[redacted]

From: FOI
Sent: 16 June 2023 09:58
To: [redacted]
Subject: FOI 041-23 - Response

Dear [redacted],

Our Ref: FOI-041-23

Thank you for your email to the Electoral Commission dated 18 April 2023

The Commission aims to respond to requests for information promptly and has done so within the statutory timeframe of 20 working days (plus an additional 20 working days to consider the Public Interest Test).

Your request is shown below followed by our response.

I'm looking for copies of all correspondence between the Electoral Commission and the SNP which involves:

Accounts and the filing of accounts
Donations to the party
The auditors of the accounts
Loans to the party

The time range is January 1, 2020 to today.

I'd prefer this information to be made available via email.

Our response is as follows:

We hold the information you have requested.

While identifying the information within the scope of this request, we have taken your reference to 'accounts' to be to the annual Statement of Accounts which parties are required to submit to the Electoral Commission.

The information we are releasing includes all correspondence directly between the Commission and the party in relation to the topics you have specified above and includes template reminder letters which are issued to all parties in relation to the filing of donation and loan reports.

Due to the way that historic communication is stored in our filing system, some of the e-mails do not have a header containing the 'from', 'to' or date fields. In these cases we have added text in bold to clarify these details.

You will note that the information we are releasing does not include written correspondence relating to when the party told us that their auditors had resigned. This information was conveyed by a phone call from the party in early February 2023. Information relating to this is already in the public domain in our published response to FOI 033-23.

Exemptions

Some of the information is exempt from release and we have provided more detail on this below.

Section 40(2) of the FOI Act

You will notice that certain personal details have been redacted from the documents we are releasing. Section 40(2) of the FOI Act provides for an exemption where the information requested constitutes personal data as defined by the Data Protection Act 2018 (DPA), and where release of the information requested would breach one of the data protection principles. Some of the information contained in the requested information falls within the description of personal data as defined by the DPA because the information relates directly to an identifiable living individual. This includes names and contact details of individuals in some instances. The individuals in some cases are junior staff members and they would not reasonably expect their information to be released.

Section 21 of the FOI Act

Some of the information that you have requested is exempt from disclosure under section 21 of the Freedom of Information Act 2000. Section 21 provides for an exemption where the information requested is reasonably accessible to the applicant by other means. Where some of the correspondence from the party references information on donations and loans, the attachments are exempt as this information has been published and is accessible to you via our political finance database. Th e section 21exemption also covers our providing you with the link to our published response to FOI 033-23, rather than repeating the information here.

To access the documents we are releasing, you will need to use our secure document-sharing system Objective Connect. You will receive an 'Invitation to Objective Connect Email Notification' (sent to the inbox of [redacted]). This notification will contain a link to enable you to start accessing your information. Please find below details on how to access the specific area we have set up for your documents.

1. Click on the link in the email.
2. You will be prompted to set up your username and password. Your username will be your email address, and your password can be whatever you like.
3. With your username and password, enter both details at the login screen and click 'login'.
4. You will now see your personal page, which will show the Share 'FOI 041-23'.
5. By clicking on the name of the share, you will find your documents.
6. You may view any of these documents
7. In addition you may download a copy to your personal computer by selecting the 'download' option and then 'save'.

This service will be closed 1 month from our response date, this is the **16 July 2023**.

I trust that this information satisfies your request. The Commission strives to be an open, transparent authority, but in some circumstances we cannot responsibly release requested information, and we ask for your understanding in this regard.

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

E-mail from Electoral Commission to SNP Party Treasurer 14/02/23

Dear Mr Beattie,

Please find attached a replacement copy of the guidance letter sent previously. I am re-issuing this due to the error in the table regarding the transaction's value. It has now been corrected. For the avoidance of doubt, I'd like to also confirm the correct value has been displayed on our PEF Online system throughout, the error in the value was only made on the previous copy of this guidance letter.

My apologies for any confusion or inconvenience caused by that error.

Thank you,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission
[redacted]

electoralcommission.org.uk

---------- Original Message ----------
From: [redacted]
Received: 03/02/2023 15:48
To: Colin Beattie; Scottish National Party (SNP); Scottish National Party (SNP); Scottish National Party (SNP) (GB)
Cc: Peter Murrell; [redacted]
Subject: Electoral Commission - Guidance - Late Reported Transaction in Q2 2022

Dear Mr Beattie,

Please find attached a guidance letter, regarding the Scottish National Party (SNP) Quarter 2 2022 transactions report.

If you have any questions about the attached letter, please feel free to contact me directly, or the Electoral Commission advice and guidance function using 0333 103 1928 or [redacted]@electoralcommission.org.uk.

Thank you,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission
[redacted]

electoralcommission.org.uk

The Electoral Commission

Mr Colin Beattie
Scottish National Party (SNP)
Gordon Lamb House
3 Jackson's Entry
Edinburgh
EH8 8PJ

14 February 2023

Sent by email

Dear Mr Beattie,

Further to Andy O'Neill's conversation with Mr Murrell it seems that the Commission did not in fact send the party a guidance letter regarding the transaction below, although our records indicate that one was to be sent.

I am therefore writing to you now in your capacity as Scottish National Party (SNP) party treasurer now, regarding your party's failure to correctly report a transaction in the quarterly transactions report for the reporting period in which the transaction is entered into. The transaction's details are in the following table:

Transaction Reference	Authorised Participant	Value	Start Date	Reported in	Correct Reporting Period
AL0559123	Peter Murrell	£107,620.00	20 June 2021	Q2 2022	Q2 2021

This was a potential breach of section 71M(5) of the Political Parties, Elections and Referendums Act 2000 (PPERA).

Parties that fail to correctly report donations and transactions in the appropriate quarterly report may be referred to our Casework and Investigations Team in line with the Commission's enforcement policy which is available on our website:

https://www.electoralcommission.org.uk/__data/assets/pdf_file/0011/199703/April-2016-Enforcement-Policy.pdf

The Electoral Commission
3 Bunhill Row
London EC1Y 8YZ

Tel: 020 7271 0500
Fax: 020 7271 0505
info@electoralcommission.org.uk
www.electoralcommission.org.uk

On this occasion we decided it was not proportionate to refer this breach for investigation and instead issue you with appropriate guidance.

Please be aware that if, in future, the party again submits incomplete or incorrect quarterly reports, the Electoral Commission may decide not to take this approach again.

Please also be aware that guidance is available for party treasurers submitting quarterly donation and transaction reports on the Electoral Commission website:

https://www.electoralcommission.org.uk/i-am-a/party-or-campaigner/political-parties/guidance-reporting-donations-and-loans-great-britain

https://www.electoralcommission.org.uk/political-party-donations-and-loans-great-britain/which-donations-and-loans-do-you-need-report

If you have any queries regarding the content of this letter or any of the Commission's guidance, please feel free to contact me using the following details.

Yours sincerely

[redacted]
Senior Financial Reporting Officer

[redacted]

[redacted]

E-mail from SNP Chief Executive to Electoral Commission 04/02/23

Morning [redacted]

All noted. Just double checking that the transaction value is correct in the table:

http://search.electoralcommission.org.uk/English/Loans/AL0559123

The loan value was reported at £107, 620.

Perhaps you are correctly adding the repayments to the loan to reach the higher figure?

Regards

Peter

Peter Murrell

Chief Executive

[redacted]

Scottish National Party

Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ

On 3 Feb 2023, at 15:49, [redacted]@electoralcommission.org.uk> wrote:

Dear Mr Beattie,

Please find attached a guidance letter, regarding the Scottish National Party (SNP) Quarter 2 2022 transactions report.

If you have any questions about the attached letter, please feel free to contact me directly, or the Electoral Commission advice and guidance function using 0333 103 1928 or [redacted]@electoralcommission.org.uk.

Thank you,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

E-mail from Electoral Commission to SNP Treasurer 30/01/23

Dear Colin.

I confirm the receipt of your signed Q4 2022 donations and transactions declarations, along with the details detailing the one additional non-cash donation.

Kind regards,

[redacted]

Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 27 January 2023 4:12 PM
To: 'Electoral Commission - PEF Online' [redacted]@Electoralcommission.org.uk>;
PEF Inbox [redacted]@electoralcommissionorguk.onmicrosoft.com>
Subject: Q4 2022 Reports

See attached Quarterly donations Q4 2022 and Quarterly transactions Q4 2022 front sheets.

As discussed with [redacted] there is an additional donation to report.

Date received and accepted - 31/12/2022

Amount - £2,400

Donor - Cor Unum (details of donor already on the system).

Non-cash donation

Nature – Premises

Other than date, donation record to correspond to previous ones of the same nature.

Last one here:

http://search.electoralcommission.org.uk/English/Donations/NC0557980

E-mail from Electoral Commission Party Finance Team to SNP 26/01/23

Dear Scott,

It is not necessary to annotate the donation details onto the return summary.

Colin can sign and date both the donations and transactions return summaries downloaded from PEF Online.

These can then be attached to an email explaining the extra donation details.

Kind regards,

[redacted]

Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

From: Scott Martin <[redacted]>
Sent: 25 January 2023 4:51 PM
To: [redacted] <[redacted]>
Cc: Colin Beattie [redacted]>
Subject: Re: Unsubmit request CCM:0505353

[redacted]–

Is a simple add additional donation:

Date received and accepted - 31/12/2022

Amount - £2,400

Donor - Cor Unum (details of donor already on the system).

Non-cash donation

Nature – Premises

Other than date, donation record to correspond to previous ones of the same nature.

Last one here:

http://search.electoralcommission.org.uk/English/Donations/NC0557980

Colin can send over the signed Return Summary + annotate it by hand to refer to this email, if that work for you.

The “Return Summary” process does not involve signing any paper with details of the donations declared, so that is why proceeding in that manner.

Colin can also send in the “Return Summary” for the transactions report (nil return now submitted) with the donations report.

Is this all OK?

Scott

From: [redacted]@electoralcommission.org.uk>
Date: Wednesday, 25 January 2023 at 14:42
To: Scott Martin <[redacted]>
Subject: RE: Unsubmit request CCM:0505353

Dear Scott,

It is not possible for a report to be unsubmitted. As it is before the deadline you can make amendments to it, but only we can go into PEF Online to make the changes required.

To that end, I attach a form for your donations report for Q4 2022.

Because we have an electronic record of your report you must be very clear in the attached form what amendments are being made, whether that is adding or removing items, or just an amendment of an existing item.

I emphasise the importance that there is clarity as to whether it consists of just the changes to be made or if it’s a complete overwrite of what is currently on PEF Online.

This must be signed, dated by the treasurer, and received by the Commission no later than 30 January 2023.

I note that at the time of writing this email we have not received your Q4 2022 Transactions report. Please ensure that this is also received and declared by the above deadline.

Kind regards,

[redacted]

Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

From: Scott Martin [redacted]>
Sent: 25 January 2023 11:52 AM
To: PEF Inbox [redacted]@electoralcommissionorguk.onmicrosoft.com>
Subject: Unsubmit request

Can you please unsubmit the Q4 return at your end – I need to do an amend to it.

From: Electoral Commission - PEF Online
[redacted]@Electoralcommission.org.uk>
Date: Wednesday, 25 January 2023 at 11:07
To: Scott Martin <[redacted]>
Subject: Electoral Commission - Party and Election Finance Database System - Return Submitted

Scottish National Party (SNP) - Quarterly (Donations) Q4 2022 has been submitted to the Electoral Commission for Scottish National Party (SNP).

E-mail from Electoral Commission Party Finance Team to SNP 31/10/23

Dear Colin

I confirm receipt of the outstanding declarations for the party's Q3 donations and loans returns.

Regarding the issues with PEF Online, can you please send a new email to pef@electoralcommission.org.uk explaining the exact problem you are having with the system in as much detail as possible. It would greatly help us if you also provided screenshots of the issue.

Best regards

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 28 October 2022 5:46 PM
To: PEF Inbox [redacted]@electoralcommission.org.uk>
Cc: 'Scott Martin' <[redacted]>
Subject: RE: Q3 Donations and Transactions report

See attached Q3 Transactions Return report

From: colin Beattie <[redacted]>
Sent: 28 October 2022 17:16
To: 'PEF Inbox' [redacted]@electoralcommission.org.uk>
Cc: 'Scott Martin' [redacted]>
Subject: RE: Q3 Donations and Transactions report

I am still unable to use the online option. I can log in but then I can do nothing with the forms. When is this going to be fixed? It has been going on for a very long time now.

I enclose the form regarding Q3 Donations.

From: PEF Inbox [redacted]@electoralcommission.org.uk>
Sent: 28 October 2022 14:25
To: [redacted]
Subject: Re: Q3 Donations and Transactions report
Importance: High

Dear Colin,

I see that the Scottish National Party has submitted their Q3 Donation report via PEF Online.

As the report was submitted by Scott Martin, you, as the registered treasurer, will need to sign and date a declaration, to correctly submit the report.

For your convenience I attach a copy of the return summary for you to sign. Please email it to [redacted]@electoralcommission.org.uk

I note that we are still to receive your Q3 (transactions) report. The deadline for this to be properly submitted, is **Sunday 30 October**.

If you cannot submit and authorise via PEF Online the transactions report, you will also need to print of the return summary, sign, and date, before emailing it by the Sunday 30 October deadline to the above email address.

Kind regards,

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

E-mail from Electoral Commission Party Finance Team to SNP Treasurer 22/08/23

Thank you for your submission. I confirm receipt.

Regards

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 22 August 2022 14:30
To: PEF Inbox [redacted]@electoralcommission.org.uk>
Subject: RE: Donations + Transactions Reports

just noticed that this did not attach.

From: PEF Inbox <[redacted]@electoralcommission.org.uk>
Sent: 12 August 2022 12:49
To: 'colin Beattie' <[redacted]>
Subject: RE: Donations + Transactions Reports

Good afternoon

I confirm receipt of your signed declaration for Q2 2022 transactions.

However, we are still not in receipt of a declaration for the Q2 2022 donations return.

I note that the donations have been entered on PEF Online but the return remains 'In progress'. As the status is not submitted, this means we are not in receipt of a declaration for this return.

Please either press the submit button for this return on PEF Online, or complete only parts 1 and 2 of the attached donations form template and return to me as soon as possible.

Regards

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 11 August 2022 18:33

To: PEF Inbox <[redacted]@electoralcommission.org.uk>
Subject: Donations + Transactions Reports

Please see attached. I have signed and scanned in the covering sheet which I trust will be in order.

E-mail from Electoral Commission Party Finance Team to SNP Treasurer 22/08/23

Dear Mr Beattie,

Please find attached a guidance letter regarding a potential breach of the Political Parties, Elections and Referendums Act 2000 (PPERA) with your party's Q2 donations and transactions reports.

If you have any questions about the content of this letter, please feel free to direct them to me personally or to our advice and guidance function using pef@electoralcommission.org.uk.

Thank you,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

The Electoral Commission

Mr Colin Beattie
Scottish National Party (SNP)
Gordon Lamb House
3 Jackson's Entry
Edinburgh
EH8 8PJ

22 August 2022

Sent by email

Dear Mr Beattie,

I am writing to you in your capacity as a party treasurer, regarding your party's quarterly donation and transaction reports for the second quarter of 2022, covering the reporting period 01 April to 30 June 2022. The party's quarterly reports were received on 27 July 2022 (donations) and 29 July 2022 (transactions) however the declaration on both reports was not signed. This is a potential breach of sections 66 and 71T of the Political Parties, Elections and Referendums Act 2000 (PPERA).

Parties that fail to submit their quarterly donation and transaction returns by the submission deadline may be referred to our Casework and Investigations Team in line with the Commission's enforcement policy which is available on our website:

https://www.electoralcommission.org.uk/__data/assets/pdf_file/0011/199703/April-2016-Enforcement-Policy.pdf

Noting that the declaration for the transactions report was submitted on 11 August 2022 and that your party has had long term difficulties using the PEF Online system, on this occasion the Financial Reporting management team has decided it is not proportionate to refer this breach for investigation and is instead issuing you with appropriate guidance. However, this decision is contingent on the outstanding donation report declaration being submitted and the party being brought into compliance no later than 26 August 2022.

Guidance is available for party treasurers submitting quarterly donation and transaction reports on the Electoral Commission website:

The Electoral Commission
3 Bunhill Row
London EC1Y 8YZ

Tel: 020 7271 0500
Fax: 020 7271 0505
info@electoralcommission.org.uk
www.electoralcommission.org.uk

The Electoral Commission

Political party donations and loans in Great Britain | Electoral Commission

In particular, the following page of the guidance includes links to report forms including copies with integrated notes. You will see in the notes that signing the treasurer's declaration is described as a 'must'.

How to report donations and loans | Electoral Commission

Please be aware that if all potential breaches are recorded and that if your party repeats such potential breaches in future, the management team may decide not to take this approach again. Please also note that the next scheduled quarterly donation and transactions reports which are due from your party cover the third quarter of 2022, covering the reporting period 01 July to 30 September 2022 and the submission deadline is 30 October 2022.

If you have any queries regarding the content of this letter or any of the Commission's guidance, please feel free to contact me using the following details.

Yours sincerely



Senior Financial Reporting Officer

E-mail from Electoral Commission Party Finance Team to SNP Treasurer 02/08/23

I confirm receipt of the attachments which you sent to my colleague, [redacted]. The donations return has been entered on PEF Online but was not submitted. The transactions return was filled in using the form but has not been signed. As a result, we have not received signed declarations from you for the party's donations and transactions returns. Please sign the declarations on both of the attached forms and return to us as soon as possible.

Regards

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: Colin Beattie <[redacted]>
Sent: 02 August 2022 12:51
To: PEF Inbox <[redacted]@electoralcommission.org.uk>
Cc: [redacted]
Subject: Re: SNP - Q2 2022 donations

I sent this in by email since I still cannot use PEF. Went to [redacted].

On 2 Aug 2022, at 10:24, PEF Inbox <[redacted]@electoralcommission.org.uk> wrote:

Dear Mr Beattie

I note that donations have been entered onto PEF Online for the party's Q2 2022 donations return. However, the return has not been submitted. The deadline for submitting Q2 2022 returns has passed. Please submit the Q2 2022 donations return on PEF Online as soon as possible.

Regards

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>

Sent: 29 July 2022 4:37 PM

To: [redacted]@electoralcommission.org.uk>

Subject: `Donations + Transactions Reports

I'm afraid that I still am unable to make this on line system work. I can log on but then it simply will not allow me to navigate properly nor can I approve this on line.

I am therefor enclosing copies of the returns.

Please confirm receipt.

Regards

Colin

From: Scott Martin [redacted]>

Sent: 08 July 2022 16:33

To: [redacted]@electoralcommission.org.uk>

Cc: [redacted]@electoralcommission.org.uk>

Subject: Re: Short Money

Thanks for the reply - we will just report the money in as is, rather than reflect the net sum received in Q1.

From: [redacted]@electoralcommission.org.uk>

Sent: Friday, July 8, 2022 4:25:25 PM

To: Scott Martin <[redacted]>

Cc: [redacted]@electoralcommission.org.uk>

Subject: RE: Short Money

Dear Scott,

Thank you for your email. [redacted] has passed it to me to respond to.

The answer is that you need to report the 3 payments in full as you always usually would and do not need to report the repayment. You also do not need to make any amendments to previous quarterly reports. This situation is different to a repayment if the party was unable to ascertain the permissibility of a donor and therefore there's simply no requirement under PPERA to report this type of repayment.

Regarding the point you made in your email about your previous quarterly reports being correct or otherwise I would remind you that those quarterly reports are in fact still correct as they show the value of the donations that were accepted at that time. The same is true of the Electoral Commission's register of donations, it'll still be a correct record despite not showing the repayment as it is a register of accepted donations. The point at which I would advise you to include the repayment is in the party's 2022 Statement of Accounts.

If you have any questions regarding the above of course please feel free to contact me using the details below.

Thanks again,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

From: Scott Martin <[redacted]>

Sent: 04 July 2022 13:55

To: [redacted]@electoralcommission.org.uk>

Subject: Short Money

[redacted]

We've got our usual three payments of Short Money this month, but also (first time I've seen this) the repayment of an underspend from two previous financial years.

So

29/4/22	£95,779.60 paid in
07/6/22	£123,039.21 paid to House (underspend of £122,488 in 2020/21 and £551.21 in 2021/22)
10/6/22	£95,779.60 paid in
27/6/22	£95,779.60 paid in

Not encountered this one before – do we just report the payment and ignore the refund or do we also do something with the refunds (either rebalance the public fund reports so the total for the quarter is correct, or do something else). Not sure if I can report a negative figure on the system!

Scott

E-mail from Electoral Commission Party Registration Team to SNP Chief Executive 07/07/22

Dear Peter,

Thank you. I can confirm safe receipt of the SNP's 2021 statement of accounts.

Kind regards,

[redacted]

[redacted]

Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

From: Peter Murrell <[redacted]>

Sent: 07 July 2022 15:03

To: PEF Inbox [redacted]@electoralcommission.org.uk>

Cc: [redacted]@electoralcommission.org.uk>

Subject: SNP statement of accounts 2021

All

Please find attached the statement of accounts for the Scottish National Party (SNP) for the year ended 31 December 2021.

Apologies, I meant to send these over first thing, but I've been distracted by the politics events of today.

I shall be grateful if you will acknowledge safe receipt when you get a moment.

Many thanks

Peter

PETER MURRELL

Chief Executive

Scottish National Party

Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.

Direct Dial [redacted]

[redacted]

[redacted]

[redacted]

From: Scott Martin [redacted]>

Sent: 29 April 2022 06:29

To: [redacted]@electoralcommission.org.uk>

Subject: Statement of Accounts

[redacted] –

Hope you are well. Mongolia seems like a lifetime away!

I attach statements of accounts for the following accounting units:

Aberdeenshire West

Argyll & Bute

Dumbarton

Edinburgh Central

Edinburgh Southern

Moray

Perthshire North

Ross, Skye & Lochaber

Stirling

It is possible that some accounting unit treasurers have already sent these to you directly.

Scott Martin

Solicitor to the SNP

[redacted]

[redacted]

Scottish National Party

Gordon Lamb House

3 Jackson's Entry

Edinburgh

EH8 8PJ

E-mail from Electoral Commission Party Finance Team to SNP Party Treasurer 28/04/22

I confirm receipt of your signed declaration.

Thanks

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 27 April 2022 19:47
To: PEF Inbox [redacted]@electoralcommission.org.uk>
Cc: 'Scott Martin' <[redacted]>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

See attached.

From: PEF Inbox <[redacted]@electoralcommission.org.uk>
Sent: 27 April 2022 14:25
To: [redacted]
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

Hi Colin

I can see that you have entered some donations on PEF Online but not submitted the return which means we still require a signed declaration from you. Please complete parts 1 and 2 of the attached document and email to me by the deadline for submission, 30 April 2022.

Please let me know if you'd like me to reset your PEF Online login details. I can see that this is a recurring problem for you and appreciate that you may have had your login reset before without success. However, there are a few things you could try such as deleting your browser history, trying a different web browser and selecting a different security question to the one you had before – if you would like to give these a try, I can reset your login upon request.

Best regards

[redacted]

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 26 April 2022 19:03
To: [redacted]@electoralcommission.org.uk>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

Hi [redacted]

I'm afraid my IT problem is not yet fixed so I am enclosing the return due as an attachment to this email.

Please confirm receipt.

Regards

Colin

From: [redacted]@electoralcommission.org.uk>
Sent: 04 February 2022 10:56
To: 'colin Beattie' <[redacted]>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

Dear Mr Beattie,

Thank you for your email. Firstly I'm replying to confirm receipt of your attached declaration.

Re: PEF Online, I am sorry you have these recurring problems using it. Of course you're not the only party treasurer to have ever found it difficult to use, but I would say it does seem to work for the majority of parties. I can tell you for instance, 66 parties were required to submit a quarterly donations report for Q4 2021, and 54 of those parties did so using PEF Online. So it's not the case that the system just simply doesn't work. But I appreciate it's not especially intuitive or user friendly.

I'll speak to my colleagues in the party registration function to ask about your suggestion to delete your log in and start it again. I don't know if that's something they're able to do or if it would create further problems.

Otherwise I can advise you that work is ongoing on the new system which will hopefully be much easier to use. I've repeatedly stressed to the development team that it should be as easy and intuitive for party treasurers to submit financial reports as possible so hopefully when that is ready to be launched it'll be an improved experience for you.

In the meantime, please keep in mind it's perfectly acceptable to use the paper forms, available on the website here, to submit your quarterly reports.

If you'd be willing to do so I'd also be happy to arrange a video call with you in April, possibly where you could share your screen, just in case there's some way to fix the issue using PEF Online.

Thanks again,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission
[redacted]

electoralcommission.org.uk

From: colin Beattie [redacted]>
Sent: 04 February 2022 10:39
To: [redacted]@electoralcommission.org.uk>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

[redacted],

This problem keeps recurring. For several years it has been unreliable. Is there no way to finally fix this? I don't know if this is a problem exclusive to me or if others also encounter this. If it is only me then maybe the answer is to completely close my login and start again?

Signed copy enclosed.

Regards

Colin

From: Stuart Langley [redacted]@electoralcommission.org.uk>
Sent: 04 February 2022 10:28
To: 'colin Beattie' <[redacted]>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

Dear Mr Beattie,

Thank you for your email. Sorry to hear you've had problems using PEF Online again. It sounds like your account is locked, so I've reset it at my end. You should receive a separate automated email with temporary log in details. The system never lets me see your password or security question and answer, but I can confirm the following details:

User name: [redacted]

Email address: [redacted]

Regarding the party's Q4 2021 donations report, could you please sign and return the attached treasurer declaration document?

Thanks again,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission
[redacted]

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 28 January 2022 17:46

To: [redacted]@electoralcommission.org.uk>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations
Importance: High

[redacted],

Once again the on line PEF is acting up. Both my user name and password are rejected plus it will not allow me to try to reset the password. It simply repeats the same error message.

This has been going on for a very long time and is very inconvenient. Is there no way to fix this?

I am enclosing our donations report and would ask if you could do what needs to be done.

Regards

Colin

From: [redacted]@electoralcommission.org.uk>
Sent: 28 January 2022 13:58
Subject: Electoral Commission - Reminder - Q4 2021 Donations

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 4 (the period 01 October to 31 December) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 January 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.
  -

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

E-mail from Electoral Commission Regulatory Support Team to SNP Party Treasurer 31/03/22

Dear Mr Beattie,

Please see the attached letter from the Electoral Commission regarding the reporting of donations and loans.

Kind regards,

[redacted]

Regulatory Support Advisor

The Electoral Commission

electoralcommission.org.uk

The Electoral Commission

3 Bunhill Row
London EC1Y 8YZ

Tel: 0333 103 1928
pef@electoralcommission.org.uk
electoralcommission.org.uk

Sent by email

31 March 2022

Dear Mr Beattie,

Publication of new donations and loans guidance

Today we have published new guidance and reporting forms for political parties on the donations and loans controls. As part of our ongoing work to produce more accessible guidance and website content, we have published it in HTML, replacing the suite of existing PDF documents.

If your party has accounting units, please note the following.

As part of our guidance re-write, we decided to review our understanding of the law on how parties with accounting units must report certain aggregated donations and loans (benefits). Our aim is to support you in reporting in a way that is consistent with the controls set out in the Political Parties, Elections and Referendums Act 2000 (PPERA).

We have updated our advice on benefits made to different sections of a party that are below the appropriate reporting threshold (over £7,500 accepted by the central party or over £1,500 accepted by an accounting unit). For example, where a party accepts a donation of £5,000 made to the central party and three donations of £1,000 made to individual accounting units, all from the same donor.

You may know these benefits as ‘section 62(12)’ donations and ‘section 71M(12)’ loans respectively, as these sections are where these controls are set out in PPERA. Under the law these benefits are treated as if they were accepted by the central party and are reportable when they exceed the £7,500 reporting threshold when aggregated.

Previously, we have advised parties to report these benefits throughout the calendar year, in the quarter in which the benefits exceed the reporting threshold when aggregated. **We now understand the law to require parties to add together benefits from the same source made to different sections of the party at the end of the calendar year and report these aggregated benefits to us in Quarter Four only.**

We ask you to follow our updated position from the 2022 Quarter One reporting period onwards. The deadline for Quarter One donations and loans reports is 30 April 2022.

Please be assured that we will work with you to understand if and how this impacts on the reporting of benefits accepted by your party. Further examples and information on how to report donations and loans can be found in the new guidance linked above, and you can contact us for further help.

If you would like to discuss our updated position, and how this might apply to your party, you can contact Denise Bottom at dbottom@electoralcommission.org.uk or our advice team at pef@electoralcommission.org.uk.

Yours sincerely,

[redacted]

[redacted]
Party Finance Guidance Manager

E-mail from Electoral Commission to SNP Chief Executive 24/08/21

Peter

Hope you enjoying the summer. Just checking that out team has highlighted to you/party, as is usual, that we will publish statements of accounts on our website this Thursday.

Andy

From: Peter Murrell <[redacted]>
Sent: 28 June 2021 08:45
To: Andy O'Neill <[redacted]>; [redacted]electoralcommission.org.uk>
Subject: Fw: The Scottish National Party - statement of accounts

Andy/[redacted]

Just keeping you both in this loop.

Have a safe and great summer! 😎

Best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: [redacted]@jcca.co.uk>
Sent: 26 June 2021 11:59
To: [redacted]@electoralcommission.org.uk [redacted]@electoralcommission.org.uk>
Cc: [redacted]@jcca.co.uk>; Peter Murrell [redacted]>
Subject: The Scottish National Party - statement of accounts

Dear sir/madam,

Please find attached a copy of the statement of accounts for The Scottish National Party for the year ended 31 December 2020.

Should you require anything further please do not hesitate to contact us.

Kind regards

[redacted]

Johnston Carmichael | 7 – 11 Melville Street | Edinburgh | EH3 7PE
dd. +[redacted]
[redacted] w. www.jcca.co.uk

E-mail from Electoral Commission Party Finance Team to SNP Party Treasurer 17/08/21

Dear Mr Beattie,

I am writing to confirm that the 2020 SOAs will be published on Thursday 26 August 2021.

We will be publishing a SOAs from central parties and relevant accounting units, in both the £250,000 and under and the over £250,000 categories, on the same day.

Kind regards,

[redacted]

[redacted]

Returns and Advice Manager

The Electoral Commission

[redacted]

electoralcommission.org.uk

E-mail to SNP Chief Executive from Electoral Commission Party Finance Team 12/08/21

Good afternoon Peter

My apologies for the confusion over the error and thank you for linking the Local Government Finance Circular.

The reason we wrote to parties that had received the funding was because some of the Council's that disbursed the funds were getting correspondence querying their status as a permissible donor. I do not know if this has been an issue for Angus Council or for the SNP, but if you would wish to review the donations as they appear on the Commission's register then please let me know.

http://search.electoralcommission.org.uk/English/Donations/PF0541303

http://search.electoralcommission.org.uk/English/Donations/PF0541302

Many thanks

[redacted]

Financial Reporting Manager

From: Peter Murrell <[redacted]>
Sent: 04 August 2021 12:00
To: [redacted]@electoralcommission.org.uk>
Cc: Colin Beattie <[redacted]m>; Scott Martin <[redacted]>
Subject: Re: Electoral Commission - Register Amendment - Small Business Grant Fund Donations

[redacted]

The amended donor cited would surely only apply to English local authorities. The equivalent quidance for Scotland would appear to be:

https://www.gov.scot/binaries/content/documents/govscot/publications/advice-and-guidance/2020/03/local-government-finance-circular-5-2020-covid-19-grant-funding-schemes/documents/local-government-finance-circular-5-2020-covid-19-grant-funding-schemes/local-government-finance-circular-5-2020-covid-19-grant-funding-schemes/govscot%3Adocument/NDR%2B-%2BPolicy%2B-%2BLocal%2BGovernment%2BFinance%2BCircular%2B5-2020%2B-%2BCovid-19%2Bgrants%2B%2Bclean%2Bversion%2Bfor%2Bwww.pdf

Can you review and revert?

Many thanks and best wishes

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: Colin Beattie <[redacted]
Sent: 04 August 2021 11:13
To: Scott Martin <[redacted]>; Peter Murrell <[redacted]
Subject: Fwd: Electoral Commission - Register Amendment - Small Business Grant Fund Donations

Begin forwarded message:

From: [redacted]@electoralcommission.org.uk>
Date: 4 August 2021 at 10:54:33 BST
To: [redacted]
Subject: Electoral Commission - Register Amendment - Small Business Grant Fund Donations

Dear Mr Beattie,

I am emailing you regarding the following public funds donations reported by your party. As I understand it the donations were received as part of the Small Business Grant Fund – a public fund which was made available by the Department for Business, Energy & Industrial Strategy but administered by local authorities.

After reviewing the guidance issued by DBEIS the Electoral Commission now recommends that the reported donor be amended. This is due to the fact that the relevant local authorities were to be reimbursed for payments by DBEIS making DBEIS the primary source of these funds.

You do not need to do anything. The amendments to these donations can be made by Electoral Commission staff. However I would appreciate it if you could review the donations in the following table and reply to confirm your agreement.

Donation Reference	Received By	Value	Accepted Date	Reported Donor	Amended Donor
PF0541302	Arbroath & District	£10,000.00	16/07/2020	Angus Council	Department for Business, Energy &

					Industrial Strategy 1 Victoria Street London SW1H 0ET
PF0541303	Montrose	£10,000.00	16/07/2020	Angus Council	Department for Business, Energy & Industrial Strategy 1 Victoria Street London SW1H 0ET

Thank you,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

E-mail from SNP to Electoral Commission Party Finance Team on 30/07/21

This is the data on the system for the return.

No doubt Colin can confirm this separately if needed to constitute the return if login details are still failing.

From: colin Beattie <[redacted]>
Date: Friday, 30 July 2021 at 19:16
To: [redacted]@electoralcommission.org.uk>
Cc: Scott Martin <[redacted]>, Peter Murrell <[redacted]>
Subject: RE: Electoral Commission - Reminder - Q2 2021 Donations Report

[redacted]

I have been trying to approve the quarterly reports. Once again the system just won't accept my answer to the security question so that I can release. Logging in is fine.

Now the system has locked me out and I can't do anything until the administrator releases the account.

This has been a recurring problem over many, many months. Sometimes it does work. Mostly it does not. Can we not try to fix this problem once and for all!

If you can get the administrator to release the account I will try again.

Regards

Colin

From: [redacted]@electoralcommission.org.uk>
Sent: 26 July 2021 17:35
Subject: Electoral Commission - Reminder - Q2 2021 Donations Report

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than 30 July 2021.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.

    - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
    - are (or add up to) over £1,500; and
    - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline. We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

E-mail to Electoral Commission from SNP 31/03/21

Didn't realised that.

This now makes sense. Someone seen on the Electoral Commission report. Contacts Angus Council. Angus Council reviews the Scottish Government guidance and realises that they shouldn't have paid out the funds in the first place. Branch contact us. We contact you and it has gone full circle!

Scott

From: [redacted]@electoralcommission.org.uk>
Date: Wednesday, 31 March 2021 at 11:52
To: Scott Martin [redacted]>
Subject: RE: 2021 Q4 Report

Scott

It was the Council that initially raised the issue with us Scott - I think the Chief Executive was getting questions about it. We have not heard back since writing to them.

[redacted]

From: Scott Martin <[redacted]>
Sent: 31 March 2021 11:49
To: [redacted]@electoralcommission.org.uk>
Cc: [redacted]@electoralcommission.org.uk>; Andy O'Neill [redacted]>; [redacted]@electoralcommission.org.uk>
Subject: Re: 2021 Q4 Report

[redacted] –

Thanks for the prompt response.

I doubt if Angus Council cares particularly, and haven't asked the question but if you want to write to them fair enough.

Scott

From: [redacted]@electoralcommission.org.uk>
Date: Wednesday, 31 March 2021 at 11:41
To: Scott Martin <[redacted]>
Cc: [redacted]@electoralcommission.org.uk>, Andy O'Neill [redacted]>, [redacted]electoralcommission.org.uk>
Subject: FW: 2021 Q4 Report

Scott

Andy asked me to respond.

Essentially there is nothing for the party to do. Section 55(2) of PPERA provides that "any payment out of public funds received by a registered party shall be regarded as a donation received by the party from a permissible donor".

From your perspective the party has complied with the obligation to report the donations to us in your quarterly reports. PPERA also prescribes the responsibility that the Electoral Commission has to publish these donations once reported. When a donation has been accepted, this requirement to report the donation and for the Electoral Commission to publish it is not dependent on the end use of money received – meaning it is equally reportable whether it is used by the party for political means, or whether it's returned to the donor. Our view is that the donations should stay on the register even if they are ultimately repaid.

We have written to Angus Council confirming this view.

[redacted]

Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. 0131 225 0210

electoralcommission.org.uk

From: Scott Martin [redacted]>
Sent: 31 March 2021 00:54
To: [redacted]@electoralcommission.org.uk>
Subject: 2021 Q4 Report

Andy –

This is a slightly odd one.

It appears that two of our branches applied for a £10K COVID grant, which was paid by Angus Council.

These were declared in our Q4 2020 report (PFR0541302 & 3).

As you can see from the attached letter in relation to the payment to Arbroath Branch, the council has advised that the payment was incorrectly made and have apologised for the situation.

Repayment has been made to the local authority. I don't have details yet in relation to Montrose but assume they will get a similar letter and will also have to repay the grant.

I am unsure how you would want to deal with this unusual situation at your end.

Is it possible for these to simply be administratively removed from your system?

We can do whatever needed at this end if you advise what that is!

Scott Martin

Solicitor to the SNP

[redacted]

[redacted]

Scottish National Party

Gordon Lamb House

3 Jackson’s Entry

Edinburgh

EH8 8PJ

From: Peter Murrell <[redacted]>

Sent: 19 March 2021 12:59

To: Andy O'Neill <[redacted]

Subject: Re: Legacy from overseas CCM:0107327

Andy

All perfect, I know what to do now.

Best

Peter

Peter Murrell

Chief Executive

On 19 Mar 2021, at 12:42, Andy O'Neill <[redacted]> wrote:

Peter

Thanks for the inquiry. I have spoken to colleagues about this matter and for completeness, the guidance relating to bequests is at this link, although it only gives some detail. For bequests, see page 4 and 5, which states that the donor needs to have been on a UK electoral roll in the period of five years prior to death. In the legislation, the reference to bequests can be found in section 54 of PPERA

References to overseas voters are on pages 4, 5 and 6 of the same guidance, although it doesn't give the length of time that you can be an overseas voter (which is currently 15 years). In PPERA, see section 141 for the '15 year period'.

If you have already received the request and it is impermissible then you must return it within 30 (calendar) days to the donor or person acting on behalf of the donor (i.e. the estate). Section 56 of PPERA. Also in this guidance, pages 4 and 5 refers.

If you require further explanation please speak to [redacted], Financial Reporting Manager [redacted]) or [redacted], UKPGE Returns and Advice Manager ([redacted]).

Thanks

Andy

Andy O'Neill

Head of Electoral Commission, Scotland

The Electoral Commission

[redacted]

[redacted]

electoralcommission.org.uk

From: Peter Murrell <[redacted]

Sent: 18 March 2021 08:31

To: Andy O'Neill [redacted]>

Subject: Legacy from overseas

Andy

Hope you are keeping safe and look after yourself (and yours).

I guess we won't be the first ones to receive a legacy gift from someone overseas who isn't or hasn't been on the electoral register within the required timescales. But given it's a first for us, is there an 'expert paper' on what to do? Or someone I can speak to?

Best

Peter

PETER MURRELL

Chief Executive

Scottish National Party

From: douglas chapman <[redacted]
Sent: 29 January 2021 20:35
To: Andy O'Neill [redacted]; PEF Inbox <pef@electoralcommission.org.uk>
Cc: Scott Martin <[redacted]>
Subject: SNP Donations Return - Q4 2020

Hi,

I tried to complete this donations return via the online system but I was locked out of our party's page this afternoon. I called your office to have the issue rectified but there has been no response to my message.

Please accept our return in the PDF format attached. Hopefully we can get the technical issues ironed out next week?

Regards,

Douglas Chapman

National Treasurer – SNP

E-mail from SNP Party Treasurer to Electoral Commission Scotland Team 21/12/20

[redacted],

Thank you for your email.

It would be great to meet up in early January and we'll make the necessary arrangements after the Christmas break.

With the prospect of a busy electoral year ahead, I hope you and you team have a restful Christmas.

Kind regards,

Douglas

Douglas Chapman

SNP

From: Martin McKeown [redacted]>
Sent: 21 December 2020 12:05
To: [redacted]
Subject: Appointment as Party Treasurer

Hi Douglas

I am aware that you have been appointed as Party Treasurer for the Scottish National Party and have assumed the responsibilities of that role. In that regard we will be happy to meet with you in the early New Year to brief you on the key responsibilities of the role, and to answer any questions that you might have. If you want me to arrange this, please get in touch.

Many of the responsibilities for maintaining a party's registered information and for financial reporting fall on the Treasurer. There is an extensive suite of guidance on our website to help you. You can find guidance on maintaining party details here and information on the role of the Treasurer here. You may also wish to read our campaign guidance for political parties for the Scottish Parliament elections. I understand you have access to our PEF Online portal.

While in your role you will principally deal with our Registration and Financial Reporting teams, the Scotland Team is here to assist you. Please do not hesitate to contact us if you have any questions.

Regards.

[redacted]

Senior Elections and Campaigners Adviser

E-mail to SNP from Electoral Commission Party Finance Team 07/12/20

Hi Scott,

Yes I can confirm we're happy to treat the Q3 report as submitted on 30 October 2020. It would be helpful if Mr Beattie could sign the attached report summary document as this has the declaration text on, which the attachment in the email on 30 October did not have.

Thanks a lot,
[redacted]

From: Scott Martin [redacted]>
Sent: 05 December 2020 16:58
To: [redacted]@electoralcommission.org.uk>
Subject: Re: Reminder: Q3 2020 Donations Report Due By 30 October 2020 CCM:0534259

[redacted]–

We now have a new Treasurer and are taking steps to get the form to the Commission.

In the meantime, can you confirm that the Q3 report is being treated as submitted on 30 October 2020.

Hopefully our new Treasurer has more success with PEF/PFR online!

Scott

From: Scott Martin [redacted]>
Date: Thursday, 26 November 2020 at 15:43
To: [redacted]@electoralcommission.org.uk>
Subject: FW: Reminder: Q3 2020 Donations Report Due By 30 October 2020 CCM:0534259

Looking through my emails from Colin, it appears to have been acknowledged by Andy O'Neill.

Can you confirm on this basis that being treated as submitted timeously?

From: colin Beattie <[redacted]>
Date: Friday, 30 October 2020 at 16:17
To: Scott Martin [redacted]
Subject: FW: Reminder: Q3 2020 Donations Report Due By 30 October 2020 CCM:0534259

From: Andy O'Neill <[redacted]>
Sent: 30 October 2020 16:10
To: 'colin Beattie' [redacted]@electoralcommission.co.uk
Subject: RE: Reminder: Q3 2020 Donations Report Due By 30 October 2020 CCM:0534259

Colin

I confirm receipt of your e-mail and the attachment of a single page.

Andy

Andy O'Neill
Head of Electoral Commission, Scotland

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: colin Beattie [redacted]>
Sent: 30 October 2020 15:53
To: [redacted]@electoralcommission.co.uk
Cc: Andy O'Neill [redacted]>
Subject: Reminder: Q3 2020 Donations Report Due By 30 October 2020 CCM:0534259
Importance: High

I'm afraid I am having to send in this return by email again. The system simply will not let me complete the approval process.
I can log in OK but when it comes to approval it just won't do it.
Please confirm receipt.
Regards
Colin

-----Original Message-----
From: Beattie C (Colin), [redacted]
Sent: 26 November 2020 16:01
To: [redacted]@electoralcommission.org.uk>
Subject: Re: Scottish National Party - Q3 2020 Donations Report

I will dig it out later [redacted]

> On Nov 26, 2020, at 3:42 PM, [redacted]
<[redacted]@electoralcommission.org.uk> wrote:
>
> Hi Colin,
>
> Yes that's right I was just phoning to discuss the party's Q3 report as per my email earlier today. I've spoken to Scott just now also. He thinks you may have sent an email to submit the Q3 report back in October. If you have a copy of that email and could forward it to me that'd be really helpful.
>
> Thanks a lot,
>[redacted]
>
> -----Original Message-----
> From: Beattie C (Colin), [redacted]
> Sent: 26 November 2020 15:36
> To: [redacted]@electoralcommission.org.uk>
> Subject: Re: Scottish National Party - Q3 2020 Donations Report
>
> Hi [redacted]
> I am in the parliament chamber until around 7.00pm tonight and can’t take a call. I think you are phoning me.
> Regards
> Colin
>
>> On Nov 26, 2020, at 10:24 AM, Colin Beattie [redacted]
wrote:
>>
>> Hi [redacted]
>> I emailed this report in because I am still having difficulty with your system.
>> Can anyone assist with this?
>> I can log in fine but when I come to release/approve it does not work. I have tried changing password and question but no luck.
>> Regards
>> Colin

From: [redacted]
Sent: 26 November 2020 10:16
To: [redacted]
Subject: Scottish National Party - Q3 2020 Donations Report

Dear Mr Beattie,

I'm emailing regarding the Scottish National Party's Q3 2020 donations report. The report is 'in progress' on our PEF Online system but hasn't actually been submitted. As far as I'm aware, it also hasn't been submitted in another fashion – e.g. by email or post.

The in progress report on PEF Online contains the following 5 donation items:

Reference	Donor	Received by	Nature of donation	Value	Date received	Date accepted
C0514577	Na Isobel Mary Gibson	Dumfriesshire Constituency	Cash	£2,000	10/08/2020	10/08/2020
PF0515998	House of Commons	Central Party	Public Funds	£47,001.49	31/07/2020	31/07/2020
PF0515999	House of Commons	Central Party	Public Funds	£47,001.80	28/08/2020	28/08/2020
PF0516000	House of Commons	Central Party	Public Funds	£90,327.74	25/09/2020	25/09/2020
C0516062	Miss Florence Naples Mitchell	Central Party	Cash	£20,000	21/08/2020	21/08/2020

If the party has more donation items to report for Q3 2020 they must be added to this report as a matter of urgency, and the report must be submitted. If this list is exhaustive and there is nothing further to add, again it must be submitted as a matter of urgency. I must stress the quarterly donations report contains a declaration from party treasurers which is a statutory requirement. Hence it is not sufficient to simply send an email or confirm over the telephone that these donations are the entire report. It must actually be submitted using PEF Online or using our forms available on the website here.

If you'd prefer not to submit your report using the PEF Online system, I've attached a copy of our RP10 PDF form to this email. If you have any questions please feel free to contact me using the details below.

I should also mention that this report is now severely overdue – the reporting deadline being 30 October 2020. Parties that fail to submit their accounts by the submission deadline may be referred to our Casework and Investigations Team in line with the Commission's enforcement policy which is available on our website here.

Thanks a lot,

[redacted]
Senior Financial Reporting Adviser

The Electoral Commission
[redacted]
electoralcommission.org.uk

E-mail from Electoral Commission Party Finance Team to all party Treasurers 13/07/20

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2020. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2020**.

All parties must report:
- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us this calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know closer to the deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

Because of COVID-19 restrictions our offices are now closed and **we cannot receive post or hand deliveries**. Please submit your accounts using our online facility or by emailing pef@electoralcommission.org.uk

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]
Financial Reporting Adviser

The Electoral Commission
Advice line: [redacted]
electoralcommission.org.uk

E-mail to SNP auditors from Electoral Commission Party Finance Team 07/07/20

Dear [redacted],

Apologies for the delay in responding to your email. Thank you for sending over the statement of accounts for The Scottish National Party.

Please accept this email as confirmation of receipt.

Kind regards,

[redacted]
Financial Reporting Adviser

The Electoral Commission
electoralcommission.org.uk

From: [redacted]@jcca.co.uk>
Sent: 26 June 2020 18:44
To: PEF Inbox [redacted]@electoralcommission.org.uk>
Cc: Peter Murrell <[redacted]>; [redacted]
[redacted]@jcca.co.uk>
Subject: The Scottish National Party - statement of accounts

Good evening,

Please find attached a copy of the statement of accounts for The Scottish National Party for the year ended 31 December 2019.

Should you require anything further please do not hesitate to contact us.

Kind regards,

[redacted]

[redacted] | Audit Manager
Johnston Carmichael | 7 – 11 Melville Street | Edinburgh | EH3 7PE
dd. [redacted]
[redacted] **w.** www.jcca.co.uk

E-mail from Electoral Commission Party Finance Team to all party Treasurers 19/06/20

Dear Party Treasurer,

2019 Statement of Accounts to be submitted by 7 July 2020

If your party's gross income or total expenditure was over £250,000, you must submit your **audited** statement of accounts by 07 July 2020.

These dates are set out in legislation and we can't change them.

COVID-19 update and submitting your accounts

We recognise, given current circumstances, some parties may face difficulties submitting their accounts by the deadline. Please let us know closer to the deadline if this will be the case for your party. If that is the case please submit your accounts as soon as possible and explain why you missed the deadline. We will take a proportionate approach in line with our enforcement policy. If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

Because of COVID-19 restrictions our offices are now closed and **we cannot receive post or hand deliveries**. Please submit your accounts using our online facility or by emailing pef@electoralcommission.org.uk

Please read the attached factsheet, which contains all the information you need in order to submit your annual statement of accounts. Further guidance is available on the Electoral Commission website.

If you have any queries regarding your party's 2019 annual statement of accounts please contact the Political Finance, and Regulation advice line on 0333 103 1928 or email pef@electoralcommission.org.uk.

Kind regards,

[redacted]
Financial Reporting Adviser

The Electoral Commission
electoralcommission.org.uk

From: Peter Murrell [redacted]
Sent: 09 June 2020 09:50
To: [redacted]@electoralcommission.org.uk>
Subject: Re: UKGE Spending Return

Sure, I'll alert our auditors...

PETER MURRELL
Chief Executive

Scottish National Party

From: [redacted]@electoralcommission.org.uk>
Sent: 09 June 2020 09:42
To: Peter Murrell <[redacted]>
Subject: RE: UKGE Spending Return

Peter

Further to my email of yesterday, can you please advise if you have already sent your hard copy of your return as yet? If so, can you advise to which office it was sent to? If not, you will appreciate our offices are not currently open to receive hand deliveries. As such we are asking that returns are made electronically wherever possible.

Appreciate your advice. Regards.

[redacted]

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

Peter

Thanks for your emails. I acknowledge receipt of your emailed spreadsheets. I have passed both emails on to colleagues in the Financial Reporting Team.

Can you advise what address you have directed the hard copy to? Our Edinburgh Office?

[redacted]

From: Peter Murrell [redacted]
Sent: 08 June 2020 17:28
To: [redacted]@electoralcommission.org.uk>
Cc: Andy O'Neill [redacted]>
Subject: UKGE Spending Return

[redacted]

Our auditors insist in submitting the return direct to yourselves, so it will be with you in hard and electronic copy imminently. I am attaching an electronic version of the spreadsheet to give you a heads up on our total spend.

For completeness, I hereby declare that the return is complete and correct. Total spending by the SNP was £1,261,958.21.

Any questions before the deadline, I'm staying safe and home so available 24/7.

All the best

Peter

PETER MURRELL
Chief Executive

E-mail to SNP auditors from Electoral Commission Scotland Team 09/06/20

[redacted]

Thank you for your email. I acknowledge receipt and confirm I have passed on to our Financial Reporting Team.

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

From: [redacted]@jcca.co.uk>
Sent: 09 June 2020 10:41
To: [redacted]@electoralcommission.org.uk>
Cc: Peter Murrell <[redacted]>; [redacted]@jcca.co.uk>; [redacted]@jcca.co.uk>
Subject: SNP - Electoral commission - UKPGE Audit

Dear [redacted]

Please find attached our audit report in respect of the SNP's 2019 UK Parliament General election campaign expenditure, together with supporting invoice records.

Should you require a hard copy sent, or have any queries, please let me know.

Kind regards

[redacted] | Audit Director
Johnston Carmichael | 7 – 11 Melville Street | Edinburgh | EH3 7PE
dd. [redacted]
[redacted] **e.** [redacted] **w.** www.jcca.co.uk

E-mail from SNP Chief Executive to Electoral Commission Scotland Team 06/05/20

[redacted]

All under control at the moment, I have a further (virtual) meeting with the auditors to discuss progress tomorrow morning.
I've only some practical concerns about the compilation of invoice copies etc but I'll alert you soonest if I'm not able to overcome those with the fairly basic copying/scanning kit I have here in the house.

Meantime, stay safe and well

Peter

PETER MURRELL
Chief Executive

Scottish National Party

From: [redacted]@electoralcommission.org.uk>
Sent: 06 May 2020 10:48
To: Colin Beattie ([redacted])
Cc: Peter Murrell [redacted]
Subject: UKPGE Spending Return

Hi Colin

I hope you are well.

The deadline for submitting audited spending returns for the 2019 UK Parliamentary general election (expenditure over £250k) is 12 June. With that in mind, we are offering parties the opportunity to discuss their returns with us in advance of the deadline. This would be an informal opportunity to chat over any particular issues or questions you might have in relation to completing and submitting the return.

If you wish to take up this offer, then please get back to me. It can be arranged through Video Conference or telephone.

Regards.

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

E-mail from Electoral Commission Scotland Office to SNP Party Treasurer 09/04/23

Dear Colin,

Your party is required to provide quarterly donations and transactions (borrowing) reports. These reports are to provide details of any donations your party has received or transactions your party has entered in to, which are over £7,500 in value or which aggregate to over £7,500 in value.

Your party's reports for quarter 1 (the period 01 January to 31 March) 2020 must both be delivered to the Electoral Commission no later than **30 April 2020**. If your party has not received any reportable donations or entered in to any reportable transactions you still need to complete a 'nil returns' report.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know closer to the deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

Because of COVID-19 restrictions our offices are currently closed and **we cannot receive post or hand deliveries**. Please submit your accounts using our online facility or by emailing pef@electoralcommission.org.uk

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Details of what needs to be reported and copies of the relevant forms are available from our guidance on reporting donations and loans.

Please let us know if you have any questions.

Kind regards.

[redacted]

Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

E-mail from Electoral Commission Scotland Office to SNP Party Treasurer 13/03/20

Colin

We would be grateful if you could please arrange to distribute the attached letter to your party's Accounting Units. It is a reminder relating to submission of AU statements of accounts.

Appreciated.

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

The Electoral Commission

Dear Accounting Unit Treasurer

Why we are writing to you

I am writing to remind you of the deadline to submit your accounting unit's statement of accounts for the year ending 31 December 2019. All accounting units whose gross income or total expenditure was greater than £25,000 during the year are required to submit a statement of accounts.

Nearly all accounting units that are required to submit their accounts do so on time.

When do you need to submit your statement of accounts?

If your accounting unit's gross income or total expenditure for the year was between £25,000 and £250,000:

- You must submit your statement of accounts by **30 April 2020**

If your accounting unit's gross income or total expenditure was over £250,000:

- You must submit your audited statement of accounts by **07 July 2020**

If your accounting unit's gross income and total expenditure were each less than £25,000:

- You **do not** need to submit accounts for 2019

How do you submit a statement of accounts?

You should submit your statement of accounts directly to us at the address below.

We strongly encourage you to use the standard format for accounts set out in the Commission guidance. You can use either cash or accruals accounting and, to help you, there are templates and a spreadsheet tool available on our website at the following link:

http://www.electoralcommission.org.uk/i-am-a/party-or-campaigner/guidance-for-political-parties/submitting-your-statements-of-accounts

The Electoral Commission
3 Bunhill Row
London EC1Y 8YZ

Tel: 0333 103 1928
Fax: 020 7271 0505
info@electoralcommission.org.uk
www.electoralcommission.org.uk

The Electoral Commission

Your statement of accounts will be published on our website, so please do not include any bank account or personal contact details in your accounts that you do not wish to be published.

What happens if you fail to submit on time?

It is a legal requirement for you to submit your accounting unit's statement of accounts on time and if you do not, you may be subject to sanctions including a penalty of at least £200. Please contact us as soon as possible if you think you may be in difficulties meeting the deadline.

Advice and Help

We have guidance to help you complete the statement of accounts at:

http://www.electoralcommission.org.uk/i-am-a/party-or-campaigner/guidance-for-political-parties/submitting-your-statements-of-accounts

The guidance also contains an example of an accounting unit statement of accounts.

If you require any help or have any queries regarding your accounting unit's annual statement of accounts you can contact our advice phone line, 0333 103 1928, or email pef@electoralcommission.org.uk

Yours sincerely

[redacted]

Financial Reporting Manager

The Electoral Commission
3 Bunhill Row
London EC1Y 8YZ

Tel: 0333 103 1928
Fax: 020 7271 0505
info@electoralcommission.org.uk
www.electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 12 February 2020 13:23
To: [redacted]@electoralcommission.org.uk>
Cc: [redacted]; [redacted]@electoralcommission.org.uk>
Subject: RE: RPP140392 - Quarter 4 Report on Loans and Donations CCM:0450179

[redacted]
Apologies. I drafted a response then very efficiently put it aside to send later. Here it is below.

[redacted]–

Thanks for your email.

I can confirm that the £5,000 cash donation from Flagship Media Group was received by Paisley Tannahill. Thanks for noting this omission and the opportunity to remedy it.

The £1,000 non-cash donation from [redacted] of IT Equipment is not an aggregation. The equipment was all received by and accepted by Paisley Tannahill branch on 4/12/2019.

It should be said that, fully analysed, this was not actually a recordable donation.

[redacted]

For transparency purposes, it would appear appropriate for this to be reported – but if you do not wish to include in your database a donation which does not meet the statutory criteria for being a recordable donation, then I am happy for it to be removed.

Regards
Colin

From: [redacted]@electoralcommission.org.uk>
Sent: 12 February 2020 13:14
To: Colin Beattie [redacted]
Cc: [redacted]>; [redacted]
[redacted]@electoralcommission.org.uk>

Subject: FW: RPP140392 - Quarter 4 Report on Loans and Donations CCM:0450179

Colin

Do you have a response to the questions I raised in my email of 4 February? Appreciated.

Thanks.

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

From: [redacted]
Sent: 04 February 2020 10:36
To: [redacted]
Cc: [redacted]
Subject: RPP140392 - Quarter 4 Report on Loans and Donations

Colin

We have a few questions about the donations from Flagship Media Group Limited reported in your 4th Quarter return (attached).

The return is missing information about who the £5,000 cash donation from Flagship Media Group Limited was received by? [redacted]

Thanks Colin.

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

E-mail from Electoral Commission Party Finance Team to SNP Party Treasurer 28/01/20

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (borrowing) reports. These reports are to provide details of any donations your party has received or transactions your party has entered in to, which are over £7,500 in value or which aggregate to over £7,500 in value.

Your party's reports for quarter 4 (the period 01 October to 31 December) 2019 must both be delivered to the Electoral Commission no later than **30 January 2020**. If your party has not received any reportable donations or entered in to any reportable transactions you still need to complete a 'nil returns' report.

You can complete these returns on the Commission's website, PEF Online as follows.

Alternatively you can submit this return by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email or by post.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete these reports. Please also note that it is a legal requirement to submit your party's quarterly reports on time. If you fail to do this, you may be subject to sanctions including a penalty of at least £200. You can read more about our enforcement policy here.

Please let us know if you have any questions.

Kind regards,

[redacted]
Financial Reporting Adviser

The Electoral Commission
[redacted]
electoralcommission.org.uk

E-mail from Electoral Commission Party Finance Team to SNP Party Treasurer 23/01/20

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (borrowing) reports. These reports are to provide details of any donations your party has received or transactions your party has entered in to, which are over £7,500 in value or which aggregate to over £7,500 in value.

Your party's reports for quarter 4 (the period 01 October to 31 December) 2019 must both be delivered to the Electoral Commission no later than **30 January 2020**. If your party has not received any reportable donations or entered in to any reportable transactions you still need to complete a 'nil returns' report.

You can complete these returns on the Commission's website, PEF Online as follows.

Alternatively you can submit this return by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email or by post.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete these reports. Please also note that it is a legal requirement to submit your party's quarterly reports on time. If you fail to do this, you may be subject to sanctions including a penalty of at least £200. You can read more about our enforcement policy here.

Please let us know if you have any questions.

Kind regards,

[redacted]
Financial Reporting Adviser

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: [redacted]@electoralcommission.org.uk>
Date: Tuesday, 11 April 2023 at 10:44
To: Scott Martin <[redacted]>
Subject: RE: Policy Development Grant CCM:0058220

Dear Scott

For the past year, 2022-23, the audit certificate and a final cost report for the grant will need to be delivered to us no later than 11 May 2023.

If the audit is successful, we would aim to pay the remainder of the 2022-23 grant before mid-June. At present, 25% of the party's allocation is withheld.

For the 2023-24 grant allocation, we will shortly be sending letters about the amount of the allocation. The party will then need to deliver an application for that allocation.

If you could let me know who is best person to contact in the party, that would be helpful, as Peter was always my contact for PDGs.

[redacted]

Financial Reporting Manger

From: Scott Martin <[redacted]>
Sent: 04 April 2023 1:53 PM
To: [redacted]@electoralcommission.org.uk>
Subject: Policy Development Grant

[redacted] –

Hope you are well.

Not been able to work out where we are with Policy Development Grant application, etc. with Peter now away.

Can you provide me with an update? I'm not sure if you have already sent an email asking for an application to be submitted.

Scott Martin

Solicitor to the SNP

[redacted]

[redacted]

Scottish National Party

Gordon Lamb House

3 Jackson's Entry

Edinburgh

EH8 8PJ

Email sent from the Commission's Party Registration Team to the SNP Treasurer 24/04/23

Dear Stuart Campbell McDonald,

Thank you for your notification to change the registered details for your party which we received on 23 April 2023. We have now processed the following changes:

Position	Outgoing officer	Incoming officer	Post/Home address	Email	Telephone
Treasurer	Colin Beattie	Stuart Campbell McDonald	[redacted]	[redacted]	[redacted]

Please notify us immediately if the amended details do not appear as you had intended.

You must notify us within 14 days of changes to the named leader, treasurer, nominating officer, and campaigns officer or additional officer (if applicable) for the party if caused by the death or termination of the appointment of that officer. For other changes, such as changes to officer home addresses or the party's headquarters address, you must notify us within 28 days. Failing to update the party's registered details where they are not correct by the relevant deadline is a contravention of PPERA which may result in a fine. You can read our Enforcement Policy here. You can also view our guidance on registering and maintaining a party here.

Please let me know if you have any further questions.

Yours sincerely,

[redacted]

Registration Manager

The Electoral Commission

[redacted]

electoralcommission.org.uk

Email sent from the Commission's Party Registration Team to the SNP 21/04/23

Dear Scott,

I understand you have spoken with Andy O'Neill regarding submitting a change of party treasurer. Below I have provided information on completing this change. I have also copied this email to Humza Yousaf.

You can change the name of a registered party officer by completing and returning an RP4 form, or submitting this change through our PEF Online system.

You requested to Andy that we reset the PEF Online log in details for Humza Yousaf, to allow him to activate his account. However, it appears that Humza's account has now been activated. You can therefore now follow the steps set out in our guidance for changing party officers through PEF Online.

Please note that when making an officer change through PEF Online, this change will need to be authorised by all of the registered responsible officers of the party (yourself, Humza Yousaf and Colin Beattie) as well as the incoming officer. You will be able to set up a PEF Online account for the incoming officer during this process, and instructions on how to do so are included in the guidance I have linked above.

Alternatively, you can complete and deliver an RP4 form. I understand that you may have made arrangements to deliver a form to Andy O'Neill or to our Edinburgh offices directly, but you can also scan a completed form to partyreg@electoralcommission.org.uk. Please note that any scanned form must still be completed with wet signatures.

Where a registered officer who is required to sign an application is unable to do so, the law provides that another party officer may sign in their place. The application must:

be accompanied by a declaration explaining that the replacement person is authorised to sign in the required officer's place, and

- include a statement explaining why the required officer is unable to sign.

If a registered officer is unable to authorise the changes, you must complete your treasurer change through submitting an RP4 form, filling in the relevant section on the form.

Once an application to change a registered officer has been submitted, the registration team will check that the application meets the legal requirements and if it does, the change will be processed. The change will not display on the public register until it has been processed by us.

Additional guidance on changing a party's registered officers can be read here. If you have any further questions, please do not hesitate to contact me.

Kind regards,

[redacted]

Registration Manager

The Electoral Commission

[redacted]

electoralcommission.org.uk

E-mail sent from Electoral Commission to the SNP on 11/04/23

Dear Scott

For the past year, 2022-23, the audit certificate and a final cost report for the grant will need to be delivered to us no later than 11 May 2023.

If the audit is successful, we would aim to pay the remainder of the 2022-23 grant before mid-June. At present, 25% of the party's allocation is withheld.

For the 2023-24 grant allocation, we will shortly be sending letters about the amount of the allocation. The party will then need to deliver an application for that allocation.

If you could let me know who is best person to contact in the party, that would be helpful, as Peter was always my contact for PDGs.

[redacted]

[redacted]

From: Scott Martin [redacted] >
Sent: 04 April 2023 1:53 PM
To: [redacted]@electoralcommission.org.uk>
Subject: Policy Development Grant

[redacted] –

Hope you are well.

Not been able to work out where we are with Policy Development Grant application, etc. with Peter now away.

Can you provide me with an update? I'm not sure if you have already sent an email asking for an application to be submitted.

Scott Martin

Solicitor to the SNP

[redacted]

[redacted]

Scottish National Party

Gordon Lamb House

3 Jackson's Entry

Edinburgh

EH8 8PJ

Email to SNP Treasurer from Electoral Commission Party Registration Team 22/03/23

Dear Colin Beattie,

We are writing to you regarding the resignation of Peter Murrell as Chief Executive of the Scottish National Party. Our email below sets out the legal requirements and guidance to make the required changes to the registered officer holders of the party.

It is our understanding that Peter Murrell resigned with immediate effect on Saturday. Our advice is predicated on the assumption that this resignation also covers his position of party nominating officer (NO) and campaigns officer (CO), both of which are roles registered with us.

PPERA requires that where an officer's appointment is terminated, a party must provide a notification to change that officer within 14 days of the termination of appointment. Where Peter's resignation was with immediate effect, we consider this the termination of his PPERA appointments. The party must provide notifications to change within 14 calendar days starting from 18 March.

For the NO role, you must provide the name and home address of the incoming officer. A notification to change the officer role must be authorised by the currently registered leader, nominating officer, treasurer, and the incoming officer.

In relation to the CO role, PPERA 25(3) states that the treasurer takes on the responsibility of the CO, when the CO's role is terminated. This will cover the period until this officer role is replaced, or the party removes the CO role. The CO is not a compulsory role (unlike NO) and can be removed, however, to do so will require the party to change its financial structure and demonstrate this via changes to its constitution and financial scheme. Please note that although a campaigns officer is not a compulsory role for a registered party, you cannot leave the role vacant: you must either notify us of the details of a replacement campaigns officer within 14 days or apply to remove the position in its entirety.

The same rules apply for replacing the campaigns officer as those specified for the nominating officer. If you would like further guidance about removing the campaigns officer role, please let us know.

PPERA 25(1) outlines that the treasurer cannot also be registered as the campaigns officer. Separately, PPERA 24(1) outlines that the treasurer cannot be the nominating officer unless that individual is also the leader (and some other officer role is registered). Any changes must be in line with these provisions.

Making the changes

The party can make the changes either via PEF Online or using the RP4 Form.

To make the changes in PEF Online, you will need to create an account for the new officer in the system, have each officer login and authorise and then submit the change to us. Please note that Peter Murrell must authorise these changes as he is the current registered postholder. If he requires his login details to be reset, then he will require access to his registered email address – [redacted]

Alternatively, the party can complete 2 separate RP4 forms for each change. These will need to be signed in wet ink by each required officer – please note we do not accept e-signatures on these forms. These forms can be scanned to the email address below, posted to the address on the form, or you may wish to make arrangements with Andy O'Neill to hand deliver these forms to our Edinburgh Office.

We note that the party is expecting to announce a new leader on Monday 27 March. Correspondence addressed to Peter Murrell on 17 February (which we understand that Scott Martin has had sight of) outlined the requirements for registering a replacement leader. If changes to the nominating officer and campaigns officer have not been processed before the election of a new leader, we recommend that you contact us to discuss making these changes alongside registering a new party leader.

If you have any questions on this matter, please feel free to contact us at [redacted]@electoralcommission.org.uk.

Kind regards,

[redacted]

Senior Adviser, Registration

The Electoral Commission

electoralcommission.org.uk

E-mail from Electoral Commission to SNP Chief Executive re party leadership campaign 21/02/23

Dear Peter,

I'm writing to let you know that we have written to candidates standing in the election for the position of Leader of the Scottish National Party to make them aware of the rules on accepting and reporting donations and loans to their campaigns, in accordance with the Political Parties, Elections and Referendums Act 2000 (PPERA).

I have attached a copy of the letter for your reference.

Kind regards,

[redacted]

Senior Officer Regulation and Campaigning (Scotland)

The Electoral Commission

Tel: [redacted]

www.electoralcommission.org.uk

The Electoral Commission

City Chambers
High Street
Edinburgh EH1 1YJ

Tel: 0333 103 1928
infoscotland@electoralcommission.org.uk
electoralcommission.org.uk

21 February 2023

Re: Election of Leader of the Scottish National Party

We understand that you are standing as a candidate at the internal election for the position of Leader of the Scottish National Party. I am writing to remind you that there are rules on accepting and reporting donations and loans made to fund your campaign.

These rules are not the same as your party's internal rules, which place their own limits on the amount of money you can spend on campaigning and receive in donations. These rules have been shared with us, and we understand that it unlikely that any campaigning activity you carry out in accordance with these internal party rules would reach the threshold for permissibility checking and reporting. However, we have set these out below for your awareness.

If at any point however you are unsure or think that you may need advice about these rules, please get in touch.

Donations and Loans to candidates

Under the Political Parties, Elections and Referendums Act 2000 (PPERA), there are rules that members of a registered political party and holders of elective office (including Members of the Scottish Parliament and Members of the UK Parliament) must follow in relation to donations they receive and loans they enter into in connection with their political activities. Political acitivities include seeking election to an internal party office.

Under PPERA, individuals and organisations can only accept a donation or enter into a loan of more than £500 towards their political activities if they have confirmed that the donor or lender is permissible. We regulate compliance with these rules on donations and loans and we publish details of donations and loans that are reported to us each month.

Our guidance explains the rules and sets out who a candidate can accept donations and loans from, the time period for making their own checks and returning any impermissible donations, and the deadline for reporting to us.

Similar rules apply to party membership organisations, where they receive donations and enter into loans to promote their party activities, including promoting the candidacy of an individual(s) ahead of internal party elections.

If you require any further information or have questions about this letter, please contact me or Andy O'Neill on [redacted] or by email using my contact details below or

[redacted]

Yours sincerely,

[redacted]

Senior Officer Regulation and Campaigning (Scotland)
Email address: [redacted]
Direct phone number: [redacted]

E-mail from Electoral Commission to SNP Party Treasurer 14/02/23

Dear Mr Beattie,

Please find attached a replacement copy of the guidance letter sent previously. I am re-issuing this due to the error in the table regarding the transaction's value. It has now been corrected. For the avoidance of doubt, I'd like to also confirm the correct value has been displayed on our PEF Online system throughout, the error in the value was only made on the previous copy of this guidance letter.

My apologies for any confusion or inconvenience caused by that error.

Thank you,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission
[redacted]

electoralcommission.org.uk

---------- Original Message ----------
From: [redacted]
Received: 03/02/2023 15:48
To: Colin Beattie; Scottish National Party (SNP); Scottish National Party (SNP); Scottish National Party (SNP) (GB)
Cc: Peter Murrell; [redacted]
Subject: Electoral Commission - Guidance - Late Reported Transaction in Q2 2022

Dear Mr Beattie,

Please find attached a guidance letter, regarding the Scottish National Party (SNP) Quarter 2 2022 transactions report.

If you have any questions about the attached letter, please feel free to contact me directly, or the Electoral Commission advice and guidance function using 0333 103 1928 or [redacted]@electoralcommission.org.uk.

Thank you,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission
[redacted]

electoralcommission.org.uk

The Electoral Commission

Mr Colin Beattie
Scottish National Party (SNP)
Gordon Lamb House
3 Jackson's Entry
Edinburgh
EH8 8PJ

14 February 2023

Sent by email

Dear Mr Beattie,

Further to Andy O'Neill's conversation with Mr Murrell it seems that the Commission did not in fact send the party a guidance letter regarding the transaction below, although our records indicate that one was to be sent.

I am therefore writing to you now in your capacity as Scottish National Party (SNP) party treasurer now, regarding your party's failure to correctly report a transaction in the quarterly transactions report for the reporting period in which the transaction is entered into. The transaction's details are in the following table:

Transaction Reference	Authorised Participant	Value	Start Date	Reported in	Correct Reporting Period
AL0559123	Peter Murrell	£107,620.00	20 June 2021	Q2 2022	Q2 2021

This was a potential breach of section 71M(5) of the Political Parties, Elections and Referendums Act 2000 (PPERA).

Parties that fail to correctly report donations and transactions in the appropriate quarterly report may be referred to our Casework and Investigations Team in line with the Commission's enforcement policy which is available on our website:

https://www.electoralcommission.org.uk/__data/assets/pdf_file/0011/199703/April-2016-Enforcement-Policy.pdf

The Electoral Commission
3 Bunhill Row
London EC1Y 8YZ

Tel: 020 7271 0500
Fax: 020 7271 0505
info@electoralcommission.org.uk
www.electoralcommission.org.uk

On this occasion we decided it was not proportionate to refer this breach for investigation and instead issue you with appropriate guidance.

Please be aware that if, in future, the party again submits incomplete or incorrect quarterly reports, the Electoral Commission may decide not to take this approach again.

Please also be aware that guidance is available for party treasurers submitting quarterly donation and transaction reports on the Electoral Commission website:

https://www.electoralcommission.org.uk/i-am-a/party-or-campaigner/political-parties/guidance-reporting-donations-and-loans-great-britain

https://www.electoralcommission.org.uk/political-party-donations-and-loans-great-britain/which-donations-and-loans-do-you-need-report

If you have any queries regarding the content of this letter or any of the Commission's guidance, please feel free to contact me using the following details.

Yours sincerely

[redacted]
Senior Financial Reporting Officer

[redacted]

[redacted]

E-mail from SNP Chief Executive to Electoral Commission 04/02/23

Morning [redacted]

All noted. Just double checking that the transaction value is correct in the table:

http://search.electoralcommission.org.uk/English/Loans/AL0559123

The loan value was reported at £107, 620.

Perhaps you are correctly adding the repayments to the loan to reach the higher figure?

Regards

Peter

Peter Murrell

Chief Executive

[redacted]

Scottish National Party

Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ

On 3 Feb 2023, at 15:49, [redacted]@electoralcommission.org.uk> wrote:

Dear Mr Beattie,

Please find attached a guidance letter, regarding the Scottish National Party (SNP) Quarter 2 2022 transactions report.

If you have any questions about the attached letter, please feel free to contact me directly, or the Electoral Commission advice and guidance function using 0333 103 1928 or [redacted]@electoralcommission.org.uk.

Thank you,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

E-mail from Electoral Commission to SNP Treasurer 30/01/23

Dear Colin.

I confirm the receipt of your signed Q4 2022 donations and transactions declarations, along with the details detailing the one additional non-cash donation.

Kind regards,

[redacted]

Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 27 January 2023 4:12 PM
To: 'Electoral Commission - PEF Online' [redacted]@Electoralcommission.org.uk>;
PEF Inbox [redacted]@electoralcommissionorguk.onmicrosoft.com>
Subject: Q4 2022 Reports

See attached Quarterly donations Q4 2022 and Quarterly transactions Q4 2022 front sheets.

As discussed with [redacted] there is an additional donation to report.

Date received and accepted - 31/12/2022

Amount - £2,400

Donor - Cor Unum (details of donor already on the system).

Non-cash donation

Nature – Premises

Other than date, donation record to correspond to previous ones of the same nature.

Last one here:

http://search.electoralcommission.org.uk/English/Donations/NC0557980

E-mail from Electoral Commission Party Finance Team to SNP 26/01/23

Dear Scott,

It is not necessary to annotate the donation details onto the return summary.

Colin can sign and date both the donations and transactions return summaries downloaded from PEF Online.

These can then be attached to an email explaining the extra donation details.

Kind regards,

[redacted]

Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

From: Scott Martin <[redacted]>
Sent: 25 January 2023 4:51 PM
To: [redacted] <[redacted]>
Cc: Colin Beattie [redacted]>
Subject: Re: Unsubmit request CCM:0505353

[redacted]–

Is a simple add additional donation:

Date received and accepted - 31/12/2022

Amount - £2,400

Donor - Cor Unum (details of donor already on the system).

Non-cash donation

Nature – Premises

Other than date, donation record to correspond to previous ones of the same nature.

Last one here:

http://search.electoralcommission.org.uk/English/Donations/NC0557980

Colin can send over the signed Return Summary + annotate it by hand to refer to this email, if that work for you.

The “Return Summary” process does not involve signing any paper with details of the donations declared, so that is why proceeding in that manner.

Colin can also send in the “Return Summary” for the transactions report (nil return now submitted) with the donations report.

Is this all OK?

Scott

From: [redacted]@electoralcommission.org.uk>
Date: Wednesday, 25 January 2023 at 14:42
To: Scott Martin <[redacted]>
Subject: RE: Unsubmit request CCM:0505353

Dear Scott,

It is not possible for a report to be unsubmitted. As it is before the deadline you can make amendments to it, but only we can go into PEF Online to make the changes required.

To that end, I attach a form for your donations report for Q4 2022.

Because we have an electronic record of your report you must be very clear in the attached form what amendments are being made, whether that is adding or removing items, or just an amendment of an existing item.

I emphasise the importance that there is clarity as to whether it consists of just the changes to be made or if it’s a complete overwrite of what is currently on PEF Online.

This must be signed, dated by the treasurer, and received by the Commission no later than 30 January 2023.

I note that at the time of writing this email we have not received your Q4 2022 Transactions report. Please ensure that this is also received and declared by the above deadline.

Kind regards,

[redacted]

Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

From: Scott Martin [redacted]>
Sent: 25 January 2023 11:52 AM
To: PEF Inbox [redacted]@electoralcommissionorguk.onmicrosoft.com>
Subject: Unsubmit request

Can you please unsubmit the Q4 return at your end – I need to do an amend to it.

From: Electoral Commission - PEF Online
[redacted]@Electoralcommission.org.uk>
Date: Wednesday, 25 January 2023 at 11:07
To: Scott Martin <[redacted]>
Subject: Electoral Commission - Party and Election Finance Database System - Return Submitted

Scottish National Party (SNP) - Quarterly (Donations) Q4 2022 has been submitted to the Electoral Commission for Scottish National Party (SNP).

E-mail from Electoral Commission Party Finance Team to SNP 31/10/23

Dear Colin

I confirm receipt of the outstanding declarations for the party's Q3 donations and loans returns.

Regarding the issues with PEF Online, can you please send a new email to pef@electoralcommission.org.uk explaining the exact problem you are having with the system in as much detail as possible. It would greatly help us if you also provided screenshots of the issue.

Best regards

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 28 October 2022 5:46 PM
To: PEF Inbox [redacted]@electoralcommission.org.uk>
Cc: 'Scott Martin' <[redacted]>
Subject: RE: Q3 Donations and Transactions report

See attached Q3 Transactions Return report

From: colin Beattie <[redacted]>
Sent: 28 October 2022 17:16
To: 'PEF Inbox' [redacted]@electoralcommission.org.uk>
Cc: 'Scott Martin' [redacted]>
Subject: RE: Q3 Donations and Transactions report

I am still unable to use the online option. I can log in but then I can do nothing with the forms. When is this going to be fixed? It has been going on for a very long time now.

I enclose the form regarding Q3 Donations.

From: PEF Inbox [redacted]@electoralcommission.org.uk>
Sent: 28 October 2022 14:25
To: [redacted]
Subject: Re: Q3 Donations and Transactions report
Importance: High

Dear Colin,

I see that the Scottish National Party has submitted their Q3 Donation report via PEF Online.

As the report was submitted by Scott Martin, you, as the registered treasurer, will need to sign and date a declaration, to correctly submit the report.

For your convenience I attach a copy of the return summary for you to sign. Please email it to [redacted]@electoralcommission.org.uk

I note that we are still to receive your Q3 (transactions) report. The deadline for this to be properly submitted, is **Sunday 30 October**.

If you cannot submit and authorise via PEF Online the transactions report, you will also need to print of the return summary, sign, and date, before emailing it by the Sunday 30 October deadline to the above email address.

Kind regards,

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

E-mail from Electoral Commission Party Finance Team to SNP Treasurer 22/08/23

Thank you for your submission. I confirm receipt.

Regards

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 22 August 2022 14:30
To: PEF Inbox [redacted]@electoralcommission.org.uk>
Subject: RE: Donations + Transactions Reports

just noticed that this did not attach.

From: PEF Inbox <[redacted]@electoralcommission.org.uk>
Sent: 12 August 2022 12:49
To: 'colin Beattie' <[redacted]>
Subject: RE: Donations + Transactions Reports

Good afternoon

I confirm receipt of your signed declaration for Q2 2022 transactions.

However, we are still not in receipt of a declaration for the Q2 2022 donations return.

I note that the donations have been entered on PEF Online but the return remains 'In progress'. As the status is not submitted, this means we are not in receipt of a declaration for this return.

Please either press the submit button for this return on PEF Online, or complete only parts 1 and 2 of the attached donations form template and return to me as soon as possible.

Regards

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 11 August 2022 18:33

To: PEF Inbox <[redacted]@electoralcommission.org.uk>
Subject: Donations + Transactions Reports

Please see attached. I have signed and scanned in the covering sheet which I trust will be in order.

E-mail from Electoral Commission Party Finance Team to SNP Treasurer 22/08/23

Dear Mr Beattie,

Please find attached a guidance letter regarding a potential breach of the Political Parties, Elections and Referendums Act 2000 (PPERA) with your party's Q2 donations and transactions reports.

If you have any questions about the content of this letter, please feel free to direct them to me personally or to our advice and guidance function using pef@electoralcommission.org.uk.

Thank you,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

The Electoral Commission

Mr Colin Beattie
Scottish National Party (SNP)
Gordon Lamb House
3 Jackson's Entry
Edinburgh
EH8 8PJ

22 August 2022

Sent by email

Dear Mr Beattie,

I am writing to you in your capacity as a party treasurer, regarding your party's quarterly donation and transaction reports for the second quarter of 2022, covering the reporting period 01 April to 30 June 2022. The party's quarterly reports were received on 27 July 2022 (donations) and 29 July 2022 (transactions) however the declaration on both reports was not signed. This is a potential breach of sections 66 and 71T of the Political Parties, Elections and Referendums Act 2000 (PPERA).

Parties that fail to submit their quarterly donation and transaction returns by the submission deadline may be referred to our Casework and Investigations Team in line with the Commission's enforcement policy which is available on our website:

https://www.electoralcommission.org.uk/__data/assets/pdf_file/0011/199703/April-2016-Enforcement-Policy.pdf

Noting that the declaration for the transactions report was submitted on 11 August 2022 and that your party has had long term difficulties using the PEF Online system, on this occasion the Financial Reporting management team has decided it is not proportionate to refer this breach for investigation and is instead issuing you with appropriate guidance. However, this decision is contingent on the outstanding donation report declaration being submitted and the party being brought into compliance no later than 26 August 2022.

Guidance is available for party treasurers submitting quarterly donation and transaction reports on the Electoral Commission website:

The Electoral Commission
3 Bunhill Row
London EC1Y 8YZ

Tel: 020 7271 0500
Fax: 020 7271 0505
info@electoralcommission.org.uk
www.electoralcommission.org.uk

The Electoral Commission

Political party donations and loans in Great Britain | Electoral Commission

In particular, the following page of the guidance includes links to report forms including copies with integrated notes. You will see in the notes that signing the treasurer's declaration is described as a 'must'.

How to report donations and loans | Electoral Commission

Please be aware that if all potential breaches are recorded and that if your party repeats such potential breaches in future, the management team may decide not to take this approach again. Please also note that the next scheduled quarterly donation and transactions reports which are due from your party cover the third quarter of 2022, covering the reporting period 01 July to 30 September 2022 and the submission deadline is 30 October 2022.

If you have any queries regarding the content of this letter or any of the Commission's guidance, please feel free to contact me using the following details.

Yours sincerely



Senior Financial Reporting Officer

E-mail from Electoral Commission Party Finance Team to SNP Treasurer 02/08/23

I confirm receipt of the attachments which you sent to my colleague, [redacted]. The donations return has been entered on PEF Online but was not submitted. The transactions return was filled in using the form but has not been signed. As a result, we have not received signed declarations from you for the party's donations and transactions returns. Please sign the declarations on both of the attached forms and return to us as soon as possible.

Regards

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: Colin Beattie <[redacted]>
Sent: 02 August 2022 12:51
To: PEF Inbox <[redacted]@electoralcommission.org.uk>
Cc: [redacted]
Subject: Re: SNP - Q2 2022 donations

I sent this in by email since I still cannot use PEF. Went to [redacted].

On 2 Aug 2022, at 10:24, PEF Inbox <[redacted]@electoralcommission.org.uk> wrote:

Dear Mr Beattie

I note that donations have been entered onto PEF Online for the party's Q2 2022 donations return. However, the return has not been submitted. The deadline for submitting Q2 2022 returns has passed. Please submit the Q2 2022 donations return on PEF Online as soon as possible.

Regards

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>

Sent: 29 July 2022 4:37 PM

To: [redacted]@electoralcommission.org.uk>

Subject: `Donations + Transactions Reports

I'm afraid that I still am unable to make this on line system work. I can log on but then it simply will not allow me to navigate properly nor can I approve this on line.

I am therefor enclosing copies of the returns.

Please confirm receipt.

Regards

Colin

From: Scott Martin [redacted]>

Sent: 08 July 2022 16:33

To: [redacted]@electoralcommission.org.uk>

Cc: [redacted]@electoralcommission.org.uk>

Subject: Re: Short Money

Thanks for the reply - we will just report the money in as is, rather than reflect the net sum received in Q1.

From: [redacted]@electoralcommission.org.uk>

Sent: Friday, July 8, 2022 4:25:25 PM

To: Scott Martin <[redacted]>

Cc: [redacted]@electoralcommission.org.uk>

Subject: RE: Short Money

Dear Scott,

Thank you for your email. [redacted] has passed it to me to respond to.

The answer is that you need to report the 3 payments in full as you always usually would and do not need to report the repayment. You also do not need to make any amendments to previous quarterly reports. This situation is different to a repayment if the party was unable to ascertain the permissibility of a donor and therefore there's simply no requirement under PPERA to report this type of repayment.

Regarding the point you made in your email about your previous quarterly reports being correct or otherwise I would remind you that those quarterly reports are in fact still correct as they show the value of the donations that were accepted at that time. The same is true of the Electoral Commission's register of donations, it'll still be a correct record despite not showing the repayment as it is a register of accepted donations. The point at which I would advise you to include the repayment is in the party's 2022 Statement of Accounts.

If you have any questions regarding the above of course please feel free to contact me using the details below.

Thanks again,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

From: Scott Martin <[redacted]>

Sent: 04 July 2022 13:55

To: [redacted]@electoralcommission.org.uk>

Subject: Short Money

[redacted]

We've got our usual three payments of Short Money this month, but also (first time I've seen this) the repayment of an underspend from two previous financial years.

So

29/4/22	£95,779.60 paid in
07/6/22	£123,039.21 paid to House (underspend of £122,488 in 2020/21 and £551.21 in 2021/22)
10/6/22	£95,779.60 paid in
27/6/22	£95,779.60 paid in

Not encountered this one before – do we just report the payment and ignore the refund or do we also do something with the refunds (either rebalance the public fund reports so the total for the quarter is correct, or do something else). Not sure if I can report a negative figure on the system!

Scott

E-mail from Electoral Commission Party Registration Team to SNP Chief Executive 07/07/22

Dear Peter,

Thank you. I can confirm safe receipt of the SNP's 2021 statement of accounts.

Kind regards,

[redacted]

[redacted]

Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

From: Peter Murrell <[redacted]>

Sent: 07 July 2022 15:03

To: PEF Inbox [redacted]@electoralcommission.org.uk>

Cc: [redacted]@electoralcommission.org.uk>

Subject: SNP statement of accounts 2021

All

Please find attached the statement of accounts for the Scottish National Party (SNP) for the year ended 31 December 2021.

Apologies, I meant to send these over first thing, but I've been distracted by the politics events of today.

I shall be grateful if you will acknowledge safe receipt when you get a moment.

Many thanks

Peter

PETER MURRELL

Chief Executive

Scottish National Party

Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.

Direct Dial [redacted]

[redacted]

[redacted]

[redacted]

E-mail from SNP Chief Executive to Electoral Commission Party Finance Team to 04/07/22

[redacted]

I was off Friday, but the funds did indeed arrive as you promised...

Very best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: Peter Murrell <[redacted]>
Sent: 24 June 2022 16:26
To: [redacted]@electoralcommission.org.uk>
Subject: Re: PDG 2022-23 application CCM:0058166

All noted, thanks [redacted].

Given I'd not had a remittance note from them today, I guessed it would be next Friday. We'll survive for one day

Have a fab weekend

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: [redacted]@electoralcommission.org.uk>
Sent: 24 June 2022 15:56
To: Peter Murrell <[redacted]>

Cc: Andy O'Neill <[redacted]>
Subject: RE: PDG 2022-23 application CCM:0058166

Hi Peter

I have been in touch with our finance team again today. They say that the next payment run is on Wednesday 29th June and payment will be in the party's bank account on Friday 1st July.

Apologies that it is not quite in June.

Best wishes

[redacted]

From: Peter Murrell <[redacted]>
Sent: 22 June 2022 16:47
To: [redacted]@electoralcommission.org.uk>
Cc: Andy O'Neill <[redacted]>
Subject: Re: PDG 2022-23 application CCM:0058166

Perfect, thanks for the update [redacted]

Best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: [redacted]@electoralcommission.org.uk>
Sent: 22 June 2022 16:46
To: Peter Murrell <[redacted]>
Cc: Andy O'Neill <[redacted]>
Subject: RE: PDG 2022-23 application CCM:0058166

Good afternoon Peter

The payment of £108,961 for 2022-23 has been authorised and is with our finance team. So, it should be with you by the end of this month.

I don't have a definite date, but will let you know when I do.

Best wishes

[redacted]

From: Peter Murrell <[redacted]>
Sent: 21 June 2022 13:45
To: [redacted]@electoralcommission.org.uk>
Cc: Andy O'Neill <[redacted]>
Subject: Re: PDG 2022-23 application

Thanks [redacted] appreciated if you would.

Yes, your finance people processed the final payment for 2021-22 on 31 May 😎

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: [redacted]@electoralcommission.org.uk>
Sent: 21 June 2022 09:19
To: Peter Murrell <[redacted]>
Cc: Andy O'Neill <[redacted]>
Subject: RE: PDG 2022-23 application

Hi Peter

I will chase to see when the 2022-23 tranche is going to be processed,.

Have you received the 2021-22 final payment? That should have gone through now.

Regards

[redacted]

From: Peter Murrell [redacted]>
Sent: 21 June 2022 09:12
To: [redacted]@electoralcommission.org.uk>
Cc: Andy O'Neill <[redacted]>
Subject: PDG 2022-23 application

Hi [redacted]

As we're nearing the end of June, I just wondered if there had been progress on processing the application for the 2022-23 grant and if the bank transfer would be this month or into July?

Auditors have me doing cashflow projections as a final audit exercise 🙄

Best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: [redacted]@electoralcommission.org.uk>
Sent: 30 May 2022 16:37
To: Peter Murrell <[redacted]>
Cc: Andy O'Neill <[redacted]>
Subject: RE: PDG audit certificate 2021/22

Peter

The 2021-22 final payment is currently being processed. I will update you as soon as I know when our finance team have transferred it to the bank.

The 2022-23 application has not yet been processed. But I will update you as soon as I have information on the bank transfer.

Best wishes

[redacted]

From: Peter Murrell <[redacted]>
Sent: 30 May 2022 10:13
To: [redacted]@electoralcommission.org.uk>
Subject: Re: PDG audit certificate 2021/22

[redacted]

Just checking in to make sure all is well with our application and audit certificate.

I assume any payment of grant will be next month now? Or perhaps July?

Best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: Peter Murrell <[redacted]>
Sent: 29 April 2022 13:34
To: [redacted]@electoralcommission.org.uk>
Cc: Andy O'Neill <[redacted]>; [redacted]@jcca.co.uk>; [redacted]@jcca.co.uk>
Subject: PDG audit certificate 2021/22

[redacted]

Attached herewith is the certificate from our auditors for SNP claims under the Policy Development Grant 2021/22.

If you need anything further from our audit team or me, please do let me know.

Otherwise, have a great holiday weekend.

All the best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: Scott Martin [redacted]>

Sent: 29 April 2022 06:29

To: [redacted]@electoralcommission.org.uk>

Subject: Statement of Accounts

[redacted] –

Hope you are well. Mongolia seems like a lifetime away!

I attach statements of accounts for the following accounting units:

Aberdeenshire West

Argyll & Bute

Dumbarton

Edinburgh Central

Edinburgh Southern

Moray

Perthshire North

Ross, Skye & Lochaber

Stirling

It is possible that some accounting unit treasurers have already sent these to you directly.

Scott Martin

Solicitor to the SNP

[redacted]

[redacted]

Scottish National Party

Gordon Lamb House

3 Jackson's Entry

Edinburgh

EH8 8PJ

E-mail from SNP Chief Executive to Electoral Commission Party Finance Team to 28/04/22

Thanks [redacted]

Hope all is well with you. Attached herewith is our application for grant for the coming year.

You will also have our audit certificate for the 2021/22 grant year in the coming days.

Very best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: [redacted]@electoralcommission.org.uk>
Sent: 27 April 2022 20:22
To: [redacted]
Cc: Andy O'Neill <[redacted]>; Peter Murrell <[redacted]>
Subject: Policy Development Grant allocation for 2022-23 - SNP CCM:0058122

Dear Mr Beattie

Please find attached a letter, appendices and guidance relating to the allocation of the policy development grant for 2022-23.

Yours sincerely

[redacted]

Financial Reporting Manager

The Electoral Commission
0333 103 1928

electoralcommission.org.uk

E-mail from Electoral Commission Party Finance Team to SNP Party Treasurer 28/04/22

I confirm receipt of your signed declaration.

Thanks

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 27 April 2022 19:47
To: PEF Inbox [redacted]@electoralcommission.org.uk>
Cc: 'Scott Martin' <[redacted]>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

See attached.

From: PEF Inbox <[redacted]@electoralcommission.org.uk>
Sent: 27 April 2022 14:25
To: [redacted]
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

Hi Colin

I can see that you have entered some donations on PEF Online but not submitted the return which means we still require a signed declaration from you. Please complete parts 1 and 2 of the attached document and email to me by the deadline for submission, 30 April 2022.

Please let me know if you'd like me to reset your PEF Online login details. I can see that this is a recurring problem for you and appreciate that you may have had your login reset before without success. However, there are a few things you could try such as deleting your browser history, trying a different web browser and selecting a different security question to the one you had before – if you would like to give these a try, I can reset your login upon request.

Best regards

[redacted]

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 26 April 2022 19:03
To: [redacted]@electoralcommission.org.uk>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

Hi [redacted]

I'm afraid my IT problem is not yet fixed so I am enclosing the return due as an attachment to this email.

Please confirm receipt.

Regards

Colin

From: [redacted]@electoralcommission.org.uk>
Sent: 04 February 2022 10:56
To: 'colin Beattie' <[redacted]>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

Dear Mr Beattie,

Thank you for your email. Firstly I'm replying to confirm receipt of your attached declaration.

Re: PEF Online, I am sorry you have these recurring problems using it. Of course you're not the only party treasurer to have ever found it difficult to use, but I would say it does seem to work for the majority of parties. I can tell you for instance, 66 parties were required to submit a quarterly donations report for Q4 2021, and 54 of those parties did so using PEF Online. So it's not the case that the system just simply doesn't work. But I appreciate it's not especially intuitive or user friendly.

I'll speak to my colleagues in the party registration function to ask about your suggestion to delete your log in and start it again. I don't know if that's something they're able to do or if it would create further problems.

Otherwise I can advise you that work is ongoing on the new system which will hopefully be much easier to use. I've repeatedly stressed to the development team that it should be as easy and intuitive for party treasurers to submit financial reports as possible so hopefully when that is ready to be launched it'll be an improved experience for you.

In the meantime, please keep in mind it's perfectly acceptable to use the paper forms, available on the website here, to submit your quarterly reports.

If you'd be willing to do so I'd also be happy to arrange a video call with you in April, possibly where you could share your screen, just in case there's some way to fix the issue using PEF Online.

Thanks again,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission
[redacted]

electoralcommission.org.uk

From: colin Beattie [redacted]>
Sent: 04 February 2022 10:39
To: [redacted]@electoralcommission.org.uk>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

[redacted],

This problem keeps recurring. For several years it has been unreliable. Is there no way to finally fix this? I don't know if this is a problem exclusive to me or if others also encounter this. If it is only me then maybe the answer is to completely close my login and start again?

Signed copy enclosed.

Regards

Colin

From: Stuart Langley [redacted]@electoralcommission.org.uk>
Sent: 04 February 2022 10:28
To: 'colin Beattie' <[redacted]>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations CCM:0197429

Dear Mr Beattie,

Thank you for your email. Sorry to hear you've had problems using PEF Online again. It sounds like your account is locked, so I've reset it at my end. You should receive a separate automated email with temporary log in details. The system never lets me see your password or security question and answer, but I can confirm the following details:

User name: [redacted]

Email address: [redacted]

Regarding the party's Q4 2021 donations report, could you please sign and return the attached treasurer declaration document?

Thanks again,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission
[redacted]

electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 28 January 2022 17:46

To: [redacted]@electoralcommission.org.uk>
Subject: RE: Electoral Commission - Reminder - Q4 2021 Donations
Importance: High

[redacted],

Once again the on line PEF is acting up. Both my user name and password are rejected plus it will not allow me to try to reset the password. It simply repeats the same error message.

This has been going on for a very long time and is very inconvenient. Is there no way to fix this?

I am enclosing our donations report and would ask if you could do what needs to be done.

Regards

Colin

From: [redacted]@electoralcommission.org.uk>
Sent: 28 January 2022 13:58
Subject: Electoral Commission - Reminder - Q4 2021 Donations

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 4 (the period 01 October to 31 December) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 January 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.
  -

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

E-mail from Electoral Commission Regulatory Support Team to SNP Party Treasurer 31/03/22

Dear Mr Beattie,

Please see the attached letter from the Electoral Commission regarding the reporting of donations and loans.

Kind regards,

[redacted]

Regulatory Support Advisor

The Electoral Commission

electoralcommission.org.uk

The Electoral Commission

3 Bunhill Row
London EC1Y 8YZ

Tel: 0333 103 1928
pef@electoralcommission.org.uk
electoralcommission.org.uk

Sent by email

31 March 2022

Dear Mr Beattie,

Publication of new donations and loans guidance

Today we have published new guidance and reporting forms for political parties on the donations and loans controls. As part of our ongoing work to produce more accessible guidance and website content, we have published it in HTML, replacing the suite of existing PDF documents.

If your party has accounting units, please note the following.

As part of our guidance re-write, we decided to review our understanding of the law on how parties with accounting units must report certain aggregated donations and loans (benefits). Our aim is to support you in reporting in a way that is consistent with the controls set out in the Political Parties, Elections and Referendums Act 2000 (PPERA).

We have updated our advice on benefits made to different sections of a party that are below the appropriate reporting threshold (over £7,500 accepted by the central party or over £1,500 accepted by an accounting unit). For example, where a party accepts a donation of £5,000 made to the central party and three donations of £1,000 made to individual accounting units, all from the same donor.

You may know these benefits as ‘section 62(12)’ donations and ‘section 71M(12)’ loans respectively, as these sections are where these controls are set out in PPERA. Under the law these benefits are treated as if they were accepted by the central party and are reportable when they exceed the £7,500 reporting threshold when aggregated.

Previously, we have advised parties to report these benefits throughout the calendar year, in the quarter in which the benefits exceed the reporting threshold when aggregated. **We now understand the law to require parties to add together benefits from the same source made to different sections of the party at the end of the calendar year and report these aggregated benefits to us in Quarter Four only.**

We ask you to follow our updated position from the 2022 Quarter One reporting period onwards. The deadline for Quarter One donations and loans reports is 30 April 2022.

Please be assured that we will work with you to understand if and how this impacts on the reporting of benefits accepted by your party. Further examples and information on how to report donations and loans can be found in the new guidance linked above, and you can contact us for further help.

If you would like to discuss our updated position, and how this might apply to your party, you can contact Denise Bottom at dbottom@electoralcommission.org.uk or our advice team at pef@electoralcommission.org.uk.

Yours sincerely,

[redacted]

[redacted]
Party Finance Guidance Manager

E-mail from Electoral Commission to SNP Chief Executive 24/08/21

Peter

Hope you enjoying the summer. Just checking that out team has highlighted to you/party, as is usual, that we will publish statements of accounts on our website this Thursday.

Andy

From: Peter Murrell <[redacted]>
Sent: 28 June 2021 08:45
To: Andy O'Neill <[redacted]>; [redacted]electoralcommission.org.uk>
Subject: Fw: The Scottish National Party - statement of accounts

Andy/[redacted]

Just keeping you both in this loop.

Have a safe and great summer! 😎

Best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: [redacted]@jcca.co.uk>
Sent: 26 June 2021 11:59
To: [redacted]@electoralcommission.org.uk [redacted]@electoralcommission.org.uk>
Cc: [redacted]@jcca.co.uk>; Peter Murrell [redacted]>
Subject: The Scottish National Party - statement of accounts

Dear sir/madam,

Please find attached a copy of the statement of accounts for The Scottish National Party for the year ended 31 December 2020.

Should you require anything further please do not hesitate to contact us.

Kind regards

[redacted]

Johnston Carmichael | 7 – 11 Melville Street | Edinburgh | EH3 7PE
dd. +[redacted]
[redacted] w. www.jcca.co.uk

E-mail from Electoral Commission Party Finance Team to SNP Party Treasurer 17/08/21

Dear Mr Beattie,

I am writing to confirm that the 2020 SOAs will be published on Thursday 26 August 2021.

We will be publishing a SOAs from central parties and relevant accounting units, in both the £250,000 and under and the over £250,000 categories, on the same day.

Kind regards,

[redacted]

[redacted]

Returns and Advice Manager

The Electoral Commission

[redacted]

electoralcommission.org.uk

E-mail to SNP Chief Executive from Electoral Commission Party Finance Team 12/08/21

Good afternoon Peter

My apologies for the confusion over the error and thank you for linking the Local Government Finance Circular.

The reason we wrote to parties that had received the funding was because some of the Council's that disbursed the funds were getting correspondence querying their status as a permissible donor. I do not know if this has been an issue for Angus Council or for the SNP, but if you would wish to review the donations as they appear on the Commission's register then please let me know.

http://search.electoralcommission.org.uk/English/Donations/PF0541303

http://search.electoralcommission.org.uk/English/Donations/PF0541302

Many thanks

[redacted]

Financial Reporting Manager

From: Peter Murrell <[redacted]>
Sent: 04 August 2021 12:00
To: [redacted]@electoralcommission.org.uk>
Cc: Colin Beattie <[redacted]m>; Scott Martin <[redacted]>
Subject: Re: Electoral Commission - Register Amendment - Small Business Grant Fund Donations

[redacted]

The amended donor cited would surely only apply to English local authorities. The equivalent quidance for Scotland would appear to be:

https://www.gov.scot/binaries/content/documents/govscot/publications/advice-and-guidance/2020/03/local-government-finance-circular-5-2020-covid-19-grant-funding-schemes/documents/local-government-finance-circular-5-2020-covid-19-grant-funding-schemes/local-government-finance-circular-5-2020-covid-19-grant-funding-schemes/govscot%3Adocument/NDR%2B-%2BPolicy%2B-%2BLocal%2BGovernment%2BFinance%2BCircular%2B5-2020%2B-%2BCovid-19%2Bgrants%2B%2Bclean%2Bversion%2Bfor%2Bwww.pdf

Can you review and revert?

Many thanks and best wishes

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: Colin Beattie <[redacted]
Sent: 04 August 2021 11:13
To: Scott Martin <[redacted]>; Peter Murrell <[redacted]
Subject: Fwd: Electoral Commission - Register Amendment - Small Business Grant Fund Donations

Begin forwarded message:

From: [redacted]@electoralcommission.org.uk>
Date: 4 August 2021 at 10:54:33 BST
To: [redacted]
Subject: Electoral Commission - Register Amendment - Small Business Grant Fund Donations

Dear Mr Beattie,

I am emailing you regarding the following public funds donations reported by your party. As I understand it the donations were received as part of the Small Business Grant Fund – a public fund which was made available by the Department for Business, Energy & Industrial Strategy but administered by local authorities.

After reviewing the guidance issued by DBEIS the Electoral Commission now recommends that the reported donor be amended. This is due to the fact that the relevant local authorities were to be reimbursed for payments by DBEIS making DBEIS the primary source of these funds.

You do not need to do anything. The amendments to these donations can be made by Electoral Commission staff. However I would appreciate it if you could review the donations in the following table and reply to confirm your agreement.

Donation Reference	Received By	Value	Accepted Date	Reported Donor	Amended Donor
PF0541302	Arbroath & District	£10,000.00	16/07/2020	Angus Council	Department for Business, Energy &

					Industrial Strategy 1 Victoria Street London SW1H 0ET
PF0541303	Montrose	£10,000.00	16/07/2020	Angus Council	Department for Business, Energy & Industrial Strategy 1 Victoria Street London SW1H 0ET

Thank you,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

E-mail from SNP to Electoral Commission Party Finance Team on 30/07/21

This is the data on the system for the return.

No doubt Colin can confirm this separately if needed to constitute the return if login details are still failing.

From: colin Beattie <[redacted]>
Date: Friday, 30 July 2021 at 19:16
To: [redacted]@electoralcommission.org.uk>
Cc: Scott Martin <[redacted]>, Peter Murrell <[redacted]>
Subject: RE: Electoral Commission - Reminder - Q2 2021 Donations Report

[redacted]

I have been trying to approve the quarterly reports. Once again the system just won't accept my answer to the security question so that I can release. Logging in is fine.

Now the system has locked me out and I can't do anything until the administrator releases the account.

This has been a recurring problem over many, many months. Sometimes it does work. Mostly it does not. Can we not try to fix this problem once and for all!

If you can get the administrator to release the account I will try again.

Regards

Colin

From: [redacted]@electoralcommission.org.uk>
Sent: 26 July 2021 17:35
Subject: Electoral Commission - Reminder - Q2 2021 Donations Report

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than 30 July 2021.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.

    - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
    - are (or add up to) over £1,500; and
    - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline. We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

Senior Financial Reporting Adviser

The Electoral Commission

[redacted]

electoralcommission.org.uk

E-mail from Electoral Commission Party Registration Team to SNP Party Treasurer 04/06/21

Dear Colin Beattie,

I note from our records that your party has not updated its accounting units for some time.

As the treasurer you are responsible for ensuring that the party's accounting units are kept up to date. If there are any amendments to be made to your accounting units please provide these amendments to us. Changes could include:

- Changes AU names
- Changes to AU officers
- Closing AUs

Could you please confirm if there are changes that are required or if your accounting unit details are up to date?

Kind regards,

[redacted]

Senior Registration Adviser

The Electoral Commission

electoralcommission.org.uk

E-mail to SNP from Electoral Commission Party Registration Team 03/06/21

Dear Scott,

Thank you for your notification to change the registered details for your party which we received on 02 June 2021. We have now processed the following changes:

Position	Outgoing officer	Incoming officer	Post/Home address	Email	Telephone
Treasurer	Douglas Chapman	Colin Beattie	[redacted]	[redacted]	[redacted]

Please notify us immediately if the amended details do not appear as you had intended.

Your party's annual confirmation of registered details

Now that the party's registered details have been updated, you may also wish to submit your party's annual confirmation of its registered details. The party's confirmation for its current financial year, along with the fee of £25, is due to be delivered by 07 January 2022 (this will need to be authorised by the party's treasurer). Should the party fail to deliver a confirmation along with the required fee by the deadline, we are required in law to remove the party from the register.

The easiest way to remain a registered party is by using PEF online.



Alternatively, you can also confirm your party's registered details by completing an RP8 form and returning it by post to our London office at 3 Bunhill Row, London, EC1Y 8YZ, along with a cheque or postal order for £25 made payable to "The Electoral Commission".

Yours sincerely,

[redacted]

From: [redacted]
Sent: 01 June 2021 14:24
To: 'Scott Martin' [redacted]>
Cc: Andy O'Neill <[redacted]
Subject: RE: Registered Treasurer CCM:0389498

Hi Scott,

I can see that changes are pending in the party's account that now ready to be authorised by all officers. You can begin the next part of the process by navigating to the 'Declarations' page in PEF Online where you can authorise the application.

Once you have done this, the other officers will need to login to the system and complete the authorisation process under the 'Declarations' page. The option 'I authorise online' should appear at the bottom of the page for each officer. I can see that all required officers (incoming and outgoing) should have PEF access, but if anyone has any difficulty logging in then let us know and we can sort that out.

You are able to see which officers have authorised on the 'Declarations' page. When all officers have green ticks next to their names on, it can be submitted. Navigate to the 'Submit' page and select the option to 'Submit application' at the bottom of the page.

Let us know if you run into any difficulties or have any further questions.

Thanks

[redacted]

-----Original Message-----
From: Andy O'Neill
Sent: 01 June 2021 09:40
To: 'Scott Martin' <[redacted]>
Cc: Jamie Weisz <[redacted]>
Subject: RE: Registered Treasurer

Scott

To avoid any confusion I think it best you deal directly with [redacted], Registration Manager on this matter. I've included [redacted] in this e-mail so you have his e-mail but he will contact you.

Andy

-----Original Message-----

From: Scott Martin <[redacted]>

Sent: 01 June 2021 01:01

To: Andy O'Neill <[redacted]>

Subject: Re: Registered Treasurer

Seems as if I can just go into "Officer Roles", change Treasurer to "Colin Beattie" and click on Save.

Is that enough to generate emails to Nicola, Colin & Douglas?

Would probably be best if set up your end and all three emailed (copying me in) saying this is what you need to do.

Colin had issues with his log in the last time, but seems to know who to contact to get it sorted.

On 31/05/2021, 07:22, "Andy O'Neill" [redacted] > wrote:

Likewise.

Speak then no doubt.

Andy

Sent from my iPhone

> On 30 May 2021, at 22:28, Scott Martin <[redacted]> wrote:

> It is going to be Colin Beattie, who is on the system. Nicola is also now on the system from the last time so should be possible to do this electronically.

> We're off on Monday but will start the process after that.

> On 30/05/2021, 13:04, "Andy O'Neill" <[redacted] wrote:

> Thanks for letting us know.

> Andy

> Sent from my iPhone

> On 29 May 2021, at 19:20, Scott Martin <[redacted]>> wrote:

> Andy –

> Just advising you at this stage that our Registered Treasurer is about to resign.

> Hopefully the process will be less of an ordeal than the last time!

> It is possible that Colin Beattie will be reappointed.

> Will keep you posted.

> Scott Martin

> Solicitor to the SNP

> [redacted]

[redacted]

> Scottish National Party

> Gordon Lamb House

> 3 Jackson’s Entry

> Edinburgh

> EH8 8PJ

E-mail to SNP Chief Executive from Electoral Commission Party Finance Team 28/05/21

Hi Peter

I was just about to let you know that they should be with you today, but thanks for confirming.

Enjoy the long weekend too.

[redacted]

From: Peter Murrell <[redacted]>
Sent: 28 May 2021 09:45
To: [redacted]@electoralcommission.org.uk>
Subject: Re: Policy Development Grant allocation for 2021-22 - SNP CCM:0058027

[redacted]

Just to confirm, payments received this very morning. Thanks for all your help as ever.

Have a safe but great holiday weekend if you can.

All the best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: Peter Murrell
Sent: 19 May 2021 19:31
To: [redacted]@electoralcommission.org.uk>
Subject: Re: Policy Development Grant allocation for 2021-22 - SNP CCM:0058027

Thanks again [redacted]. All the best Peter

Peter Murrell

Chief Executive

[redacted]

Scottish National Party

Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ

On 19 May 2021, at 19:30, [redacted]@electoralcommission.org.uk> wrote:

Hi Peter

I have processed it and am awaiting authorisation through our finance system.

I'll chase tomorrow and let you know when the payments will be made.

Regards

[redacted]

From: Peter Murrell <[redacted]>
Sent: 19 May 2021 19:17
To: [redacted]@electoralcommission.org.uk>
Subject: Re: Policy Development Grant allocation for 2021-22 - SNP CCM:0058027

[redacted]

Thanks for all the calculation, all noted. Are you content with the application for grant 21/22 we submitted on Easter Monday?

Regards

Peter

Peter Murrell

Chief Executive

[redacted]

Scottish National Party

Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ

On 19 May 2021, at 19:13, [redacted]@electoralcommission.org.uk> wrote:

Dear Treasurer

Please find attached a letter and appendices relating to the allocation of the policy development grant for 2021-22.

Yours sincerely

[redacted]

Financial Reporting Manager

The Electoral Commission
electoralcommission.org.uk

The Electoral Commission

3 Bunhill Row
London EC1Y 8YZ

Tel: 020 7271 0500
info@electoralcommission.org.uk
electoralcommission.org.uk

19 May 2021

Dear Party Treasurer

Policy development grant allocations 2021-22

I write to inform you of your party's allocation of the policy development grant allocations for 2021-22.

The maximum amount available for the Policy Development Grant scheme for the year from April 2021 to March 2022 remains at £2 million. Each party's allocation is determined by the formula within The Elections (Policy Development Grants Scheme) Order 2006 as amended. The allocations for 2021-22 are given in the following table.

The allocations for the 2021-22 year are as follows:

Party	Total allocation for 2021-22
Conservative and Unionist Party	£451,163.31
Democratic Unionist Party - D.U.P.	£156,610.03
Labour Party	£451,163.31
Liberal Democrats	£451,163.31
Plaid Cymru - The Party of Wales	£150,823.59
Scottish National Party (SNP)	£182,466.40
SDLP (Social Democratic & Labour Party)	£156,610.03

The detailed calculation of the 2021-22 allocations is attached as Annex A. The data used in the formula is attached as Annex B.

Applications for the grant allocation for 2021-22

Applications for your party's grant allocation must be submitted to the Commission by 31 May 2021. Failure to do so (without reasonable excuse to the Commission's satisfaction) will result in the Commission not paying you any grant for the year. The application form is attached.

If you have any queries about these arrangements, please send an email named 'PDG enquiries' to policydevelopmentgrants@electoralcommission.org.uk and a member of Commission staff best placed to handle your enquiry will revert to you as soon as we can.

Yours sincerely

[redacted]

Majella La Praik
Head of Registration and Reporting

cc

Enc: Annex A – calculation of the 2021-22 allocations
Annex B – data used
2021-22 application form

Annex B: data used

2021-22 PDG allocations

Electorate as at 1 December 2020

England	Wales	Scotland	Nth Ireland	UK total
39,327,299	2,302,630	4,012,429	1,290,937	46,933,295

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UK Parliamentary election 2019

	England	Wales	Scotland	Nth Ireland	UK total
Conservative and Unionist Party	12,710,848	557,234	692,939	5,433	13,966,454
Democratic Unionist Party - D.U.P.	-	-	-	244,128	244,128
Labour Party	9,125,178	632,035	511,838	-	10,269,051
Liberal Democrats	3,340,831	92,171	263,417	-	3,696,419
Plaid Cymru - The Party of Wales	-	153,265	-	-	153,265
Scottish National Party (SNP)	-	-	1,242,380	-	1,242,380
SDLP (Social Democratic & Labour Party)	-	-	-	118,737	118,737
Other votes cast	1,734,800	109,652	48,487	430,737	2,323,676
Total votes cast (all parties)	26,911,657	1,544,357	2,759,061	799,035	32,014,110
Total electorate	39,901,035	2,319,690	4,053,056	1,293,971	47,567,752
Turnout	67.4%	66.6%	68.1%	61.8%	67.3%

Scottish Parliamentary and National Assembly for Wales election 2016; and Northern Ireland Assembly elections 2017

	Wales	Scotland	Nth Ireland
Conservative and Unionist Party	203,222	513,032	2,399
Democratic Unionist Party - D.U.P.	-	-	225,413
Labour Party	336,531	475,090	-
Liberal Democrats	71,835	148,761	-
Plaid Cymru - The Party of Wales	210,462	-	-
Scottish National Party (SNP)	-	1,006,743	-
SDLP (Social Democratic & Labour Party)	-	-	95,958
Other votes cast	194,842	138,827	479,545
Total votes cast (all parties)	1,016,890	2,282,452	803,315
Total Electorate	2,247,377	4,098,462	1,254,709
Turnout	45.40%	55.80%	64.78%

Scottish and Welsh votes = average of constituency and list votes

Northern Ireland = number of first preference votes

E-mail from SNP Chief Executive to Electoral Commission Party Finance Team on 06/05/21

Thanks [redacted]

And you have our application for grant 21/22 too?

I remember sending it Easter Monday... that seems so so long ago now.

All the best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: [redacted]@electoralcommission.org.uk>
Sent: 06 May 2021 15:22
To: Peter Murrell <[redacted]>
Cc: Andy O'Neill <[redacted]>; [redacted]@electoralcommission.org.uk>; [redacted]@jcca.co.uk>
Subject: RE: PDG audit certificate CCM:0058013

Peter

Very well thank you and hope you are too.

My apologies for not acknowledging sooner. I shall process the final payment for 2020-21 as soon as possible and keep you updated as to when the payment is to be made.

Likewise, I shall write shortly to confirm the 2021-22 allocation.

Yours

[redacted]

From: Peter Murrell [redacted]
Sent: 29 April 2021 11:18
To: [redacted]@electoralcommission.org.uk>
Cc: Andy O'Neill <[redacted]>; [redacted]

[redacted]@electoralcommission.org.uk>; [redacted]
[redacted]@jcca.co.uk>
Subject: PDG audit certificate

[redacted]

Attached herewith is the certificate from our auditors for SNP claims under the Policy Development Grant 2020/21

If you need anything further, please do let me knopw.

Meantime, I trust you are keeping safe and well.

All the best

Peter

PETER MURRELL
Chief Executive
Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
[redacted]

[redacted]

E-mail from SNP Chief Executive to Electoral Commission Party Finance Team 05/04/21

[redacted]

Nothing better to do on an Easter Monday than send you the SNP policy development grant application for 2021-2022.

Belated Easter greetings from a blustery Scotland!

Regards

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

Electoral Commission use:

Policy Development Grant application 2021-22

Section 1 Details

Name of eligible political party	Scottish National Party (SNP)
Name of party contact	[redacted]
Address	Scottish National Party Gordon Lamb House 3 Jackson's Entry
Town	Edinburgh
Postcode	EH8 8PJ
Telephone number	[redacted]
Email address	[redacted]

Section 2 Activities and deliverables

Please state the policy area where work is to be undertaken and the expected key activities and deliverables expected from the activity.

Activities

The 2021/22 grant period will see National Conference meet virtually to determine party policies for inclusion in the UK Parliament election manifesto.

A programme of virtual National Assembly meetings will be held from May 2021 to March 2022.

A comprehensive body of policy development work continues to overhaul the Party's policies in light of the COVID-19 pandemic, in parallel with ongoing work on taxation and poverty.

Deliverables

Staff will help deliver ongoing policy development work, including external stakeholder consultation and engagement; support successful policy forum events through National Conference, and National Assembly events; and support the further development of new and innovative ways of sourcing policy ideas and generating discussion and debate.

In particular, over the 2021/22 grant period, staff will undertake research studies, support the production of documents, and lead consultations to develop updated policy frameworks in five specific areas:

- Renewal of public services post-COVID
- Taxation and Universal Basic Income
- Employment and training for the future
- Poverty and the pandemic
- Europe and international affairs

Section 3 Declaration and signatures

I hereby declare the above to be the stated key deliverables for the policy development process 2021-22. I also declare that the funding received will be used for the sole purpose of appropriate policy development activity.

Signed	[redacted]		
Printed name	[redacted]		
Position held	Corporate Governance & Compliance Manager	Date	5 April 2021

For Electoral Commission use

Date of receipt		Checked by	
Date entered in database		File reference number	

E-mail to Electoral Commission from SNP 31/03/21

Didn't realised that.

This now makes sense. Someone seen on the Electoral Commission report. Contacts Angus Council. Angus Council reviews the Scottish Government guidance and realises that they shouldn't have paid out the funds in the first place. Branch contact us. We contact you and it has gone full circle!

Scott

From: [redacted]@electoralcommission.org.uk>
Date: Wednesday, 31 March 2021 at 11:52
To: Scott Martin [redacted]>
Subject: RE: 2021 Q4 Report

Scott

It was the Council that initially raised the issue with us Scott - I think the Chief Executive was getting questions about it. We have not heard back since writing to them.

[redacted]

From: Scott Martin <[redacted]>
Sent: 31 March 2021 11:49
To: [redacted]@electoralcommission.org.uk>
Cc: [redacted]@electoralcommission.org.uk>; Andy O'Neill [redacted]>; [redacted]@electoralcommission.org.uk>
Subject: Re: 2021 Q4 Report

[redacted] –

Thanks for the prompt response.

I doubt if Angus Council cares particularly, and haven't asked the question but if you want to write to them fair enough.

Scott

From: [redacted]@electoralcommission.org.uk>
Date: Wednesday, 31 March 2021 at 11:41
To: Scott Martin <[redacted]>
Cc: [redacted]@electoralcommission.org.uk>, Andy O'Neill [redacted]>, John [redacted]electoralcommission.org.uk>
Subject: FW: 2021 Q4 Report

Scott

Andy asked me to respond.

Essentially there is nothing for the party to do. Section 55(2) of PPERA provides that "any payment out of public funds received by a registered party shall be regarded as a donation received by the party from a permissible donor".

From your perspective the party has complied with the obligation to report the donations to us in your quarterly reports. PPERA also prescribes the responsibility that the Electoral Commission has to publish these donations once reported. When a donation has been accepted, this requirement to report the donation and for the Electoral Commission to publish it is not dependent on the end use of money received – meaning it is equally reportable whether it is used by the party for political means, or whether it's returned to the donor. Our view is that the donations should stay on the register even if they are ultimately repaid.

We have written to Angus Council confirming this view.

[redacted]

Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. 0131 225 0210

electoralcommission.org.uk

From: Scott Martin [redacted]>
Sent: 31 March 2021 00:54
To: [redacted]@electoralcommission.org.uk>
Subject: 2021 Q4 Report

Andy –

This is a slightly odd one.

It appears that two of our branches applied for a £10K COVID grant, which was paid by Angus Council.

These were declared in our Q4 2020 report (PFR0541302 & 3).

As you can see from the attached letter in relation to the payment to Arbroath Branch, the council has advised that the payment was incorrectly made and have apologised for the situation.

Repayment has been made to the local authority. I don't have details yet in relation to Montrose but assume they will get a similar letter and will also have to repay the grant.

I am unsure how you would want to deal with this unusual situation at your end.

Is it possible for these to simply be administratively removed from your system?

We can do whatever needed at this end if you advise what that is!

Scott Martin

Solicitor to the SNP

[redacted]

[redacted]

Scottish National Party

Gordon Lamb House

3 Jackson’s Entry

Edinburgh

EH8 8PJ

From: Peter Murrell <[redacted]>

Sent: 19 March 2021 12:59

To: Andy O'Neill <[redacted]

Subject: Re: Legacy from overseas CCM:0107327

Andy

All perfect, I know what to do now.

Best

Peter

Peter Murrell

Chief Executive

On 19 Mar 2021, at 12:42, Andy O'Neill <[redacted]> wrote:

Peter

Thanks for the inquiry. I have spoken to colleagues about this matter and for completeness, the guidance relating to bequests is at this link, although it only gives some detail. For bequests, see page 4 and 5, which states that the donor needs to have been on a UK electoral roll in the period of five years prior to death. In the legislation, the reference to bequests can be found in section 54 of PPERA

References to overseas voters are on pages 4, 5 and 6 of the same guidance, although it doesn't give the length of time that you can be an overseas voter (which is currently 15 years). In PPERA, see section 141 for the '15 year period'.

If you have already received the request and it is impermissible then you must return it within 30 (calendar) days to the donor or person acting on behalf of the donor (i.e. the estate). Section 56 of PPERA. Also in this guidance, pages 4 and 5 refers.

If you require further explanation please speak to [redacted], Financial Reporting Manager [redacted]) or [redacted], UKPGE Returns and Advice Manager ([redacted]).

Thanks

Andy

Andy O'Neill

Head of Electoral Commission, Scotland

The Electoral Commission

[redacted]

[redacted]

electoralcommission.org.uk

From: Peter Murrell <[redacted]

Sent: 18 March 2021 08:31

To: Andy O'Neill [redacted]>

Subject: Legacy from overseas

Andy

Hope you are keeping safe and look after yourself (and yours).

I guess we won't be the first ones to receive a legacy gift from someone overseas who isn't or hasn't been on the electoral register within the required timescales. But given it's a first for us, is there an 'expert paper' on what to do? Or someone I can speak to?

Best

Peter

PETER MURRELL

Chief Executive

Scottish National Party

E-mail from SNP Chief Executive to Electoral Commission Party Finance Team 02/03/21

Thanks [redacted]

Audit certificate to follow...

Meantime, take care and keep safe

Peter

Peter Murrell

Chief Executive

From: [redacted]

Sent: 02 March 2021 18:30

To: Andy O'Neill <[redacted]>; 'Peter Murrell' [redacted]>

Cc: [redacted]@electoralcommission.org.uk>

Subject: RE: Policy Development Grant CCM:0058988

Dear Peter

Hope you are keeping well.

Please find attached the formula allocation upon which the party's allocation was calculated, together with the most recent e-mail correspondence.

[redacted]

From: Andy O'Neill <[redacted]>

Sent: 19 February 2021 15:14

To: 'Peter Murrell' [redacted]

Cc: [redacted]@electoralcommission.org.uk>

Subject: RE: Policy Development Grant

Peter

Spoken to [redacted]. He will get something to you next week confirming amounts.

Andy

Andy O'Neill

Head of Electoral Commission, Scotland

The Electoral Commission

[redacted]

[redacted]

electoralcommission.org.uk

From: Peter Murrell [redacted]>

Sent: 19 February 2021 08:59

To: Andy O'Neill [redacted]>; [redacted]@electoralcommission.org.uk>

Subject: Policy Development Grant

Hope you're both ok.

Our auditors are across our systems at the present, which brings to the fore that we didn't receive the equivalent of the attached for 2020-21.

I've emailed [redacted], but I wondered if you had anything on your radar or systems which confirms the 2020-21 allocations.

Meantime, take care and stay safe

Peter

PETER MURRELL

Chief Executive

Scottish National Party

E-mail from SNP Chief Executive to Electoral Commission Party Finance Team 18/02/21

[redacted]

Our auditors are wondering if there is an allocation letter and other documentation for the 2020-21 grant. I don't seem to have anything others than this email ping pong we had... help!!

Did you ever run the formula?

Hope you are safe and well

Best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dia [redacted]

[redacted]

From: douglas chapman <[redacted]
Sent: 29 January 2021 20:35
To: Andy O'Neill [redacted]; PEF Inbox <pef@electoralcommission.org.uk>
Cc: Scott Martin <[redacted]>
Subject: SNP Donations Return - Q4 2020

Hi,

I tried to complete this donations return via the online system but I was locked out of our party's page this afternoon. I called your office to have the issue rectified but there has been no response to my message.

Please accept our return in the PDF format attached. Hopefully we can get the technical issues ironed out next week?

Regards,

Douglas Chapman

National Treasurer – SNP

E-mail from SNP Party Treasurer to Electoral Commission Scotland Team 21/12/20

[redacted],

Thank you for your email.

It would be great to meet up in early January and we'll make the necessary arrangements after the Christmas break.

With the prospect of a busy electoral year ahead, I hope you and you team have a restful Christmas.

Kind regards,

Douglas

Douglas Chapman

SNP

From: Martin McKeown [redacted]>
Sent: 21 December 2020 12:05
To: [redacted]
Subject: Appointment as Party Treasurer

Hi Douglas

I am aware that you have been appointed as Party Treasurer for the Scottish National Party and have assumed the responsibilities of that role. In that regard we will be happy to meet with you in the early New Year to brief you on the key responsibilities of the role, and to answer any questions that you might have. If you want me to arrange this, please get in touch.

Many of the responsibilities for maintaining a party's registered information and for financial reporting fall on the Treasurer. There is an extensive suite of guidance on our website to help you. You can find guidance on maintaining party details here and information on the role of the Treasurer here. You may also wish to read our campaign guidance for political parties for the Scottish Parliament elections. I understand you have access to our PEF Online portal.

While in your role you will principally deal with our Registration and Financial Reporting teams, the Scotland Team is here to assist you. Please do not hesitate to contact us if you have any questions.

Regards.

[redacted]

Senior Elections and Campaigners Adviser

From: Scott Martin [redacted]>

Sent: 13 December 2020 19:36

To: Andy O'Neill <[redacted]>

Cc: Partyreg [redacted]@electoralcommission.org.uk>; [redacted]@electoralcommission.org.uk>; [redacted]@electoralcommission.org.uk>

Subject: Re: New Registered Treasurer

All –

I believe that these forms have all now been individually sent in.

If you think you need anything more to change the Registered Treasurer, please advise.

From: Scott Martin [redacted]>

Date: Friday, 11 December 2020 at 02:50

To: Andy O'Neill <[redacted]

Cc: Partyreg [redacted]@electoralcommission.org.uk>, [redacted]@electoralcommission.org.uk>, [redacted]@electoralcommission.org.uk>

Subject: Re: New Registered Treasurer

All –

Forms being sorted (you have at least the one from Douglas so far).

I am the PEF online administrator for the SNP. Is there anything I need to do to get him on the system once you have processed the form(s)?

I think unclicking “Do not contact by email” does something, but not sure if that starts the whole process to get someone online.

If you are able to sort him out on PEF online from the start that would be good.

Douglas is available Monday 21 or Tuesday 22 December.

Says he is flexible around times on those dates. If you could get back to me with possible times that would be good.

I would like to have our renewal processed before the end of the year. Accounting Unit update sent it on Tuesday for uploading before the renewal.

From: Andy O'Neill [redacted]>

Date: Friday, 4 December 2020 at 11:22

To: Scott Martin [redacted]>

Cc: Partyreg [redacted]@electoralcommission.org.uk>, [redacted]@electoralcommission.org.uk>, [redacted]@electoralcommission.org.uk>

Subject: RE: New Registered Treasurer

Scott

Apologies, I was in a meeting when you called.

The easiest way to register the new treasurer is via Pef-online. We can assist in setting up registration for people if you choose to do that. Otherwise its wet signatures I'm afraid.

If you want us to meet with the new Treasurer to talk through responsibilities etc we would be happy to do that.

Let us know.

Andy

Andy O'Neill

Head of Electoral Commission, Scotland

The Electoral Commission

[redacted]

[redacted]

electoralcommission.org.uk

From: Scott Martin [redacted]>

Sent: 02 December 2020 08:51

To: Andy O'Neill [redacted]>

Subject: Re: New Registered Treasurer

OK dokes

From: Andy O'Neill <[redacted]>

Date: Wednesday, 2 December 2020 at 08:48

To: Scott Martin <[redacted]>

Subject: RE: New Registered Treasurer

Thanks Scott

Got your message yesterday. Apols will talk to you in the PM as have been in meetings all yesterday and this morning.

Andy

From: Scott Martin [redacted]>

Sent: 02 December 2020 07:39

To: Andy O'Neill [redacted]>

Subject: New Registered Treasurer

Andy –

We have a new registered treasurer.

Getting the form signed – but given people who need to sign and timescales, will this be accepted as scanned?

Scott

E-mail to SNP from Electoral Commission Party Finance Team 07/12/20

Hi Scott,

Yes I can confirm we're happy to treat the Q3 report as submitted on 30 October 2020. It would be helpful if Mr Beattie could sign the attached report summary document as this has the declaration text on, which the attachment in the email on 30 October did not have.

Thanks a lot,
[redacted]

From: Scott Martin [redacted]>
Sent: 05 December 2020 16:58
To: [redacted]@electoralcommission.org.uk>
Subject: Re: Reminder: Q3 2020 Donations Report Due By 30 October 2020 CCM:0534259

[redacted]–

We now have a new Treasurer and are taking steps to get the form to the Commission.

In the meantime, can you confirm that the Q3 report is being treated as submitted on 30 October 2020.

Hopefully our new Treasurer has more success with PEF/PFR online!

Scott

From: Scott Martin [redacted]>
Date: Thursday, 26 November 2020 at 15:43
To: [redacted]@electoralcommission.org.uk>
Subject: FW: Reminder: Q3 2020 Donations Report Due By 30 October 2020 CCM:0534259

Looking through my emails from Colin, it appears to have been acknowledged by Andy O'Neill.

Can you confirm on this basis that being treated as submitted timeously?

From: colin Beattie <[redacted]>
Date: Friday, 30 October 2020 at 16:17
To: Scott Martin [redacted]
Subject: FW: Reminder: Q3 2020 Donations Report Due By 30 October 2020 CCM:0534259

From: Andy O'Neill <[redacted]>
Sent: 30 October 2020 16:10
To: 'colin Beattie' [redacted]@electoralcommission.co.uk
Subject: RE: Reminder: Q3 2020 Donations Report Due By 30 October 2020 CCM:0534259

Colin

I confirm receipt of your e-mail and the attachment of a single page.

Andy

Andy O'Neill
Head of Electoral Commission, Scotland

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: colin Beattie [redacted]>
Sent: 30 October 2020 15:53
To: [redacted]@electoralcommission.co.uk
Cc: Andy O'Neill [redacted]>
Subject: Reminder: Q3 2020 Donations Report Due By 30 October 2020 CCM:0534259
Importance: High

I'm afraid I am having to send in this return by email again. The system simply will not let me complete the approval process.
I can log in OK but when it comes to approval it just won't do it.
Please confirm receipt.
Regards
Colin

-----Original Message-----
From: Beattie C (Colin), [redacted]
Sent: 26 November 2020 16:01
To: [redacted]@electoralcommission.org.uk>
Subject: Re: Scottish National Party - Q3 2020 Donations Report

I will dig it out later [redacted]

> On Nov 26, 2020, at 3:42 PM, [redacted]
<[redacted]@electoralcommission.org.uk> wrote:
>
> Hi Colin,
>
> Yes that's right I was just phoning to discuss the party's Q3 report as per my email earlier today. I've spoken to Scott just now also. He thinks you may have sent an email to submit the Q3 report back in October. If you have a copy of that email and could forward it to me that'd be really helpful.
>
> Thanks a lot,
>[redacted]
>
> -----Original Message-----
> From: Beattie C (Colin), [redacted]
> Sent: 26 November 2020 15:36
> To: [redacted]@electoralcommission.org.uk>
> Subject: Re: Scottish National Party - Q3 2020 Donations Report
>
> Hi [redacted]
> I am in the parliament chamber until around 7.00pm tonight and can’t take a call. I think you are phoning me.
> Regards
> Colin
>
>> On Nov 26, 2020, at 10:24 AM, Colin Beattie [redacted]
wrote:
>>
>> Hi [redacted]
>> I emailed this report in because I am still having difficulty with your system.
>> Can anyone assist with this?
>> I can log in fine but when I come to release/approve it does not work. I have tried changing password and question but no luck.
>> Regards
>> Colin

From: [redacted]
Sent: 26 November 2020 10:16
To: [redacted]
Subject: Scottish National Party - Q3 2020 Donations Report

Dear Mr Beattie,

I'm emailing regarding the Scottish National Party's Q3 2020 donations report. The report is 'in progress' on our PEF Online system but hasn't actually been submitted. As far as I'm aware, it also hasn't been submitted in another fashion – e.g. by email or post.

The in progress report on PEF Online contains the following 5 donation items:

Reference	Donor	Received by	Nature of donation	Value	Date received	Date accepted
C0514577	Na Isobel Mary Gibson	Dumfriesshire Constituency	Cash	£2,000	10/08/2020	10/08/2020
PF0515998	House of Commons	Central Party	Public Funds	£47,001.49	31/07/2020	31/07/2020
PF0515999	House of Commons	Central Party	Public Funds	£47,001.80	28/08/2020	28/08/2020
PF0516000	House of Commons	Central Party	Public Funds	£90,327.74	25/09/2020	25/09/2020
C0516062	Miss Florence Naples Mitchell	Central Party	Cash	£20,000	21/08/2020	21/08/2020

If the party has more donation items to report for Q3 2020 they must be added to this report as a matter of urgency, and the report must be submitted. If this list is exhaustive and there is nothing further to add, again it must be submitted as a matter of urgency. I must stress the quarterly donations report contains a declaration from party treasurers which is a statutory requirement. Hence it is not sufficient to simply send an email or confirm over the telephone that these donations are the entire report. It must actually be submitted using PEF Online or using our forms available on the website here.

If you'd prefer not to submit your report using the PEF Online system, I've attached a copy of our RP10 PDF form to this email. If you have any questions please feel free to contact me using the details below.

I should also mention that this report is now severely overdue – the reporting deadline being 30 October 2020. Parties that fail to submit their accounts by the submission deadline may be referred to our Casework and Investigations Team in line with the Commission's enforcement policy which is available on our website here.

Thanks a lot,

[redacted]
Senior Financial Reporting Adviser

The Electoral Commission
[redacted]
electoralcommission.org.uk

E-mail from Electoral Commission Party Finance Team to all party Treasurers 13/07/20

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2020. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2020**.

All parties must report:
- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us this calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know closer to the deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

Because of COVID-19 restrictions our offices are now closed and **we cannot receive post or hand deliveries**. Please submit your accounts using our online facility or by emailing pef@electoralcommission.org.uk

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]
Financial Reporting Adviser

The Electoral Commission
Advice line: [redacted]
electoralcommission.org.uk

E-mail to SNP auditors from Electoral Commission Party Finance Team 07/07/20

Dear [redacted],

Apologies for the delay in responding to your email. Thank you for sending over the statement of accounts for The Scottish National Party.

Please accept this email as confirmation of receipt.

Kind regards,

[redacted]
Financial Reporting Adviser

The Electoral Commission
electoralcommission.org.uk

From: [redacted]@jcca.co.uk>
Sent: 26 June 2020 18:44
To: PEF Inbox [redacted]@electoralcommission.org.uk>
Cc: Peter Murrell <[redacted]>; [redacted]
[redacted]@jcca.co.uk>
Subject: The Scottish National Party - statement of accounts

Good evening,

Please find attached a copy of the statement of accounts for The Scottish National Party for the year ended 31 December 2019.

Should you require anything further please do not hesitate to contact us.

Kind regards,

[redacted]

[redacted] | Audit Manager
Johnston Carmichael | 7 – 11 Melville Street | Edinburgh | EH3 7PE
dd. [redacted]
[redacted] **w.** www.jcca.co.uk

E-mail from Electoral Commission Party Finance Team to all party Treasurers 19/06/20

Dear Party Treasurer,

2019 Statement of Accounts to be submitted by 7 July 2020

If your party's gross income or total expenditure was over £250,000, you must submit your **audited** statement of accounts by 07 July 2020.

These dates are set out in legislation and we can't change them.

COVID-19 update and submitting your accounts

We recognise, given current circumstances, some parties may face difficulties submitting their accounts by the deadline. Please let us know closer to the deadline if this will be the case for your party. If that is the case please submit your accounts as soon as possible and explain why you missed the deadline. We will take a proportionate approach in line with our enforcement policy. If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

Because of COVID-19 restrictions our offices are now closed and **we cannot receive post or hand deliveries**. Please submit your accounts using our online facility or by emailing pef@electoralcommission.org.uk

Please read the attached factsheet, which contains all the information you need in order to submit your annual statement of accounts. Further guidance is available on the Electoral Commission website.

If you have any queries regarding your party's 2019 annual statement of accounts please contact the Political Finance, and Regulation advice line on 0333 103 1928 or email pef@electoralcommission.org.uk.

Kind regards,

[redacted]
Financial Reporting Adviser

The Electoral Commission
electoralcommission.org.uk

From: Peter Murrell [redacted]
Sent: 09 June 2020 09:50
To: [redacted]@electoralcommission.org.uk>
Subject: Re: UKGE Spending Return

Sure, I'll alert our auditors...

PETER MURRELL
Chief Executive

Scottish National Party

From: [redacted]@electoralcommission.org.uk>
Sent: 09 June 2020 09:42
To: Peter Murrell <[redacted]>
Subject: RE: UKGE Spending Return

Peter

Further to my email of yesterday, can you please advise if you have already sent your hard copy of your return as yet? If so, can you advise to which office it was sent to? If not, you will appreciate our offices are not currently open to receive hand deliveries. As such we are asking that returns are made electronically wherever possible.

Appreciate your advice. Regards.

[redacted]

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

Peter

Thanks for your emails. I acknowledge receipt of your emailed spreadsheets. I have passed both emails on to colleagues in the Financial Reporting Team.

Can you advise what address you have directed the hard copy to? Our Edinburgh Office?

[redacted]

From: Peter Murrell [redacted]
Sent: 08 June 2020 17:28
To: [redacted]@electoralcommission.org.uk>
Cc: Andy O'Neill [redacted]>
Subject: UKGE Spending Return

[redacted]

Our auditors insist in submitting the return direct to yourselves, so it will be with you in hard and electronic copy imminently. I am attaching an electronic version of the spreadsheet to give you a heads up on our total spend.

For completeness, I hereby declare that the return is complete and correct. Total spending by the SNP was £1,261,958.21.

Any questions before the deadline, I'm staying safe and home so available 24/7.

All the best

Peter

PETER MURRELL
Chief Executive

E-mail to SNP auditors from Electoral Commission Scotland Team 09/06/20

[redacted]

Thank you for your email. I acknowledge receipt and confirm I have passed on to our Financial Reporting Team.

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

From: [redacted]@jcca.co.uk>
Sent: 09 June 2020 10:41
To: [redacted]@electoralcommission.org.uk>
Cc: Peter Murrell <[redacted]>; [redacted]@jcca.co.uk>; [redacted]@jcca.co.uk>
Subject: SNP - Electoral commission - UKPGE Audit

Dear [redacted]

Please find attached our audit report in respect of the SNP's 2019 UK Parliament General election campaign expenditure, together with supporting invoice records.

Should you require a hard copy sent, or have any queries, please let me know.

Kind regards

[redacted] | Audit Director
Johnston Carmichael | 7 – 11 Melville Street | Edinburgh | EH3 7PE
dd. [redacted]
[redacted] **e.** [redacted] **w.** www.jcca.co.uk

E-mail from Electoral Commission Party Finance Team to SNP 01/06/20

Hi Scott,

Where you have aborted the changes, you now need to open the account to be edited again.

Once you are on the 'view details' page, select the option to 'change details' in the top right hand corner of the screen. Once you have done this the option to amend AUs and download the csv will appear.

Kind regards,

[redacted]
Senior Adviser, Registration

The Electoral Commission
electoralcommission.org.uk

From: Scott Martin [redacted]>
Sent: 01 June 2020 17:24
To: Partyreg [redacted]@electoralcommission.org.uk>
Subject: Re: Accounting Units CCM:0288047

Thanks.

I've done that and then tried to Abort Changes as well (even although I don't think I've changed anything).

Then this came up:
Sorry an exception has occurred.
Message detail:
We are unable to determine why the error occurred.
Error Reference: b9ddf207. Error Timestamp 01/06/2020 17:15:35:
Please click continue.
For support please contact: [redacted]

Then tried to log in which eventually worked.

Now back at the Accounting Unit page, but still no existing accounting unit download at the bottom.

From: Partyreg [redacted]@electoralcommission.org.uk>
Date: Monday, 1 June 2020 at 16:58
To: Scott Martin [redacted]>
Subject: RE: Accounting Units CCM:0288047

Hi Scott,

I have looked at the party account in the system and the problem is that the status is 'Changes sanctioning". This means that the changes have been locked so that officers can authorise them. I suspect this was done in error as it does not appear there are any changes to the party details.

To be able to edit the details of the party, you must 'reset authorisations' in the 'declarations' page. This will then give you the options to amend your accounting units.

For clarity, the Commission cannot reset this authorisation for the party, an admin or treasurer user will need to do this.

Kind regards,

[redacted]
Senior Adviser, Registration

The Electoral Commission
electoralcommission.org.uk

From: Scott Martin [redacted]g>
Sent: 30 May 2020 15:15
To: [redacted]@electoralcommission.org.uk>; [redacted]
[redacted]@electoralcommission.org.uk>
Subject: Accounting Units

Hi there, hope everyone is well.

The download current accounting unit data appears to have gone from PEF Online when I log in.

If there is an update to the attached document, please advise.

Can you either tell me what is needed/reset whatever needs to be reset on the system/supply new information on how to update.

Thanks
Scott Martin

E-mail from SNP Chief Executive to Party Finance Team 19/05/20

[redacted]

Thanks for the update and the confirmation.

Stay safe and look after yourself

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.

From: [redacted]@electoralcommission.org.uk>
Sent: 19 May 2020 13:42
To: Peter Murrell [redacted]>
Cc: Andy O'Neill [redacted]>; [redacted]
[redacted]@electoralcommission.org.uk>
Subject: RE: Policy development grant 2019-20 SNP CCM:0058780

Hi Peter

Our finance department have confirmed that they are making the payment this week. This should mean that the funds will be transferred into the party's account on Friday.

Regards

[redacted]

From: Peter Murrell [redacted]
Sent: 18 May 2020 10:48
To: [redacted]@electoralcommission.org.uk>
Subject: Re: Policy development grant 2019-20 SNP CCM:0058780

Thanks [redacted]

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.

From: [redacted]@electoralcommission.org.uk>
Sent: 18 May 2020 10:37
To: Peter Murrell [redacted]
Cc: Andy O'Neill <[redacted]>; [redacted]@electoralcommission.org.uk>
Subject: RE: Policy development grant 2019-20 SNP CCM:0058780

Good morning Peter

This has been authorised for payment and passed to our finance department for payment. I will contact you as soon as I know when the funds will be in the party's account.

Please note that we have estimated the amount to pay as £136,943. This is due to not having up to date electoral data to run the formula, so we have based the allocation using the 2018 electoral data. Once we have the updated data for 2019, we will run the formula again and make any adjustments where necessary.

Regards

[redacted]

From: Peter Murrell <[redacted]>
Sent: 18 May 2020 09:03
To: [redacted]@electoralcommission.org.uk>
Cc: Andy O'Neill [redacted]>; [redacted]@electoralcommission.org.uk>
Subject: Re: Policy development grant 2019-20 SNP CCM:0058780

[redacted]

Hope you are well and WFH staying safe.

Any update on when we may expect advance funds for our 2020-21 application?

Very best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.

From: [redacted]@electoralcommission.org.uk>
Sent: 28 April 2020 17:28

To: Peter Murrell [redacted]>
Cc: Andy O'Neill [redacted]; [redacted]@electoralcommission.org.uk>
Subject: RE: Policy development grant 2019-20 SNP CCM:0058780

Peter

In relation to the coming year, whilst we have not yet been able to finalise the payments, we will be able to advance funds for 2020-21 on receipt and review of the party's application for 2020-21.

The amount to be paid will be a best estimate based on current electoral data. This estimate will be updated as soon as we have the updated electoral figures which are due to be published at the end of May.

Please do note that this year, there is an additional eligible party (the SDLP), so the allocations for the SNP and for each of the other parties will be lower than in 2019-20.

Regards

[redacted]

From: [redacted]
Sent: 28 April 2020 17:10
To: 'Peter Murrell' [redacted]>
Cc: Andy O'Neill <[redacted]; [redacted]@electoralcommission.org.uk>
Subject: RE: Policy development grant 2019-20 SNP CCM:0058780

Peter

The final payment on the 2019-20 grant, an amount of £50,419, is being processed in our weekly batch payments. The funds should be in the party's account on Friday.

Best wishes

[redacted]

From: Peter Murrell [redacted]>
Sent: 22 April 2020 11:42
To: [redacted]@electoralcommission.org.uk>
Cc: Andy O'Neill <[redacted]>; [redacted]@electoralcommission.org.uk>
Subject: Re: Policy development grant 2019-20 SNP CCM:0058780

Thanks [redacted], update appreciated. Hopefully hear from you again soon.

Meantime, stay safe and strong

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.

From: [redacted]@electoralcommission.org.uk>
Sent: 21 April 2020 17:18
To: Peter Murrell [redacted]
Cc: Andy O'Neill [redacted]>; [redacted]@electoralcommission.org.uk>
Subject: RE: Policy development grant 2019-20 SNP CCM:0058780

Hi Peter

I am fine and hope you are too.

We are working on the grant allocations at present. There have seen a couple of issues that have meant we were not able to run the formula in March when we would normally like to do so. We will keep you up to date on this.

I am in receipt of the audit certificate for 2019-20 and will get the final payment processed as soon as possible.

Regards

[redacted]

From: Peter Murrell <[redacted]
Sent: 21 April 2020 12:46
To: [redacted]@electoralcommission.org.uk>
Subject: Re: Policy development grant 2019-20 SNP CCM:0058780

[redacted]

I trust you are safe and well.

I wonder if the 2020-21 grant notification is near, as I'm keen to protect our cash flow in the current crisis.

All the very best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.

E-mail from SNP Chief Executive to Electoral Commission Scotland Team 06/05/23

[redacted]

All under control at the moment, I have a further (virtual) meeting with the auditors to discuss progress tomorrow morning.

I've only some practical concerns about the compilation of invoice copies etc but I'll alert you soonest if I'm not able to overcome those with the fairly basic copying/scanning kit I have here in the house.

Meantime, stay safe and well

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.

From: [redacted]@electoralcommission.org.uk>
Sent: 06 May 2020 10:48
To: Colin Beattie ([redacted])
Cc: Peter Murrell [redacted]
Subject: UKPGE Spending Return

Hi Colin

I hope you are well.

The deadline for submitting audited spending returns for the 2019 UK Parliamentary general election (expenditure over £250k) is 12 June. With that in mind, we are offering parties the opportunity to discuss their returns with us in advance of the deadline. This would be an informal opportunity to chat over any particular issues or questions you might have in relation to completing and submitting the return.

If you wish to take up this offer, then please get back to me. It can be arranged through Video Conference or telephone.

Regards.

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

E-mail from SNP Chief Executive to Electoral Commission Scotland 01/05/20

[redacted]

All under control at the moment, I have a further (virtual) meeting with the auditors to discuss progress tomorrow morning.

I've only some practical concerns about the compilation of invoice copies etc but I'll alert you soonest if I'm not able to overcome those with the fairly basic copying/scanning kit I have here in the house.

Meantime, stay safe and well

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: [redacted]@electoralcommission.org.uk>
Sent: 06 May 2020 10:48
To: Colin Beattie ([redacted]
Cc: Peter Murrell [redacted]>
Subject: UKPGE Spending Return

Hi Colin

I hope you are well.

The deadline for submitting audited spending returns for the 2019 UK Parliamentary general election (expenditure over £250k) is 12 June. With that in mind, we are offering parties the opportunity to discuss their returns with us in advance of the deadline. This would be an informal opportunity to chat over any particular issues or questions you might have in relation to completing and submitting the return.

If you wish to take up this offer, then please get back to me. It can be arranged through Video Conference or telephone.

Regards.

[redacted]

Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

E-mail from SNP Chief Executive to Electoral Commission Party Finance Team 29/04/23

[redacted]

2020/21 grant application attached...

Very best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.

Electoral Commission use:

Policy Development Grant application 2020-21

Section 1 Details

Name of eligible political party	Scottish National Party (SNP)
Name of party contact	[redacted]
Address	Scottish National Party Gordon Lamb House 3 Jackson's Entry
Town	Edinburgh
Postcode	EH8 8PJ
Telephone number	[redacted]
Email address	[redacted]

Section 2 Activities and deliverables

Please state the policy area where work is to be undertaken and the expected key activities and deliverables expected from the activity.

Activities

The 2020/21 grant period will see National Conference meet virtually to determine party policies for inclusion in the Scottish Parliament election manifesto.

A programme of vurtual National Assembly meetings will be held in the second half of 2020 and early 2021.

A comprehensive body of policy development work continues to overhaul the Party's defence and tax policy, in parallel with ongoing work on the constitution, Europe and pensions.

Deliverables

Staff will help deliver ongoing policy development work, including external stakeholder consultation and engagement; support successful policy forum events through National Conference, and National Assembly events; and support the development of new and innovative ways of sourcing policy ideas and generating discussion and debate.

In particular, over the 2020/21 grant period, staff will undertake research studies, support the production of documents, and lead consultations to develop updated policy frameworks in five specific areas:

- Europe and international affairs
- Scotland's constitutional development
- Taxation and Universal Basic Income
- Defence, security and intelligence
- Pensions

Section 3 Declaration and signatures

I hereby declare the above to be the stated key deliverables for the policy development process 2020-21. I also declare that the funding received will be used for the sole purpose of appropriate policy development activity.

Signed	[redacted]		
Printed name	[redacted]		
Position held	Corporate Governance & Compliance Manager	Date	29 April 2020

For Electoral Commission use

Date of receipt		Checked by	
Date entered in database		File reference number	

From: [redacted]
Sent: 28 April 2020 17:21
To: 'Scott Martin' [redacted]>
Cc: Andy O'Neill [redacted]>; [redacted]@electoralcommission.org.uk>
Subject: RE: Policy development grant 2019-20 SNP CCM:0058780

Dear Scott

I hope you are well.

When calculating the formula, the Commission uses the data published by the ONS. The is usually published at the end of February each year. This year, the data is not due to be published until the end of May. In the meantime, we are able to pay an estimated amount to each eligible party to ensure that there are no cash flow issues. This amount will then be reviewed once we have been able to finalise the formula allocations.

In relation to the party's name being incorrect, I understand that a correction slip has been published on legislation.gov.uk
now: http://www.legislation.gov.uk/uksi/2018/127/pdfs/uksics_20180127_en_001.pdf

Yours sincerely

[redacted]

From: Scott Martin [redacted]>
Sent: 22 April 2020 12:37
To: [redacted]@electoralcommission.org.uk>
Cc: Andy O'Neill <[redacted]k>; [redacted]electoralcommission.org.uk>
Subject: Re: Policy development grant 2019-20 SNP CCM:0058780

[redacted] –

Appreciate that this is a bit of an odd year with so many authorities re-issuing their registers on 1 February 2020.

However, I can't see how that would affect the calculation because the "relevant register" is the register "most recently before 1st February preceding the beginning of the year in question" – which in some cases will be the register published around November 2019 for those registration areas who were able to; and for some it will be December 2018 (for those who re-issued on 1 February 2020). There may be other months for other authorities (there will be some who republished during the course of 2019, who didn't then issue the register again until 1 February 2020).

Would be helpful to know if that is the approach being used by the Commission.

I note that the SI puts a legal requirement on the Commission to publish the figures “not later than 7th March proceeding the beginning of the year in question”. That hasn’t happened and it is not clear what the reason was for the Commission’s inability to meet this legal deadline.

On another point, as I raised previously with Bob and the Cabinet Office, our party’s name is still wrong on the SI. The name used – “Scottish Nationalist Party” – is one used by our detractors.

More generally, we would support simplification of the scheme and removing the need for the scheme to be contained in an SI, rather than Electoral Commission regulation. But that is for another brighter day!

Scott Martin

From: Peter Murrell [redacted]>
Sent: 17 April 2020 13:13
To: [redacted]@electoralcommission.org.uk>
Subject: Fw: PDG audit certificate

[redacted]

Hope you are safe and well.

Audit certificate attached as promised, trust this helps. Grateful if you could pass on.

Very best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.

From: [redacted]@jcca.co.uk>
Sent: 17 April 2020 13:05
To: Peter Murrell [redacted]
Cc: [redacted]@jcca.co.uk>; [redacted]@jcca.co.uk>
Subject: RE: PDG audit certificate

Hi Peter,

Please find attached the signed audit certificate for you. Any issues please just let us know.

Thanks,

[redacted]

E-mail from Electoral Commission Scotland Office to SNP Party Treasurer 09/04/23

Dear Colin,

Your party is required to provide quarterly donations and transactions (borrowing) reports. These reports are to provide details of any donations your party has received or transactions your party has entered in to, which are over £7,500 in value or which aggregate to over £7,500 in value.

Your party's reports for quarter 1 (the period 01 January to 31 March) 2020 must both be delivered to the Electoral Commission no later than **30 April 2020**. If your party has not received any reportable donations or entered in to any reportable transactions you still need to complete a 'nil returns' report.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know closer to the deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

Because of COVID-19 restrictions our offices are currently closed and **we cannot receive post or hand deliveries**. Please submit your accounts using our online facility or by emailing pef@electoralcommission.org.uk

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Details of what needs to be reported and copies of the relevant forms are available from our guidance on reporting donations and loans.

Please let us know if you have any questions.

Kind regards.

[redacted]

Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

E-mail to Electoral Commission Scotland Office from SNP Chief Executive 02/04/20

[redacted]

Will do.

And what about 2020/21 grant, is a letter and form imminent?

Be keen to knock PDF stuff on the head to assist cash flow and allow me to focus on the two other audits underway...

Best

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: [redacted]@electoralcommission.org.uk>
Sent: 02 April 2020 10:45
To: Peter Murrell [redacted]>
Subject: RE: Policy Development Grants

Peter

If you email to me I will pass on. Thank you for confirming.

[redacted]

From: Peter Murrell [redacted]
Sent: 02 April 2020 10:43
To: [redacted]@electoralcommission.org.uk>; Colin Beattie [redacted])
Subject: Re: Policy Development Grants

Morning [redacted]

Hope you and your are safe and well.

Our audit is complete, I'm just awaiting the audit certificate from Johnston Carmichael.

Will I email to you when I have it? Or what's best...

Regards

Peter

PETER MURRELL
Chief Executive

Scottish National Party
Gordon Lamb House, 3 Jackson's Entry, Edinburgh EH8 8PJ.
Direct Dial [redacted]

[redacted]

From: [redacted]@electoralcommission.org.uk>
Sent: 02 April 2020 10:18
To: Peter Murrell [redacted]g>; Colin Beattie [redacted]
Subject: Policy Development Grants

Colin / Peter

I have been asked to check with you what arrangements you have put in place in respect of supporting the audit of the 19/20 policy development grant. Grateful if you could advise.

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

E-mail from Electoral Commission Scotland Office to SNP Party Treasurer 13/03/20

Colin

We would be grateful if you could please arrange to distribute the attached letter to your party's Accounting Units. It is a reminder relating to submission of AU statements of accounts.

Appreciated.

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

The Electoral Commission

Dear Accounting Unit Treasurer

Why we are writing to you

I am writing to remind you of the deadline to submit your accounting unit's statement of accounts for the year ending 31 December 2019. All accounting units whose gross income or total expenditure was greater than £25,000 during the year are required to submit a statement of accounts.

Nearly all accounting units that are required to submit their accounts do so on time.

When do you need to submit your statement of accounts?

If your accounting unit's gross income or total expenditure for the year was between £25,000 and £250,000:

- You must submit your statement of accounts by **30 April 2020**

If your accounting unit's gross income or total expenditure was over £250,000:

- You must submit your audited statement of accounts by **07 July 2020**

If your accounting unit's gross income and total expenditure were each less than £25,000:

- You **do not** need to submit accounts for 2019

How do you submit a statement of accounts?

You should submit your statement of accounts directly to us at the address below.

We strongly encourage you to use the standard format for accounts set out in the Commission guidance. You can use either cash or accruals accounting and, to help you, there are templates and a spreadsheet tool available on our website at the following link:

http://www.electoralcommission.org.uk/i-am-a/party-or-campaigner/guidance-for-political-parties/submitting-your-statements-of-accounts

The Electoral Commission
3 Bunhill Row
London EC1Y 8YZ

Tel: 0333 103 1928
Fax: 020 7271 0505
info@electoralcommission.org.uk
www.electoralcommission.org.uk

The Electoral Commission

Your statement of accounts will be published on our website, so please do not include any bank account or personal contact details in your accounts that you do not wish to be published.

What happens if you fail to submit on time?

It is a legal requirement for you to submit your accounting unit's statement of accounts on time and if you do not, you may be subject to sanctions including a penalty of at least £200. Please contact us as soon as possible if you think you may be in difficulties meeting the deadline.

Advice and Help

We have guidance to help you complete the statement of accounts at:

http://www.electoralcommission.org.uk/i-am-a/party-or-campaigner/guidance-for-political-parties/submitting-your-statements-of-accounts

The guidance also contains an example of an accounting unit statement of accounts.

If you require any help or have any queries regarding your accounting unit's annual statement of accounts you can contact our advice phone line, 0333 103 1928, or email pef@electoralcommission.org.uk

Yours sincerely

[redacted]

Financial Reporting Manager

The Electoral Commission
3 Bunhill Row
London EC1Y 8YZ

Tel: 0333 103 1928
Fax: 020 7271 0505
info@electoralcommission.org.uk
www.electoralcommission.org.uk

From: colin Beattie <[redacted]>
Sent: 12 February 2020 13:23
To: [redacted]@electoralcommission.org.uk>
Cc: [redacted]; [redacted]@electoralcommission.org.uk>
Subject: RE: RPP140392 - Quarter 4 Report on Loans and Donations CCM:0450179

[redacted]
Apologies. I drafted a response then very efficiently put it aside to send later. Here it is below.

[redacted]–

Thanks for your email.

I can confirm that the £5,000 cash donation from Flagship Media Group was received by Paisley Tannahill. Thanks for noting this omission and the opportunity to remedy it.

The £1,000 non-cash donation from [redacted] of IT Equipment is not an aggregation. The equipment was all received by and accepted by Paisley Tannahill branch on 4/12/2019.

It should be said that, fully analysed, this was not actually a recordable donation.

[redacted]

For transparency purposes, it would appear appropriate for this to be reported – but if you do not wish to include in your database a donation which does not meet the statutory criteria for being a recordable donation, then I am happy for it to be removed.

Regards
Colin

From: [redacted]@electoralcommission.org.uk>
Sent: 12 February 2020 13:14
To: Colin Beattie [redacted]
Cc: [redacted]>; [redacted]
[redacted]@electoralcommission.org.uk>

Subject: FW: RPP140392 - Quarter 4 Report on Loans and Donations CCM:0450179

Colin

Do you have a response to the questions I raised in my email of 4 February? Appreciated.

Thanks.

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

From: [redacted]
Sent: 04 February 2020 10:36
To: [redacted]
Cc: [redacted]
Subject: RPP140392 - Quarter 4 Report on Loans and Donations

Colin

We have a few questions about the donations from Flagship Media Group Limited reported in your 4th Quarter return (attached).

The return is missing information about who the £5,000 cash donation from Flagship Media Group Limited was received by? [redacted]

Thanks Colin.

[redacted]
Senior Elections and Campaigners Adviser

The Electoral Commission
Tel. [redacted]
electoralcommission.org.uk

E-mail from Electoral Commission Party Finance Team to SNP Party Treasurer 28/01/20

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (borrowing) reports. These reports are to provide details of any donations your party has received or transactions your party has entered in to, which are over £7,500 in value or which aggregate to over £7,500 in value.

Your party's reports for quarter 4 (the period 01 October to 31 December) 2019 must both be delivered to the Electoral Commission no later than **30 January 2020**. If your party has not received any reportable donations or entered in to any reportable transactions you still need to complete a 'nil returns' report.

You can complete these returns on the Commission's website, PEF Online as follows.

Alternatively you can submit this return by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email or by post.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete these reports. Please also note that it is a legal requirement to submit your party's quarterly reports on time. If you fail to do this, you may be subject to sanctions including a penalty of at least £200. You can read more about our enforcement policy here.

Please let us know if you have any questions.

Kind regards,

[redacted]
Financial Reporting Adviser

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: [redacted]@electoralcommission.org.uk>
Sent: Wednesday, January 22, 2020 11:30 AM
To: Peter Murrell [redacted]
Cc: Andy O'Neill [redacted]>
Subject: RE: Policy development grant 2019-20 SNP CCM:0058780

Hi Peter

Happy New Year to you too!

We would expect to have the audit certificate on or before Monday 11 May.

Many thanks

[redacted]

From: Peter Murrell <[redacted]>
Sent: 20 January 2020 10:34
To: [redacted]@electoralcommission.org.uk>
Subject: RE: Policy development grant 2019-20 SNP CCM:0058780

[redacted]

A very good new year to you.

I wonder if you have a date by which we need to send you an audit certificate for the 19/20 grant?

With our 2019 SoA audit and a general election audit in the mix, I'm just trying to timeline our auditors for the months ahead…

Very best

Peter

E-mail from Electoral Commission Party Finance Team to SNP Party Treasurer 23/01/20

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (borrowing) reports. These reports are to provide details of any donations your party has received or transactions your party has entered in to, which are over £7,500 in value or which aggregate to over £7,500 in value.

Your party's reports for quarter 4 (the period 01 October to 31 December) 2019 must both be delivered to the Electoral Commission no later than **30 January 2020**. If your party has not received any reportable donations or entered in to any reportable transactions you still need to complete a 'nil returns' report.

You can complete these returns on the Commission's website, PEF Online as follows.

Alternatively you can submit this return by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email or by post.

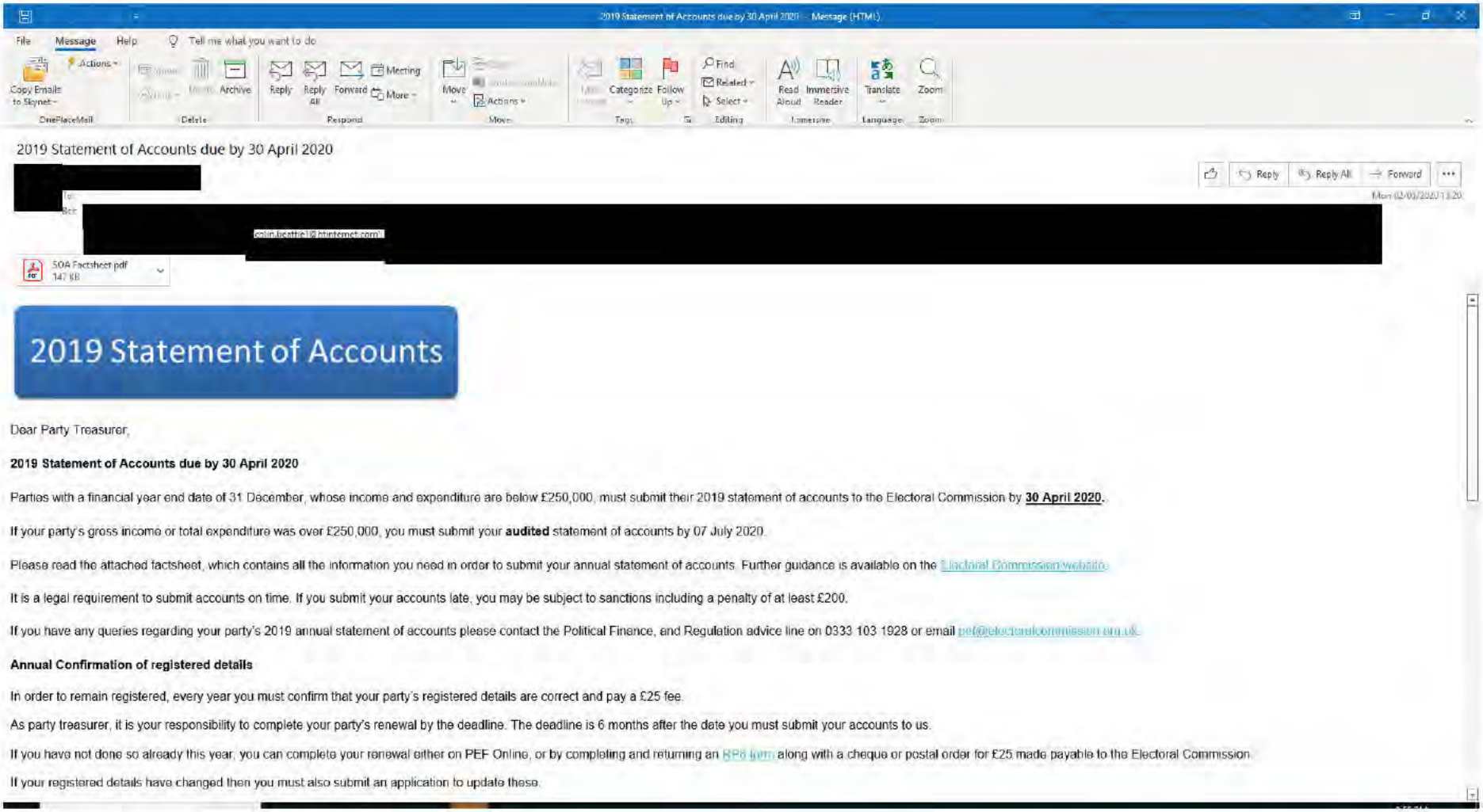
Please be aware that even if you are a new party and were not registered for the full quarter, you must complete these reports. Please also note that it is a legal requirement to submit your party's quarterly reports on time. If you fail to do this, you may be subject to sanctions including a penalty of at least £200. You can read more about our enforcement policy here.

Please let us know if you have any questions.

Kind regards,

[redacted]
Financial Reporting Adviser

The Electoral Commission
[redacted]
electoralcommission.org.uk


2019 Statement of Accounts due by 30 April 2020 - Message (HTML)
File
Message
Help
Tell me what you want to do
Actions
Copy Emails to Skynet
OnePlaceMail
Delete
Archive
Reply
Reply All
Forward
Meeting
More
Respond
Move
Actions
Move
Categorize
Follow Up
Tags
Find
Related
Select
Editing
Read Aloud
Immersive Reader
Immersive
Translate
Language
Zoom
Zoom
2019 Statement of Accounts due by 30 April 2020
[redacted]
To:
Sent:
[redacted]
colin.beattie1@htinternet.com
Reply
Reply All
Forward
Mon 02/03/2020 13:20
SOA Factsheet.pdf
147 KB
2019 Statement of Accounts
Dear Party Treasurer,
2019 Statement of Accounts due by 30 April 2020
Parties with a financial year end date of 31 December, whose income and expenditure are below £250,000, must submit their 2019 statement of accounts to the Electoral Commission by 30 April 2020.
If your party's gross income or total expenditure was over £250,000, you must submit your audited statement of accounts by 07 July 2020.
Please read the attached factsheet, which contains all the information you need in order to submit your annual statement of accounts. Further guidance is available on the Electoral Commission website.
It is a legal requirement to submit accounts on time. If you submit your accounts late, you may be subject to sanctions including a penalty of at least £200.
If you have any queries regarding your party's 2019 annual statement of accounts please contact the Political Finance, and Regulation advice line on 0333 103 1928 or email pef@electoralcommission.org.uk.
Annual Confirmation of registered details
In order to remain registered, every year you must confirm that your party's registered details are correct and pay a £25 fee.
As party treasurer, it is your responsibility to complete your party's renewal by the deadline. The deadline is 6 months after the date you must submit your accounts to us.
If you have not done so already this year, you can complete your renewal either on PEF Online, or by completing and returning an RP8 form along with a cheque or postal order for £25 made payable to the Electoral Commission.
If your registered details have changed then you must also submit an application to update these.

If we do not receive a complete and compliant confirmation by your party's deadline, your party will be deregistered.

Please get in touch with our Registration team if you have any further questions.

2019 UK Parliamentary general elections returns

All political parties that stood candidates must complete a party spending return detailing their spending on regulated activity during the regulated period 13 December 2018 to 12 December 2019.

You must complete a return even if your party spending was nil.

If your party has a registered **Campaigns Officer**, that person **must** complete and sign the return. If your party does not have a Campaigns Officer, the registered Treasurer must sign the return.

The deadlines for submission are as follows:

- If you spent £250,000 or below on regulated activity during the regulated period, you must submit your spending return no later than **Thursday 12 March 2020.**
- If you spent more than £250,000, you must submit your spending return alongside an auditor's report no later than **Friday 12 June 2020.**

Failure to submit a complete return by the statutory deadline will be dealt with in line with the Commission's published Enforcement Policy.

How do I complete my return?

There are three methods by which you can complete the return:

- using our online database PEF Online
- by email (Excel version of RP11 form / explanatory notes)
- on paper (PDF version of RP11 form / explanatory notes)

For shorter returns, you may find it easier to enter the data line by line into PEF Online yourself.

For lengthier returns, we recommend you use the excel version of the RP11 form to capture your spending and return it to us to manage uploading it into the PEF Online system on your behalf.

What resources are available to help?

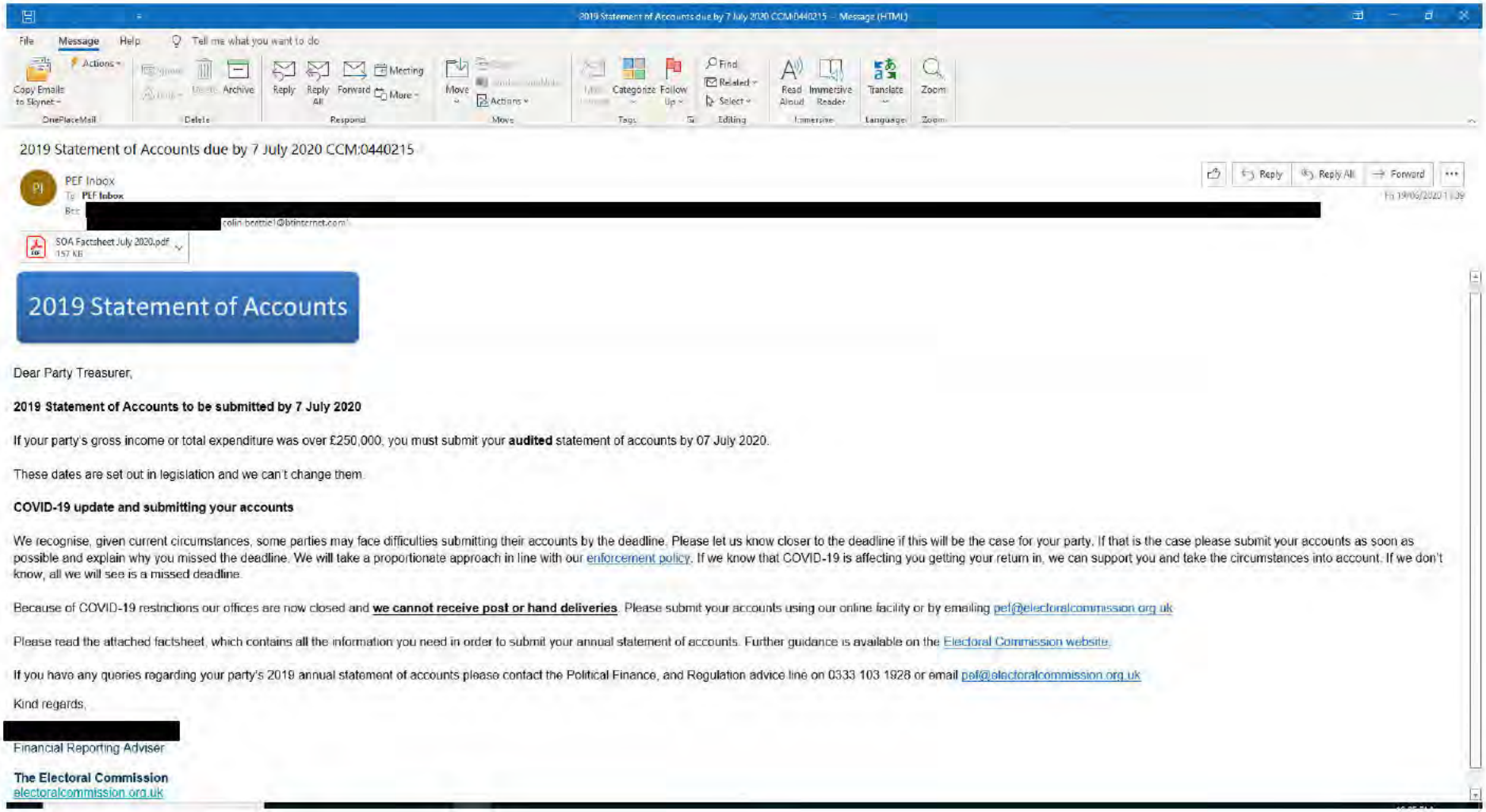
We have produced a suite of guidance documents on the rules that apply to political parties, and on how to complete your returns.

We are here to help, so if on reading the documents, you have further questions, please don't hesitate to contact us at pef@electoralcommission.org.uk.

Kind regards

[redacted]
Financial Reporting Adviser

The Electoral Commission
020 7271 0585
electoralcommission.org.uk



2019 Statement of Accounts due by 7 July 2020 CCM:0440215 - Message (HTML)

File Message Help Tell me what you want to do

Actions Copy Emails to Skynet OnePlaceMail

Ignore Clean Up Delete Archive Delete

Reply Reply All Forward Meeting More Respond

Move Actions Move

Categorize Follow Up Tags

Find Related Select Editing

Read Aloud Immersive Reader Immersive

Translate Language

Zoom Zoom

2019 Statement of Accounts due by 7 July 2020 CCM:0440215

PI PEF Inbox

To: PEF Inbox

Bcc: [redacted] colin.bottrell@btinternet.com

Reply Reply All Forward

Fri 19/06/2020 11:39

SOA Factsheet July 2020.pdf 157 KB

2019 Statement of Accounts

Dear Party Treasurer,

2019 Statement of Accounts to be submitted by 7 July 2020

If your party's gross income or total expenditure was over £250,000, you must submit your **audited** statement of accounts by 07 July 2020.

These dates are set out in legislation and we can't change them.

COVID-19 update and submitting your accounts

We recognise, given current circumstances, some parties may face difficulties submitting their accounts by the deadline. Please let us know closer to the deadline if this will be the case for your party. If that is the case please submit your accounts as soon as possible and explain why you missed the deadline. We will take a proportionate approach in line with our enforcement policy. If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

Because of COVID-19 restrictions our offices are now closed and **we cannot receive post or hand deliveries**. Please submit your accounts using our online facility or by emailing pef@electoralcommission.org.uk

Please read the attached factsheet, which contains all the information you need in order to submit your annual statement of accounts. Further guidance is available on the Electoral Commission website.

If you have any queries regarding your party's 2019 annual statement of accounts please contact the Political Finance, and Regulation advice line on 0333 103 1928 or email pef@electoralcommission.org.uk

Kind regards,

[redacted]

Financial Reporting Adviser

The Electoral Commission

electoralcommission.org.uk

From: PEF Inbox
To: PEF Inbox
Bcc: [redacted]
Subject: Reminder - Quarterly donations report due 30 July 2020 CCM:0440220
Date: 02 July 2020 16:57:16
Attachments: image005.png
image006.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2020. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2020**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know closer to the deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

Because of COVID-19 restrictions our offices are now closed and **we cannot receive post or hand deliveries**. Please submit your accounts using our online facility or by emailing pef@electoralcommission.org.uk

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.
Please let us know if you have any questions.
Kind regards,

[redacted]

The Electoral Commission
Advice line: 0333 103 1928
electoralcommission.org.uk

From: PEF Inbox
To: PEF Inbox
Bcc: [redacted]
Subject: Reminder - Quarterly donations report due 30 July 2020 CCM:0440233
Date: 13 July 2020 14:47:47
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2020. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2020**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us this calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know closer to the deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

Because of COVID-19 restrictions our offices are now closed and **we cannot receive post or hand deliveries**. Please submit your accounts using our online facility or by emailing pef@electoralcommission.org.uk

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.
Kind regards,

[redacted]

The Electoral Commission
Advice line: 0333 103 1928
electoralcommission.org.uk

From:
Bcc:
[redacted]

Subject: Electoral Commission - Reminder - Q1 2021 Donations Reports
Date: 09 April 2021 08:24:24
Attachments: image005.png
image006.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 1 (the period 01 January to 31 March) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 April 2021**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

[redacted]
The Electoral Commission
[redacted]
electoralcommission.org.uk

From: [redacted]
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q1 2021 Donations Reports
Date: 16 April 2021 10:59:10
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 1 (the period 01 January to 31 March) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 April 2021**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission

[redacted]
electoralcommission.org.uk

From: [redacted]
Bcc:

Subject: Electoral Commission - Reminder - Q1 2021 Donations Reports
Date: 23 April 2021 09:57:10
Attachments: image001.png
image002.png
image003.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 1 (the period 01 January to 31 March) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 April 2021**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.
Please let us know if you have any questions.
Kind regards,

[redacted]
The Electoral Commission
[redacted]
electoralcommission.org.uk

From: [redacted]
Bcc:

Subject: Electoral Commission - Reminder - Q2 2021 Donations Report
Date: 06 July 2021 12:10:30
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2021**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]
The Electoral Commission
[redacted]
electoralcommission.org.uk

From:
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q2 2021 Donations Report
Date: 14 July 2021 15:20:16
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2021**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

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Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]
The Electoral Commission
[redacted]
electoralcommission.org.uk

From:
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q2 2021 Donations Report
Date: 14 July 2021 15:20:16
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2021**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

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We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]
The Electoral Commission
[redacted]
electoralcommission.org.uk

From: [redacted]
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q2 2021 Donations Report
Date: 26 July 2021 17:35:17
Attachments: image001.png
image002.png
image003.png





Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2021**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

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You can complete these returns on the Commission's website, PEF Online as follows:



Alternatively you can submit these returns by downloading copies of the appropriate

forms from our guidance web pages and sending the form to us via email.
Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.
Please let us know if you have any questions.
Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q3 2021 Donations Report
Date: 08 October 2021 14:02:31
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 3 (the period 01 July to 30 Sept) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 October 2021**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

[redacted]

The Electoral Commission

[redacted]

electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q3 2021 Donations Report
Date: 15 October 2021 10:59:39
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 3 (the period 01 July to 30 Sept) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 October 2021**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q3 2021 Donations Report
Date: 22 October 2021 11:40:10
Attachments: image005.png
image006.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 3 (the period 01 July to 30 Sept) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 October 2021**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

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Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q3 2021 Donations Report
Date: 22 October 2021 11:40:10
Attachments: image005.png
image006.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 3 (the period 01 July to 30 Sept) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 October 2021**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
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Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
electoralcommission.org.uk

From: [redacted]
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q4 2021 Donations
Date: 21 January 2022 15:55:32
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 4 (the period 01 October to 31 December) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 January 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

[redacted]
The Electoral Commission
[redacted]
electoralcommission.org.uk

From: [redacted]
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q4 2021 Donations
Date: 28 January 2022 13:57:31
Attachments: image001.png
image002.png
image003.png





Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 4 (the period 01 October to 31 December) 2021. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 January 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.
  -

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

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Alternatively you can submit these returns by downloading copies of the appropriate

forms from our guidance web pages and sending the form to us via email.
Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.
Please let us know if you have any questions.
Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q1 2022 Donations
Date: 08 April 2022 13:13:44
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 1 (the period 01 January to 31 March) 2022. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 April 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

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Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q1 2022 Donations
Date: 08 April 2022 13:09:21
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 1 (the period 01 January to 31 March) 2022. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 April 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

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Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

[redacted]
The Electoral Commission
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q1 2022 Donations
Date: 14 April 2022 15:53:10
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 1 (the period 01 January to 31 March) 2022. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 April 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

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How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

[redacted]
The Electoral Commission
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q1 2022 Donations
Date: 26 April 2022 16:47:02
Attachments: image001.png
image002.png
image003.png





Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 1 (the period 01 January to 31 March) 2022. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 April 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

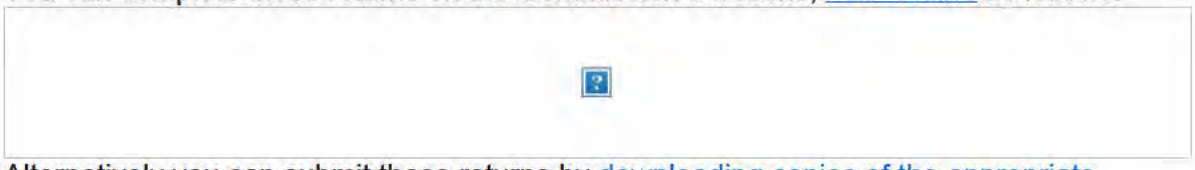
Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

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How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:



Alternatively you can submit these returns by downloading copies of the appropriate

forms from our guidance web pages and sending the form to us via email.
Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.
Please let us know if you have any questions.
Kind regards,

[redacted]

The Electoral Commission
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q2 2022 Donations
Date: 05 July 2022 11:34:13
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2022. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

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Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q2 2022 Donations
Date: 05 July 2022 11:30:02
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2022. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
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  - come from a source that you have already reported to us in the same calendar year.

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Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q2 2022 Donations
Date: 15 July 2022 16:19:03
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2022. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

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Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q2 2022 Donations
Date: 27 July 2022 12:25:47
Attachments: image001.png
image002.png
image005.png





Dear Party Treasurer,

Your party is required to provide a quarterly donations report for Quarter 2 (the period 01 April to 30 June) 2022. In this report you must report donations over certain thresholds to us.

What you need to do

Your party's report must be delivered to the Electoral Commission no later than **30 July 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations over £7,500
- All permissible donations that add up to over £7,500 from the same source in the same calendar year.
  - For accounting units the reporting threshold is donations over £1,500.
- All permissible donations that:
  - are (or add up to) over £1,500; and
  - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and

take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:

cid:image002.png@01D89866.932E2270

Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete this report.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
electoralcommission.org.uk

From: PEF Inbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q3 2022 Donations & Transactions
Date: 06 October 2022 11:05:06
Attachments: image005.png
image006.png

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 3 (the period 1 July – 30 September) 2022. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 October 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations and loans over £7,500
- All permissible donations and loans that add up to over £7,500 from the same source in the same calendar year.
    - For accounting units the reporting threshold is donations and loans over £1,500.
- All permissible donations and loans that:
    - are (or add up to) over £1,500; and
    - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations or entered into any reportable transactions you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.
We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case, please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

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How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:



Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete these reports.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: [redacted]
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q3 2022 Donations & Transactions
Date: 17 October 2022 13:46:00
Attachments: image001.png
image002.png

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 3 (the period 1 July – 30 September) 2022. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 October 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations and loans over £7,500
- All permissible donations and loans that add up to over £7,500 from the same source in the same calendar year.
    - For accounting units the reporting threshold is donations and loans over £1,500.
- All permissible donations and loans that:
    - are (or add up to) over £1,500; and
    - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations or entered into any reportable transactions you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.

We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case, please submit your returns as soon as possible and explain why you missed the deadline.** We will take a proportionate approach in line with our enforcement policy.

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You can complete these returns on the Commission's website, PEF Online as follows:



Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete these reports.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
electoralcommission.org.uk

From:
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q3 2022 Donations & Transactions
Date: 24 October 2022 13:37:00
Attachments: image001.png
image002.png
image003.png





Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 3 (the period 1 July – 30 September) 2022. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 October 2022**.

All parties must report:

- All impermissible donations.
- All permissible donations and loans over £7,500
- All permissible donations and loans that add up to over £7,500 from the same source in the same calendar year.
    - For accounting units the reporting threshold is donations and loans over £1,500.
- All permissible donations and loans that:
    - are (or add up to) over £1,500; and
    - come from a source that you have already reported to us in the same calendar year.

If your party has not received any reportable donations or entered into any reportable transactions you still need to complete a 'nil returns' report.

Further guidance and details of what needs to be reported are available from our guidance on reporting donations and loans page.
We recognise, given current circumstances, some parties may face difficulties submitting their returns by the deadline. **Please let us know ahead of the reporting deadline if this will be the case for your party. If that is the case, please submit your returns as soon as possible and explain why you missed the deadline.** We will take a

proportionate approach in line with our enforcement policy.

If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed deadline.

How to submit your returns

You can complete these returns on the Commission's website, PEF Online as follows:



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Please be aware that even if you are a new party and were not registered for the full quarter, you must complete these reports.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
electoralcommission.org.uk

From:
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q3 2022 Donations & Transactions
Date: 27 October 2022 10:56:00
Attachments: image001.png
image002.png
image003.png

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 3 (the period 1 July – 30 September) 2022. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 October 2022**.

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- All permissible donations and loans over £7,500
- All permissible donations and loans that add up to over £7,500 from the same source in the same calendar year.
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Please be aware that even if you are a new party and were not registered for the full quarter, you must complete these reports.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
electoralcommission.org.uk

From:
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q4 2022 Donations & Transactions
Date: 06 January 2023 11:47:37
Attachments: image002.png
image004.png
Importance: High

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 4 (the period 1 October – 31 December) 2022. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 January 2023**.

All parties must report:

- All impermissible donations.
- All permissible donations and loans over £7,500
- All permissible donations and loans that add up to over £7,500 from the same source in the same calendar year.
    - For accounting units the reporting threshold is donations and loans over £1,500.
- All permissible donations and loans that:
    - are (or add up to) over £1,500; and
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If we know that COVID-19 is affecting you getting your return in, we can support you and take the circumstances into account. If we don't know, all we will see is a missed

deadline.

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Alternatively you can submit these returns by downloading copies of the appropriate forms from our guidance web pages and sending the form to us via email.

Please be aware that even if you are a new party and were not registered for the full quarter, you must complete these reports.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: [redacted]
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q4 2022 Donations & Transactions
Date: 13 January 2023 11:05:09
Attachments: image005.png
image006.png

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 4 (the period 1 October – 31 December) 2022. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 January 2023**.

All parties must report:

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Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: [redacted]
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q4 2022 Donations & Transactions
Date: 20 January 2023 15:43:53
Attachments: image005.png
image006.png

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 4 (the period 1 October – 31 December) 2022. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 January 2023**.

All parties must report:

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Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: [redacted]
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q4 2022 Donations & Transactions
Date: 27 January 2023 16:02:56
Attachments: image007.png
image008.png
image009.png
Importance: High

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 4 (the period 1 October – 31 December) 2022. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 January 2023**.

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Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk

From: PEFinbox
Bcc: [redacted]
Subject: Electoral Commission - Reminder - Q1 2023 Donations & Transactions
Date: 06 April 2023 11:58:53
Attachments: image005.png
image006.png

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 1 (the period 01 January – 31 March) 2023. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 April 2023**.

All parties must report:

- All impermissible donations.
- All permissible donations and loans over £7,500
- All permissible donations and loans that add up to over £7,500 from the same source in the same calendar year.
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Please be aware that even if you are a new party and were not registered for the full quarter, you must complete these reports.

Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk

Cc' Party Treasurer, Party email and Party Leader

From: [redacted]
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q1 2023 Donations & Transactions
Date: 06 April 2023 11:49:47
Attachments: image005.png
image006.png

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 1 (the period 01 January – 31 March) 2023. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 April 2023**.

All parties must report:

- All impermissible donations.
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Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk

Cc' Party Treasurer, Party email and Party Leader

From:
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q1 2023 Donations & Transactions
Date: 06 April 2023 11:31:53
Attachments: image002.png
image004.png

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 1 (the period 01 January – 31 March) 2023. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 April 2023**.

All parties must report:

- All impermissible donations.
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Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk

Cc' Party Treasurer, Party email and Party Leader

From: [redacted]
Bcc: [redacted]

Subject: Electoral Commission - Reminder - Q1 2023 Donations & Transactions
Date: 18 April 2023 14:21:12
Attachments: image002.png
image004.png
Importance: High

Dear Party Treasurer,

Your party is required to provide quarterly donations and transactions (loans) reports for Quarter 1 (the period 01 January – 31 March) 2023. In these reports you must report donations and loans over certain thresholds.

What you need to do

Your party's reports must both be delivered to the Electoral Commission no later than **30 April 2023**.

All parties must report:

- All impermissible donations.
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Please let us know if you have any questions.

Kind regards,

[redacted]

The Electoral Commission
[redacted]
electoralcommission.org.uk