



# Hornsey & Wood Green Labour Party

## How it all works

A welcome guide for new members

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## Welcome to the Hornsey & Wood Green Constituency Labour Party (HWGLP)

We all remember feeling a bit overwhelmed when we first joined the party – the structures, rules, jargon and acronyms can all be confusing.

We are a friendly enthusiastic group of campaigners who form the largest CLP in the country. We will support you every step of the way if you are new to campaigning, make sure you are involved in the many social events that take place during the year and look forward to seeing you at our ward and general meetings.

This booklet is to help you find your way round the Labour Party nationally, regionally, and locally in Hornsey & Wood Green Constituency Labour Party (H&WG CLP). We hope you find it useful.

## Accessibility

Please let your branch secretary know if you have any specific requirements that will enable you to attend meetings, social events or canvassing sessions.

If you are a disabled member your branch disability officer or branch secretary can then contact you to discuss what's needed and identify arrangements that ensure you can participate in branch activities.

## How can you get involved?

There are lots of ways to get involved with Hornsey & Wood Green Constituency Labour Party (H&WG CLP).

Your first port of call is your local branch or ward. If you are unsure what your branch is put your postcode in the 'by postcode' box [here](#) – and it will show you the names of your councillors and the ward they represent. Our CLP is divided into branches based on wards.

Each month, your branch secretary will let you know what is happening in your branch and in the wider constituency.

We organise a wide range of events – book clubs, walking groups, socials, fundraisers, political education events and much more.

## Campaigning

Getting involved can be a lot more than coming to branch meetings – we are also enthusiastic campaigners. Campaigning starts with delivering leaflets and stuffing envelopes, but we aim to be active in our local communities.

We regularly run doorknocking sessions to speak with residents about the matters affecting them, and we campaign locally on a number of issues including: Climate change; Universal Credit; The NHS, Social Care, Mental Health; Education.



Getting active is a great way to bring new ideas and enthusiasm to H&WG Labour, make your voice heard in shaping the direction of the party and its policies, and help to build a better future for the many.

You may want to start a group to campaign on a particular issue that you are passionate about. Or you may have ideas of how we can campaign in more innovative ways. Bring your ideas to your local branch or click here to [contact us](#)

*Pic: Campaigning in Muswell Hill on climate change – passersby helped paint a Green New Deal Banner*

## Our constituency headquarters

Our constituency headquarters is at 28 Middle Lane, N8 where our organiser is based: Please email them at [organiser@haringeylabour.org.uk](mailto:organiser@haringeylabour.org.uk) for more information on how you can get involved.

There is also more information for new members on the Labour Party website [here](#).

## Find us online

Social media is an important source of political information, debate and interaction.

Below are links to three ways you can follow H&WG Labour Party online.



[Website](#)



[Facebook](#)



[Twitter](#)

## What happens at branch meetings?

Branches discuss political issues; plan local campaigning activities; send motions to the monthly CLP meetings; nominate officers for the CLP; select local council candidates and participate in trigger ballots for sitting MPs.

## How to write and move a motion



A motion should be short (max 250 words), to the point, relate to only one topic, and ask somebody to do something (the branch, the MP, the CLP etc).

Policy recommendations are the most important part of the motion; stick to a few substantial points which lead to a coherent plan.

Motions start at branch level:

1. Your motion needs to be submitted by a mover in writing. Send the motion to your branch secretary at least seven days in advance of your branch meeting.
2. At the meeting someone needs to second the motion.
3. The mover has a chance to speak about their motion and why they think other members should support it. Other speakers are then asked if they want to speak in favour or against the motion.
4. If the motion is passed at branch it is then considered by EC who decide if it meets our guidelines for motions. The EC / Chair can ask for a motion to be reviewed.
5. If the motion is found appropriate at EC it goes to General Committee (GC) of the CLP to be discussed and voted on by delegates.
6. If successful at GC your motion will then be forwarded to the appropriate decision-making body.

## How do Constituency Labour Parties (CLPs) work?

CLPs are based on the electoral district for the MP.

H&WG CLP operates a General Committee (GC) structure formed of delegates voted on from our 10 local branches, affiliated trade union branches and [socialist societies](#).

All members can attend, but only GC delegates can vote.

## What are the local structures of the Labour Party?

The Labour Party is divided into branches, based on ward boundaries for councillors.

Branches can send motions to, and have delegates at, Constituency Labour Party (CLP) meetings.

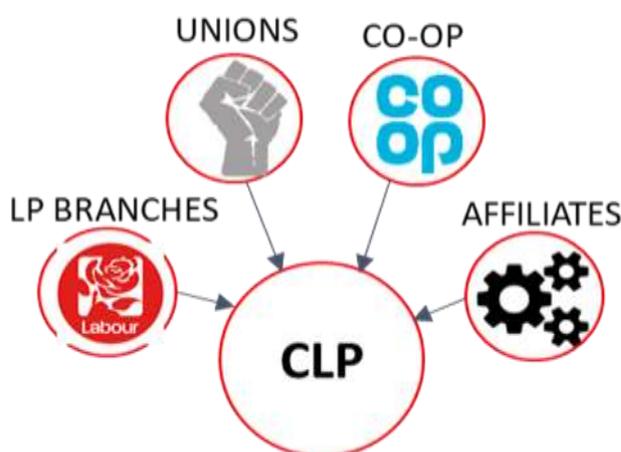
The key officers of the CLP form an Executive Committee (EC) which is accountable to the CLP.

In H&WG Constituency Labour Party we have 10 branches.

Affiliates from socialist societies, e.g Socialist Educational Association, trade unions and the Co-op, are also represented.

## Can I be a delegate to the General Committee (GC)?

To be a delegate you must be a full member of the Labour Party. You can be elected from your branch at the branch Annual General Meeting. You can also be elected from a local affiliated union or socialist society.



## What happens at GC meetings?

GC meetings discuss political issues; plan local campaigning activities; send motions and delegates to Labour Party Conference; elect officers and establish Executive Committee to oversee the day-to-day business of the constituency.

Our CLP also organises hustings during candidate selections for the MP, MEPs and London Assembly Members.

## Who are the officers of the CLP?

The officers below all sit on the Executive Committee and, as the Labour Party operates a policy of gender balance, at least 50% of these officers must be women.



There is also an Assistant Secretary and in H&WG we have officers for specific areas of work – Political Education, Labour Union, Equality Officers for Black and Minority Ethnic members, Disability, LGBT+, Youth, Communications, Climate Change and Fundraising Officer.

## Hornsey & Wood Green Equality Forums

Labour Party rules allow CLPs to establish forums for under-represented groups to meet together. Membership is automatic and members are encouraged to attend the relevant forum.

The aim is to encourage under-represented groups to become active in the Labour Party.

The forums have the same nomination rights as branches and can elect 2 delegates to the General Committee (GC). The GC is responsible for running the day to day business of the party in the constituency.

## What is the Local Campaign Forum (LCF)?

Local Campaign Forums are based on Council boundaries. In Haringey that includes Hornsey & Wood Green and Tottenham CLPs. Membership of the forum includes the Leader and Deputy Leader of the Labour Group of Councillors on the Council, representatives from CLPs and trade unions. LCFs recruit and shortlist potential candidates for council elections. They co-ordinate campaign activities and develop the local election strategy. They also liaise with the Labour Group about local government issues and input into the manifesto for local elections.

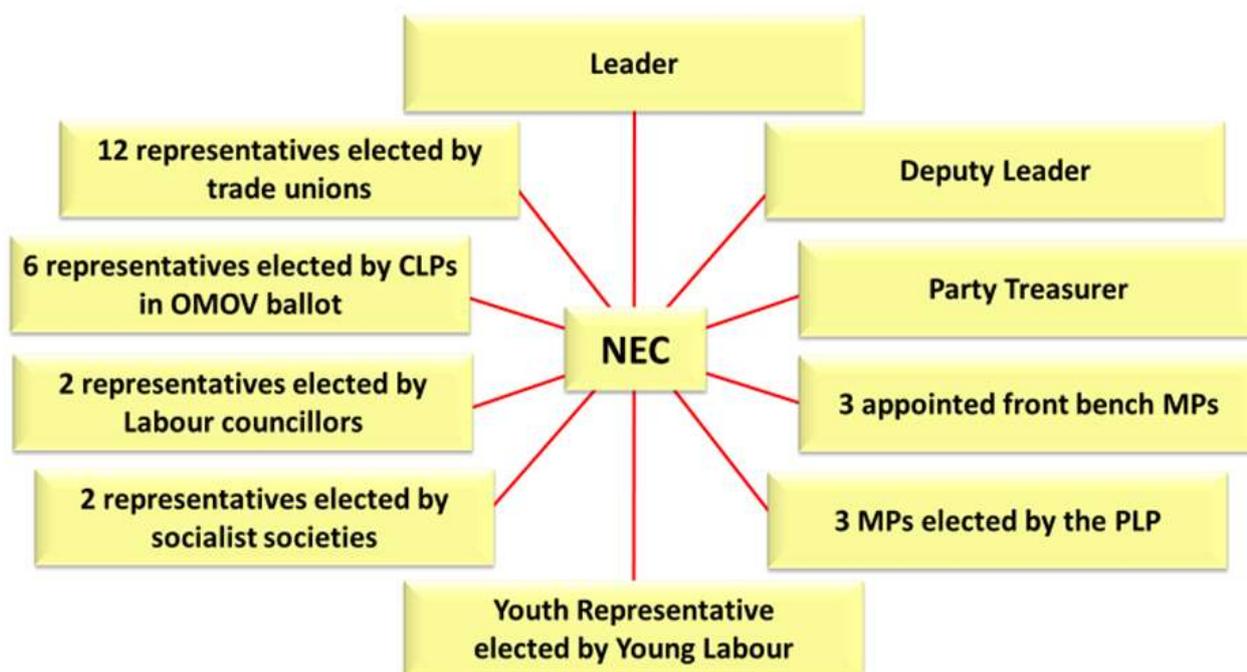
## What are the regional structures of the Labour Party?

Scotland and Wales have their own Executives. England is divided into Regional Boards. H&WG CLP come under London Region.

Both the Executives and the Regional Boards have a role in policy development and organise local conferences. They also act as appeals bodies for candidates who have been excluded from the panel of local government candidates by their Local Campaign Forum and for Councillors who had the whip withdrawn by their Labour Group.

## The national governing body of the Labour Party

The governing body of the Labour Party is the National Executive Committee (NEC). The NEC oversees the work of the Labour Party and its policy making process. It meets bi-monthly and has sub-committees dealing with areas such as disputes and equalities. All sections of the Labour Party are represented on the NEC.



## How does the Labour Party make policy?

Labour Party conference meets annually in September and all CLPs and affiliated trade unions can send delegates. The number of delegates is determined by the number of members a CLP or trade union has. We have over 4,500 members in H&WG allowing us to send up to 17 delegates.



At the 2019 Conference H&WG Young Labour member Buffy Collett, made a wonderful and impassioned speech against cuts. *'I want to see a future where the vulnerable are supported, our elderly are cherished and our young people succeed'*.

[Buffy tells her story](#)

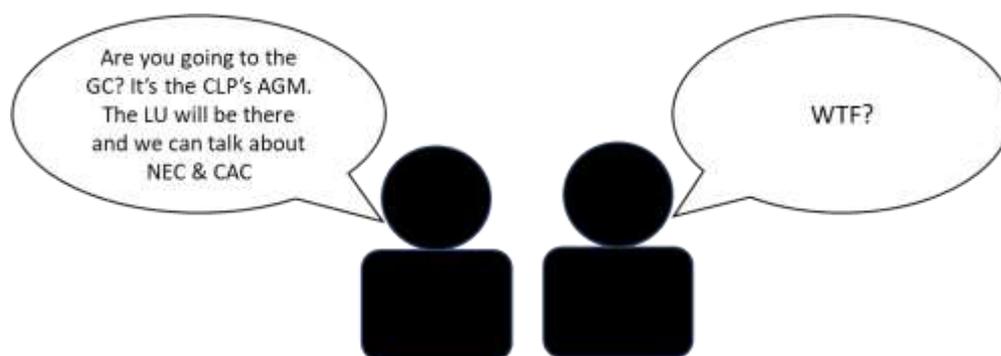
Conference is the ultimate authority in the party and decides the policy framework.

CLPs and trade unions can submit a motion on a contemporary policy issue or propose a change to the Labour Party rules. The detailed development takes place after conference through the National Policy Forum.

See [About Labour's Policy Process](#) for more details.



## Jargon buster



What we say		What we mean
Affiliate		Trade union or socialist society with links to the Labour Party. Affiliates pay a subscription to the Labour Party
All women shortlist	<b>AWS</b>	Process to ensure that there is fair representation of women in parliament by reserving 50% of winnable seats for women candidates
Annual General Meeting	<b>AGM</b>	Yearly meeting with reports back of what has been happening in the year and officers elected
Branch (or ward)		All members living within the ward boundaries for local councillors
Constituency Labour Party	<b>CLP</b>	All Labour members and affiliates living in an MP's constituency
Conference Arrangements Committee	<b>CAC</b>	The Conference Arrangements Committee determines the running of Labour Party conference. All members vote for candidates on-line or by postal ballot
Executive Committee	<b>EC</b>	Officers and representatives from affiliates elected at AGM that oversee local party business
General Committee	<b>GC</b>	A meeting of the Constituency Labour Party formed of delegates from local branches & affiliates – all members can attend and speak but only delegates/affiliates can vote
National Executive Committee	<b>NEC</b>	Governing body of the party, made up of the leader, deputy leader with representatives from PLP, councils, CLPs, societies and trade unions & others
One Member One Vote	<b>OMOV</b>	Voting, for example for leader, is on a one-person-one-vote basis, with all votes aggregated and counted
Local Campaign Forum	<b>LCF</b>	Representatives from CLPs in the same local authority with responsibility of overseeing local election campaigning and identifying candidates for council
Get out the vote	<b>GOTV</b>	We identify Labour Party supporters and encourage them to turn out to vote, by canvassing and mailings
Parliamentary Labour Party	<b>PLP</b>	The Labour MPs
Labour Union Officer	<b>LU</b>	The Constituency Labour Party officer elected to build links with local trade unions

With thanks to Unite Political Department for allowing us to use some of their materials in the production of this handbook. <https://uniteunion.org/what-we-do/unite-in-politics>