

electoral administration bulletin

The
Electoral
Commission



Issue 268 (Scotland) – 30 September 2020

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Information on and a link to supplementary planning guidance for the May 2021 polls.

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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](#).

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>)

May 2021 polls: publication of supplementary planning guidance

Further to our update in [Bulletin 266](#), we have now published [the first in our planned series of supplementary guidance](#) to support administrators with preparing for and delivering the May 2021 polls against the backdrop of the coronavirus pandemic.

This document, which was developed with the expert advice of Public Health Scotland, and in consultation with Scottish Government, the EMB and SAA, has been designed to support you with the decisions you will need to take to manage the particular challenges related to the current public health situation.

The guidance covers areas such as the importance of risk assessments, the identification and booking of suitable venues, and addressing the challenges relating to staffing requirements. This guidance will remain a living document which we will update as needed in light of any changes to legislation or public health advice that arise following publication.

This supplementary guidance is the first of a series, with further resources to follow covering the key parts of the electoral process such as the management of nominations and absent voting arrangements, as well as the conduct of polling day and the verification and count. We are continuing our focussed work with public health bodies and stakeholders from across the electoral community to develop the detail of these additional guidance resources, which we'll publish on a rolling basis over the coming months.

As always, if you have any questions or concerns, please do contact infoscotland@electoralcommission.org.uk and we will be happy to help.

2020 canvass: update

Publication of the revised register

Further to [Bulletin 261](#), the UK Government [has now passed legislation](#) to extend the deadline for Electoral Registration Officers

(EROs) in Great Britain to publish their revised registers after the 2020 canvass, from Tuesday 1 December 2020 to Monday 1 February 2021. This legislation applies only to UK Parliamentary registers in Scotland.

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

Scottish Government passed [equivalent legislation](#) on 16 September 2020 which provides that the date by which revised versions of registers of local government electors in Scotland must be published by registration officers for the year 2020 is 1 February 2021 instead of 1 December 2020.

As you will be aware, monthly notices of alteration to the register must be published on the first working day of each month, apart from in the month you are publishing the revised register and in the two months prior. However, while you are not required to publish monthly notices of alteration in the two months prior to the publication of your revised register, you may decide to publish monthly updates during this period.

In order to be able to publish your revised register later than 1 December, you would therefore need to have published notices of alteration in October and, possibly, November. You should plan for publishing monthly notices of alteration in October and November if you wish to give yourself the flexibility of publishing after 1 December and this will enable you to revisit your publication plans as needed as the canvass progresses.

If you do decide to publish an update in October and/or November, you should ensure that those who are entitled to receive the register are aware of your plans and are able to receive the updates.

More information on, and considerations for, publishing the revised register can be found in our [key considerations for the 2020 canvass](#) resource.

Management information survey

As in previous years, we are once again requesting information from all EROs through a [management information survey](#), which will help us to build up a picture of how the canvass is progressing.

Recognising that EROs and their teams have already been asked by Cabinet Office for information on this year's canvass, this survey has been designed to supplement that information rather than duplicate anything you have already provided.

Please complete the survey by no later than **Friday 16 October**.

If you have any questions relating to the survey, please contact infoscotland@electoralcommission.org.uk.

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