

# electoral administration bulletin

The  
Electoral  
Commission



Issue 273 (England) – 13 February 2020

## May 2020 polls: update on the delivery of polling station handbooks and quick guides

The despatch of polling station handbooks and quick guides to those who have ordered them will commence by mid March. If you have not received your order by Friday 20 March 2020, please contact your [local Commission team](#).

A PDF of each version of the handbook and quick guide is available from the following links:

- Combined local government and Police and Crime Commissioner elections – [polling station handbook](#) and [quick guide](#)
- Standalone Police and Crime Commissioner elections – [polling station handbook](#) and [quick guide](#)
- Combined local government and combined authority mayoral elections – [polling station handbook](#) and [quick guide](#)
- Greater London Authority elections – [polling station handbook](#) and [quick guide](#)

Four polling station handbook inserts are also available for use where there are additional combinations taking place. These resources are designed to be printed off and inserted into the relevant handbook.

- [Combined authority mayoral elections insert](#) – for use with the standalone Police and Crime Commissioner election handbook
- [Combined authority mayoral elections insert](#) – for use with the combined local government and Police and Crime Commissioner elections handbook
- [Local authority mayoral elections insert](#) – for use with the combined local government and combined authority mayoral elections handbook
- [Combined authority mayoral and local authority mayoral elections insert](#) – for use with the combined local government and Police and Crime Commissioner elections

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EA Bulletins are issued on a regular basis. They are one of our key channels for communicating with Returning Officers, Electoral Registration Officers and their staff. Past issues of Bulletins for England, Scotland and Wales are available [here](#). You can also [subscribe to the EA Bulletins](#).

handbook.

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## May 2020 polls: management information survey – reminder

As set out in our email of last month to all Electoral Services Managers with scheduled elections in May, as part of our approach to monitoring the May 2020 polls, we are collecting management information relating to how the polls will be managed in each local authority area.

Similarly to previous years, this information will help to build up a clear picture of the arrangements that have been put in place across England and Wales for the delivery of the polls and will also provide key statistics which can be used with the media and other enquirers both reactively and proactively.

The [survey](#) covers areas such as the extent of combination of polls, scheduled dates of issue of poll cards and postal votes, numbers of polling stations and staff, and verification and count timings and venues.

The deadline for completing the survey is **Friday 14 February 2020**.

If you require any further information or assistance in completing the survey, please do not hesitate to contact your [local Commission team](#).

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## Electoral registration: 2019 canvass data collection

As highlighted in [recent Bulletins](#), we are collecting data relating to the annual canvass and the publication of the revised registers.

We are now collecting data from those EROs who delayed the publication of their revised register beyond 1 December as a result of an election during the canvass period.

As usual, the data to be provided is contained in reports which can be generated via your EMS system. If you're experiencing technical issues, the fastest way to resolve these will be to contact your EMS supplier directly for support.

We will be collating and publishing the information that we receive so we ask that you please check your data after you generate the automated report and before you submit it to us in order to help ensure its accuracy.

Once you have generated the report in your EMS system and reviewed the data, please submit it to [CanvassData@electoralcommission.org.uk](mailto:CanvassData@electoralcommission.org.uk) before **Friday 21 February**.

For those who published their revised register prior to 1 December, the deadline for submitting your data was Friday 24 January. If you have not yet provided your data please submit it as soon as possible to [CanvassData@electoralcommission.org.uk](mailto:CanvassData@electoralcommission.org.uk).

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Please [keep us informed](#) of any staff changes within your team. This will help us to keep our mailing lists up-to-date.

We are sending you this newsletter as it contains important information about the Electoral Commission's work which is relevant to you. The newsletter forms part of the Electoral Commission's public task which has its basis in the Political Parties, Elections and Referendums Act 2000. We will manage your personal information and contact details in line with the General Data Protection Regulation and UK data protection legislation as outlined in our privacy notice (<https://www.electoralcommission.org.uk/privacy-notice>)

If you no longer wish to receive this newsletter, you may [unsubscribe](#) at any time.

## UK Parliamentary general election: post-election data collection

Thank you to everyone who has already submitted data relating to the UK Parliamentary general election. Collecting and publishing this data helps to increase transparency around our electoral process, and the data will also help inform our reporting on the poll.

The deadline for submitting data has now passed. If you have not yet provided the data for any constituencies you are responsible for, please do so as soon as possible using the [online portal](#).

We are aware of an issue with some of the registration data which was initially generated by users of one EMS supplier. If your data was affected this should have been flagged to you by your supplier. If you have been affected by the issue and submitted data which you now understand to be incorrect, please contact us at [ResearchElectoralCommission@electoralcommission.org.uk](mailto:ResearchElectoralCommission@electoralcommission.org.uk) or through your [local Commission team](#).

We are hoping to use a similar system to collect data for the May 2020 polls and would welcome any feedback on the process for submitting data via the online portal.

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