

Liberal Democrat Friends of Cycling, Walking and Wheeling (LDFoCWW) Membership rules and code of conduct

Version 1.0

1. Recruitment, Registration and Acceptance

- 1.1. All members are encouraged to recruit new members of LDFoCWW and the Liberal Democrats.
- 1.2. All applicants shall be registered by the Membership Officer.
- 1.3. New membership applicants shall give an address ("Registered Membership Address") and an email address. Their address shall be the address where the applicant lives, works or studies. For this purpose:
 - 1.3.1. "Lives" means is ordinarily resident;
 - 1.3.2. "Works" shall be defined in the same terms as for qualification for nomination as a candidate for a principal local authority election; and
 - 1.3.3. "Studies" means either the student's term-time residential address as defined in Rule 1.3(i)(a) or the address of the Institution where the student studies.
 - 1.3.4. Subject to registration and approval by the Executive Committee the applicant shall become a member of the LDFoCWW.
- 1.4. An applicant who wishes to be a member of LDFoCWW and who is not also a member of the Liberal Democrats, must agree that their behaviour will be subject to the Membership Code of Conduct of the Liberal Democrats, that they will be subject to the Liberal Democrat Complaints Process and that their membership of LDFoCWW may be terminated by that process.
- 1.5. Where a person whose membership has previously been revoked or refused applies to join the LDFoCWW again, their membership cannot be registered until this has been expressly agreed by resolution of the Executive Committee of LDFoCWW and by the Federal People and Development Committee of the Liberal Democrats. Accordingly, if any application for membership is received from a person whose membership of the Liberal Democrats has previously been revoked or refused, the Membership Officer shall immediately inform Liberal Democrat Membership Services and their application shall not be registered until this has been expressly agreed by resolution of the Executive Committee of

LDFoCWW and by the Federal People and Development Committee of the Liberal Democrats.

- 1.6. LDFoCWW may refuse membership in accordance with our Constitution and within the principles set out in the Liberal Democrat Federal Constitution.
- 1.7. Until membership has been registered the applicant shall not be a member of LDFoCWW and able to participate in the functions of membership.

2. Start Date for Membership and Dates for Renewal

- 2.1. Membership shall commence for new members on the date of receipt of the subscription and application by the enrolling body or Membership Services, whichever is the earlier, subject to acceptance by LDFoCWW.
- 2.2. Membership will be due for renewal:
 - 2.2.1. for new members on the 365 days after the date of their first enrollment with LDFoCWW;
 - 2.2.2. for renewing members, 365 days after their latest membership enrollment began.
- 2.3. Membership for lapsed members who rejoin shall commence on the date of receipt of their subscription and registration by the enrolling body or Membership Services, whichever is earlier.

3. Renewals and Lapsing of Membership

- 3.1. Members shall be sent renewal reminders by the Membership Officer not later than the end of the month before the scheduled end of their membership.
- 3.2. Resignations shall not be acted upon unless received in writing or by email by the Membership Officer from the member resigning.
- 3.3. Members who do not renew their memberships shall retain their rights, except the right to vote in internal elections, as members for three months beyond their renewal date after which time, if no renewal has been received, their membership rights shall be deemed to have lapsed.

4. Membership Admission and Refusal

- 4.1. Memberships will be deemed to have been accepted if 60 days have elapsed from a new member's enrollment in LDFoCWW without the process for refusal being triggered by the Executive Committee.

- 4.2. LDFoCWW, either through the procedure set out in 4.1 or by resolution of its Executive Committee may only refuse membership on one or more of the grounds:
 - 4.2.1. any grounds listed as allowing for the refusal of membership to the Liberal Democrats listed in the Liberal Democrat Federal Constitution or any of the State Party Constitutions;
 - 4.2.2. failure to comply with the requirements of any code of conduct for members of the Liberal Democrats duly created under the Federal Constitution;
 - 4.2.3. material disagreement, evidenced by conduct, with the fundamental values and objectives of the LDFoCWW;
 - 4.2.4. the admission of the applicant would be likely to bring the LDFoCWW or the Liberal Democrats into disrepute;
 - 4.2.5. membership of another political party in Great Britain;
- 4.3. If the membership of any individual is so refused, then LDFoCWW shall put the reasons for the refusal in writing. The individual concerned shall be informed and provided with those reasons within two weeks of the decision being taken and may appeal to the Executive Committee.
- 4.4. A meeting of the LDFoCWW Executive Committee shall be convened within five weeks of the decision being taken to consider the issue. The individual concerned shall be notified of the meeting and have a right to attend and to speak.
- 4.5. The Executive meeting shall be conducted as per the provisions of 7.9 (vi) below with any appropriate modifications. At its conclusion, the members of the Executive Committee shall vote by secret ballot on whether the individual concerned should become a member of the LDFoCWW or not.
- 4.6. A person who is refused membership and is a member of the Liberal Democrats has the right of appeal to the Federal Appeals Panel. If no such appeal is received in writing by the Secretary of the Appeals Panel within 30 days from the date of the meeting when refusal was decided, then that appeal right shall cease.
- 4.7. A person who is refused membership who is not a member of the Liberal Democrats shall have no further right to appeal.
- 4.8. No person may be admitted to LDFoCWW while their admission to the Liberal Democrats is refused.

- 4.9. The membership status of any person who is a member of both the Liberal Democrats and LDFoCWW, shall be linked such that a suspended or revoked membership of the Liberal Democrats entails a suspended or revoked membership of LDFoCWW.

5. Disciplinary Procedure

- 5.1. Any member of the LDFoCWW must agree to be subject to the Disciplinary Procedure of the Liberal Democrats. If someone refuses to accept the jurisdiction of the Disciplinary Procedure, or fails to respond to its requirements, this shall automatically revoke their membership of LDFoCWW.

6. Duties and rights of members

- 6.1. No member of LDFoCWW who is not also a member of the Liberal Democrats, may:
- 6.1.1. hold the role of officer, including Chair, Vice-Chair, Treasurer and Membership Officer;
 - 6.1.2. be an Ordinary Member of the Executive Committee;
 - 6.1.3. sit on Federal Party Committees;
 - 6.1.4. access Liberal Democrat Party data;
 - 6.1.5. receive financial or sensitive political information, relating to the Liberal Democrats; or
 - 6.1.6. Participate in elections or votes within LDFoCWW.
- 6.2. Members of LDFoCWW who are not members of the Liberal Democrats shall otherwise hold the rights of Registered Supporters of the Liberal Democrats. This provision shall not apply to anyone whose membership of the Liberal Democrats is refused, revoked, or suspended, but shall apply should such sanctions be lifted.

7. Changes to these Rules

- 7.1. Any changes to these rules must be made by resolution of the LDFoCWW Executive Committee.

8. General

- 8.1. Where these Rules provide for anything to be done in writing then, except where these Rules require a prescribed form to be used, it may also be done by email.

Document History

Version	Notes	Date
1.0	Adopted at Inaugural Annual General Meeting	30/5/2025