has made an arrangement with their creditors is disqualified from standing until they are discharged.*  Imprisonment   *Anyone convicted of a crime within the last five years who has a sentence passed of more than three months is disqualified.*  Employees of local councils   *Employees cannot stand for election to the council that employs them; nor can employees of other councils who work in a ‘Politically Restricted Post’.*  Surcharge   *People who have been surcharged by a District Auditor to an amount of more than £500 within 5 years of polling day are disqualified.*  Corrupt and illegal practices   *People who have been guilty of corrupt or illegal practices under the Representation of the People Act are disqualified from being a candidate.*  **I confirm I am not barred from standing due to any of these reasons**  |
| 39 | Have you EVER had any criminal convictions, including spent ones? If so please give full details. |  |
| 40 | Are there any matters, which might cause political embarrassment if they became known? |  |
| 41 | If selected as a candidate for a Ward are you prepared to acquire the signatures of 11 local residents supporting your nomination? |  |
| 42 | Are there any questions you wish to ask the panel? |  |
| 43 | Names and contact details of two Liberal Democrat members who are willing to give you a reference if required | **Referee 1** |
|  |  | **Referee 2** |

I declare that all the information on this form is correct to the best of my knowledge.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Please note: the Candidate Approval Panel reserves the right to withdraw approval if your circumstances (as described above) change, or are subsequently found not to be as described above.***

February 2021