

electoral administration bulletin

The
Electoral
Commission

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EA Bulletins are issued on a regular basis. They are one of our key channels for communicating with Returning Officers, Electoral Registration Officers and their staff. Past issues of Bulletins for England, Scotland and Wales are available [here](#). You can also [subscribe to the EA Bulletins](#).



Issue 351 (Scotland) – 12 June 2024

UKPGE: Voter ID and administrative data collection

The Commission will be asking for key administrative data from Returning Officers after the UK general election. This data provides important evidence to support our work in reporting on elections across the UK.

We will collect data in two separate waves via our [data portal](#):

- Data related to voter ID (deadline for returns: Friday 26 July)
- Core administrative data (deadline for returns: Friday 16 August)

We will shortly be providing a full data specification but have included some information below on the data we will be asking for.

From Friday 5 July you will be able to log on to the data portal to fill in data for voter ID and the core administrative electoral data. You will receive an email with details on how to log on/reset your password on the day after the election.

Voter ID

Voter ID data is collected at each polling station and collated using the Voter ID evaluation form (VIDEF). The VIDEF data is being requested at constituency level, split depending on whether the polling station had a 'meeter'/greeter' or not.

In addition to the [VIDEF](#) fields we are also asking for:

- the number of voters who cast a vote in-person
- the overall number of polling stations with and without greeters.

Please note that the VIDEF figures should only include data recorded at the ballot issuing desk and not any data gathered by a greeter at the entrance to the polling station.

Core administrative electoral data

The majority of the data we are collecting is consistent with the request we usually issue for scheduled elections (votes cast, rejected, postal votes issued etc). For the UKPGE, we will also be asking for data related to:

- Online postal vote applications and those added to the register.
- Postal votes handed in at polling stations and those rejected due to the new rules.
- Overseas electors issued with a postal vote and the number of those postal votes returned
- Details on the provision of accessibility equipment at polling stations

Further information to be provided shortly on:

- Data portal user guide
- UKPGE full data specification
- Collation spreadsheet for publishable data

Returning Officers may need to liaise with the electoral registration officer(s) in their constituency area to capture all the relevant data requested.

Data collection support

If you have any questions about the data collection, please contact research@electoralcommission.org.uk.

UKPGE: Gathering feedback

We want to hear from those involved in different aspects of the election in order to support our reporting on the poll. This includes electoral administration teams, polling station staff and candidates.

Feedback from electoral administrators

As ever we need to get feedback from administrators, Returning Officers and Electoral Registration Officers responsible for running the polls. This not only informs our post-election reporting but will also help us to improve how we support you in delivering well-run elections in the future.

The survey can be found [here](#) and will be made live on Friday 5 July. The deadline for completion will be 12 August 2024. If you have any queries about the feedback survey, please contact researchsurvey@electoralcommission.org.uk.

Polling station staff survey

As we have at other recent elections, we are carrying out a survey of polling station staff to collect feedback about their polling day experiences. We had an amazing response to our survey after the elections in England and Wales in May 2024, with over 21,000 responses – that was only possible because of the electoral administration teams that highlighted and shared the survey with their polling station staff.

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.

There will be two ways for staff to access the survey:

- The polling station handbook (hard copy and digital) features a QR code which staff can use a smart phone to scan to access the survey.
- A link to an [online survey](#) which you can circulate to your polling station staff.

In both cases, the link to the survey will go live on the afternoon of polling day. Please highlight this survey in your contact with polling staff.

If you have any queries about the survey, please contact research@electoralcommission.org.uk.

Candidate survey

We will be surveying candidates to understand their experiences of standing for election. The survey provides us with vital information about the challenges they face, including their experiences of harassment and abuse. However, while we contact any candidates who we can find email addresses for, we know we don't reach everyone.

We would greatly appreciate your help in sending out the survey with candidates in your area after the election. The survey will be live from Friday 5 July and the link can be found [here](#).

UKPGE: Guidance update

Polling station handbooks

The final print-ready [polling station handbook](#) for the UKPGE on 4 July has now been published on our website, replacing the reference version published in May, along with the [quick guide](#) for polling station staff. We expect hard copies to be delivered to those who have ordered them in the week commencing 17 June.

If you have any questions or require any assistance, please do contact your [Scotland Electoral Commission](#) team.

Determining postal vote applications close to a poll

We have updated our guidance for Electoral Registration Officers (EROs) on [determining postal vote applications close to a poll](#). As per our recently published guidance on [considerations for running the UK Parliamentary General Election](#), we recommend that any determination deadline that you set should be no earlier than 5pm, six working days before the poll to enable you to meet your obligation to make the absent voter lists available for inspection as soon as is practicable. The updated core guidance contains further considerations on this point.

We have also updated our guidance on the [absent voting timetable](#) for ROs administering a UK Parliamentary election in Great Britain to cover the need to liaise with the ERO (where you are not also the ERO) on making these determinations close to a poll.

New resources to support voters with registration and voter ID

Further to the material we highlighted in [Bulletin 350](#), we have published resources to help local authorities, Electoral Registration Officers and civil society partners encourage people to register to vote. These resources include social media graphics, posters and web banners.

[Download voter registration resources](#)

We have created resources you can use to raise awareness of the voter ID requirement, including:

- a voter booklet
- guide for staff and volunteers
- posters
- social media graphics
- press resources.

Resources are also available in accessible formats including Braille, audio, large print, Easy Read and BSL, and in over 20 languages.

[Download voter ID resources](#)

More resources are being added all the time, including resources to support anonymous electors, so do keep checking back. If you need anything else in the meantime, you can use our undated [voter ID resources designed for use in Scotland](#).

The Electoral Commission
City Chambers, High Street, Edinburgh,
EH1 1YJ
Tel: 0333 103 1928
infoscotland@electoralcommission.org.uk
www.electoralcommission.org.uk
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