

# Guidance for Members in the 2024 Council Elections Pre-election period 2022 (18 March to 1 July)

The CSP Council elections are a sensitive period for both CSP staff and Council election nominees and it is imperative that the CSP does not show or give the impression of bias, favour or support to any candidate, network or group. The CSP will remain impartial throughout the election process.

From 18 March to the 1 July 2024 - the period between the start of the Council election nominations opening and the voting poll closing – **restrictions are placed on CSP staff activities and communications that could feature potential Council election nominees, including current Council members who may stand for re-election.**

# Elections Timetable:

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| 18 March 2024 | Council candidate nominations open at 09.00 |
| 13 May 2024 | Council candidate nominations close at 17.00 |
| From 3 June 2024 | Council Election Voting Pack posted to all CSP members |
| 3 June 2024 | Election Poll opens for member voting, via postal ballot |
| 1 July 2024 | Election Poll for member voting closes |
| 8 July 2024 | Election Results Announced on CSP Website |

**When will CSP staff know who the Council Election Nominees are?**

It will not be known who all the candidates are until after the 13 May when the nomination period closes. Therefore, care will be taken by CSP staff running events, campaigns or any communications during this time to ensure that members who are running for election to Council in 2024, are not included or given any unfair advantage over another candidate.

After the nomination period closes, CSP staff will be alerted to who all the candidates are and election packs will be posted to all members prior to polls opening. A list of candidates and their election addresses will also become available on the Civica [website.](https://secure.cesvotes.com/V3-0-0/csp/en/home?bbp=35438&x=-1)

# Below is a summary of what CSP staff can and cannot do during the Pre-election period of 18 March to 1 July 2024

**CSP Staff CAN:**

1. Direct members to the Council elections guidance on the [CSP webpages.](https://www.csp.org.uk/about-csp/how-we-work/governance/council/council-elections-2024)
2. Direct members to contact the CSP Governance Team with any election related questions [governance@csp.org.uk](mailto:governance@csp.org.uk)
3. Continue to provide support for members necessary for the delivery of CSP functions, including policy advice or factual briefings, candidate members will continue to sit on committees and attend CSP activities.
4. Act fairly and impartially towards all candidates.

# CSP Staff CAN NOT:

1. **Assist members with their election address or campaign in anyway at all**

other than directing them to the guidance on the website.

1. **Include any potential Council election nominees in any CSP communications or promotional activity;** this includes not allowing the member to speak at events or give interviews with them, or to publish any comments or articles that include them in Frontline, Stewards News, website content, social media or any CSP publications, bulletins or newsletters.
2. **Take part** in any internal or external events or publicity that could potentially link them to a Council election nominee.
3. **Involve potential Council election nominees in any CSP member events** as this could be seen as giving the candidate a campaign platform and therefore favour or support to a particular candidate or a particular network or group.
4. **Use CSP resources or funding to carry out canvassing, conduct questionnaires and/or surveys on behalf of individual candidates or specific groups**. Therefore, staff must ensure that members have a valid reason for attending any event and any expense claims must be made and processed in accordance with the CSP expenses policy.

# Additionally, CSP staff members who are CSP members CAN NOT:

1. **Act as a proposer to another member to stand in the Council election**. This presents a clear conflict of interest as Council hold the staff, via the Chief

Executive, to account. This may also be perceived as an official endorsement of particular candidates.

1. **Stand for Council themselves** due to the conflict of interest this presents.

**Further Member Resources:**

Members should also read [‘2024 Council Elections - Canvassing Guidelines’](https://www.csp.org.uk/documents/2024-canvassing-guidelines) and [‘Social Media Guidance for Members’](https://www.csp.org.uk/documents/elections-2024-social-media-guidance-members) documents on the Civica website for further guidance.

All information about the CSP Council elections can be found on the [CSP website](https://www.csp.org.uk/about-csp/how-we-work/governance/council/council-elections-2024)

If you have any questions relating to this guidance please contact [governance@csp.org.uk](mailto:governance@csp.org.uk)