



ANNEXE TO THE CONSTITUTION OF THE WELSH LIBERAL DEMOCRATS INTERNAL ELECTION RULES

October 2025



Internal Election Rules

A. Introduction

1. These rules set out procedures for the election by the Party Members of Officers of the Party, Party Committees and Representatives of the Welsh Liberal Democrats to Federal Party Committees.
2. These rules should be read as supplementary to the Constitution of the Welsh Liberal Democrats. Where there is a discrepancy, the Constitution shall take precedence.

B. Returning Officer and Acting Returning Officer

1. For the purposes of all elections held under these rules, the Chair of the Welsh Appeals Panel shall be the Returning Officer. If the post of the Chair of the Welsh Appeals Panel is vacant, the Board may appoint a member of the Party with relevant experience to be the Returning Officer.
2. The Returning Officer is responsible for the efficient and timely conduct of elections, and for providing clarification of the Constitution and these rules when required.
3. The Chief Executive of the Welsh Liberal Democrats shall be the Acting Returning Officer. The Chief Executive may delegate this responsibility to another member of staff with relevant experience. If the post of Chief Executive is vacant, the Board may appoint a member of staff with relevant experience as Acting Returning Officer.
4. The Acting Returning Officer is responsible for the administration of elections, and for supporting the Returning Officer in their duties.

C. Timetable

1. Elections shall take place as and when required by the Constitution.
2. The Acting Returning Officer, in consultation with the Returning Officer, shall draw up a timetable for the elections. The Board and Party Staff should also be consulted when drawing up the timetable for the election of Leader of the Party and Leaders of Parliamentary groups.
3. Such a timetable shall provide:
 - a. That invitations of nominations, applications and registrations of support shall be circulated to all Local Parties and Specified Associated Organisations. For elections for Leader of the Party and Leaders of



- Parliamentary Groups, the invitation shall be extended to Members of the Senedd and Members of Parliament.
- b. That a period of at least three weeks shall be allowed for nominations, applications and registrations of support to be submitted. Where elections are to be run alongside a Conference, this period should close on the last day of the Conference.
 - c. That the ballot shall open within two weeks of the closing date for receipt of nominations, applications and registrations of support.
 - d. That the date for the ballot to close shall be no less than five weeks after the closing date for the receipt of nominations or applications.
4. When drawing up the timetable for election for the Leader of the Party, the Acting Returning Officer shall include provision for re-opening nominations. Such provision should allow for reducing the initial period for nominations if all members eligible to stand inform the Acting Returning Officer, in writing, that they do not intend to stand.
 5. The Returning Officer may postpone or suspend the election if it would conflict with a general election for either the UK Parliament or the Senedd, a referendum covering Wales, or any other significant event, that in the Returning Officer's view would unduly hinder the conduct of the election. If any votes have been cast, the Returning Officer has the power to cancel them and restart the election as soon as practicable.

D. Nominations, Applications and Registrations of Support

1. Anyone being nominated or applying for a position must be a fully paid-up member of the Welsh Liberal Democrats on the day of nomination or application, with a membership expiry date after the date the ballot closes.
2. Whether a position requires nomination by other members or an application by a candidate is set out in the Constitution. If the Constitution is silent, then an application form is required.
3. The number of supporters that a candidate requires is set out in the Constitution. If the Constitution is silent then no support is required.
4. Anyone nominating or supporting a candidate must be a fully paid-up member of the Welsh Liberal Democrats on the day the nomination or registration of support is made.
5. All nominations, applications and registrations of support shall be submitted electronically in a manner prescribed by the Acting Returning



Officer. The Acting Returning Officer shall take steps to verify the legitimacy of nominations and registrations of support.

6. Candidates for Leader of the Party, Leader of the Westminster Group or Leader of the Senedd Group must provide the Acting Returning Officer with a manifesto, as a single Portable Document Format (PDF) within five days of the end of the period for nominations. The PDF may not be larger than four A4 pages in total, with all text in both Welsh and English.

E. Campaigning

1. Each candidate's manifesto or application form shall be displayed electronically, in a format to be determined by the Acting Returning Officer, and made available for members to read when invited to vote.
2. Candidates shall be permitted to campaign for election.
 - a. All candidates shall be permitted to use spoken communication such as telephone or face-to-face contact, social media and websites.
 - b. Candidates for Officer positions shall also be permitted to send literature to members through the post and emails. Emails may only be sent using a method prescribed by the Acting Returning Officer.
3. The maximum campaign expenditure permitted shall be calculated as follows:
 - a. For the election of Leader of the Party, Leader of the Westminster Group and Leader of the Senedd Group: the cost of five second-class stamps per member eligible to vote.
 - b. For the election of other Officer roles: the cost of two and a half second-class stamps per member eligible to vote.
 - c. For all other elections: £100.
4. No candidate, or their agent, shall exceed this limit in the production of publicity material and all other expenditures connected with the campaign, not including travel and subsistence. This shall include any expenditure (or the relevant proportion of any expenditure) incurred before an individual becomes a candidate if the property, services or facilities are used for the purposes of the candidate's election. All donations above £500 must comply with the provisions of Schedule 7 of the Political Parties, Elections and Referendums Act 2000.
5. Each candidate and their agent shall complete and lodge with the Returning Officer an election expenses return form. The form must have attached receipts or invoices for all expenditure and must be lodged with the Returning Officer by midday on the 35th day after the declaration of



the election result. The Returning Officer will hold the expenses returns of each candidate on file and these may be examined by any party member. The expenses form shall also contain the necessary information to prove compliance with Schedule 7 of the Political Parties, Elections and Referendums Act 2000.

6. Any candidate who needs to make a report to the Electoral Commission shall do so in consultation with the Party's Compliance Department in order to ensure they meet the statutory deadlines.
7. Candidates for Officer positions shall be provided with a membership list of all eligible voters, along with their telephone numbers and postal addresses, upon the candidate signing a data protection statement agreeing to abide by the party's data protection policies and providing evidence to the Acting Returning Officer's satisfaction that they are able to ensure compliance with them.
8. The Acting Returning Officer shall arrange Hustings Meetings formally members to hear and question the candidates for Officer positions. There shall be a minimum of:
 - a. Three such meetings for elections for Leader of the Party or Leaders of Parliamentary Groups, which may be in person or online, and located after taking into consideration the dispersed nature of the population of Wales.
 - b. One such meeting for each election for other officer positions. These shall be online.
9. Hustings Meetings may also be organised for other elections.

F. Ballot

1. When the number of valid candidates for a position is less than or equal to the number of positions advertised for election, the Acting Returning Officer may declare those persons elected and inform the candidate and the Officers of the Party accordingly.
2. When there are more candidates than positions to be filled, a ballot shall be conducted by the Single Transferable Vote in accordance with the currently published rules of the Electoral Reform Society.
3. All ballots shall be conducted electronically, with provision for voters who cannot vote electronically to vote by post upon request in writing. Any such request shall only be valid for the specific election(s) being conducted at the time of the request. The online voting system shall prompt voters to look at candidates' manifestos or application forms prior



to voting and provide for the randomisation of the order of names.

4. The electorate for the purpose of these elections shall be those members with paid-up membership of the Liberal Democrats on the closing date for nominations.

G. Counting of Votes

1. Votes shall be counted as soon as is practicable after the close of the ballot. For elections for Leader of the Party or Leader of a Parliamentary Group, this must be within 48 hours of the close of the ballot.
2. The Acting Returning Officer shall determine the order in which the ballots are to be counted, in such a way as to ensure that any candidate elected to an office carrying ex officio membership of a particular Committee (including the Board) shall be deemed to have withdrawn their candidature for that Committee.

H. Declaration of Result

1. The Acting Returning Officer shall, as soon as is practicable, inform each candidate of the result of the relevant election.
2. Candidates shall, upon request, be entitled to receive a full report of the count.
3. Results shall be declared to members either through an email, publication of the result on the party's website, at a media event, or any combination of these.

I. Appeals

1. Any Candidate who has concerns about the conduct of the election or the count may appeal in the first instance to the Acting Returning Officer who shall investigate the allegation(s) and rule accordingly. Any ruling of the Acting Returning Officer may, if a satisfactory outcome is not achieved, be appealed to the Returning Officer save that the accidental failure to deliver any invitation for nomination or ballot papers to any member eligible to vote in the election(s) shall not invalidate the outcome of the election(s) unless the Returning Officer considers the scale of such a failure is capable of materially affecting the outcome of the declared result.