

electoral administration bulletin

The
Electoral
Commission

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Information on a pre-election webinar the Commission is hosting for candidates, parties and their agents taking part in the 5 May elections.

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.

Issue 323 (England) – 2 March 2022

May 2022 elections: guidance update

Further to Bulletins [301](#) and [302](#), the time-limited legislation introduced by the UK government to reduce the number of subscribers required for specific elections as a result of the coronavirus pandemic is no longer in force. We have updated our core guidance for Returning Officers and candidates and agents accordingly, along with affected supporting resources including nomination forms and template briefings for candidates and agents, to revert to the previous subscription requirements. Nomination papers and guidance for any by-elections where the notice of election was published on or before 28 February 2022 remain available via [your local Commission Team](#).

Supporting quality-assurance

In Bulletin [317](#) we highlighted our work with the Electoral Coordination and Advisory Board (ECAB) and the newly established sub-groups to address the challenges highlighted again at the May 2021 elections relating to the resilience and capacity of electoral services. Further to the work of the sub-group looking at suppliers we have now published a new resource: [Quality Assurance of the production and delivery of election materials](#). The guidance is designed to help Returning Officers quality-assure the process of producing election materials and provides an overview of the key points that need to be considered when working with suppliers.

Polling station handbooks - update

The polling station handbooks for May 2022 [local government](#) and [combined authority mayoral elections](#) have now been published on our website. Hard copies will be delivered to those who have ordered them later this month, as usual. As always, if you have any questions or require any further assistance, please do contact [your local Commission Team](#).

May 2022 elections: call for polling station data

This year we're once again running the polling station finder, in partnership with Democracy Club, to help make sure voters have

access to accurate and timely information about how and where they can vote.

We need your updated polling station information to make sure voters head to the right polling station. By having this information easily available online, it should help to reduce the number of calls you'll get from voters looking for this information.

Providing your data is straightforward. You can export the data from your EMS, and then upload it using Democracy Club's new [easy-to-use tool](#). Alternatively, you can still email it to pollingstations@democracyclub.org.uk.

[Detailed instructions are available for each supplier](#), if you need them.

To make sure we have time to change the information, we ask that you send your polling station data as soon as possible, if you've not done so already.

If you'd like to see the polling station finder on your own website, you can embed [Democracy Club's election widget](#).

May 2022 elections: Candidate and agent webinar – Tuesday 15 March

We are hosting a pre-election webinar for candidates, parties and their agents taking part in the upcoming elections. We've included a copy of the invitation below, for you to share with those you know want to stand for election in your area, particularly independent candidates.

We will publish the slides from the webinar shortly after the event and will provide a link in a future bulletin for you to share with candidates and agents in your area.

'The Electoral Commission is hosting a pre-election webinar for candidates, parties and their agents taking part in elections in England on 5 May.

We have published all of our guidance and the webinar provides an opportunity to gain essential information on the nomination process and the spending and donation rules, including information on:-

- Standing for election
- Nominations process
- When the spending rules apply
- How much you can spend
- Notional spending rules
- Who you can accept donations from
- What you need to report after the election

There will also be a chance to ask questions. If you have a specific question in advance, or topic you would like us to speak about, please do contact us before the event.

The webinar will take place virtually on Tuesday 15 March 2022 at 12pm – 1pm.

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.

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