

electoral administration bulletin



Issue 298 (Scotland) – 7 January 2022

May 2022 elections: guidance update

As we begin the New Year, preparations for the May 2022 elections are continuing apace, with Returning Officers and their teams putting in place arrangements for the successful delivery of polls in their area, once again against the backdrop of Covid-19 and an evolving public health situation.

The learning and expertise you will have gained from running the Scottish Parliament election under COVID restrictions will help to inform your plans for the May 2022 Council elections, with many of the key considerations and mitigations likely to remain relevant.

We will continue to work with Public Health Scotland, Scottish Government, the Electoral Management Board and the wider electoral community to ensure that our guidance and resources, including the polling station handbooks for 2022, remain appropriate to support you with the successful delivery of the May 2022 polls. In the meantime, the [supplementary guidance](#) we published for the May 2021 polls is still available on our website for your reference.

As always, if you have any questions or would like to discuss any of this further, please contact infoscotland@electoralcommission.org.uk

Polling station handbooks and quick guides

As set out in [Bulletin 297](#), we are now collecting orders for hard copies of polling station handbooks and quick guides for use at the May 2022 polls.

If you haven't already done so, the deadline for completing the [online order form](#) is Friday 21 January. We will be printing to order so it is important that you provide us with your figures by the deadline.

Please note that once you have submitted your order form, you will not be able to amend your order yourself. If you need to make any changes to your order, please contact infoscotland@electoralcommission.org.uk

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Welcome to Your Vote week

Update on our plans for Welcome to Your Vote week, which will take place from 24 – 30 January 2022.

Electoral Commission Chief Executive

Information on the appointment of a new Chief Executive of the Commission.

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 will confirm the timing of the delivery of the hard copies in a future Bulletin.

May 2022 elections: management information survey

As part of our approach to supporting the delivery of the May 2022 polls, we are once again collecting management information from all Returning Officers with scheduled elections relating to how the polls will be managed in their area. Earlier this week we e-mailed Returning Officers and Deputies directly with a link to the survey, which can also be accessed [here](#).

Similar to previous years, this information will help to build up a clear picture of the arrangements that have been put in place across Scotland 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.

While recognising that a number of dates have been directed by the EMB convener, the survey covers areas such as scheduled dates of issue of poll cards and postal votes, numbers of polling stations and staff, and verification and count timings and venues. We understand how busy you are and very much appreciate your time in providing us with this important information.

We would be grateful if you could complete the survey by no later than Friday 14 January 2022. We have made available [a list of the questions](#) which you can use for reference before you complete the survey.

If you have any queries about any aspect of this, please contact infoscotland@electoralcommission.org.uk

Welcome to Your Vote week

We're hosting the first annual UK-wide Welcome to Your Vote week, from 24-30 January 2022, to help young people feel more confident and more prepared to head to the polling place when they are eligible to vote.

We're asking schools, youth groups and anyone who works with young people to get involved with the week by using [our impartial resources](#) to share information about democracy and politics with young people, and to encourage them to register to vote.

We will be launching a range of resources for educators and young people, including lesson plans, videos and a series of short activities. Please help to start the conversation about democracy and politics with young people, ahead of the elections taking place in May 2022.

Teachers and educators can [sign up for updates](#) to be the first to be notified about the new political literacy resources.

Please share information about Welcome to Your Vote week 2022 with your colleagues and schools and youth groups in your area. If you would like further information about the initiative please email infoscotland@electoralcommission.org.uk.

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.

Electoral Commission Chief Executive

As you may be aware, last year Bob Posner announced his intention to retire this spring, and the Commission Board has been engaged in a recruitment process to find his successor.

We can now confirm that, from April, Shaun McNally CBE will take up the role of Chief Executive at the Commission.

Shaun has worked for more than 35 years within the UK justice system, previously at HM Courts and Tribunals Service and as Chief Executive of the Legal Aid Agency. He brings considerable experience of leading complex, high profile organisations. Shaun joins the Commission from the Ministry of Justice, where he currently leads on the Department's planning, preparation and response to major incidents, including the end of the EU transition period and Covid-19.

Shaun will join the Commission ahead of the May elections and at the outset of a new corporate plan for the organisation. Bob will remain in post until April and continue working on preparations for the May elections and the Commission's other priorities.

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