

electoral administration bulletin

The
Electoral
Commission



Issue 349 (Scotland) – 29 May 2024

UK Parliamentary general election: reminder of guidance and support

Further to our email of 22 May, following confirmation that a UK Parliamentary general election (UKPGE) will take place on 4 July, we wanted to provide a reminder of the guidance and support that's available from us.

Guidance and resources

The election timetable is available [here](#).

Our core guidance for [\(Acting\) Returning Officers \(\(A\)ROs\)](#) and [candidates and agents](#) is also available on our website.

In addition, we have produced an short [guidance note](#) to highlight some key considerations for Electoral Registration Officers and (A)ROs.

Supporting resources for both (A)ROs and candidates and agents are also available and can be found in the resources sections of the relevant guidance.

Orders for polling station handbooks and quick guides

We are now [taking orders](#) for hard copies of polling station handbooks and quick guides for use at the UKPGE.

The deadline for completing the online order form is **midnight Sunday 2 June**.

Please note that once you have submitted your order form, you will not be able to amend your order yourself. If you need to make any changes to your order, please contact the [Scotland team](#).

We expect that delivery will commence from 17 June and should be completed that week. If you have not received your order by 25 June, please contact us using the details below.

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Resources are available on our website for Returning Officers and candidates and agents, including guidance for preparing an unscheduled poll.

Polling station handbooks and quick guides

Order form and timelines for delivery

UKPGE Survey for Returning Officers

Short survey collecting information about the management of polls.

UKPGE: update on party names, descriptions and emblems

Information on party names, descriptions and emblems in relation to the UK Parliamentary general election.

UKPGE: public awareness update

An overview of the Commission's two public awareness campaigns.

EA Bulletins are issued on a regular basis. They are one of our key channels for communicating with Returning Officers, Electoral Registration Officers and their staff. Past

The polling station [handbook](#) has already been published following an update to incorporate changes as a result of the Elections Act 2022 and can be downloaded from our website. Please note that this is not the final print-ready version of the polling station handbook, but a final text version which is being made available to support administrators in planning their polling station staff training. We will update you in a future bulletin when the print-ready version is published.

UKPGE survey for Returning Officers

We have developed a [short survey](#) seeking information around key aspects of how you will manage the poll in your area. This follows on from Pre-Poll Survey we asked you to complete earlier this year. The deadline for completion of the survey is **5pm Tuesday 4 June**. We have made available a [list of the questions](#) which you can use for reference before you fill in the survey as it needs to be completed in one session.

We appreciate that this comes at a busy time, so we have tried to make this as straightforward to complete as possible. The information you provide is vital to help build up a clear picture of the arrangements that have been put in place across Great Britain for the delivery of the UKPGE. The information will also provide key Scotland wide statistics which can be used with the media and other enquirers both reactively and proactively.

UKPGE: update on party names, descriptions and emblems

Our guidance sets out what the legislation provides for in relation to changes, deletions and additions of party names, descriptions and emblems.

Because of the short time until the poll, we are advising parties that we will not process any new applications submitted now to register a new political party, amend a party name, amend or add an emblem, or add a description in time for use on the ballot paper at the election.

We may, however, still make some changes where applications are already in progress. While we aim to make all updates to the online registers of political parties by Monday 3 June 2024, there remains the potential that we may need to make some further updates after that date. The final date for new parties, or new names, descriptions or emblems, to be added to the register is **Wednesday 5 June 2024**.

As we've previously done, we will provide a list of any changes made to existing party names, descriptions and emblems that are made in time to take effect for the 2024 UKPGE through the Bulletin. We will also include a list of any deregistered parties who deregister during this time.

issues of Bulletins for England, Scotland and Wales are available [here](#). You can also [subscribe to the EA Bulletins](#).

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

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

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

UKPGE: public awareness update

The Commission will run two public awareness campaigns ahead of the UKPGE – one encouraging voters to register ahead of the deadline, and one informing voters that they will need to bring photo ID to vote in person, and that free voter ID is available.

The registration campaign is expected to launch on Thursday 30 May, starting with digital advertising, with the voter ID campaign launching around 24 hours later. Both campaigns will then appear on TV, radio, out of home, TV on demand, cinema and on in-game advertising.

We'll also be providing a variety of printable and digital resources that councils, EROs and civil society partners can use to encourage their audiences to register to vote and make sure they bring photo ID when voting in person. These will include:

- a voter ID booklet and guide for staff,
- posters,
- social media graphics and template social copy,
- web and newsletter copy,
- template press releases

Resources will be available in a range of community languages, and accessible formats including Braille and Easy Read. These resources will be shared in the next edition of the Bulletin and will also be available to download from our [website](#).

If you have any questions, please contact partners@electoralcommission.org.uk.

Support from the Electoral Commission

We appreciate that this is a challenging time and we recognise the hard work that you and your teams are putting in to ensure the delivery of a well-run election.

If you have any questions, or if we can provide any further support, please contact the [Scotland team](#).

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