

2019 District and Parish Council Elections

Briefing No. 1

Sandra Lamb, Returning Officer
Paul Wilson, Deputy



Topics

- Who's Who
- Key dates
- Qualifications and Disqualifications
- Nomination Rules and Procedures
- Single Point of Contact arrangements
- Introduction to Expenses
- Time for Questions and Answers



Who's who

- Sandra Lamb, is the Returning Officer and person responsible for running the elections
- Paul Wilson is the Chief Executive and Deputy Returning Officer
- Sandra Lamb is the Electoral Registration Officer and is responsible for maintaining the register of electors and absent voters lists.



Key Dates

Nominations Commence	19 March
Poll Card despatch	19 March
Close of Nominations	4pm 3 April
Notification of Election Agents	4pm 3 April
Deadline to withdraw nomination	4pm 3 April
Postal vote first despatch	10 April
Deadline to register to vote	12 April
Deadline to register for new postal vote or to change existing postal or proxy arrangements	5pm Monday 15 April

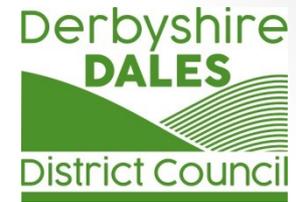


Key Dates

Postal vote second issue	18 April
New proxy vote applications	5pm 24 April
Notice of Poll	By 24 April
Polling and Counting Agent notifications	25 April
Proxy on grounds of medical emergency or need to work away	5pm 2 May
District Election Count	2 May
Parish/Town Council Election Count	3 May



Qualifications



- On the day of nomination
 - Be at least 18 years of age
 - Be a British, qualifying Commonwealth citizen or national or an EU member state
 - Also at least one of the following
 - Registered local government elector for local authority area
 - Occupied as owner or tenant any land or premises in the local authority area during the whole 12 months preceding nomination
 - Principal or only place of work (including unpaid) during the last 12 months in local authority area
 - Lived in the local authority area during the last 12 months

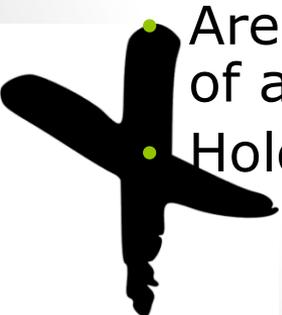


Disqualifications



A person cannot be a candidate if they:

- Are employed by the local authority or hold a paid office. Candidates may be employed by the local authority if they work at certain schools, fire services, police or health services
- Are subject of a Bankruptcy Restrictions Order (or interim restrictions order)
- Have been sentenced to a term of imprisonment of three months or more (including suspended sentence) without option of a fine, during the 5 years before polling day
- Are serving a disqualification due to being found guilty of a corrupt or illegal practice by an election court
- Hold a politically restricted post



Nomination Process

- Register in force March 2019
 - Hand delivery of nomination form and consent to nomination– may include delivery by courier
 - Postal nomination forms and consent will not be considered as ‘delivered’
 - Appointment of Agent and request to use party emblem may be submitted by post
 - Nomination to be supported by electors from within the Ward or parish
 - District - Proposer and seconder 8 Subscribers
 - Parish – Proposer and Seconder
 - No restriction on who may deliver the forms
 - Be aware that only relevant person may amend their details on a nomination paper



Documents

- Documents to be submitted by all candidates
 - The nomination paper
 - Home address form
 - Consent to nomination
- Party candidates will also need to submit –
 - Certificate authorising the use of party name/registered description on the ballot paper
 - Written request to use one of the party's emblems on the ballot paper



Submitting a nomination form

- Take care when completing your nomination papers, as mistakes may invalidate your nomination form
- Book an appointment for an informal check
- Help is available to prepare a paper for you
- Nomination form, home address form and consent to nomination must be delivered by hand.
- Appointment of Agent and request to use party emblem may be submitted by post.
- Be aware that only the relevant person may amend their details on a nomination form.



Nominations

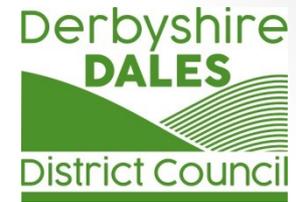
Nomination Packs	<ul style="list-style-type: none">• www.derbyshiredales.gov.uk• 01629 761335• Town Hall, Matlock
Informal checks	<ul style="list-style-type: none">• 01629 761335• electoral@derbyshiredales.gov.uk
Submission of nominations	<ul style="list-style-type: none">• From 19 March. Appointment recommended. Drop in times are 10am to 4pm daily at the Town Hall, Matlock until the close of poll
Parish and Town Council nominations	<ul style="list-style-type: none">• As above plus localised sessions• Ashbourne Town Hall• 22 March 10am – Noon• 25 March 2pm – 4pm• Bakewell ABC• 22 March 10am – Noon• 25 March 2pm – 4pm

The nomination form

- Taken on face value. The only reasons for rejection are:
 - particulars are not as required by law
 - paper is not subscribed as required
 - the description is not as required
- Candidates Team have been trained to ask for confirmation that rules on qualification and disqualification have been understood



The nomination form



- Include your full name
- Commonly used names if you are known by a name other than your actual name.
- Subscribers
 - District – 10 subscribers required
 - Parish – 2 subscribers required
 - Only ask subscribers to sign after completing the name, address and description fields on the form
- Description – options
 - Leave blank
 - Independent
 - Party candidates can use party name or description if authorised by nominating officer



Home address form

- New to 2019 elections!
- Part 1 of the address form must state:
 - Your full name and home address in full
 - Your qualifying address(es)
 - which of the qualifications your qualifying address(es) relate(s) to
 - The full name of the home address in full of the person attesting the home address form (which must be the same person as signs your consent to nomination)
- Part 2 of the home address form must be completed if you do not want your address to be made public



Consent to Nomination

- Must include:
 - Name
 - Which area standing in
 - Confirmation of qualifications that apply
 - Date of birth and signature
 - Date of consent
 - Witness' name



Access to electoral register

- Access by candidates once you officially become a candidate – no sooner than 26 March 2019
- Make a written request to the ERO – form in the nomination pack
- **Warning!** – only use data for permitted purposes
 - To complete the nomination form
 - Help you campaign
 - Check that donations are permissible
 - Safely destroy or return after use.



Local Government Election Spending limits

- £740 plus 6p per elector in ward/division on register in force in March 2019
- Regulated Period begins from date you officially become a candidate
- Returns made public by Returning Officer
- Sample may be reviewed by Electoral Commission
- Failure to submit is a criminal offence
- Returns to be submitted to Returning Officer 28 days after election
- Receipts for all expenditure over £20
- Eligible expenses include
 - Advertising
 - Unsolicited material sent to voters
 - Public meetings



Contacts and Resources



- Single Point of Contact for all elector and pre nomination enquiries
 - E-mail – electoral@derbyshiredales.gov.uk
 - Information and downloads Telephone 01629 761335
 - www.derbyshiredales.gov.uk/elections2019.gov.uk
 - Monday to Friday 9am to 5pm
 - Detailed information on expenses and Candidates Guide see www.electoralcommission.org.uk
 - In exceptional circumstances ro@derbyshiredales.gov.uk or Tel. 01629 761281



Future Briefings

- 9 April 2019
 - 6pm Town Hall, Matlock
- Topics Covered
 - Campaign 'do's and don'ts'
 - Postal Vote protocols
 - Count arrangements



Any questions



Thank you for your time

