Media contacts and resources

Electoral Commission press office

Cardiff:
Daneka Norman – Communications Officer
02920 346 800
dnorman@electoralcommission.org.uk

Out of office hours press office: 07789 920 414

Follow us on Twitter (UK) / Twitter (Wales)
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Read our Blog

Websites

www.electoralcommission.org.uk and www.electoralcommission.org.uk/cymru

The Commission’s website has a dedicated section for journalists featuring the Electoral Commission’s news and views – including our press releases and statements. Our website has information on political party donations in the run-up to the election and has a ‘Guidance’ area with information for candidates and those administering the election. There is also information on organisations that the Commission is working in partnership with to raise public awareness of voter registration. The website is available in English and Welsh at the links above.

www.gov.uk/register-to-vote

This website is where the public can register to vote online. It’s quick and easy to use. Since its launch in June 2014, millions of applications to register to vote have been submitted. We would encourage you to use this website address in as many articles about the election as possible so that your readers know where they can register. The deadline to register is Monday 18 April.

www.aboutmyvote.co.uk

About my vote is where the public can get information on the different elections taking place, registering to vote, and how to vote on polling day. This is also where you can find contact details for Electoral Registration Officers in each local authority.
This media handbook is for the combined National Assembly for Wales and Police and Crime Commissioner elections that are taking place across Wales on Thursday 5 May 2016. Specific booklets for the other elections taking place in May are also available on the Commission's website.

Electoral Registration Officers across Wales will be working to get people registered to vote for both polls. In many instances, Constituency Returning Officers and Regional Returning Officers at the National Assembly for Wales elections will be combining their duties at these elections with their duties at the Police and Crime Commissioner elections.

The Electoral Commission's public awareness campaign, including its bilingual voter information booklet being sent to all households in Wales, will inform voters how to register to vote and take part in both the National Assembly for Wales elections and the PCC elections.
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National Assembly for Wales and Police and Crime Commissioner elections 2016

1. What elections are taking place on Thursday 5 May 2016?

1.1 On Thursday 5 May 2016 there will be National Assembly for Wales and Police and Crime Commissioner elections taking place in Wales.

In addition, there are Police and Crime Commissioner elections, local elections and mayoral elections happening across England as well as Greater London Authority elections in London. There are also elections to the Scottish Parliament and the Northern Ireland Assembly taking place on this day.

2. Who’s who at the National Assembly for Wales and Police and Crime Commissioner elections and what are their responsibilities?

2.1 Electoral Registration Officers

Electoral Registration Officers (sometimes known as EROs) are responsible for the preparation and maintenance of the electoral registers and list of absent voters within their area. They must ensure that the electoral registers are as complete and accurate as possible.

2.2 Constituency Returning Officer

The Constituency Returning Officer (sometimes known as a CRO) is responsible for:

- administering the nominations of candidates at the constituency contest
- the conduct of the poll
- the counting of votes for both the constituency election and that part of the regional contest that is included within the constituency.

The CRO is also responsible not only for the delivery of the Assembly election in their constituency, but also for the combined elements of the poll. The CRO will also be the Local Returning Officer (LRO) for the Police and Crime Commissioner election.
2.3 Regional Returning Officer

Each of the five Regional Returning Officers (sometimes known as RROs) are responsible for:

- publication of the notice of election for the regional contest
- administration of the nomination process for the regional contest
- collation and calculation of the number of votes given for each individual candidate and political party; and
- declaration of the regional result.

The RRO will also be a CRO and will be designated by Welsh Ministers.

2.4 Police Area Returning Officer

At the Police and Crime Commissioner elections, the Police Area Returning Officer (sometimes known as PARO) is designated by an Order made by the Secretary of State and must be an Acting Returning Officer for a UK Parliamentary constituency which falls within or partly within the police area.

The PARO is personally responsible for:

- publishing the notice of election for the PCC election,
- administering the nomination process,
- ensuring that the requirements as to the content of candidate election addresses, and the procedure for submitting those addresses, is complied with
- collating and calculating the number of votes given for each candidate at the PCC election
- the declaration of the PCC result.

2.5 Presiding Officers

Returning Officers appoint Presiding Officers to run polling stations. Duties include organising the layout of the polling station, supervising poll clerks, issuing ballot papers, assisting voters, accounting for all ballot papers and ensuring that ballot boxes are transported securely to the count venue.

2.6 The Electoral Commission

The Electoral Commission is an independent body set up by the UK Parliament.

At both elections, we are responsible for:

- producing guidance for Returning Officers, setting performance standards and reporting on how well they have done
• producing guidance for candidates standing for election and their agents
• producing guidance for parties that are campaigning at the election
• producing guidance for non-party campaigners that are campaigning at the election
• registering political parties
• publishing details of where political parties and candidates get their money from and how they spend it
• promoting public awareness of the election and how to take part in it; and
• reporting on the conduct of the election


<table>
<thead>
<tr>
<th>Event</th>
<th>Election</th>
<th>Date (deadline if not midnight)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Publication of notice of election</td>
<td>Both</td>
<td>Wednesday 30 March</td>
</tr>
<tr>
<td>Deadline for candidates to deliver nomination papers</td>
<td>Both</td>
<td>4pm on Thursday 7 April</td>
</tr>
<tr>
<td>Deadline for withdrawals</td>
<td>Both</td>
<td>4pm on Thursday 7 April</td>
</tr>
<tr>
<td>Publication of statement of persons nominated</td>
<td>PCC</td>
<td>Not later than 4pm on Friday 8 April</td>
</tr>
<tr>
<td>Publication of statement of person nominated, including notice of poll and situation of polling stations</td>
<td>NAW</td>
<td>Not later than 4pm on Friday 8 April</td>
</tr>
<tr>
<td>Deadline to register to vote</td>
<td>Both</td>
<td>Monday 18 April</td>
</tr>
<tr>
<td>Deadline for applying for a postal vote</td>
<td>Both</td>
<td>5pm on Tuesday 19 April</td>
</tr>
<tr>
<td>Deadline for applying for a proxy vote (except for medical emergencies)</td>
<td>Both</td>
<td>5pm on Tuesday 26 April</td>
</tr>
<tr>
<td>Publication of notice of poll</td>
<td>PCC</td>
<td>Not later than Tuesday 26 April</td>
</tr>
<tr>
<td>Event</td>
<td>Election</td>
<td>Date (deadline if not midnight)</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>----------</td>
<td>---------------------------------------------------------------------</td>
</tr>
<tr>
<td>First date that electors can apply for a replacement for lost postal votes</td>
<td>Both</td>
<td>Thursday 28 April</td>
</tr>
<tr>
<td><strong>Polling day</strong></td>
<td>Both</td>
<td>7am to 10pm on Thursday 5 May</td>
</tr>
<tr>
<td>Last time that electors can apply for a replacement for spoilt or lost postal votes</td>
<td>Both</td>
<td>5pm on Thursday 5 May</td>
</tr>
<tr>
<td>Deadline for applying for an emergency proxy vote</td>
<td>Both</td>
<td>5pm on Thursday 5 May</td>
</tr>
<tr>
<td>Deadline for submission of candidates spending returns to the Returning Officer</td>
<td>NAW</td>
<td>Must be received within 35 days of the declaration of the result.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(e.g. If the declaration of the result is 5 May 2016 the deadline would be 9 June 2016)</td>
</tr>
<tr>
<td>Deadline for submission of candidates spending returns to the Police Area Returning Officer</td>
<td>PCC</td>
<td>Must be received within 70 days of declaration of the result.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(e.g. the count is taking place on Sunday 8 May 2016 and if declaration is also 8 May 2016 the returns would be due on 17 July 2016)</td>
</tr>
<tr>
<td>Deadline for parties that have spent £250,000 or under to submit campaign spending returns to the Electoral Commission</td>
<td>Both</td>
<td>Friday 5 August 2016</td>
</tr>
<tr>
<td>Event</td>
<td>Election</td>
<td>Date (deadline if not midnight)</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>----------</td>
<td>------------------------------------------</td>
</tr>
<tr>
<td>Deadline for non-party campaigners who have spent £30,000 or under to submit campaign spending returns to the Electoral Commission</td>
<td>NAW</td>
<td>Friday 5 August 2016</td>
</tr>
<tr>
<td>Deadline for political parties that spent over £250,000 to submit campaign spending returns to the Electoral Commission</td>
<td>Both</td>
<td>Saturday 5 November 2016</td>
</tr>
</tbody>
</table>
National Assembly for Wales election

Section A – Candidates

4. Becoming a candidate

4.1 What are the different types of candidate at the National Assembly for Wales election?

- **Constituency candidates** are candidates standing for election within one of the 40 constituencies in Wales.

- **Regional party list candidates** are candidates standing on a party list for one of the 20 regional seats in Wales. A party can list up to 12 regional candidates in each of the 5 regions.

- **Independent regional candidates** who are not standing on behalf of a party, can stand for election in one of the 5 regions in Wales.

A candidate can stand for both a constituency and a region, so long as the constituency is within the region. If they do this, they must stand for the same party in both contests, or be an independent in both contests. If they are elected at the constituency election, their name will be disregarded at the allocation of regional seats. A person cannot stand in more than one constituency or in more than one region.

4.2 Who can become a candidate?

Anyone who wants to stand at the National Assembly for Wales election must be:

- at least 18 years old on the day of nomination; and
- a British citizen, an eligible Commonwealth citizen, or a citizen of any other member state of the European Union.

A candidate at the National Assembly for Wales election is not required to be registered as an elector or live in the constituency or region in which they wish to stand.

4.3 Are there any rules barring a candidate from standing?

Some of the rules barring a candidate from standing to become an Assembly Member include if:
• they are civil servants, members of police forces or members of the armed forces
• they are the subject of a bankruptcy restrictions order made by a court in England, Wales or Northern Ireland (though bankruptcy in itself is not a disqualification); or, their estate has been sequestered by a court in Scotland and they have not been discharged
• they have been convicted of an imprisonable offence and are detained for more than a year, as defined under the Representation of the People Act 1981
• they have been found or reported guilty of a corrupt or an illegal electoral practice within the past five or three years respectively

For more detailed guidance on what disqualifies someone from standing to be an Assembly Member, see the Electoral Commission’s guidance for candidates and agents, Part 1, pages 4 – 6

You can also access The National Assembly for Wales (Disqualification) Order 2015 here http://www.legislation.gov.uk/uksi/2015/1536/contents/made

4.4 How does someone become a constituency candidate at the National Assembly for Wales Election?

Prospective constituency candidates at the May 2016 National Assembly for Wales elections, must submit the following to their Returning Officer by 4pm on 7 April 2016:

• a completed nomination, home address and consent to nominations forms
• a deposit of £500

To stand on behalf of a registered political party, the party must be registered on the Commission’s register of political parties (at http://search.electoralcommission.org.uk) and be listed as allowed to field candidates in Wales. Candidates standing on behalf of a party will also need to submit:

• a certificate of authorisation from the party that allows them to use the party name, description and emblem on the ballot paper
• a written request to use one of the party’s registered emblems (optional)

Candidates not standing on behalf of a party may use the description ‘Independent’ and/or ‘Annibynnol’ or no description at all, and cannot use an emblem.
4.5 How does someone become a regional candidate at the National Assembly for Wales Election?

There are two types of regional candidates at National Assembly for Wales elections:

- those who are nominated by a political party to stand on the party’s list
- those who stand as individual candidates.

If standing on behalf of a registered political party then the Nominating Officer of that registered political party may submit a list of up to 12 candidates to stand at a regional election. The party must list the candidates in the order they are to be elected. The party list nomination form, and a consent to nomination for each candidate on the party list, together with a deposit of £500, must be delivered to the Regional Returning Officer by 4pm on 7 April 2016.

Prospective individual candidates at the May 2016 National Assembly for Wales elections need to submit the following to the Regional Returning Officer by 4pm on 7 April 2016:

- a completed nomination form, and a consent to nomination
- a deposit of £500

4.6 Can someone stand as a constituency and regional candidate?

A person can be a candidate for both a constituency and a region, so long as the constituency is within the region where they are standing. To do this they must stand for the same party in both contests, or be an independent in both contests. If elected
at the constituency election, then that candidate’s name will be disregarded at the allocation of regional seats.

A person cannot stand in more than one constituency or in more than one region.

4.7 How can we know who all of the candidates are?

The relevant Returning Officer will publish the full list of candidates standing. This will happen by 4pm on Friday 8 April.

To find out how and where they will publish this list, you will need to contact them directly. Contact details for Regional Returning Officers, Constituency Returning Officers and Police Area Returning Officer are included in Appendix A.
5. Campaigning at the election

5.1 What can candidates say about one another during the National Assembly for Wales election campaign?

As at all elections, it is illegal to make a false statement about the personal character of a candidate in order to affect their election. Rules about defamation also apply to election materials.

The police may investigate allegations of the specific electoral offence of making a false statement. Defamation issues are a matter for the civil courts.

As with all elections, the Electoral Commission does not have any regulatory role in relation to the content of campaign material or what candidates say about each other.

5.2 Are there any electoral rules regarding campaign materials?

Yes, by law, candidates must use “imprints” on all their printed campaign material.

5.3 What is an “imprint”? 

All printed material (i.e. posters, placards and leaflets) must include the name and address of the printer and promoter (the person who authorised the material to be printed). This is so that electors can be clear about the source of the campaign material. It is an offence not to include an imprint on election material.

The Electoral Commission also recommends that candidates, wherever possible, place an imprint on their electronic materials (i.e. websites, emails and social media platforms), but this is not a legal requirement.

5.4 Can candidates see the electoral register?

Yes. Candidates (once they officially become one) are entitled to receive, free of charge, a copy of the full electoral register and the lists of people voting by post or proxy (the absent voters’ lists) for the constituency that they are contesting.

Candidates can only use the full electoral register to help them campaign and to check that donations they receive come from a permissible source.
5.5 Do candidates get free delivery of leaflets?

Yes. Each constituency candidate is entitled to free postage on one election communication sent to electors in the constituency.

Each individual regional candidate, as well as the Nominating Officer of a registered political party which has submitted a list of candidates, is entitled to free postage on one election communication sent to electors in the region.

Candidates contact Royal Mail directly to make the arrangements for their leaflets.
6. Campaign spending limits and rules on accepting donations

The rules on spending apply to candidates spending on activities to promote their candidacy (or criticise other candidates) in the run-up to the election.

6.1 What activities count towards the spending limit at the National Assembly for Wales election?

Candidate spending includes any expenses incurred, whether on goods, services, property or facilities, for the purposes of the candidate’s election during the regulated period. These activities include:

- advertising of any kind - for example, posters, newspaper adverts, websites or YouTube videos
- unsolicited materials sent to voters - for example, letters or leaflets
- transport costs
- public meetings
- staff costs - for example, an agent’s salary
- accommodation - for example, the campaign office
- administrative costs - for example, telephone bills, stationary and photocopying.

6.2 Are there any activities that don’t count towards the spending limit?

Yes. Activities that do not count include:

- anything (except adverts) appearing in a newspaper or on a licensed broadcast channel
- facilities used because someone is entitled to do so as a candidate, such as a public room for a meeting
- volunteer time including time spent by staff that is not paid for
- someone’s main residence
- someone’s personal car or other means of transport
- general computer equipment bought for personal use
- a candidate’s deposit.

6.3 What is the regulated period for candidate spending?

The regulated period for the National Assembly for Wales election in 2016 begins the day after a person officially become a candidate which at the earliest could be 7 April 2016, and ends on polling day, 5 May 2016.
### 6.4 What is the spending limit for candidates?

<table>
<thead>
<tr>
<th>Type of candidate</th>
<th>Fixed amount</th>
<th>Variable amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Constituency candidate</td>
<td>£8,700</td>
<td>6p per registered elector in a borough or constituency, or 9p per registered parliamentary elector in a county constituency</td>
</tr>
<tr>
<td>Independent regional candidate</td>
<td></td>
<td>The total of all the maximum constituency limits in the region.</td>
</tr>
<tr>
<td>Regional party list candidate</td>
<td>campaign spending and donations are reported by the party, and any spending will count towards the party spending limit.</td>
<td>Spending will be included in the party spending limit (see Section B)</td>
</tr>
<tr>
<td>Independent dual candidate</td>
<td>£8,700</td>
<td>6p per registered elector in a borough or constituency, or 9p per registered parliamentary elector in a county constituency. They may also spend the total maximum limit for each constituency in the region.</td>
</tr>
<tr>
<td>Party dual candidate</td>
<td>£8,700</td>
<td>6p per registered elector in a borough or constituency, or 9p per registered parliamentary elector in a county constituency. Spending on promoting the party list will be included in the party spending limit (see section B)</td>
</tr>
<tr>
<td>All campaign spending</td>
<td></td>
<td></td>
</tr>
<tr>
<td>toward the regional party list candidacy will be party spending, and must be reported by the party</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Independent regional list candidates** calculate their spending limit by adding the total fixed and variable amount for each constituency in their region. Their total spending limit is the total sum of all the constituency limits in their region.

### 6.5 Is there a limit on donations a candidate can accept in the election?

No. However, candidates can only accept donations of money, items or services worth more than £50 towards their campaign spending from a permissible source (see section 5.9).

All donations worth more than £50 must be published in the candidate’s spending return. They do not need to individually declare donations with a value of £50 or less,
although they must give the total amount of donations with a value of up to £50 they have received.

6.6 Who can make donations to candidates?

Anyone can make a donation worth less than £50 to candidates.

Candidates must ensure they only accept donations of more than £50 from a permissible source. Donations that are not from a permissible source must be returned to the donor within 30 days. After that, the donation may be forfeited.

Permissible donors in the UK are defined as:

- an individual on a UK electoral register
- a GB registered political party
- a UK registered company which is incorporated within the EU and carries on business in the UK
- a UK registered trade union
- a UK registered building society
- a UK registered limited liability partnership
- a UK registered friendly society
- a UK based unincorporated association

For an overview of the rules and more detail on what counts as a donation and accepting donations, see Electoral Commission guidance for candidates and agents, Part 3 Section B:
Section B – Political parties

7. Campaign spending limits, donations and what must be reported

7.1 What is the spending limit for parties?

Political parties have a maximum spending limit of £600,000 if they contest every constituency and region. There are 40 constituencies in Wales and 5 regions. A party’s spending limit is based on a limit of £10,000 per constituency that they contest and £40,000 for each region they contest. The spending limit is a national limit, which means parties do not have to attribute their spending between constituencies and regions.

A Party calculates their spending by working out how many constituencies and regions that they are contesting in the National Assembly for Wales election, and multiplying these numbers by the spending limit for the constituency and/or region.

For more information on party spending limits see the Electoral Commission Guidance, National Assembly for Wales Election May 2016: Political parties

7.2 When is the regulated period for political parties?

The regulated period for the 2016 National Assembly for Wales election, begins on 5 January 2016 and ends on polling day, 5 May 2016. Political party campaign spending for the Police and Crime Commissioner elections will count towards the party’s total National Assembly for Wales spending limit.

7.3 What activities count as spending?

Activities included in campaign spending are:

- advertising of any kind. For example, street banners, websites or YouTube videos
- unsolicited material sent to voters. For example, letters or leaflets that aren’t in response to specific queries
- the manifesto and other documents setting out a party’s policies
- market research or other methods of finding out how people intend to vote
- press conferences or other dealings with the media
• rallies and events, including the cost of people’s attendance, and any goods, services or facilities provided
• transport in connection with publicising the campaign

If a party is entitled to a party election broadcast then the production costs must be included as campaign spending. The value of the airtime does not need to be included.

If a party is standing candidates on a regional list, party campaign spending will also include spending on activities to promote the party list candidates. It includes:
• items or services bought before the regulated period begins, but used during it
• items or services given to the party free of charge or at a non-commercial discount of more than 10%

Party constituency candidates standing for election in a constituency are responsible for their own campaign spending. Spending on promoting their candidacy in the constituency will count towards their own candidate spending limit. If a party candidate is standing in both a constituency and a region, it is only the spending on promoting the candidate in the region that will count towards the party spending limit.

7.4 What doesn’t count as spending?

Activities not included in campaign spending are:
• permanent, fixed term or temporary staff costs where the staff member has a direct employment contract with the party
• volunteer time
• office running costs, except costs that are higher than usual because of campaigning, such as telephone bills
• people’s travel, food and accommodation costs while they campaign, unless they are reimbursed
• expenses met out of public funds. For example, security costs for VIP visits
• material sent only to your members
• party conferences
• local newsletters about elected representatives or prospective candidates
• anything a candidate properly declares on their spending return
• regional party list candidates’ deposits
7.5 Is there a limit on donations that a political party can accept in the run up the National Assembly for Wales election?

No. However, parties can only accept donations worth more than £500 towards their campaign from a permissible source.

For more information on donations, including guidance on what is a permissible source, see the Electoral Commission
Section C – Non-party campaigners

8. Rules for non-party campaigners

8.1 What organisations or individuals will be classed as non-party campaigners at the National Assembly for Wales election?

Non-party campaigners are individuals or organisations that campaign in the run-up to elections, but are not standing as political parties or candidates.

8.2 When is the regulated period?

Spending on regulated campaign activity is regulated in the run-up to the 2016 elections in Wales. The regulated period for the National Assembly for Wales election in 2016, begins on 5 January 2016, and will end on polling day, 5 May 2016.

The regulated period for the 2016 National Assembly for Wales election, begins on 5 January 2016 and ends on polling day, 5 May 2016. Non-party campaigner spending on regulated campaign activity for the Police and Crime Commissioner elections will count towards the registered non-party campaigner’s maximum £30,000 spending limit in Wales.

8.3 What types of non-party campaigns are there?

There are two types of non-party campaigns. These are:

- **Local campaigns**: non-party campaigns for or against one or more candidates in a particular constituency, ward or other electoral area, (for example, a constituency candidate at the National Assembly for Wales elections, or a Police and Crime Commissioner candidate in an electoral area).

- **General campaigns**: non-party campaigns for or against a political party, or particular categories of candidate, including campaigns on policies or issues closely associated with a particular party or category of candidates (for example, candidates in a certain age group).

The rules on general campaigns and local campaigns apply to both the National Assembly for Wales and Police and Crime Commissioner elections in Wales. The Electoral Commission regulates general campaigns only.
Local campaigns are regulated by the Police under the National Assembly for Wales Representation of the People Act.


8.4 What counts as regulated campaign spending?

Spending on these activities will be regulated, if they are intended to influence voters to vote for or against political parties or categories of candidates, including political parties or categories of candidates who support or do not support particular policies or issues:

- press conferences or other media events that they organise
- transport in connection with publicising the campaign

Spending on the following activities is only regulated if the activities are also aimed at, seen or heard by, or involve the public. This applies to:

- the production or publication of election material
- canvassing and market research (including the use of phone banks)
- public rallies and public events

Spending on any of these activities will be regulated if the activity can reasonably be regarded as intended to influence voters to vote for or against a political party, or categories of candidates, including campaigns on policies or issues closely associated with a particular party or category of candidates.

8.5 What are the spending limits for non-party campaigners in Wales?

The spending limit for non-party campaigners will depend on whether they register with the Electoral Commission as a registered non-party campaigner.

<table>
<thead>
<tr>
<th>Not registered</th>
<th>£10,000 in Wales</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registered non-party campaigner</td>
<td>£30,000 in Wales</td>
</tr>
</tbody>
</table>

8.6 Who can register with the Electoral Commission as a non-party campaigner?

Only the following types of individuals or organisations can register and become a registered non-party campaigner:

- an individual registered on a UK electoral register, or resident in the UK
- a UK-registered political party (including ‘minor parties’)
- a UK-registered company which is incorporated in the EU and carries on business in the UK
- a UK-registered trade union
- a UK-registered building society
- a UK-registered Limited Liability partnership which carries on business in the UK
- a UK-registered friendly, industrial, provident or building society
- a UK-based unincorporated association that carries on the majority of its business or other activities in the UK
- a body incorporated by Royal Charter
- a UK charitable incorporated organisation
- a Scottish partnership which carries on business in the UK

8.7 What is considered a donation to a non-party campaigner?

Registered non-party campaigners must ensure that the rules on donations are followed. A donation is money, goods, property or services with a value over £500 and is given:

- towards their regulated campaign spending
- without charge or on non-commercial terms

Anything with a value of £500 or less is not a donation.
8.8 Who can non-party campaigners accept donations from?

Non-party campaigners can only accept donations from a permissible source. A permissible source is:

- an individual registered on a UK electoral register, including overseas electors and those leaving bequests
- a UK-registered company which is incorporated within the European Union and carries on business within the UK
- a UK-registered trade union
- a UK-registered building society
- a UK-registered limited liability partnership (LLP) that carries on business in the UK
- a UK-registered friendly society
- a UK unincorporated association that is based and carries on business or other activities in the UK
Section D – The election campaign

9. Party election broadcasts

9.1 How many election broadcasts are political parties entitled to in the run up to the National Assembly for Wales election?

The decision on how many broadcasts to allocate to political parties is for the relevant broadcasters to decide.

The political parties pay for and produce the content of the party election broadcasts (PEBs), which must observe the law – for example on copyright, defamation, contempt, obscenity and incitement to racial hatred or violence. They must also comply with the Ofcom Broadcasting Code or the BBC Editorial Guidelines that relate to harm and offence and fairness and privacy.

More information about how PEBs are allocated will be available from the Broadcasters’ Liaison Group, the group of broadcasters that discusses the allocation of PEBs, visit www.broadcastersliaisongroup.org.uk.

The BBC’s draft criteria for PEBs can be found at: http://www.bbc.co.uk/bbctrust/our_work/editorial_standards/peb_2016

Ofcom’s rules on PEBs can be found at: http://stakeholders.ofcom.org.uk/broadcasting/guidance/programme-guidance/ppbrules/

9.2 Are there rules on impartiality for the media during the National Assembly for Wales election?

News reports, features and editorials in print or online media are not subject to electoral law, and the law does not require them to be impartial. Political impartiality in broadcast media is covered by the editorial guidelines relevant to that broadcaster:

- The BBC’s draft editorial guidelines on broadcasting during the elections in Wales can be found at: http://downloads.bbc.co.uk/bbctrust/assets/files/pdf/our_work/election_guidelines/2016/draft_election_guidelines.pdf

- Commercial broadcasters are subject to the Ofcom Broadcasting Code, which can be found at http://stakeholders.ofcom.org.uk/broadcasting/broadcast-codes/broadcast-code/elections/

TV, radio and online debates between party leaders are also a matter for the relevant broadcasters and newspapers. The Electoral Commission has no regulatory role in relation to debates between party leaders.
10. Electoral fraud

10.1 What is Electoral Fraud and who leads on tackling it?

The Representation of the People Act 1983 specifies a number of criminal offences relating to electoral fraud. The relevant police force for the area in which the election is taking place would investigate any allegations that an offence may have taken place.

Every police force has designated a Single Point of Contact officer (known as a SPOC) to lead on election-related crime, who will give advice to local police officers. Anyone making an allegation should be prepared to give the police a statement and substantiate their concerns. People can also choose to contact Crimestoppers anonymously on 0800 555 111.

Anyone, including candidates, politicians and members of the public, who has evidence of electoral fraud taking place should report it to the police immediately, using the 101 non-emergency number unless there is a crime in progress. People can also choose to contact Crimestoppers anonymously on 0800 555 111.

10.2 What are the different types of voting offences?

Offences include:

**Personation**

This is where an individual votes as someone else (whether that person is living or dead or is a fictitious person), either by post or at a polling station, in person or as a proxy.

**Undue influence / Intimidation**

A person is guilty of undue influence if they directly or indirectly make use of or threaten to make use of force, violence or restraint, or inflict or threaten to inflict injury, damage, loss or harm, in order to induce or compel any voter to vote or refrain from voting.

**Bribery**

A person is guilty of bribery if they directly or indirectly give any money or procure any office to or for any voter, in order to induce that voter to vote or not vote.

**Multiple voting and proxy voting offences**

There are various offences regarding multiple voting and proxy voting, including voting (whether in person, by post or by proxy) when subject to a legal incapacity to vote and voting more than once in the same election.
False registration information

It is an offence to supply false registration information to an Electoral Registration Officer. It is also an offence to supply false information in connection with an application for a postal or proxy vote.

10.3 How confident can the electorate feel about postal voting?

Postal voting on demand is more secure following a tightening of the law in 2006 and is used by 16% of the electorate across the UK and 17.7% of the electorate in Wales.

Postal voters have to provide their signature and date of birth when applying for a postal vote, and also when casting their postal vote. Both records are checked when the postal vote is returned. If the relevant Returning Officer is not satisfied that they match, the ballot paper will not be included in the count.

The system has been further strengthened by the introduction of Individual Electoral Registration in 2014. Anyone applying to register to vote, first has to provide their date of birth and National Insurance number, before going on to provide the additional information above if they want to cast their vote by post.

10.4 How does the Electoral Commission work with political parties to prevent postal vote fraud?

The Electoral Commission has agreed with political on a code of conduct on the handling of postal vote applications and postal ballot packs by political parties, candidates and canvassers. The code says parties and candidates:

- should never assist in completing a ballot paper - instead, candidates should always refer the voter to the Returning Officer’s staff who may be able to arrange a home visit or provide assistance at the polling station.
- should never handle or take any completed ballot paper from voters. Instead, voters should be encouraged to post their postal ballot pack themselves - alternatively, the Returning Officer’s staff can be contacted to arrange for it to be collected.

Some Returning Officers may also identify the need to develop and seek agreement to specific local provisions which supplement the terms of the nationally agreed Code, in order to address identified local risks.
10.5 What happens if a political party breaches the code of conduct?

The Electoral Commission asks political parties to investigate any reported breaches and take action to ensure that any problems are not repeated. This includes potentially taking disciplinary action against party members.

10.6 Who is responsible for putting in place plans to deal with electoral fraud?

The primary responsibility for ensuring that robust plans to prevent and detect fraud are in place lies with the Returning Officer and the Electoral Registration Officer(s) for each constituency. They must work closely with their local police force.

Guidance has been published to support police officers and SPOCs as they put in place plans to prevent and detect electoral fraud in England & Wales. This guidance, which builds on work previously carried out by the Electoral Commission and the Association of Chief Police Officers (ACPO), now forms part of the College of Policing’s Authorised Professional Practice for police forces in England and Wales.

There is also information on electoral fraud in our guidance for electoral administrators (Returning Officers and Electoral Registration Officers).

10.7 What is the Electoral Commission doing to prevent fraud at the election?

The Commission is working particularly closely with Returning Officers and local police forces in areas where there have been allegations of electoral fraud at previous elections, and where additional measures may therefore need to be put in place. We’re confident that Returning Officers and local police forces in these areas are building on their individual and collective experience to put robust plans in place, and we’re supporting them by sharing information and examples of good practice to help strengthen their plans up to and beyond the May elections.

We have focused on their:

- plans for dealing with registration and absent voting applications (for example, ensuring properties where large numbers of people have applied to be on the electoral register are checked)
- arrangements with the relevant police force for identifying and responding to potential electoral fraud are in place
- training for polling station staff on the risk of personation

The Electoral Commission has produced detailed guidance to help all Returning Officers across Wales, England and Scotland put in place plans to prevent and detect electoral fraud. But equally importantly, candidates and political parties must ensure that their supporters don’t cross the line between robust and lively campaigns and electoral fraud.
Section E - The Police and Crime Commissioner elections

11. The Police and Crime Commissioner elections

11.1 What are the Police and Crime Commissioner election in Wales?

On Thursday 5 May, as well as elections to the National Assembly for Wales, there will also be four Police and Crime Commissioner (PCC) elections held in Wales.

Police and Crime Commissioners are elected roles that have replaced local police authorities. PCCs do not run the police, but are responsible for holding the Chief Constable to account for the public. They are able to:

- Produce a police and crime plan setting out local policing priorities.
- Set the local policing budget and decide how money will be spent.
- Appoint chief constables and remove them where needed.

11.2 What are the four police force areas and how much can candidates spend on campaigning?

The four police force areas and spending limits in each contest are below:

<table>
<thead>
<tr>
<th>Police area</th>
<th>Spending limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gwent</td>
<td>£78,422</td>
</tr>
<tr>
<td>Dyfed-Powys</td>
<td>£72,622</td>
</tr>
<tr>
<td>North Wales</td>
<td>£95,241</td>
</tr>
<tr>
<td>South Wales</td>
<td>£174,179</td>
</tr>
</tbody>
</table>

The limits apply on spending incurred during the regulated period. The limits also apply to spending that took place before the regulated period on things (such as leaflets) which are then used during the period.

11.3 Who can become a candidate for the Police and Crime Commissioner election?

Anyone who wants to stand as a candidate at the Police and Crime Commissioner elections must be:

- at least 18 years old on the day of nomination
- a British citizen, an eligible Commonwealth citizen, or a citizen of any other member state of the European Union, and
- registered as a local government elector in a local council area that is within the police area where they wish to stand, both at the time of nomination and on polling day
11.4 Are there any rules barring a candidate from standing?

Some of the rules barring a candidate from standing to become a Police and Crime Commissioner include if:

- They are a police officer or are directly or indirectly employed by the police.
- They have ever been convicted of an imprisonable offence. This disqualification applies even if they were not actually imprisoned for that offence, or the conviction has been spent.
- They are the subject of a bankruptcy restrictions order or interim order.

For more detailed guidance on what disqualifies someone from standing to be a Police and Crime Commissioner, see Electoral Commission guidance for candidates and agents, Part 1:

11.5 How does someone become a candidate at the Police and Crime Commissioner elections?

Candidates can stand for election as a Police and Crime Commissioner either as a ‘party candidate’ or as an ‘independent candidate’.

Nominations formally open on the day after the notice of election is published which will be no later than 25 working days before the poll (Wednesday 30 March). However, prospective candidates can be selected by their party, or announce their intention to stand before this.

11.6 What does someone who wants to stand as a candidate in the Police and Crime Commissioner elections have to do?

Prospective candidates for the Police and Crime Commissioner elections must submit the following to their Police Area Returning Officer by 4pm on 7 April:

- Completed nomination form, home address form and consent to nomination.
- The signatures of 100 registered voters from the police area supporting the nomination.
• A deposit of £5000
• (if standing on behalf of a political party) A certificate from the political party authorising the use of the party name, and a written request to use one of the party’s emblems.

All prospective candidates need to submit the completed set of nomination papers by 4pm on 7 April 2016. The start date for submitting nomination papers, as well as the times and place for delivery, will be set out in the notice of election published by the Police Area Returning Officer.

For more detailed guidance on the requirements to be nominated as a candidate at a Police and Crime Commissioner, see Electoral Commission guidance for candidates and agents: Part 2a: Standing as an independent candidate and Part 2b: Standing as a party candidate

11.7 Will the deposit be returned to candidates?

The deposit will be returned if a candidate polls more than 5% of the total number of valid first preference votes cast in the police area. Those candidates who have polled less than, or equal to, 5% of the total number of valid first preference votes cast will lose their deposit. If there are only two candidates standing, the deposit will be returned if a candidate polls more than 5% of the total number of valid votes cast in the police area.

11.8 How can you find out who all the candidates are?

The relevant Police Area Returning Officer will publish a full list of candidates standing for election no later than 4pm on Friday 8 April. To find out how the Police Area Returning Officer will publish this list, contact them directly.

11.9 What is the regulated period for candidates?

The regulated period for the 2016 Police and Crime Commissioner elections in England and Wales begins on the day after the date a prospective candidate becomes an official candidate and ends on polling day, 5 May 2016.
The earliest date anyone can officially become a candidate is the last date for publication of the notice of election, which will be Wednesday 30 March 2016.

### 11.10 What candidate spending is regulated?

Rules on spending apply to activities to promote a candidacy or to criticise other candidates during the regulated period. Candidate spending includes any expenses incurred, whether on goods, services, property or facilities, for the purposes of the candidate’s election during the regulated period. Candidate spending includes the costs of:

- advertising of any kind except an official election address
- unsolicited material sent to voters
- transport costs
- public meetings
- staff costs
- accommodation
- administrative costs

Section F – The voter

12. Registering to vote

12.1 Who can register to vote at the National Assembly for Wales elections and the Police and Crime Commissioner elections?

To vote in both the National Assembly for Wales elections and the Police and Crime Commissioner elections, a person must be registered to vote, 18 years of age or over on polling day and also be one of the following:

- a British citizen, a qualifying Commonwealth citizen, or a citizen of the European Union
- resident in Wales

12.2 How can someone register to vote?

People can apply to register to vote online: www.gov.uk/register-to-vote.

People can still fill in paper registration forms if they prefer. They can contact their local electoral registration office for forms or download them here.

12.3 How do members of the armed services register and vote?

Service personnel and their families that are based in the UK and unlikely to change address or be posted overseas this year can register to vote online as ordinary electors.

Service personnel and their families can also register as 'Service Voters'. This allows them to be registered for five years at a fixed address in England, Scotland or Wales even if they move around. Service personnel can register online as a 'Service Voter' at https://www.gov.uk/register-to-vote-armed-forces.

Service personnel and their families that are based abroad can also apply to vote by post or by proxy. They must consider whether there’s enough time for a postal vote to be sent to them and for them to return it to the Returning Officer before the close of poll.

12.4 What support is offered to people with a learning disability to help them to register to vote?

The Electoral Commission has produced an easy read version of the registration form.
People with a disability can receive assistance from someone else to complete an application – whether that be a paper form or online – but the person who wants to register to vote has to make the declaration. A person with the relevant power of attorney can also make this declaration.

12.5 What is the deadline to register to vote?
A person must apply to register by Monday 18 April for the polls on Thursday 5 May. However, everyone should register as soon as possible rather than wait for the deadline.

12.6 Can someone register at two different addresses?
Yes. A person can register at more than one address, as long as they are resident at each address. However, they can only vote once in the National Assembly for Wales election. For example, students can register if they wish at both their home and their term time address.

12.7 What is the deadline for applying for postal and proxy voting?
- The deadline for applying for a postal vote at the National Assembly for Wales election is 5pm on Tuesday 19 April
- The deadline for applying for a proxy vote, except in the case of emergency, is 5pm on Tuesday 26 April
- The deadline for applying for an emergency proxy vote is 5pm on Thursday 5 May

12.8 Can prisoners vote?
Remand prisoners (those who have not been convicted and sentenced) can vote. Convicted prisoners detained because of their sentence cannot.

12.9 What impact has the move to the new registration system had on the electoral registers?
Individual Electoral Registration (IER) was introduced in 2014 and the vast majority of electors were automatically transferred to the new registration system. The move to IER was due to end with the publication of the electoral registers on 1 December 2016.
In October 2015, a UK Government Order to bring forward the end to the move to IER to December 2015 was passed in the House of Lords. The Commission had recommended that the end to the move remain 1 December 2016 as was originally legislated for.

12.10 What is being done to encourage anyone who may have come off the 1 December 2015 registers to re-register?

Electoral Registration Officers have been encouraged to send a Household Notification Letter to all households in their area. This will help identify anyone living at a property not currently registered to vote.

Previous Electoral Commission analysis of the transition to IER has identified that students and home movers in particular have been less likely to be moved to the new registration system. The Electoral Commission will be running a campaign to target these groups ahead of the May 2016 elections in addition to its main public awareness campaign which will launch on 14 March.

More information about the Electoral Commission’s public awareness campaign can be found in Section 15.

| The Electoral Commission’s aim is to make sure everyone who is eligible and wants to vote is able to do so. The registration deadline is Monday 18 April 2016. Anyone who is not registered should visit www.gov.uk/register-to-vote to apply as soon as possible. It’s quick and easy. It would be helpful for any relevant stories you run to highlight this deadline and a link to the online registration website. |

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13. The voting system

13.1 How do constituency candidates at the National Assembly for Wales elections get elected?

Constituency candidates are elected using the first-past-the-post system. The Returning Officer declares the candidate with the most votes to be the winner and elected to represent the constituency.

13.2 How do regional candidates at the National Assembly for Wales elections get elected?

The electoral system in use at the National Assembly for Wales election is called the additional member system. The additional member system is a type of proportional representation.

This means that as well as the 40 constituency Assembly Members (AMs) who are elected using the first-past-the-post system, there are 20 regional AMs who are elected using the party list system. There are five electoral regions in Wales and each returns four regional AMs.

Regional members are elected using a party list system. Each Constituency Returning Officer notifies the Regional Returning Officer of the number of votes cast for each registered political party and individual candidate in their part of the region, as well as details of the number of constituency seats gained by each registered political party.

The Regional Returning Officer then adds up the total regional votes from all of the constituencies in their region. They also add up the total number of constituency seats won within the region by each registered party.

The number of votes cast in the regional ballot for each registered party or individual candidate is divided by the number of constituency seats gained, plus one. This allows parties or individual candidates that have not won any constituencies or who have not stood in a constituency contest to be included in the rest of the calculation. After that calculation is done, the party with the highest resulting figure gains the first regional seat. To allocate the second, third and fourth regional seats the calculation is redone, but each time any additional seats gained are added into the calculation.

This method of calculation is known as the modified d'Hondt system.
13.3 Have the constituency or regional boundaries changed?

No. The boundaries are the same as at the 2011 elections to the National Assembly for Wales.

13.4 How are Police and Crime Commissioners elected?

Police and Crime Commissioners are elected by the **Supplementary Vote**.

If a candidate receives more than half of all first choice votes, they are elected immediately.

If this does not happen, the two candidates with the most first choice votes go through to a second round. All other candidates are eliminated, but their second choice votes for either of the top two candidates are added to the totals for those two candidates from the first round.

The candidate with the highest combined total of first and second choice votes will be elected as the Police and Crime Commissioner for their police force area.
14. The voting process

14.1 When will polling stations be open?
Polling starts at 7am and closes at 10pm.

14.2 What happens if someone is still queuing to vote at polling station at 10pm?
Any voter who arrives at the polling station before 10pm and is still waiting to vote at 10pm will be able to vote.

14.3 What different ways are there for someone to vote?
People can choose to vote in one of three ways: in person, by post or by proxy.

In person
- Registered voters can visit their local polling station between 7am and 10pm on 5 May to cast their votes. Before polling day, voters will be sent a 'poll card' which includes details of where their polling station is.
- Voters can only vote at their allocated polling station as stated on this card.
- Polling station staff will be on hand to explain the ballot paper and how to vote.
- Voters do not need to take their poll card with them to the polling station but doing so may help speed up the process.

14.4 By post
If voters do not wish – or are unable – to go to a polling station, they may apply for a postal vote.

To vote by post, voters will need to apply for a postal vote before the postal application deadline of 5pm on Tuesday 19 April.

- Postal ballot papers will be sent directly to voters before polling day.
- Voters should complete their ballot paper and their postal voting statement with their signature and date of birth, and return these to the Returning Officer before 10pm on 5 May.
• Postal ballot papers must be completed and returned by 10pm on 5 May or they will not be counted. The only exception is where they are handed in at a polling station and the person doing is in a queue at 10pm.

• If voters don’t leave enough time to post their vote, they can take it by hand to any polling station in their electoral area from 7am to 10pm on polling day.

14.5 By proxy

Voters can also apply to vote by proxy. This is where they ask someone they trust to vote on their behalf, such as a spouse or other family member.

To vote by proxy, voters need to complete and sign a proxy application form and return it to their local electoral registration office before 5pm on Tuesday 26 April.

14.6 How should voters complete their ballot paper?

The constituency ballot paper

A voter will use this ballot paper to vote for a candidate to represent their constituency. In order to vote they need to mark a cross (X) in the box opposite the name of one candidate. The candidate with the most votes becomes the Assembly Member for that constituency.

The regional ballot paper

A voter will use this ballot paper to vote for a party or individual candidate to represent their region. In order to vote, they mark a cross (X) in the box opposite the name of one party or individual candidate. In each region, parties and individual candidates win seats based on:

• the number of votes they receive in this regional ballot, and
• the number of constituency seats that parties or individual candidates win in the region.

The Police and Crime Commissioner ballot paper

For this election voter can select a first and second choice candidate to win. Next to the list of candidates there will be two columns. Voters will be asked to:

• vote for your first choice candidate by marking a cross (X) in the first choice column, and
• vote for your second choice candidate by marking a cross (X) in the second choice column.

As long as one cross is marked in the first choice column, the vote can be counted. If a cross is marked as a first choice, voters can choose whether or not to mark a second choice. But if there is only a cross marked in the second choice column the vote will not be counted.

14.7 What advice does the Electoral Commission provide for people with a learning or access disability at the polling station?

The Presiding Officer and poll clerks should be aware of what support they can and should offer a person with a disability if they are asked to provide assistance.

The Electoral Commission has produced a polling station handbook containing guidance for the Presiding Officer and poll clerks to ensure equal access for all voters to the voting process. This includes guidance on what happens if:

• a disabled voter requests assistance from the Presiding Officer to mark the ballot paper for them
• a blind or partially sighted elector requests a template to help them cast their vote
• a person with a learning disability needs the process of casting their vote explained to them

The Electoral Commission has also worked with Mencap Cymru to produce a factsheet that explains what support is available for anyone who wants to cast their vote in person on 5 May 2016.
15. Raising awareness of voter registration

15.1 What are Electoral Registration Officers (EROs) doing to encourage people to register to vote at the National Assembly for Wales elections and the Police and Crime Commissioner elections?

EROs are legally responsible for maintaining the electoral register for their local authority area and are at the forefront of efforts to get as many people as possible onto the registers.

EROs are using a range of advertising methods to reach their local residents. They have been sending letters to households encouraging people to register to vote and many have developed partnerships with local schools and colleges to encourage young people to register to vote.

The Electoral Commission provide EROs with resources such as posters, template press releases and suggested social media posts that they can use to raise public awareness. These can be customised to their local area and in Wales are available bilingually.

15.2 How can organisations help encourage people to register to vote at the National Assembly for Wales elections and the Police and Crime Commissioner elections?

The Electoral Commission is working with a range of partner organisations [http://www.electoralcommission.org.uk/find-information-by-subject/electoral-registration/partnership-working/partner-organisations/wales-partners](http://www.electoralcommission.org.uk/find-information-by-subject/electoral-registration/partnership-working/partner-organisations/wales-partners) - from the corporate, public and voluntary sectors in Wales - to try and reach traditionally under-registered voters and encourage them to register to vote. This activity will continue up to, and beyond, the National Assembly for Wales election and includes activity targeted at young people, students, those from certain BME communities and recent home movers, all of whom we know are less likely to be registered.

Working with partners, the Electoral Commission has launched a partnership pack which offers practical suggestions for organisations that want to run their own registration drives or other activity. The pack, and subsequent updates [http://www.electoralcommission.org.uk/find-information-by-subject/electoral-registration/partnership-working/resources-for-partners/wales](http://www.electoralcommission.org.uk/find-information-by-subject/electoral-registration/partnership-working/resources-for-partners/wales) from the Commission, also highlighted other activities they could undertake to encourage voter registration.

15.3 Is the Electoral Commission doing anything to encourage people to register to vote at the National Assembly for Wales elections and the Police and Crime Commissioner elections?

The Commission supported National Voter Registration Drive between 1 and 7 February 2016 on social media and through other activities alongside partners. As part of NVRD the Commission co-hosted an event at the Senedd alongside the National Assembly for Wales, NUS Wales, Bite the Ballot and Youth Cymru on Friday 5 February. This was aimed at encouraging young people to register to vote and received widespread media coverage. The Commission has also produced a video with the Senedd encouraging voter registration (https://www.youtube.com/watch?v=6n1U0AMICAE)

From 2 February, the Electoral Commission has been running online advertising to get people registered. We will increase this and start TV advertising across the UK and radio advertising in Scotland and Wales from 14 March. This includes activity and channels specifically targeted at under-registered groups.

15.4 What is the household voter information booklet?

The Electoral Commission is producing a bilingual information booklet for the National Assembly for Wales and Police and Crime Commissioner elections. The booklet contains information on how to register, who is eligible to vote, how to vote and what people will be voting for and will be sent to every household in Wales.
Section G – The count at both elections

16. How the count works and the declaration of the results

National Assembly for Wales

16.1 When does the count take place?

The count will begin as soon as practicable after the polls close at 10pm. Each Returning Officer or Regional Returning Officer decides when the count takes place, taking into account local circumstances.

Election staff open returned postal ballot packs up to and on polling day, to check the accompanying personal identifiers (the date of birth and signature of the voter). At these opening sessions, the ballot papers must remain face down and election staff will not count these votes before the close of poll.

16.2 What happens at the count?

These are the stages of the count process for the National Assembly for Wales election:

1) Receipt of ballot boxes
   - Postal ballot boxes and ballot boxes from the polling stations arrive at the count venue.

2) Verification
   - Only after verification has taken place can counting staff begin counting the votes.
   - Staff count the postal ballot papers and verify that the number of ballot papers in postal ballot boxes matches the numbers recorded by the Returning Officer.
   - Staff also count the ballot papers from each polling station. They verify that the number of ballot papers matches the number of papers issued, as recorded on the Presiding Officer’s ballot paper accounts.
   - The Returning Officer produces a statement showing how many ballot papers have been received against how many ballot papers were expected and will announce the turnout at this stage.

3) Counting of the votes
   - Staff begin counting constituency ballot papers.
   - Staff count the number of votes cast for each candidate.
• Returning Officer will share the provisional result with candidates and their agents. At this point, a candidate or their agent can ask for a recount of the votes. The Returning Officer can refuse the request if they think it’s unreasonable.

4) Declaration of the constituency result

• The Returning Officer will declare the number of votes cast for each constituency candidate and will then announce the name of the candidate with the most votes as the elected Assembly Member for the constituency.

5. The regional result

• After the constituency results have been declared the regional ballot papers will be counted.
• The Regional Returning Officer will collate all the results from across their electoral region and then calculate the allocation of regional Assembly Member seats.
• The Regional Returning Officer will then declare the result.

16.3 Can the media attend the count?

Members of the media must apply to the relevant Returning Officer if they wish to attend the count. They should abide by any instructions the Returning Officer gives.

You can find more information on how to apply to become an observer on our website.

16.4 How many votes did each party achieve at the last election to the National Assembly for Wales?

You can find information on past National Assembly for elections results on the Electoral Commission website (http://www.electoralcommission.org.uk/find-information-by-subject/elections-and-referendums/past-elections-and-referendums/national-assembly-for-wales-elections). You will also find Commission reports on how the election was run.
The Police and Crime Commissioner elections

16.5 When will the Police and Crime Commissioner count begin?

It has been agreed that the ballot papers for the Police and Crime Commissioner elections in Wales will be counted on Sunday 8 May. The precise start time will be determined and communicated locally by each respective Police Area Returning Officer.

Challenging the result of the National Assembly for Wales and Police and Crime Commissioner election

16.6 How does someone challenge the result of an election?

Someone can challenge the result of an election by issuing an election petition.

An election petition can be presented by:

- someone who voted or had the right to vote at the election
- someone alleging themselves to have been a candidate at the election
- someone claiming to have had the right to be elected at the election

Petitioners must present the petition within 21 days of the declaration of the result. Where the petition relates to election expenses or corrupt or illegal practices involving the payment of money after the election, further time may be allowed.

Petitioners must sign the petition and return it to the Supreme Court.

ENDS
Appendix A

Contact details for Constituency Returning Officers, Regional Returning Officers and Police Area Returning Officers.

<table>
<thead>
<tr>
<th>Role</th>
<th>Local Authority</th>
<th>Name</th>
<th>Electoral Services Contact no.</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRO</td>
<td>Blaenau Gwent</td>
<td>Andrea Jones (as of 29 February 2016)</td>
<td>01495 355 087</td>
</tr>
<tr>
<td>CRO</td>
<td>Bridgend</td>
<td>Darren Mepham</td>
<td>01656 643 116</td>
</tr>
<tr>
<td>CRO</td>
<td>Caerphilly</td>
<td>Chris Burns</td>
<td>01443 8864405</td>
</tr>
<tr>
<td>CRO, RRO and PARO</td>
<td>Cardiff</td>
<td>Christine Salter</td>
<td>029 2087 2034</td>
</tr>
<tr>
<td>CRO, RRO and PARO</td>
<td>Carmarthenshire</td>
<td>Mark James</td>
<td>01267 234 567</td>
</tr>
<tr>
<td>CRO</td>
<td>Ceredigion</td>
<td>Bronwen Morgan</td>
<td>01545 572 035</td>
</tr>
<tr>
<td>CRO</td>
<td>Conwy</td>
<td>Iwan Davies</td>
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<td>Dr Mohammed Mehmet</td>
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<td>CRO</td>
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<td>Helen Paterson</td>
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</table>
Appendix B – map of police force areas, local authorities and assembly constituencies
## Appendix C – Ballot Papers

### Constituency Ballot Paper

<table>
<thead>
<tr>
<th>Candidate A - Ymgeisydd A</th>
<th>Party A - Plaid A</th>
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<tbody>
<tr>
<td>Candidate B - Ymgeisydd B</td>
<td>Party B - Plaid B</td>
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<tr>
<td>Candidate C - Ymgeisydd C</td>
<td>Party C - Plaid C</td>
</tr>
<tr>
<td>Candidate D - Ymgeisydd D</td>
<td>Party D - Plaid D</td>
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<td>Candidate F - Ymgeisydd F</td>
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<td>Candidate G - Ymgeisydd G</td>
<td>Independent / Annibynnol</td>
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Vote **for only one candidate** by putting a cross [X] in the box next to your choice.

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<table>
<thead>
<tr>
<th>National Assembly for Wales election</th>
<th>Etholiad Cynulliad Cenedlaethol Cymru</th>
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<tbody>
<tr>
<td>Ballot paper to elect the Assembly Member for the region</td>
<td>Papur pleidleisio i ethol yr Aelodau Cynulliad ar gyfer rhanbarth</td>
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</table>

Vote only once by putting a cross \( \times \) in the box next to your choice

Pleidleiswch unwaith yn unig trwy roi cross \( \times \) yn y blwch wrth ochr eich dewis

### Party A - Plaid A
Candidate A - Ymgeisyydd A
1. Candidate / Ymgeisyydd
2. Candidate / Ymgeisyydd
3. Candidate / Ymgeisyydd
4. Candidate / Ymgeisyydd
5. Candidate / Ymgeisyydd
6. Candidate / Ymgeisyydd
7. Candidate / Ymgeisyydd
8. Candidate / Ymgeisyydd
9. Candidate / Ymgeisyydd
10. Candidate / Ymgeisyydd
11. Candidate / Ymgeisyydd
12. Candidate / Ymgeisyydd

### Party B - Plaid B
Candidate B - Ymgeisyydd B
1. Candidate / Ymgeisyydd
2. Candidate / Ymgeisyydd
3. Candidate / Ymgeisyydd
4. Candidate / Ymgeisyydd
5. Candidate / Ymgeisyydd
6. Candidate / Ymgeisyydd
7. Candidate / Ymgeisyydd
8. Candidate / Ymgeisyydd
9. Candidate / Ymgeisyydd
10. Candidate / Ymgeisyydd
11. Candidate / Ymgeisyydd
12. Candidate / Ymgeisyydd

### Party C - Plaid C
Candidate C - Ymgeisyydd C
1. Candidate / Ymgeisyydd
2. Candidate / Ymgeisyydd
3. Candidate / Ymgeisyydd
4. Candidate / Ymgeisyydd
5. Candidate / Ymgeisyydd
6. Candidate / Ymgeisyydd
7. Candidate / Ymgeisyydd
8. Candidate / Ymgeisyydd
9. Candidate / Ymgeisyydd
10. Candidate / Ymgeisyydd
11. Candidate / Ymgeisyydd
12. Candidate / Ymgeisyydd

### Party D - Plaid D
Candidate D - Ymgeisyydd D
1. Candidate / Ymgeisyydd
2. Candidate / Ymgeisyydd
3. Candidate / Ymgeisyydd
4. Candidate / Ymgeisyydd
5. Candidate / Ymgeisyydd
6. Candidate / Ymgeisyydd
7. Candidate / Ymgeisyydd
8. Candidate / Ymgeisyydd
9. Candidate / Ymgeisyydd
10. Candidate / Ymgeisyydd
11. Candidate / Ymgeisyydd
12. Candidate / Ymgeisyydd

### Candidate / Ymgeisyydd
Independent / Annibynnol

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Police and Crime Commissioner Ballot Paper

Election of Police and Crime Commissioner for police area

Ethol Comisiynydd yr Heddlu a Throseuddu ar gyfer ardal heddlu

Vote once \( \times \) in column 1 for your first choice, and
Vote once \( \times \) in column 2 for your second choice

Pleidleisiswch unwaith \( \times \) yng ngholofn 1 ar gyfer eich dewis cyntaf, a
Pleidleisiswch unwaith \( \times \) yng ngholofn 2 ar gyfer eich ail ddewis

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<th>Candidate</th>
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<td>second choice</td>
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