

Lincoln's Inn Bar Representation Committee Rules on members' conduct during elections

- 1) The Bar Representation Committee (BRC) plays a prominent part in the affairs of the Inn and exists to provide representation on behalf of the Called members of the Inn who have not been elected Masters of the Bench i.e. Members of Hall.
- 2) The BRC is not a political group; the Committee provides a service to the Inn and its members and the expectation is that elections are conducted in a way that reflects this purpose. We take the conduct of the election of our BRC members very seriously. For the election to be fair and transparent, there are rules that must be adhered to by all members of Hall. These rules set out what we commit to do and what we expect of our members. Over and above all the rules, Inn's regulations, BSB rules and code of conduct, and UK law are still in effect. The rules that set out the election cycles, vacancies and terms of office can be found separately within the [Bar Representation Committee rules](#). Any questions regarding the election or rules can be directed to the Member Engagement Manager via elections@lincolnsinn.org.uk.
- 3) The Committee does not support or endorse any election candidates. Members of BRC can show their support for a candidate but must do so in a personal capacity and must not utilise their membership of the BRC in their endorsement of a candidate.
- 4) We use Civica Election Services (CES), to conduct the BRC election. Use of a third party provides independence from the Inn and helps to ensure fairness and transparency during elections. CES are the UK's leading provider of election services, with over 100 years' experience of administering elections, ballots, and consultation processes.

5) General expectations on members' conduct

- a) The Inn expects all members to behave with honesty and integrity and to treat others with respect and consideration. The Inn does not tolerate harassment, discrimination, bullying, or disrespectful behaviour. Moreover, all Called members are subject to the Bar Standards Board's Code of Conduct, whether or not they are in practice at the Bar of England and Wales, and, in addition to specific duties, must not behave in a way which is likely to diminish the trust and confidence which the public places in them or in the profession.

6) Nominations

- a) To self-nominate and stand for election, candidates must be a current member of Hall (Called member) of Lincoln's Inn.
- b) Information on how to stand for election (also known as the Call for Nominations) will be emailed to all members of Hall with a valid email address on the Inn's membership database a **minimum of two weeks** prior to the nomination period opening.
- c) On the day the nomination period opens, all members of Hall will receive an email with details on how to access the nomination form from CES. Members who wish to stand for election will need to complete and submit this form before the deadline provided.
- d) If members do not receive the email about nominations from the Inn or CES, they should check that their email is up to date on the Inn's records. Members can update their contact information by emailing registry@lincolnsinn.org.uk. When doing so, please provide your full name, date of birth (DD/MM/YYYY) and Call date (DD/MM/YYYY) so that our staff can identify you on the membership database.

7) Voter eligibility and registration

- a) To vote in the election, you must be a current member of Hall of Lincoln's Inn. If you do not meet this requirement you are not eligible to vote. Student members and Benchers are not eligible to vote in BRC elections.
- b) To vote, members of Hall must ensure that their email address is up to date on the Inn's records **at least three weeks** before voting opens. Members can update their contact details with the Inn as stated in the Nominations section above. Following this deadline, members **will not** be able update their email address with the Inn to vote in the current election but will be able update their email address with the Inn and vote in any future elections.

8) Voting

- a) For the election, a Single Transferable Voting (STV) system will be used. Further information on STV can be found [here](#).
- b) All voting will be done by submitting a single use voting link sent via email. This link will be emailed by CES to all eligible voters on the day voting opens.

9) Election Timeline

- a) The results of the elections are announced at the BRC's Annual General Meeting (AGM) which is normally held in mid-November.
- b) The timeline for the election is:

Timeline	Election Stage	2021 Dates
10 weeks prior to the AGM	Call for Nominations	Wednesday 8 September
8 weeks prior to the AGM	Nominations Open	Wednesday 22 September
6 weeks prior to the AGM	Nominations Close	Wednesday 6 October
6 weeks prior to the AGM	Voter Registration Deadline	Wednesday 6 October
3 weeks prior to the AGM	Ballot Opens	Wednesday 27 October
1 week prior to the AGM	Ballot Closes	Wednesday 10 November
November BRC AGM	Results Announced	Wednesday 17 November

10) Campaigning

- a) No campaigning can take place before the nomination period opens.
- b) The Inn will publish the notice of election and names and details of the election candidates to members when voting opens via the Inn's website, the members' newsletter, and at the Inn.
- c) The Inn will supply all candidates with printed copies of the notice of election and the candidate list which they can use to publicise the election if they wish.
- d) No campaign materials may be displayed or handed out within the Inn.
- e) Use of the Inn's crest or logo is strictly prohibited and must not appear on any campaigning material.
- f) Should an election candidate or their supporters choose to pay for their own campaign materials, this must not exceed £20 per candidate's campaign.

- g) Candidates must ensure that any campaign material, either printed or communicated electronically, contains an imprint (or similar notice) that identifies the person who has produced the material and in support of which candidate.

11) Conduct of candidates and their supporters

- a) Candidates and their supporters should conduct themselves in a manner that meets the general expectations of members of the Inn and, in particular, they should:
 - i. take responsibility for setting an appropriate tone for campaigning and communication;
 - ii. lead by example to encourage and foster constructive democratic debate and tolerance of other points of view; and
 - iii. promote and defend the dignity of others, including opponents, treating all people with courtesy and respect.
- b) As a minimum, some examples of the types of behaviour that candidates and their supporters must not engage in are as follows:
 - i. Candidates and their supporters must not engage in or solicit **bribery, treating**, or provide other incentives to voters in the election.
 - ii. Candidates and their supporters must not exert **undue influence** on voters or other candidates.
 - iii. Candidates and their supporters must not seek or knowingly permit endorsement by political or religious groups or their representatives.
 - iv. Candidates and their supporters must not make false statements about another candidate's personal character or conduct, or misrepresent another candidate's religious, political, or other views or actions.
 - v. Candidates and their supporters must not intimidate or harass any participants in the election. This includes candidates, campaigners, voters, BRC members or Lincoln's Inn employees.
 - vi. Candidates and their supporters must not make any attempt to undermine the impartiality of the election.

12) Definitions

- a) **Bribery** - The offence of bribery includes where someone directly or indirectly gives any money or procures any office to or for any voter, in order to induce any voter to vote or not vote.
- b) **Treating** - A person is guilty of treating if either before, during or after an election they directly or indirectly give or provide any food, drink, entertainment or provision to corruptly influence any voter to vote or refrain from voting. Treating requires a corrupt intent - it does not apply to ordinary hospitality.
- c) **Undue influence** - A person is guilty of undue influence if they directly or indirectly make use of or threaten to make use of force, violence or restraint, or inflict or threaten to inflict injury, damage or harm in order to induce or compel that person to vote or refrain from voting. This is not limited to physical injury, but also reputation, advancement and career progression. A person may also be guilty of undue influence if they impede or prevent any voter from freely exercising their right to vote – even where the attempt is unsuccessful.

13) Complaints/Breach of Election Rules

[We have noted concerns from the BRC about complaints and breaches section of the election rules. These sections will be updated once the Inn's Complaints Policy and Code of Conduct is approved.]

14) Responsibilities

- a) The BRC is responsible for the Committee's rules on elections.
- b) The Member Engagement Manager oversees the fair conduct of the BRC elections. They interpret the rules and issue election guidance to both candidates and voters.
- c) CES independently conduct the nominations process, election and oversee the vote count. The election results are provided to the Inn by CES when the election has closed.