[redacted]

From: FOI
Sent: 28 February 2024 08:25
To: [redacted]
Subject: FOI 017-24 - Response
Attachments: OneLeicesterPartyConstitution_Redacted.pdf; 2023-02-16 - One Leicester - RP1 Registration Note_Redacted.pdf; OneLeicesterFinancialScheme_Redacted.pdf

Dear [redacted],

Our Ref: FOI-017-24

Thank you for your email to the Electoral Commission dated 2 February 2024.

The Commission aims to respond to requests for information promptly and has done so within the statutory timeframe of twenty working days.

Your request is shown below followed by our response.

I request the current constitution and financial scheme of the 'One Leicester' party and the assessment done by the electoral commission of both forms. Please send electronically

Our response is as follows:

We hold the information you have requested.

Please find attached the registered constitution and financial scheme of One Leicester, along with the Registration team's assessment conducted on both as part of the party's successful application to register.

You will notice that in the attached pdf documents, some of the information has been redacted. Information is exempt under section 40(2) of the Freedom of Information Act 2000 (FOIA) if it constitutes the personal data of third parties (anyone other than the requester) where complying with the request would breach any of the principles in the UK General Data Protection Regulation (GDPR). Personal information belonging to individuals that is not already contained on our public register, or that belongs to more junior members of Commission staff, satisfies these qualities and therefore we have not disclosed it to you.

The Commission strives to be an open, transparent authority and I trust that this information satisfies your request.

If you are not satisfied with this response, please note that the Commission operates a review procedure, details of which can be found on the Commission website at: https://www.electoralcommission.org.uk/freedom-information/make-a-freedom-information-request.

Please also note that if you have exhausted all internal Commission review procedures and you are still not satisfied you have the right to appeal to the Information Commissioner. Details of this procedure can be found on the ICO website: https://ico.org.uk/.

Yours sincerely

Information Officer
FOI@electoralcommission.org.uk

The Electoral Commission
electoralcommission.org.uk

One Leicester Party Constitution

1 – TITLE AND STATUS

The name of the party shall be One Leicester (hereafter referred to as “One Leicester”)

One Leicester may contest any local and Parliamentary elections within Leicester City & Leicestershire, subject to the eligibility of individual candidates.

2 – AIMS

1. The objective of One Leicester is to provide the electorate in Leicester & Leicestershire with a credible alternative to the mainstream parties. We believe that people have been ignored and let down by mainstream parties. We feel that the people of Leicester & Leicestershire deserve a wider choice from people that are accessible to them by being local. They deserve local candidates which understand their concerns and will serve the electorate better by experiencing the same issues.

2. One Leicester aims to promote unity across the multiple communities in Leicester and provide strong representation.

3. One Leicester aims to encourage people to vote who currently feel they are unserved by the political system.

4. One Leicester aims to help all local people, without regard to party or any other factor, to secure their rights and to protect them against oppression.

5. One Leicester aims to promote what it believes to be Leicester values including inclusivity, harmony, honesty and above all integrity.

6. One Leicester aims to win one or more council seats within Leicester & Leicestershire and be in a position to contribute to the debate and influence council decisions.

7. One Leicester aims to win one or more Parliamentary seats local to Leicester & Leicestershire and be in a position to contribute to the debate and influence decisions in the House of Commons

3 – MEMBERSHIP

All UK residents on the electoral register are eligible to apply to become a member of One Leicester. An annual membership fee is payable, the amount of which may vary periodically.

Members may not be a member of another political party.

4 – MEETINGS AND DECISION MAKING

The business of One Leicester shall be decided and managed by party meetings (hereafter referred to as “party meetings”) held on an ad-hoc basis as required and chaired by the party leader. Party meetings are likely to be more frequent when elections are imminent and less so between elections.

Party meetings shall be open to all paid-up members of One Leicester
Potential new members and supporters may attend by invitation of the chairman or secretary of the meeting, but cannot vote and have no right to speak except at the discretion of the chairman of the meeting.

A draft agenda will be circulated in advance of each meeting, together with the minutes of the previous meeting. Any paid-up member can suggest additional items for the agenda in advance of or at the start of the meeting.

Members should be notified of any motions relating to policy at least one week before the meeting to discuss the issue.

A party meeting will be defined to be in quorum and will be carried out by achieving a simple majority of votes of the members present.

Motions should be proposed and seconded and will be carried out by achieving a simple majority vote of the paid-up members present.

Only paid-up members of One Leicester will be entitled to vote. Those unable to attend may make their views known to the party meeting, either in writing or through representation by another member, but only those in attendance will be entitled to vote.

Attendance and business conducted during the meeting shall be recorded in minutes to be approved by the next meeting.

In the event of a decision needing to be made before a meeting, or the lack of a quorum, an emergency decision may be made by agreement of a simple majority of the registered officers of One Leicester. This decision must either be ratified or revised at the next party meeting.

Working groups may be set up to discuss specific issues and prepare motions to be put to the next party meeting. All paid-up members can attend these working groups and participate in them.

5 – ANNUAL GENERAL MEETING (AGM)

Every year, as close as possible to 29th February, an AGM shall be held for the purposes of:

Presentation of the Officer reports of work which has been carried out over the last year
Presentation of a financial statement for the last year
Election of Officers for the forthcoming year

Reviewing strategy and setting goals for the following year and beyond
Any other business on the agenda

Notice of the AGM shall be given at least one month prior to the meeting and any motions for consideration shall be submitted in writing to the Party Leader at least two weeks prior to the meeting.

The chair shall be initially taken by the party leader, handing over to the new party leader (if different) after the election of officers has been completed.

All members of One Leicester who are present at the AGM have one vote each. Resolutions are carried out with the support of a simple majority.

The Agenda will be circulated in advance at least one week prior to the meeting.

The chair has the right to rule on the admissibility of any emergency motions put forward.

The quorum of an AGM shall be three members of One Leicester.

6 – EXTRAORDINARY GENERAL MEETING (EGM)

An Extraordinary General Meeting (EGM) may be called at the request of any formal meeting of One Leicester or by a majority of the Registered Officers of One Leicester.

The same general rules apply to the EGM's as to the AGM's, but it is not necessary to elect a new set of officers.
.

7 – OFFICERS OF ONE LEICESTER

One Leicester will endeavour to elect its Officers at an AGM held in accordance with section 5. Optionally One Leicester may elect officers at an EGM which can be called in accordance with section 6.

One Leicester shall hold the following officers:

Leader: The figurehead for the party, with overall responsibility for its correct operation.

Treasurer: Responsible for opening and maintaining a bank account, holding any chequebooks, paying in any receipts and submitting the necessary returns to the Electoral Commission. Should keep Branch meetings fully and accurately appraised of the financial position and present an annual account to the AGM. Will always act in accordance with the Financial Scheme registered with the Electoral Commission.

Nominating Officer: Responsible for liaison with potential candidates and approving their candidacy on nomination papers. Jointly responsible for the selection of candidates with the party leader.

Nominations shall be proposed and seconded and will be won by a simple majority vote of the party members attending the AGM or EGM.

If an AGM cannot form a quorum, Officers can be appointed at the discretion of the Party Leader and the agreement of the existing Registered Officers of the party.

If an EGM cannot form a quorum, the existing Officers continue in their roles.
The AGM has the discretion not to fill posts if no suitable nominations are forthcoming or to propose the merging of posts or the creation of other posts with the agreement of a simple majority.

Should any Officer fail to attend three consecutive meetings without good reason or an apology, One Leicester may co-opt another person to act in their place.

In the event of a vacancy, an officer may be co-opted at the next party meeting. In this situation, there is no need to wait for the next AGM or hold an EGM.

8 – FINANCE
The Treasurer shall collect or arrange the collection of all money due to One Leicester and shall receive all donations to One Leicester and shall be the custodian thereof.

The Treasurer will arrange payment of any bills incurred by One Leicester and will notify the group if it is in danger of becoming overdrawn.

The Treasurer will at all time act in accordance with the Financial Scheme that is registered with the Electoral Commission.

9 – SELECTION OF ELECTION CANDIDATES

Any paid-up member of One Leicester can apply to become a candidate.

All election candidates and their agents are selected via an interview with the Party Leader and Nominating Officer

10 – AMENDING THE CONSTITUTION

This constitution can only be altered by an AGM or EGM of One Leicester

11 – WINDING-UP

One Leicester may be wound up by a decision at any AGM or EGM of One Leicester

If a quorum cannot be formed after an AGM or an EGM has been correctly called, the party may be formally wound up by the Party Leader, or if the Party Leader is deceased, by any Registered Officer of One Leicester.

Signed

Leader: [redacted] Date: 15.02.2023

Treasurer: [redacted] Date: 15.02.2023

Nominating officer: [redacted] Date: 15.02.2023

ONE LEICESTER

APPLICATION TO REGISTER IN GB

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Decision and Approval Board comments

Applicant party name: One Leicester

Application type: RP1

Relevant register: GB (England)

Application details and recommendation	**Decision and Approval Board comments**
Constitution (**A**) Financial scheme (**A**) Proposed party name: One Leicester (**A**) Proposed emblems: 1.  (**A**)	**Initial view (please add initials and date):** LE – 04/05/23 – As recommended I am minded to approve the name, constitution, financial scheme and emblem. **Approval Board comments (please add initials and date):** [redacted] 9/5/23: I agree with the initial view. CH09/05/23: I agree with the recommendation and the initial view. AON 09/05/23: I agree with the recommendation and the initial view. RT 10/05/23: I agree with the recommendations and with the initial view. CW 11/05/23 – I agree with the recommendations and initial view. TH 12.05.2023: I agree with the recommendations and the initial view. **Decision (please add initials and date):** LE – 16/05/23 – I approve the name, constitution, financial scheme and emblem.

Recommendation of Registration Team member

1. In making my recommendations I have considered the requirements and statutory tests set out in the Political Parties, Elections and Referendums Act 2000 (PPERA).
2. I recommend that the Commission **approve** the party's application.
3. My recommendations in relation to each aspect of the application are set out as follows:

Application	Application	**A**	There are no issues with the application form
Constitution	Constitution	**A**	I am minded to approve the Constitution as it sets out the structure and organisation of the party in sufficient detail
Financial scheme	Financial Scheme	**A**	Sets out the financial affairs of the party and has been adopted.
Name	One Leicester	**A**	Meets the requirements of a name as per PPERA
Emblem 1		**A**	Meets the requirements of an emblem as per PPERA

[redacted]

25 April 2023

Registration Team member assessment

Applicant party information

Link to party's registered entry	N/A
Link to party accounts	N/A

4. I have not found any online presence of the party.
5. The party do not appear to be active online.
6. The following proposed officers are:
    a. [redacted] - Party Leader
    b. Gitabhai Joshi – Nominating officer
    c. Mohammed Khan – Treasurer

Application history

Link to application docs	Application, Financial Scheme, Constitution, Emblem 1	
Part of the register	GB (England)	
Date first lodged	**Date considered complete**	**Date published for comment**
16 February 2023	28 February 2023	28 February 2023

Consideration of the Welsh Language Measure

7. As a public body operating in Wales, we are required to carry out our functions in line with the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards. We are required to treat the Welsh language no less favourably than English in performing our functions in Wales.
8. I have considered these requirements insofar as they relate to our assessment of this registration application, including the application of the statutory tests under Part II of PPERA.
9. To this end, as the party has not applied to contest elections in Wales, I do not consider that these requirements have any further relevance to this application.

Intention to stand candidates

1. The party made a declaration as part of their application that they intend to contest elections in England.
2. Paragraph 2.1 of the party's constitution states that the party's objective is to 'provide the electorate in Leicester & Leicestershire with a credible alternative to the mainstream parties'
3. I am satisfied that the party intend to contest elections.

Application form

Link to application form	Application form
Recommendation	**Approve**
Summary reason	Meets the requirements

4. I **am** satisfied that the required fee has been provided.
5. I **am** satisfied that the party have provided the address of the headquarters, or that where they have provided a correspondence address, that there is no evidence that the party has a headquarters.
6. I **am** satisfied that the party have applied to register the overall leader of the party, or where the party does not have an overall leader, the leader is registered for a particular purpose.
7. I **am not** aware of any convictions for electoral fraud within the last 5 years for the proposed treasurer, having conducted open source searches.
8. I **am** satisfied that the officer roles applied for are compliant with PPERA.
9. I **am** satisfied the party has provided home addresses for all responsible officers.
10. I **am** satisfied that the application has been properly authorised.
11. I **am** satisfied the party has applied for a financial year end that matches that applied for in their financial scheme.

Constitution

Link to constitution	Constitution
Recommendation	**Approve**
Equality Act issue identified	**No**
Summary reason	Sets out the structure and organisation of the party in sufficient detail

12. Paragraph 5(1)(a), Schedule 4 of PPERA prescribes that a party must submit with their application to be registered a copy of their constitution. Section 26(9) of PPERA says that a constitution is the document or documents by which the structure and organisation of the party is determined. Accordingly, the constitution must set out sufficient detail to show the structure and organisation of the party.

13. In my view the constitution **does** show the structure and organisation of the party.

Topics we expect a party to include in their constitution	**Where this is outlined in the constitution, or how this is met.**
Summary and recommendation.	14. I recommend approving the constitution. In my view it contains relevant details we require as a minimum to show the structure and organisation of a party.
The constitution should reflect which register the party are applying to register in.	1. The constitution states that the party may contest any local and Parliamentary elections within Leicester City & Leicestershire.
The party's aims and objectives.	2. The aims and objectives of the party are outlined in section 2 of the constitution. 3. The main goal of the party is to: 'to provide the electorate in Leicester & Leicestershire with a credible alternative to the mainstream parties. We believe that people have been ignored and let down by mainstream parties.' (Section 2.1)
A reference to an intention to stand candidates and at which elections.	4. Section 2.6 & 2.7 of the constitution outlines how the party 'aims to win one or more council seats within Leicester & Leicestershire and be in a position to contribute to the debate and influence council', as well as aiming to 'win one or more Parliamentary seats local to Leicester & Leicestershire and be in a position to contribute to the debate and influence decisions in the House of Commons'.
The candidate selection process (or at least a statement that the party will have one).	5. Section 9 of the constitution outlines the candidate selection process.

Topics we expect a party to include in their constitution	Where this is outlined in the constitution, or how this is met.
	6. The process is that: 'Any paid-up member of One Leicester can apply to become a candidate.' And 'All election candidates and their agents are selected via an interview with the Party Leader and Nominating Officer'.
The structure of the party and who is responsible for managing the party, including the responsibility of the party officers, the terms of office and procedure for change of those officers.	7. Section 7 of the constitution explains Leicester shall elect its officers at each AGM, with provision provided for extraordinary general meetings in the case the need for officer replacement emerges. 8. Section 7 explains the officer roles within the party, including their responsibilities of those officers.
How the party will make and record decisions, as well as any other governance arrangements. For example the frequency, timing and type of meetings and the quorum for meetings.	9. Section 4 of the constitution outlines how the party will make and record decisions. 10. Party meetings will be held on ad-hoc basis as and when required, more frequently in the run up to elections. 11. Party meetings are open to all members of the party, and there is a provision for potential party members to attend. 12. Minutes will be recorded within meetings, with an agenda sent ahead of each meeting. 13. Motions will be carried out by achieving a simple majority vote of the members present.
If the party has membership, and if so the process and rules governing that membership.	14. Section 3 of the constitution outlined the rules for party membership. 15. An annual membership fee is payable, though the amount is not stated.
How the constitution can be changed and the process for dissolution of the party.	16. Section 10 outlines how the party constitution can be altered – either at an AGM or EGM. 17. The process for dissolution of the party is explained in section 11 of the constitution.
That the party have adopted its financial scheme / The constitution must also be consistent with a party's financial scheme	18. Section 8 of the constitution further outlines the responsibilities of the party treasurer. There is an explanation that the party treasurer will always act in accordance with their financial scheme.
Equality Act consideration	19. I **have not** identified any issues in the legislation relating to equalities legislation.

Financial scheme

Link to scheme	Financial scheme
Recommendation	**Approve**
Summary reason	Satisfies the requirements of a financial scheme and appears to have been adopted.

20. Pursuant to section 26 of PPERA, a party may not be registered unless it has adopted a scheme which sets out the arrangement for regulating the financial affairs of the party for the purposes of PPERA.
21. I am of the view that the scheme **does** set out the arrangements for regulating the financial affairs of the party of the purposes of PPERA.
    a. The financial scheme is based upon our template scheme which is suitable for this size party with no accounting units.
    b. The scheme reflects who is the applied for treasurer of the party and their responsibilities under PPERA.
    c. I am satisfied that the scheme sets out the arrangements of the party in sufficient detail.
22. Based on the information available to me, I am of the view that the party **has adopted** the scheme.
23. The party's financial year end **does** match the financial year end indicated on the application form.

Asset and Liability Declaration

Link to record	N/A
Recommendation	**Approve**
Summary reason	ALR not required
Pursuant to section 28(3B) of PPERA, a party may not be registered unless it has made a declaration that it the asset/liability is or is not met. Has the party has made a declaration under 28(3B)?	
A declaration has been made and states that an ALR is not required. Having considered the available information I am satisfied that the party is not required to provide an ALR.	1. I am not aware of information that indicates the declaration is not properly made.

Name

Proposed name	One Leicester
Recommendation	**Approve**
Summary reason	Satisfies requirements of a party name

24. In making my recommendation I have considered the factors set out in the following paragraphs.
25. The proposed identifier **is not the same** as another identifier on the register.
26. I am of the view that registration of the identifier **is not likely** to result in electors confusing the applicant party with another registered party.
    a. I have considered whether any registered identity marks that could result in a voter are confusing them with the applicant party. I have produced the relevant results in ballot paper form below.

OAK, Mary (address in the Constituency) One Kearsley	
ASH, James (address in the Constituency) One Leicester	
PINE, Susan (address in the Constituency) All 4 Freedoms: from many, one	
ELM, David (address in the Constituency) Brexit Party, The One to Trust	

    b. It is my opinion that One Kearsley is the most similar registered identifier that could be considered confusing with the proposed party name.
    c. However, the geographical identifier of the city ‘Leicester’, placed after the word ‘One’ provides enough clarity to differentiate between the proposed party and that of One Kearsley.

i. Kearsley is a town near to Bolton, Greater Manchester. Due to the geographical regions being so far from one another, there is very little chance of confusion between the two parties.

d. As can be seen from the GB (England) register searches below, other than One Kearsley, there is only nine identity marks that contain the word ‘one’, which indicates the proposed ID mark is unlikely to lead to confusion with those.

27. The proposed identifier **is not more** than six words.

28. The proposed identifier, in my view, **is not** obscene or offensive.

29. The proposed identifier, in my view, if published is **not likely** to amount to the commission of an offence.

30. The proposed identifier, in my view, is **not likely**, were it to appear on a ballot paper, to result in an elector being misled as to the effect of their vote.

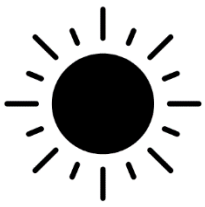
31. The proposed identifier, in my view, is **not likely**, were it to appear on a ballot paper, to contradict, or hinder an elector’s understanding of, any directions for their guidance in voting.

32. The proposed identifier **does not** include any script other than Roman Script.

33. The proposed identifier **does not** include a word or expression prohibited by order made by the Secretary of State.

Emblems

Emblem 1

Proposed emblem	
Recommendation	**Approve**
Summary reason	Meets the requirements of a party emblem

34. In making my recommendation I have considered the factors set out in the following paragraphs.

35. I **am satisfied** that the proposed identity mark amounts to an emblem under PPERA.

a. The proposed identity mark **does** primarily comprise a pictorial or symbolic element. The party name, 'One Leicester', is written in full below a stylized, pictorial depiction of the sun.

36. The proposed emblem **does meet** the text size requirement set out in the Commission's guidance and is therefore likely to mislead a voter as to the effect of their vote.

37. The proposed identifier **is not the same** as another identifier on the register.

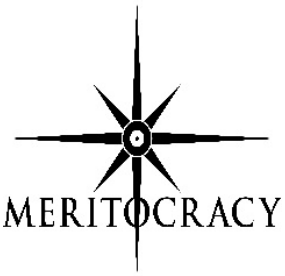
38. I am of the view that registration of the identifier **is not likely** to result in electors confusing the applicant party with another registered party.

    a. I searched the register to examine whether the proposed emblem is likely to cause a voter to confuse it with another registered identity mark and could not find an emblem that could be considered confusing.

        i. Registered Identity mark for Socialist Party



        ii. Registered identity mark for Meritocracy



        iii. Registered identity mark for People's Party for better government



        iv. Registered identity mark for Socialist Alternative



b. In my view, the most similar emblem is that registered to People's Party for better government. Both emblems contain a similar stylised depiction of the sun. However, I do not think the proposed emblem is likely to be confused with one that is registered. This is because the proposed emblem contains the party name in full which makes it unique to One Leicester.

39. The proposed identifier, in my view, **is not** obscene or offensive.

40. The proposed identifier, in my view, if published is **not likely** amount to the commission of an offence.

41. The proposed identifier, in my view, is **not likely**, were it to appear on a ballot paper, to result in an elector being misled as to the effect of their vote.

42. The proposed identifier, in my view, is **not likely**, were it to appear on a ballot paper, to contradict, or hinder an elector's understanding of, any directions for their guidance in voting.

43. The proposed identifier **does not** include a word or expression prohibited by order made by the Secretary of State.

Register searches

Table 1: Similarity score results

44. The following table lists identifiers that are similar to the proposed name or descriptions according to an electronic matching process. The higher the value, the higher the similarity.

45. I undertook the search on the GB (England) register.

Proposed ID Marks	ID Mark	Type	Party registered to	Register	Similarity
One Leicester	One Kearsley	Name	One Kearsley	Great Britain	0.5070
One Leicester	English Constitution Party, England, One Nation	Description	English Constitution Party	Great Britain	0.4754
One Leicester	Brexit Party, The One to Trust	Description	Reform UK	Great Britain	0.4751
One Leicester	All 4 Freedoms: from many, one	Description	All 4 Freedoms	Great Britain	0.4696
One Leicester	Holland On Sea Residents	Description	Holland On Sea & Eastcliff Matters	Great Britain	0.4426
One Leicester	Holland On Sea & Eastcliff Residents	Description	Holland On Sea & Eastcliff Matters	Great Britain	0.4322

One Leicester	Holland On Sea & Eastcliff Matters	Name	Holland On Sea & Eastcliff Matters	Great Britain	0.4290
One Leicester	Highbridge and Burnham-on-Sea Independents	Name	Highbridge and Burnham-on-Sea Independents	Great Britain	0.4272
One Leicester	Vote Women's Equality Party on orange	Description	Women's Equality Party	Great Britain	0.4241

Table 2: Identity marks that contain words in the proposed identity marks

46. I have conducted a search to identify where words contained in the proposed descriptions and emblems appear on the registers.

47. I undertook the searches on the GB (England) register.

Word searched for: One		
ID Mark	**Type**	**Party registered to**
All 4 Freedoms: from many, one	Description	All 4 Freedoms
English Constitution Party, England, One Nation	Description	English Constitution Party
One Kearsley	Name	One Kearsley
Brexit Party, The One to Trust	Description	Reform UK

Word searched for: Leicester		
ID Mark	**Type**	**Party registered to**
Alliance for Democracy and Freedom Leicestershire	Description	Alliance for Democracy and Freedom

Public comments

None received

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Financial scheme

One Leicester

Introduction

1.1 This scheme sets out how One Leicester ('the party') will organise its financial affairs to comply with the Political Parties, Elections and Referendums Act 2000 ('the Act').

Constitution

1.2 A copy of One Leicester's constitution, setting out our structure and organisation, and how we take decisions about the management of the party, is attached to this scheme or has been provided separately to the Electoral Commission.

Accounting units

1.3 One Leicester does not wish to register any separate accounting units with the Commission.[1]

Organisations within the party

1.4 For the purpose of compliance with the Act, the financial affairs of any local branches or affiliated organisations of the party, whether currently existing or to be established in future, will be wholly controlled by the party treasurer.

Financial year

1.5 The party's financial year will run from 1 January to 31 December.

Role of the party treasurer

1.6 Mohammad Khan, the registered treasurer of One Leicester is responsible for the whole party's compliance with the requirements of the Act, including the following:

Annual accounts

1.7 One Leicester will submit our annual statement of accounts to the Commission by the required date, being 30 April of the year following the end of the financial year if both our expenditure and income are under £250,000 in that year, or 7 July of the year following the end of our financial year if either our expenditure or income exceeds £250,000 in that year. We understand that if our income or expenditure exceeds £250,000 our accounts must be submitted with an auditor's certificate.

[1] Please refer to sections 2.13 and 2.14 in our brief guide *Registering a political party.*

1.8 In order to comply with this requirement, Mohammad Khan has:

- put in place arrangements for ensuring that annual statements of accounts for the party are prepared, approved, audited where necessary and submitted to the Commission by the prescribed deadline for each register the party is on
- put in place accounting processes capable of meeting the Act's accounting record keeping requirements and of any regulations made by the Commission about the format of statements of accounts

Donations and Loans (regulated transactions)

1.9 One Leicester will report the donations and loans it receives each quarter to the Commission, for each of the registers it is registered on, within the following timescales:

- quarter 1 (1 January – 31 March) by 30 April of that year
- quarter 2 (1 April – 30 June) by 30 July of that year
- quarter 3 (1 July – 30 September) by 30 October of that year
- quarter 4 (1 October – 31 December) by 30 January of the following year

1.10 In order to comply with this requirement, Mohammad Khan will:

For donations:

- record information for all donations of more than £500, including:
  - amount or value of the donation
  - full name of donor
  - registered address of donor
  - company registration number (if applicable)
  - date on which the donation was received
  - date on which the donation was accepted or returned
  - information about the trust (if applicable)[2]
- check the permissibility of any donations over £500 within 30 days of receipt[3]
- ensure that impermissible or unidentifiable donations of more than £500 to the party are recorded as outlined above and returned to the sender or financial institution that transferred the money or, if that is not possible, surrendered to the Commission
- ensure that a submission of quarterly donation reports covering donations exceeding £7,500 (including aggregates of donations and regulated transactions) and any impermissible or anonymous donations of more than £500 is made to the Commission within the above timescales; submitting a nil return if there are no reportable donations[4]
- provide weekly donation reports to the Commission during UK Parliamentary election campaigns if we are contesting the election

[2] More details can be found in our guidance documents by visiting our parties pages at: http://www.electoralcommission.org.uk/guidance/those-we-regulate/register-a-new-party
[3] See above.
[4] See above.

1.11 We understand that if we submit four consecutive quarterly nil donation returns, we will then be exempt from submitting further quarterly returns in respect of donations until we receive a reportable donation.

1.12 We also understand that separate quarterly donation returns must be submitted if we appear on the Northern Ireland register of political parties.

For loans (regulated transactions):

- record information about all regulated transactions (loans, credit facilities, etc.) of more than £500, including:
  - value of benefit of the transaction
  - name of all authorised participants
  - registered addresses of participants
  - company registration number (if applicable)
  - nature of the transaction
  - date agreement entered
  - the terms of the transaction
- ensure that the party does not enter into any regulated transactions over £500 with unauthorised participants
- ensure that a submission of quarterly transaction reports covering transactions exceeding £7,500 (including aggregates of donations and regulated transactions) and any void transactions or transactions of more than £500 entered into with an unauthorised participant is made to the Commission within the prescribed timescales; submit a nil return if there are no reportable transactions
- ensure weekly regulated transaction reports can be submitted during UK Parliamentary election periods if we are contesting the election

1.13 We understand that if the party has submitted four consecutive quarterly nil loans returns, we will then be exempt from submitting further quarterly returns until we enter into a reportable loan.

1.14 We also understand that separate quarterly loan returns must be submitted if we appear on the Northern Ireland register of political parties.

Campaign expenditure

1.15 The party will submit a campaign expenditure return if we have candidates contesting a UK Parliamentary election, European election, Scottish Parliamentary election, National Assembly of Wales election, or Northern Ireland Assembly election. The campaign expenditure return will be submitted within three months of the date of the election if our expenditure is less than £250,000 or within six months of the date of the election if our expenditure exceeds £250,000. We note that if our expenditure during the campaign exceeds £250,000 our return must be submitted with an auditor's certificate.

1.16 In order to ensure compliance with the legislation, Mohammad Khan will:

- ensure that campaign expenditure and claims payments are duly authorised, received and paid on time and that all relevant receipts and invoices are kept
- put in place budgeting and monitoring arrangements to ensure that campaign expenditure is within the statutory limits
- ensure the compilation, auditing (if necessary) and timely submission to the Commission of a campaign expenditure return within the statutory deadlines

Referendums

1.17 If the party participates in a referendum to which Part VII of the Act applies, One Leicester will develop and put in place arrangements for complying with the controls on referendum expenditure. We will do this by adapting our arrangements for the control of campaign expenditure.

Grants

1.18 One Leicester will ensure that any grants from the Commission to the party are spent in accordance with the conditions of grant imposed by the Commission. We agree to cooperate with any associated audit requirements specified by the Commission.

Changes to registered details

1.19 One Leicester will ensure that the party's details that are registered with the Commission are kept up to date. We will inform the Commission of any changes to registered officers within 14 days of the change and any other changes within 28 days.

1.20 We will ensure that our RP8 annual confirmation of registered details and £25 fee are submitted to the Commission with the annual statement of accounts by 30 April of the following year (if our expenditure or income is less than £250,000) or by 7 July of the following year (if our expenditure or income exceeds £250,000).

1.21 We note that failure to submit our RP8 annual confirmation of registered details within the prescribed timescale will result in our statutory removal from the register of political parties. We understand that this would mean that the party would no longer be able to field candidates at elections under the party name.

Penalties and offences

1.22 One Leicester understands that the Commission may impose civil penalties on parties that fail to comply with their legal obligations, including failures to submit statutory returns on time. The party also understands that failure to comply with certain legal requirements of being a registered political party is a criminal offence.

Role of other party officers

1.23 Should the appointment of the registered party treasurer terminate for any reason, then the registered party leader will, until a new treasurer is appointed, be treated as the party treasurer and will be responsible for ensuring that the party complies with its legal obligations.

1.24 Should the treasurer whose appointment is terminated also be party leader, then the nominating officer will, until a new treasurer is appointed, be treated as the party treasurer.

1.25 Should the treasurer whose appointment is terminated also be party leader and nominating officer, then the other registered officer will, until a new treasurer is appointed, be treated as the party treasurer.

Promoting compliance with the Act

1.26 The Party will have processes in place to ensure compliance with its legal obligations. The registered treasurer, Mohammad Khan, will ensure that the registered leader and all other officers and members of One Leicester have sufficient knowledge of our financial obligations under the Act to ensure that the party as a whole complies with these obligations.

Amendments to the financial scheme

1.27 The registered treasurer, Mohammad Khan, will ensure that any proposed amendments to this financial scheme are submitted to the Commission for approval.

Signed

Leader: [redacted] Date: 15.02.2023

Treasurer: [redacted] Date: 15.02.2023

Nominating officer: [redacted] Date: 15.02.2023