

## NATIONAL COORDINATING GROUP ELECTIONS (2022): GUIDELINES

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The National Coordinating Group (NCG) elections are an opportunity to debate the future political direction of the organisation, engage Momentum members in a constructive way and meet other socialists in the Labour movement. However, this can only be achieved if elections operate within a specified set of guidelines. The following election guidelines have been devised to ensure all prospective candidates abide by a certain code of behaviour, discourse and practice.

If you have any questions, please contact [ncgelections@peoplesmomentum.com](mailto:ncgelections@peoplesmomentum.com).

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### Complaints Procedure

Any alleged breach of the election guidelines should be reported to the Returning Officer (RO). Breaches may be reported in the following manner:

1. The allegation detailing the breach must be made in writing together with any supporting evidence to the Returning Officer (RO) and sent to [complaints@peoplesmomentum.com](mailto:complaints@peoplesmomentum.com), with "NCG elections" in the subject line.
2. On receipt of any credible allegation the Returning Officer will write to all candidates reminding them and their supporters of their responsibilities under the [Code of Conduct](#) (click link).
3. The Returning Officer (RO) will consult the complainant. They will attempt to resolve the issue locally without delay and without disruption to the election procedure.
4. Where the Returning Officer finds that there is sufficient evidence of a breach of the code, the Returning Officer may impose any appropriate sanction within their powers.

### Role Descriptions

The [National Coordinating Group](#) (NCG) is responsible for the political leadership of Momentum. All members should be committed to strengthening the organisation and ensuring its future success in broadening support for a transformative, socialist and anti-racist programme as outlined in Momentum's [constitution](#) (click link). Members are also encouraged to support the continuation and expansion of Momentum as a members association and campaigning force.

As a member of the NCG, you will be responsible for setting the strategic and political direction for Momentum and its staff. Your responsibilities as a member of the NCG will include the following:

#### Essential

1. Participating in democratic discussion and decision-making to set the strategic and political direction of Momentum. Members should, to the best of their ability, aim to ensure that these decisions benefit the organisation and its members.
2. Regularly attending and actively contributing to NCG and sub-group meetings, including reporting on political developments in your region. Members should aim to make a serious commitment to participate actively in the work of sub-groups, panels and other structures of the NCG as related to their interest, identity, skill sets and experience.
3. Remembering the sensitivity of all NCG's discussions, the media scrutiny the organisation faces, the hostility from political opponents and the consequent need to be discreet and respect the confidentiality of NCG meetings.
4. Staying informed about political matters, recent Labour Party activity and organisational matters, preparing well for meetings, and reviewing and commenting on minutes and reports.
5. Working with and maintaining open lines of communication with Momentum staff and ensuring the successful implementation of the organisation's strategic priorities.
6. Ensuring, to the best of its ability, the organisation bases its strategy on socialist principles, a realistic appreciation of the existing and potential capacity of the organisation and the importance of the sustainability of the organisation's finances and resources.

7. Representing the concerns of members, local groups and other constituent actors that comprise Momentum, particularly under-represented groups such as Black, Asian and Minority Ethnic (BAME) people, disabled people, Lesbian, Gay, Bisexual Trans, Queer and Intersex (LGBTQI+) people, women, young people, and working-class people, and ensuring that their concerns are heard on the NCG and built into the strategic development of the organisation.
8. Maintaining regular dialogue with Momentum activists and local groups through regular visits to local groups and reliable email correspondence to identify areas for improvement. NCG members must provide open channels of accountability to members in their region, union or affiliated group and make explanations for the decisions of the organisation freely available.
9. Aiming to develop and improve Momentum's relationship with other affiliated groups and to strengthen the organisation's relationship with trade unions.
10. Participating in and making such decisions to ensure that Momentum is a financially sustainable organisation at all times and proactively identifying possible resources for the organisation.

#### Desirable

1. Volunteering for and accepting special assignments which have been collectively agreed by the NCG, appropriate sub-groups or networks, and completing them thoroughly and on time. Members are also encouraged to participate in Momentum events where appropriate.
2. Where necessary and appropriate, being available to sit on panels and work with other NCG representatives and activists to ensure that Momentum supports socialist candidates in parliamentary selections and internal Labour Party elections, in conjunction with the agreed person specifications.
3. Working with regional organisers to ensure the development of the organisation in regions of the UK which have historically suffered from under-investment and austerity and which are of key importance to rebuilding support for the Labour Party and socialist politics.

4. Participating in various working groups within the NCG structure, each of which focus on specific areas of the organisation. These subgroups include the Officers Group, Growth Group, Disputes Committee, Campaigns Group, Membership Group, Local Government Group and Comms Group. These subgroups may change over time according to the needs of the organisation. Members are encouraged to offer any specialised skill sets or knowledge, including advice and input on organisational activities, that may further benefit the organisation.

## Code of Conduct

This Code of Conduct has been produced for all candidates standing for elections to NCG to aid the smooth running of all stages of the election, ensure comradely behaviour is observed at all times and...

If a candidate breaches the Code of Conduct, a complaint may be submitted. Complainants will be advised that only those complaints which clearly demonstrate a clear breach in the procedures will be actioned. The NCG will have recourse to the formal complaints procedure only where there is no other way of efficiently resolving any minor disputes or misunderstandings which may arise.

1. Candidates must abide by Momentum's Code of Ethics, as outlined in point 15 of the Momentum [Constitution](#) (click link). There should be particular emphasis on points (i) and (iii):

(i) *"As the successor to Jeremy Corbyn's 2015 Leadership Campaign, Momentum promotes the values of **fair, honest debate focused on policies, not personal attacks or harassment.**"*

(iii) *"Momentum seeks to reach out across the community and encourages the participation of people who may not have been involved in political activities before. **Ensuring the safety and self-expression of everyone is a priority, especially of those who are often marginalised on the basis of their gender, sexuality, ethnicity, race, religion, class, disability and educational or economic status.**"*

All candidates are expected to maintain the highest standards of probity and behaviour at all times. Candidates are also reminded of their responsibilities as a member of Momentum in relation to the [Code of Ethics](#) (click link). Candidates should also encourage their supporters to abide by these standards set out below:

2. Candidates must observe the correct use of personal data at all times. Momentum's phone, email, and text data may not be used to generate support for any candidates. These restrictions include any data gathered by local groups using the Momentum name and/or branding. If candidates are collecting and/or otherwise processing personal data as, or on behalf of, one or more candidates for the purpose of contesting the NCG elections, they must adhere to [data protection law](#) (click link).
3. No candidate or persons acting on behalf of a candidate will use their own material or access to publicity to personally disparage other candidates or Momentum staff. This includes social media (Facebook, Instagram, TikTok, Twitter and WhatsApp) websites and blogs. Candidates are also reminded to be extra cautious when linking to websites which may contain disparaging material.
4. All candidates will be subject to social media checks by Momentum. If any prospective candidate has a social media presence which violates the candidate [Code of Conduct](#) or is inconsistent with Momentum's [Code of Ethics](#), they may be excluded from the elections. The Returning Officer (RO) will be responsible for dealing with any relevant breaches.
5. Each candidate shall be responsible for the content on their social media pages, including slate pages which promote their candidature along with other candidates.
6. No financial or other inducement may be offered in an attempt to secure support.
7. No candidate or persons acting on the candidate's behalf will interfere with or put under duress any member in regard to how they vote at any stage of the election process. Should such circumstances arise, it may result in the candidate being disqualified from the election process.

Any member breaching this Code of Conduct or knowingly allowing others to do so on their behalf will be liable for disciplinary action. The RO will not hesitate to use their powers of disqualification and suspension to impose sanctions to enforce the Code. Any complaints made will be dealt with using the complaints procedure outlined in the [Election Guidelines](#) (click link).

The RO may use any of the following sanctions as they see fit, in any order, as outlined below:

- Written warning
- Campaigning bans (for up to 72 hours)
- Final written warning

For the following sanctions:

- Exclusion from the election
- Expulsion from Momentum

The RO may form a panel of NCG representatives, not standing for re-election, to consider the issue without delay and using whatever means are appropriate and fair to the parties concerned. The decision of the panel shall be final.

### **Social Media Policy**

All prospective candidates must adhere to Momentum's social media policy. The rules are as follows:

1. Communications through informal pages and groups used by Momentum members, groups and supporters should always be consistent with Momentum's [Code of Conduct](#) (click link), as should all online content posted by candidates. All candidates and verified local groups will be subject to social media guidance they receive from the Momentum team.
2. By submitting themselves for nomination, all prospective candidates agree to a social media screening to ensure they adhere to a transformative, socialist and anti-racist programme outlined in [Momentum's Constitution](#) (click link).

3. Candidates and their supporters are allowed to post in support of themselves, or share third party endorsements, in local Momentum Group Facebook groups, provided those local groups provide fair and proportionate opportunities to all candidates to do so.
4. Local groups will only be able to make social media posts in support of a particular candidate or candidates if they have complied with the criteria for group endorsements outlined below.
5. All candidates will have the option of linking to an official Facebook page, Twitter account, and webpage from their official 400-word statement. Each candidate is responsible for the content on their official pages, including pages which promote their candidature along with other candidates.

## **Data Policy**

Candidates standing for Momentum's NCG must ascribe to the Data Policy as listed below:

1. If you are collecting and/or otherwise processing personal data as, or on behalf of, one or more candidates for the purpose of contesting the NCG elections, you must adhere to Data Protection Law set out in Momentum's [Compliance Guide](#) (click link). Joint campaigns (slates) must designate one person as the Data Protection Officer (DPO) for their campaign. Independent candidates must act as their own DPO.
2. Candidates may be sanctioned for any breaches made by them or a joint campaign acting on their behalf. Any breaches and possible sanctions will be adjudicated by the Returning Officer.
3. Momentum's data may not be used to promote candidates or canvass the electorate. These restrictions include any data gathered by local groups using the Momentum name and/or branding. No other pre-existing databases, including those held by organisations affiliated to Momentum, may be used to promote candidates or canvass the electorate.

Any questions regarding compliance should be made to our Compliance Officer at [legal@peoplesmomentum.com](mailto:legal@peoplesmomentum.com).

## **Nominations**

Candidates shall be required to gain a minimum 20 valid nominations in order to progress to the One Member One Vote (OMOV) stage. Upon the verification of 20 nominations, candidates will be informed they have sufficient verified nominations to stand in the election. Momentum reserves the right to perform further checks on verified nominations and subsequently find them to be invalid.

Candidates will be allowed to secure a further 10 nominations before the deadline, but it will be no longer possible to nominate them once the deadline has passed. This is to allow candidates to secure enough nominations so that if some of the verified nominations are found to be invalid they still have sufficient nominations to stand. If a candidate's verified nominations drop below 30 they will be informed of this by email that they may wish for an individual to nominate them through the website. If a candidate's verified nominations drop below 20, they will be informed by email that they no longer have sufficient nominations to stand in the election.

## **Spending Limits and Donation Reporting**

There are spending limits for each candidate to ensure a level playing field. There are also limits on campaign advertising. The limits are detailed below:

1. There is a spending limit of £250 per candidate, per region.
2. Donations must be reported according to the following terms:
  - Any candidate, slate or organisation supporting the campaign(s) of one or more candidates must report all applicable donations made to that slate/organisation. Any donation over £500 from any single donor made to a candidate/slate/organisation must be reported. There is a £2000 limit on donations from any single donor or organisation made to a candidate/slate/organisation.
  - Donations should be reported within 7 days of receiving them, and before the end of the election period. Candidates or slates/organisations who do not disclose donations they have received may face exclusion from the elections.

## **Momentum Staff**



Momentum staff will not use their position, the organisation's resources or time in the process of an internal election so as to further the interests of any candidate(s). This does not preclude normal contact or general conversation undertaken in their capacity as a member of the Organisation or undertaking of their normal duties.

Momentum staff may not, under any circumstances, express any public opinion on any candidate or slate of candidates during the election process, including on their personal social media, except in the course of their normal duties (see section below on organisational neutrality).

The Returning Officer (RO) will make a decision on any alleged breach by a staff member and staff will be entitled to the regular internal disciplinary procedure, as agreed by the organisation and the trade union.

### **Organisational neutrality during the election period**

During the election period, close attention should be given to the need to avoid the organisation's campaigning or communications activities unduly benefiting some candidates, or promoting views or opinions closely identified with particular candidates' programmes. The organisation must balance legitimate reasons for the promotion of some candidates (for example to promote their candidature in internal Labour Party ballots), with a general principle of that promotion remaining proportionate, avoiding the promotion of NCG candidates where possible, and avoiding perceptions of bias and maintaining trust in the neutrality of the staff.

Other promotion of Momentum's activities and programmes should generally be coached in neutral and factual language as far as possible. Momentum in its public-facing communications should, as far as possible, avoid reflections on its political strategy. Momentum spaces and events should avoid discussion of the NCG elections, or Momentum's political strategy, except where these are facilitated by staff as part of planned election-related engagements

Staff who are unsure whether their activities may confer an unfair advantage should raise their concern at the earliest opportunity with the Returning Officer, who will make a determination.

### **Freeze Date**

In order to maximise possibilities for recruitment, the freeze date will be set on 3rd July 2022, to allow the digital team enough time to ensure all new members are issued ballots in time.

### **Eligibility for Suspended Members**

Members who are suspended from the Labour Party following the conclusion of their case, and who are not the subject of any other pending investigation may stand for the NCG.

Members who are suspended from the Labour Party pending investigation or awaiting the outcome of their investigation will not be eligible to run for the NCG.

### **Implementation**

For clarification, the interpretation of all these guidelines shall be the sole power of the Returning Officer (RO). The RO for the 2022 NCG Elections is **Samir Dathi**. The RO's role is to interpret and enforce the agreed procedures laid down in this document and elsewhere, and to adjudicate on any election-related matters arising that fall outside of the scenarios envisaged in said procedures.