

Candidates and agents briefing

UK Parliamentary General Elections (UKPGE)

Thursday 4 July 2024

Sharon Bridglalsingh - (Acting) Returning Officer (ARO)

Peter Taylor - Electoral Services Manager & Deputy ARO

Peter Brown - Head of Democratic Services & Deputy ARO

What we'll cover today

In detail:

- Background, context and who's who
- Election Act changes refresher
- Key dates / election timetable
- Standing as a candidate
- Agents
- Absent voting
- Campaigning and spending
- Your safety

Some info but more detail next time

(next briefing date Thursday 13 June):

- The Poll
- Postal vote opening
- The Count

The Electoral Commission

Who's
who

Sharon Bridglalsingh is the (Acting) Returning Officer (ARO) and is responsible for running the election.

Sharon Bridglalsingh is also the Electoral Registration Officer (ERO) and is responsible for maintaining the register of electors and absent voters lists for Milton Keynes.

Michael Bracey, Pete Brown and Peter Taylor are Deputy Acting Returning Officers.

Contact details are provided later

The Electoral Commission

Who's who

- Sarah Ashmead is the ARO and ERO responsible for running the elections in the remaining 5 Buckinghamshire constituencies
- These are Aylesbury, Beaconsfield, Chesham & Amersham, Mid Buckinghamshire and Wycombe
- In Buckingham & Bletchley:
 - Buckinghamshire Council are responsible for electoral registration (processing registration and absent vote applications) for the part of the constituency not in Milton Keynes.
 - MKCC has lead responsibility for organising the election in this area which includes:
 - > Management of Polling Stations
 - > Sending poll cards and postal votes
 - > Nominations
 - > Recruiting, training and paying polling and count staff
 - > Counting of votes
 - > Declaration of results

Context

- Election contested on new parliamentary boundaries: Milton Keynes North, Milton Keynes Central and Buckingham & Bletchley.
- Sharon Bridglalsingh is the designated ARO for all 3 constituencies.
- Working arrangements (MoU) in place with Bucks Council Electoral Services team since February 2024.
- 177 Polling stations (43 in Bucks)
- Current Electorate:
 - Buckingham & Bletchley: 73,248 (12,537 postal votes)*
 - Milton Keynes Central: 78,420 (14,534 postal votes)
 - Milton Keynes North: 68,699 (13,368 postal votes)

*4,500 in Bucks Council area

Context

- Extremely challenging period for everyone
- Electoral Services Activity in first 7 days:
 - Core team annual leave cancelled
 - All 177 polling stations booked
 - Over 470 polling staff provisionally appointed
 - We'll need extra 100 poll clerks & 60 count staff compared to May 2024
 - Count venue (Marshall Arena) booked
 - Continued liaison with Bucks Council
- Registration Activity in first 7 days:
 - 950 Postal vote applications processed
 - 2,000 New applications to register processed
 - 140 Overseas voter applications processed

More information at: www.milton-keynes.gov.uk/voter-ID, or www.electoralcommission.org.uk/i-am-a/voter/voter-id

The Electoral Commission

Voter ID refresh



- Since 4 May 2023, voters have had to show acceptable photographic ID before voting in a polling station:
 - Passport
 - Driving licence (including provisional license)
 - Blue badge
 - Certain concessionary travel cards
 - Identity card with PASS mark (includes the [All in 1 MK card](#))
 - Biometric Immigration document
 - Defence identity card
 - Certain national identity cards
- Expired documents can still be used, provided the photo remains a good likeness
- Those without ID can apply for a free Voter Authority Certificate until **5pm on 26 June** (118 were issued for May 2024)
- A Temporary VAC (produced locally) can be issued if a VAC was applied for by the deadline and is unlikely to be received in time.

The Electoral Commission

Voter ID

- A Ballot Paper must not be delivered to a voter unless the voter produces a specified document to the PO/PC
- No other person other than the PO/PC (or ARO/ADRO) may inspect the ID unless permitted by the voter
- Electors may request a private area for their ID to be inspected
- A voter can return if they do not have ID, or their ID is not accepted
- Data on ballot paper refusals must be collected. No longer mandatory but to collect other info (VIDEF) but we will continue.

Voter ID Stats - May 2024	Number
The total number of polling station electors who applied for, but at least initially were not issued with, a ballot paper	464
The total number of polling station electors who were not issued with a ballot paper and who later returned with accepted ID and were issued with a ballot paper	324
% attended the polling station and were able to vote on 2 May	99.6%
% who applied for but were refused a ballot paper by the close of poll	0.4%

What EA Changes Affect

4 July?

The new requirements of Elections Act 2022 that will be in effect for 4 July UKPGE polls alongside the recently introduced measures:

- Overseas electors (removal of the 15-year limit) have no restrictions on registering to vote as long as they were resident / registered in the UK before leaving.
- We are contacting overseas electors who do not have a postal or proxy vote arrangement in place to encourage a proxy given the short timescales.
- We cannot print postal votes until after candidate data has been confirmed on the 7 June.
- 575 overseas electors currently, about 40% have no absent vote.

Postal & Proxy Application Refresher

- Electors are now required to provide their NINO when applying for absent votes.
- A proxy can now only vote on behalf of no more than four electors, of which **no more than two** may be on behalf of other **domestic electors**.
- Applications for both proxy and postal vote can now be made online at www.gov.uk/apply-postal-vote and www.gov.uk/apply-proxy-vote .
- We can accept paper forms, but this is not the preferred route.

The Electoral Commission

Postal Vote Handling (1/4)

- The provisions introduce a ban on the handling of PVs by political campaigners unless their own or close family member.
- Limits on handing in postal votes at polling stations / civic offices - no more than 5 can be handed in (plus your / their own).
- **A postal vote returned by hand that is not accompanied by a postal vote return form will be rejected. Only 4 were rejected in May 2024.**
- Political campaigners also subject to additional restriction: (can only hand in postal votes for close relative or for someone whom they provide regular care).
- No longer possible to 'drop off' postal votes at Civic (security or letter box).
- Secrecy requirements which apply at a polling station are being extended to postal and proxy votes - offence to try to find out how someone has voted on their PV.

For staff use only		Site and	Location
Postal vote return form			
Please read the information on page 2 before completing this form. Your postal vote (s) will be rejected if you do not complete this form in full.			
Section 1			
1. Are you handing in your own postal vote?		Yes/No	
2. Are you handing in the postal votes of other electors? (if No go to question 3)		Yes/No	
a. If Yes, how many other electors? (max. per poll is 5 plus your own - see note 1 on page 2)			
3. Are you a political campaigner? (see note 2 on page 2) (if Yes go to question 4)		Yes/No	
a. If Yes, and you are handing in the postal votes of other electors, do the postal votes all belong to close relatives or to people for whom you provide regular care?		Yes/No	
4. How many envelopes containing postal votes are you handing in? (including your own, if applicable)			
Section 2			
5. Name			
6. Address			
7. If you are handing in the postal votes of other electors, please provide a reason why			
8. I declare that in total I have not handed in postal votes for more than the permitted number of electors, either at any polling station or to the Returning Officer, at this/these poll(s) and that to the best of my knowledge I am, (never, or) as appropriate			
(a) not a political campaigner for whom it is an offence to handle certain postal votes or			
(b) a political campaigner and have only handed in my own postal vote and/or that of a close relative, or someone for whom I provide regular care.			
9. Signature		10. Date	
Section 3 To be completed by the Relevant Officer			
I, (insert name)....., being the Relevant Officer at the following location(s).....			
A. I am satisfied that this form has been completed properly and provides the information as required. I do not suspect that more than the permitted number of postal votes have been handed in, nor do I suspect that the individual named above is a political campaigner committing an offence by handing in the postal votes. Therefore the postal vote(s) handed in (are to be accepted (tick if applicable for all postal votes handed in)) <input type="checkbox"/>			
B. reject the attached postal vote(s) because the person handing it/them in: (tick all reasons that apply)			
i. did not fully complete the postal vote return form (incomplete)		<input type="checkbox"/>	
ii. handed in postal votes on behalf of more than the permitted number of electors		<input type="checkbox"/>	
iii. was a political campaigner not permitted to handle the postal votes		<input type="checkbox"/>	
iv. did not complete the postal vote return form (left behind postal voting document)		<input type="checkbox"/>	
Total number of postal votes rejected		<input type="text"/>	
If you have accepted the individual's own postal vote(s), please tick here <input type="checkbox"/>			
p1			

The Electoral Commission

Postal Vote handling (2/4)

- The RO, Relevant Officers or Polling staff will not be checking if someone has already handed forms at a different location when they do it - there is a declaration on the form.
- The relevant officer will then decide whether to accept or reject, based on the information on the face of the form.
- The relevant officer then completes section 3 to indicate all the postal vote(s) are accepted or if some or all are rejected.
- Accepted & Rejected PVs and forms then placed in separate receptacles.
- ERO to write to voters after the election informing them that their PVs were rejected for this reason.

For staff use only: Date and Location	
Postal vote return form	
Please read the information on page 2 before completing this form. Your postal vote (s) will be rejected if you do not complete this form in full.	
Section 1	
1. Are you handing in your own postal vote?	Yes/No
2. Are you handing in the postal votes of other electors? (if No go to question 3)	Yes/No
a. If Yes, how many other electors? (max. per poll is 5 plus your own - see note 1 on page 2)	
3. Are you a political campaigner? (see note 2 on page 3) (if No go to question 4)	Yes/No
a. If Yes, and you are handing in the postal votes of other electors, do the postal votes all belong to close relatives or to people for whom you provide regular care?	Yes/No
4. How many envelopes containing postal votes are you handing in? (including your own, if applicable)	
Section 2	
5. Name	
6. Address	
7. If you are handing in the postal votes of other electors, please provide a reason why	
8. I declare that in total I have not handed in postal votes for more than the permitted number of electors, either at any polling station or to the Returning Officer, at this/these poll(s) and that to the best of my knowledge I am: (circle (a) or (b) as appropriate)	
(a) not a political campaigner for whom it is an offence to handle certain postal votes or	
(b) a political campaigner and have only handed in my own postal vote and/or that of a close relative, or someone for whom I provide regular care.	
9. Signature	10. Date
Section 3 To be completed by the Relevant Officer	
I, insert name, being the Relevant Officer at the following location,	
A. am satisfied that this form has been completed properly and provides the information as required. I do not suspect that more than the permitted number of postal votes have been handed in, nor do I suspect that the individual named above is a political campaigner committing an offence by handing in the postal votes. Therefore the postal vote(s) handed in, is/are to be accepted (tick if applicable for all postal votes handed in) <input type="checkbox"/>	
B. reject the attached postal vote(s) because the person handing it/them in: (tick all reasons that apply)	
i. did not fully complete the postal vote return form (incomplete)	<input type="checkbox"/>
ii. handed in postal votes on behalf of more than the permitted number of electors	<input type="checkbox"/>
iii. was a political campaigner not permitted to handle the postal votes	<input type="checkbox"/>
iv. did not complete the postal vote return form (left behind postal voting document)	<input type="checkbox"/>
Total number of postal votes rejected	<input type="text"/>
If you have accepted the individual's own postal vote(s), please tick here <input type="checkbox"/>	

p1

Postal Vote
handling (3/4)

More information

- Only Polling Stations (day of poll) and Civic are designated for receipt by relevant officers, from 24 June – 4 July (Monday – Friday 9am – 5pm and [7am - 10pm on polling day]).
- We'll have a clear sign on the letter box at Civic to identify that postal votes will be rejected if posted there.
- Forms for accepted postal votes are sealed (and can only be opened by court order).
- We will have to account for all categories of rejected postal votes, including ones which were rejected under new provisions via form K1 – which is returned to EC.

Postal Vote handling (4/4)

Close family:

Individual's spouse, civil partner, parent, grandparent, brother, sister, child or grandchild. Two people living together as if they were a married couple or civil partners are treated as such.

Political campaigner:

- a candidate at the election;
- an election agent of a candidate at the election;
- a sub-agent of an election agent at the election;
- employed or engaged by a person who is a candidate at the election for the purposes of that person's activities as a candidate;
- a member of a registered political party and carries on an activity designed to promote a particular outcome at the election;
- employed or engaged by a registered political party in connection with the party's political activities;
- employed or engaged by a person listed above, to carry on an activity designed to promote a particular outcome at the election; or
- employed or engaged by a person within paragraph above to carry on an activity designed to promote a particular outcome at the election and includes candidates, agents and party workers.

Comms

Communications Plan

- Comms working with Bucks to align messages
- Social Media, Posts on FB, Twitter and LinkedIn
- Press release, One Council & Councillors' News
- Will use national campaigns and focus on simple messages for new or returning voters

How you can help

- Communicate registration deadlines when campaigning
- Communicate Voter ID requirements / VAC application processes
- Style of Postal vote used by MKCC (fusion, not one-piece mailer)
- Date materials dispatched may not match Bucks



The Electoral Commission

Election timetable

Part I

Timetable with local dates available at:
www.milton-keynes.gov.uk/election-4-july

Publication of Notice of Election	Monday 3 June
First Issue of Poll Cards	6 June
Nominations commence	10am – Tuesday 4 June
Close of nominations	4pm - Friday 7 June
Publication of statement of persons nominated	5pm - Friday 7 June
Publication of notice of poll / situation of polling stations	5pm - Friday 7 June
Deadline for applications to register to vote	Midnight - Tuesday 18 June
Deadline for new postal vote applications / changes to existing postal or proxy vote applications	5pm - Wednesday 19 June
Deadline for applications for new proxy votes	5pm - Wednesday 26 June

The Electoral Commission

Election timetable

Part II

Timetable with local dates available at:
www.milton-keynes.gov.uk/election-4-july

First dispatch of Postal Votes	From 18 June
Deadline for applications for a Voter Authority Certificate or Anonymous Elector's Document	5pm – Wednesday 26 June
Appointment of counting and polling agents	Thursday 27 June
Polling day	7am - 10pm Thursday 4 July
Deadline to apply to vote by emergency proxy	5pm - polling day
Replacement for lost/spoilt postal votes ends	5pm - polling day
Alterations to register to correct clerical error	9pm - polling day
Deadline for production of Temporary Voter Authority Certificates	10pm - polling day
Return of election expenses	+ 35 days from declaration of result Friday 9 August

The Electoral Commission

Qualifications

- Candidates must satisfy criteria on the day they are nominated **and** on polling day:
 - be at least 18 years old
 - either be a British citizen, a citizen of the Republic of Ireland or a qualifying Commonwealth citizen
- There is no requirement to be a registered elector in the UK.

Disqualifications

Certain people are disqualified from becoming an MP, such as:

- **civil servants**
- members of **police forces**
- members of the **armed forces**
- **government-nominated directors** of commercial companies
- **judges**
- members of a **foreign legislature** (outside the Commonwealth)
- **peers who sit and vote in the House of Lords**

Disqualifications

Further disqualifications include:

- those who are subject to a **bankruptcy restrictions order** or **debt relief restrictions order** (but not those who are simply bankrupt) in England, Wales or Northern Ireland; or those whose estate has been sequestrated in Scotland and have not been discharged
- those who are disqualified on the grounds that they are found guilty of an illegal or corrupt practice such as undue influence
- those who are subject to a disqualification order under section 30 of the Elections Act 2022
- You have been sentenced to a term of imprisonment or detained for a year or more and are detained anywhere in the UK, the Republic of Ireland, the Channel Islands or the Isle of Man, or are unlawfully at large.
- You have been disqualified under the Representation of the People Act 1983 (which covers corrupt or illegal electoral practices and offences relating to donations).

Submitting nomination papers

- Three nomination papers must be submitted by all candidates by 4pm on Friday 7 June, together with the deposit:
 - the nomination form
 - the home address form
 - the consent to nomination
- Party candidates will also need to submit by that time:
 - a certificate authorising the use of a party name/registered description on the ballot paper
 - a written request to use one of the party's emblems on the ballot paper

Nomination forms for all 3 constituencies are on our website.
Please book an appointment for submission.

The deposit

- Each candidate must deposit £500 with the (A)RO so that the nomination is valid.
- Can be made using legal tender (cash) or
- an electronic funds transfer - please confirm to us with a screenshot receipt to allow finance to check.

Account name: Milton Keynes Council General Account

Sort Code: 60-14-55

Account Number: 37171542

Reference: 279 J2050 + Political Party

e.g. 279 J2050 Lib Dems

- The deposit is returned if a candidate polls at least 5% of the valid votes cast across the constituency

Submitting nomination papers

- The nomination form, home address form and consent to nomination **must be delivered by hand** (can be candidate, proposer or seconder or election agent) and cannot be submitted by post, fax, email or other electronic means.
- Take care when completing your nomination papers, as mistakes may invalidate your nomination.
- Complete nomination papers early and make an appointment for us to provide an informal check (can be remote) if required before formally submitting them.
- Forms must be submitted to a Deputy ARO at Civic Offices, 1 Saxon Gate East, Milton Keynes, MK9 3EJ between **10.00am – 4.00pm Monday – Friday, from Tuesday 4 June until Friday 7 June.**



You will need to enter via main reception at Civic, and confirm to security that you have an appointment with, or ask to speak to a member of the Electoral Services team – PLEASE DO NOT HAND FORMS TO RECEPTION OR SECURITY, OR POST THROUGH THE LETTER BOX AT CIVIC

The Electoral Commission

Nomination form

1a		UK Parliamentary election		Nomination paper	
Election of a member to serve in Parliament for the		Milton Keynes Central Constituency	Date of election	Thursday 4 July 2024	
We, the undersigned, being electors for the said Constituency, do hereby nominate the under-mentioned person as a candidate at the said election					
Candidate's Details					
Candidate's surname					
Other names in full					
Commonly used surname (if any)					
Commonly used forenames (if any)					
Description (if any) See note 5 overleaf					
Subscribers					
	Signatures	Print name (optional)	Electoral Number Distinctive letter	Number	
Proposer:					
Secunder:					
We, the undersigned, being electors for the said Constituency, do hereby assent to the foregoing nomination					
1					
2					
3					
4					
5					
6					
7					
8					
Deliver to the (Acting) Returning Officer by no later than 4pm on the last day to deliver nominations					

- Include your full name
- Optional: use commonly used name box(es) if commonly known by a name other than actual name and wish to use it instead
(note: rules have changed from 2 May to allow more flexibility with middle names – you can now use this to ‘drop’ a middle name).
- Description field – 3 options:
 - leave blank
 - Independent
 - party candidates can use party name or description authorised by a certificate issued by or on behalf of the Nominating Officer

Nomination form

1a		UK Parliamentary election		Nomination paper	
Election of a member to serve in Parliament for the		Milton Keynes Central Constituency	Date of election	Thursday 4 July 2024	
We, the undersigned, being electors for the said Constituency, do hereby nominate the under-mentioned person as a candidate at the said election					
Candidate's Details					
Candidate's surname					
Other names in full					
Commonly used surname (if any)					
Commonly used forenames (if any)					
Description (if any) See note 5 overleaf					
Subscribers					
	Signatures	Print name (optional)	Electoral Number Distinctive letter	Number	
Proposer:					
Secunder:					
We, the undersigned, being electors for the said Constituency, do hereby assent to the foregoing nomination					
1					
2					
3					
4					
5					
6					
7					
8					
Deliver to the (Acting) Returning Officer by no later than 4pm on the last day to deliver nominations					

- Subscribers: **Ten** subscribers are required.
- Must sign & print their names. Check details of subscribers against electoral register in force on 1 June (must be 18 on day of poll)
- Only ask subscribers to sign **after** completing the candidates name, address and description fields on the form
- Check that subscribers haven't already subscribed another form.
- Remember – subscribers' details will be published on the Statement of Persons Nominated.

Home address form

Part 1 of the home address form must state:

- your full name and home address in full
- Must state if you do not want your address to be made public and to appear on the ballot paper. If so:
 - give the name of the constituency (or, if after 2 May 2024, the constituency or the relevant area*) in which your home address is situated or,
 - if you live outside the UK, the name of the country in which you reside.

* relevant area is the name of the local authority area

UK			
1b	UK Parliamentary election	Home address form	
Constituency name	Milton Keynes Central	Date of election	Thursday 4 July 2024
You must complete Part 1 Only complete Part 2 if you do not wish your home address to be made public			
Part 1: To be completed by all candidates			
Full name of candidate			
Home address (in full)			
Postcode			
End of Part 1			
If you are only completing Part 1 please now deliver this form with the nomination paper to the (Acting) Returning Officer by no later than 4pm on the last day to deliver nominations			
Part 2: To be completed only if you do not wish your home address to be made public			
If you request that your home address is not made public then your address will not appear on the statement of persons nominated or the ballot paper			
If you choose not to make your home address public, the constituency or relevant area (see note overleaf) in which your home address is located (or country, if outside the UK) will appear on the statement of persons nominated and the ballot papers			
Statement: I require my home address not to be made public			
The constituency or relevant area which my home address is located in:	(insert name of parliamentary constituency or relevant area)		
Or			
My home address is outside the UK. My home address is located in:	(insert name of country)		
Signature of candidate (only required where Part 2 above has been completed)			
Candidate's signature:			
Date:			
Deliver to the (Acting) Returning Officer by no later than 4pm on the last day to deliver nominations			

Consent to nomination form

Must include:

- name
- which constituency standing in
- that you are qualified and not disqualified from standing
- date of birth & signature
- date of consent
(earliest can be signed is **7 May**)
- witness' name, address and signature
- that you are not a candidate in another constituency

1c	UK Parliamentary election	Consent to nomination	
Constituency name	Milton Keynes Central	Date of election	Thursday 4 July 2024
Candidate's details and declaration			
I:	(candidate name in full)		
hereby consent to my nomination as a candidate for election as member of the UK Parliament for the constituency named above			
I declare that I am not a candidate at an election for any other constituency where the date of poll is the same as for this election			
I declare that I am aware of the provisions of the House of Commons Disqualifications Act 1975 (as amended) and to the best of my knowledge and belief I am not disqualified from membership of the House of Commons			
My date of birth is:	Day (DD)	Month (MM)	Year (YYYY)
Note: It is an offence to make a false declaration			
Candidate's signature:		Date:	
Witness details			
I confirm the candidate named above signed this declaration in my presence			
Witness (name in full):			
of (address in full):			
Witness' signature:		Date:	
Deliver to the (Acting) Returning Officer by no later than 4pm on the last day to deliver nominations			

Certificate of authorisation

- Party candidates must have written permission to use the party name/description from the Nominating Officer (or a person authorised to act on their behalf)
- The certificate may:
 - allow the use of the party name or a particular description
 - allow candidate to choose whether to use the party name or any of the descriptions registered with the Electoral Commission
- Must be submitted by 4pm **Friday 7 June**

Emblem request form

- Party candidates can ask for an emblem to be printed on the ballot paper
- Emblem request form must be submitted by 4pm **Friday 7 June**
- Party candidates should supply an electronic version of the emblem to the Returning Officer if required to do so.

The Electoral Commission

Joint candidates

- Nominated by **more than one party**
- May use registered joint descriptions
 - must be supported by certificate of authorisation **from each party**
- May use one emblem of one of the parties but there are no joint emblems

Election agent

- Responsible for the proper management of your election campaign; particularly its financial management.
- Notification of appointment must reach the (A)RO by **4pm on Friday 7 June**. Form is included in nomination pack.
- You will become your own agent by default if none is appointed.

Sub- agents

The election agent may appoint sub-agents to act on their behalf in a County constituency:

- areas of appointment must not overlap
- can attend proceedings instead of the election agent

The agent must give written notice to the (A)RO by **Tuesday 2 July**

Other agents

Other agents can be appointed to attend postal vote openings, polling stations and the count on your behalf:

- You must give notice in writing of any people appointed as polling and counting agents by **Thursday 27 June**.
- The appointment of postal voting agents attending a particular opening session must be made before the start of each session.
- Our PV opening sessions will be held at our Civic Offices (Chamber) and commence on **Monday 24 June** and run every weekday in the run up to 4 July (more info in next briefing session).
- More information on number of counting agents later

Free candidate mailing

- All candidates who are validly nominated are entitled to send one election communication, free of charge, to electors across the constituency.
- It must include matters relating to the election only.
- You can choose to send either:
 - one unaddressed election communication of up to 60 grams to every postal address, or
 - one election communication of up to 60 grams addressed to each elector

- Royal Mail Guidance:

www.royalmail.com/business/manage-mail/candidate-mail

The Electoral Commission

Access to electoral register / absent voting lists

- Parties / existing Councillors will already have rights of access
- Access by other candidates – once you **officially** become a candidate:
 - earliest, on **30 May** if you, or others declared yourself a candidate
 - After **30 May**, once you or others have declared yourself a candidate or you submit your nomination papers, whichever is earliest
- Make **written** request to the ERO, forms are available at EC website, or on request.
- Absent vote list is for the particular election only (different from absent voter records).
- **Only use data for permitted purposes**
 - to complete the nomination form
 - to help you campaign
 - to check that donations/loans are permissible

Registration

- As a candidate you are uniquely placed to encourage people to register to vote.
- You should encourage people to register as soon as possible.
- The deadline for applying for the election is **Midnight Tuesday 18 June**.
- Individuals can apply to register online at **www.gov.uk/register-to-vote**. It only takes a few minutes. They will need to provide:
 - their National Insurance number
 - date of birth and address

Absent voting

- Electors can now apply online at www.gov.uk/apply-postal-vote or www.gov.uk/apply-proxy-vote
- When talking to electors about applying to vote by post or proxy, you should make them aware of the relevant deadlines and advise them to apply early
- You will need to make them aware that they will need to provide their National Insurance number, date of birth, signature and address to register.
- People who do not have / cannot retrieve their National Insurance Number or cannot provide a signature can still apply, but they may need to provide further information. If so, they will be contacted by the ERO.
- If you are encouraging people to apply for a postal (or proxy) vote, make sure you explain that they will only qualify for one if they are (or will be) registered in time to vote at the elections.

Absent voting

- Deadline for receipt of postal vote and postal proxy applications is 5pm on **Wednesday 19 June**
- Deadline for receipt of Proxy vote applications is 5pm on **Wednesday 26 June**
- Legislation for those who are affected by a business or medical emergency to apply for emergency proxy after the ordinary proxy deadline.
- Reminder - to apply for an emergency proxy **if after 5pm on Wednesday 26 June**, the ID they intended to use is lost, stolen, destroyed, damaged or sent to someone else to prove their identity.

Campaigning dos and don'ts

[Statutory guidance on digital imprints | Electoral Commission](#)

[Imprints on printed material: Candidates at UK Parliamentary elections and elections in England, Wales and Northern Ireland | Electoral Commission](#)

- ✓ Do use imprints on all your campaign material.
 - Printed by [printer's name and address].
Promoted by [agent's name] of [agent's address], on behalf of [candidate's name] of [candidate's address]
 - ✓ Include imprints on digital campaign material (new Elections Act requirement)
 - ✓ Do comply with planning rules relating to advertising hoardings and large banners.
 - ✓ Do make sure outdoor posters are removed 2 weeks after the election.
-
- × Do not post items on highways or public realm – especially important as this will re-direct Council resources and could result in enforcement action.
 - × Do not produce material that looks like a poll card.
 - × Do not pay people to display your adverts (unless they display adverts as part of their normal business).

Electoral Integrity

Increased Focus on Integrity

- The Electoral Commission is taking more interest, so please be very clear with your teams / campaigners etc about this subject.
- Any campaigner who has actual evidence that an electoral offence has been committed should report it directly and without delay to the police. List of electoral offences [here](#).
- TVP local malpractice SPOC
 - Stephen Perry | Thames Valley Police
 - Email: stephen.perry@thamesvalley.police.uk
- TVP will be informed where:
 - a PO has refused a document on the basis that it is a forgery or someone trying to impersonate the person in the ID they are using.
 - Allegations or evidence of any electoral offences under the Elections Act are received by the Returning Officer

Code of conduct for campaigners

Electoral Commission Code of Conduct:

Campaigners are an essential element of a healthy democracy, but their activities should not bring into question the integrity of the electoral process.

[Code of Conduct for Campaigners at UK Parliamentary general elections in Great Britain, local elections in England and Police and Crime Commissioner Elections | Electoral Commission](#)

Code of conduct for campaigners

Absent vote applications:

- Never encourage electors to choose to have their postal ballot pack redirected to anywhere other than the address where they are registered to vote.
- Send any sealed completed registration or absent vote applications which voters give to you on the doorstep to the Electoral Registration Officer's address within two working days of receipt and before the statutory deadline.
- Ensure that the local Electoral Registration Officer's address is clearly provided as the return address for locally produced registration and absent vote application forms.
- Encourage electors to explore other options for people to act as a proxy – including relatives or neighbours, for example – before a campaigner agrees to be appointed as a proxy.

Code of conduct for campaigners

Postal ballot packs:

- Campaigners must never handle anyone else's postal voting documents (now a criminal offence) unless it is for a close relative or someone they provide care for.
- Campaigners must never observe voters completing their ballot paper (now a criminal offence).
- If you are asked for assistance in completing a ballot paper, you should always refer the voter to the Returning Officer's staff / the elections office.

Voter Authority Certificate applications:

- Should not handle paper based Voter Authority Certificate applications and should encourage electors to send them directly to the ERO

Campaigning outside polling stations:

- You are allowed to put your messages to voters on polling day, including in public spaces outside polling places
- Keep access to polling places and the pavements around polling places clear to allow voters to enter

Polling Day and the Count

Polling day

- Polling stations open from 7am to 10pm.
 - Office open 6am to 10pm for queries or problems relating to the administration of the election.
 - Voters in the polling station or in a queue outside the station at 10 pm can apply for a ballot paper
 - Postal votes – can be handed into any polling station within Milton Keynes or Buckingham area of the Buckingham & Bletchley constituency or delivered to the elections office (Civic) until 10pm.*
 - Buckingham & Bletchley completed postal votes **cannot** be returned to polling stations in the 5 Buckinghamshire constituencies.
 - A person in a queue at a polling station at 10pm waiting to hand in a postal vote can do so after 10pm.*
- * Subject to restrictions set out earlier.

Tellers

Campaigning outside polling stations:

- You are allowed to verbally put your messages to voters on polling day, including public spaces away from polling places.
- Keep access to polling places and the pavements around polling places clear to allow voters to enter.
- Tellers will not be given access to the inside of a polling station (lobby etc).
- If tellers are operating in an area where voters need to queue they will be asked to move on, or further away from the polling station.
- Because of the space required, chairs are discouraged.

Counting of votes

Thursday 4 July

- The verification and count will be held after the close of polls on Thursday 4 July from 10pm at Marshall Arena, Stadium MK, Stadium Way, Bletchley, Milton Keynes, MK1 1ST

General Info

- Candidates, election agents, sub-agents and counting agents appointed by the candidate are entitled to attend.
- We will communicate the number of Counting Agents that can be appointed per contest after the close of nominations.
- More info on parking and refreshments next time.

Spending issues



Campaign spending / spending limit

Regulated period	Fixed amount	Constituency type	Variable amounts (per registered parliamentary elector)
Short campaign	£11,390	Borough/Burgh	8p per registered parliamentary elector
Short campaign	£11,390	County	12p per registered parliamentary elector

- Defined as certain expenses ‘used for the purposes of the candidate’s election’ during the regulated period
- Responsibility of **election agent**
- Must get and keep receipts (over £20)

Candidates' spending returns

- Returns due 35 calendar days after result of election - **Friday 9 August**
- Returns made public by **(Acting) Returning Officer**
- Sample of returns may be reviewed by the **Electoral Commission**
- Failure to submit an expenses return is a criminal offence enforceable by the police
- No spending will be reimbursed
- We cannot provide advice – you should contact the Electoral Commission (see next slide)

Safety Part 1

What's Available?

- If you consider yourself to be at risk of harm, or you believe a crime has been committed, please contact your local police on 999 or 101.
- Primary responsibility for security during the general election lies with policing. Local Operation Bridger Single Point of Contact to relay concerns or issues:
 - Inspector Tristan Brace – Thames Valley Police (P1406)
tristan.brace@thamesvalley.police.uk / 07891 838403
- Police are able to fund additional patrolling in areas that might benefit from a policing focus.
- TVP webinar details to be circulated
- The Home Office will consider requests for security on a case by case basis, judging each request on its own merits.
- To request security, please email
HomeOfficeprivatesecurity@homeoffice.gov.uk

Safety Part 2

More reading / links

- [Protective Security Guidance for High-Risk Individuals](#)
advice and guidance on how individuals can protect themselves, staff and family from a range of threats to personal safety and security.
- [When it Goes too Far - Joint Police Guidance for Candidates in Elections](#)
advice on recognising and responding to intimidatory behaviour.
- [The Blue Book: A Guide to Personal Security](#)
advice from the National Counter Terrorism Security Office for how to stay safe at home, at work, on-the move and online.

Contacts

Returning Officer

Sharon.Bridglalsingh@Milton-Keynes.gov.uk & 01908 252095

Electoral Services Manager

Peter.taylor@Milton-Keynes.gov.uk & 01908 253930

Head of Democratic Services

Peter.brown@Milton-Keynes.gov.uk & 01908 253671

Bucks Council Electoral Services

elections@buckinghamshire.gov.uk & 01296 798141

Electoral Commission contacts

- For questions on election spending, contact pef@electoralcommission.org.uk, or 020 7271 0616
- For questions on the Commission's guidance on standing for election, contact 0333 103 1928

The
Electoral
Commission

Questions & Thank you