

OVERVIEW & SCRUTINY COMMITTEE

Tuesday, 3 February 2015 at 7.15 p.m., Room C1, 1st Floor, Town Hall,
Mulberry Place, 5 Clove Crescent, London, E14 2BG

SUPPLEMENTAL AGENDA PACK THREE

7.1 Planning for the UK Parliamentary Election (May 2015): Update

This meeting is open to the public to attend.

Contact for further enquiries:

David Knight, Democratic Services
1st Floor, Town Hall, Town Hall, Mulberry Place, 5 Clove Crescent,
London, E14 2BG
Tel: 020 7364 4878
E-mail: david.knight@towerhamlets.gov.uk
Web: <http://www.towerhamlets.gov.uk/committee>

For further information including the Membership of this body and public information, see the main agenda.

**7 .1 Planning for the UK Parliamentary Election (May 2015): All Wards 1 - 20
Update**

This page is intentionally left blank

Agenda Item 7.1

Committee	Date	Classification	Agenda Item No.
Overview and Scrutiny Committee	3rd February 2015	Unrestricted	7.1
Report of:	Title:		
Acting Returning Officer/Electoral Registration Officer	Planning for the UK Parliamentary Election (May 2015): Update		
Originating Officer(s): John Williams	Ward(s) affected: All		

REASONS FOR URGENCY

This report was not circulated with the Committee agenda and was unavailable for inspection within the timescales set out in the Authority's constitution as it was not possible to collate the necessary information prior to agenda despatch. The report is nevertheless recommended for consideration at this meeting in order to ensure that the committee has up to date information on the matters included.

1. SUMMARY

- 1.1 The Overview and Scrutiny Committee has previously discussed matters relating to the electoral process and Members have requested a further update on progress in planning for the UK Parliamentary Election to be held on 7th May 2015.
- 1.2 This is set out below and in the attached appendices.

2. RECOMMENDATION

- 2.1 That the report be noted

3. BACKGROUND

- 3.1 The UK Parliamentary (General) Election will be held on 7th May 2015. Within Tower Hamlets there are two parliamentary constituencies - Bethnal Green and Bow and Poplar and Limehouse - which together are coterminous with the borough's boundaries.
- 3.2 Work is continuing across a range of areas in preparation for the elections and progress is reported as follows.

Joint planning meetings

- 3.3 A joint officer planning group has been established involving Council staff from all relevant sections including Electoral Services, Communications, Community Safety, Facilities Management and Legal Services; and the Metropolitan Police, both local and Scotland Yard. This group will continue to meet on a fortnightly basis to take forward the planning and implementation of the election. The group was pleased to welcome the new Borough Commander Andy Ewing to its meeting on 27th January 2015, at which a joint approach was agreed to policing and integrity measures for the elections. Joint training sessions will be held for Acting Returning Officer staff and police officers who will be on duty at the elections.
- 3.4 The Cabinet Office Elections Division will be discussing with the Acting Returning Officer and Tower Hamlets Police possible uses for the additional funds that the Government plans to make available to each of 17 identified Local Authorities (including Tower Hamlets) to support their efforts to address integrity and public confidence through additional activities. Suggested uses of the funds by the Cabinet Office include leafleting, press advertisements, engagement with community groups, paying for additional staff resources to look at issues, promotion of good practice amongst the local community and funding for police resources at polling stations as examples.
- 3.5 The Acting Returning Officer has been in regular contact with officers of the Electoral Commission concerning the plans for May 2015 and in particular the implementation of the Commission's recommendations in its report about the count in Tower hamlets in May 2014. The Commission's officers have stated that they are satisfied with progress and the plans in place. Tower Hamlets has again in 2015 been selected by the Electoral Commission as one of the authorities to provide more detailed monitoring of the election planning process in connection with the national Returning Officer performance standards monitoring process. As part of this process the Commission has been provided with the Acting Returning Officer's election planner document and contingency/risk register. These documents set out the key actions and milestones required in the work to prepare for the elections, together with identified risks and contingency measures to address these.

Integrity measures/Local Protocol

- 3.6 Members will recall that for the combined elections in May 2014, the Returning Officer and the Metropolitan Police, with the support of the Electoral Commission, published a Local Protocol setting out a range of measures designed to ensure the integrity of the elections and respond to any allegations of fraud or malpractice in a timely and effective fashion. The local political parties were invited to sign up to the protocol, which included a number of commitments in relation to standards of conduct by candidates, campaigners and others.
- 3.7 There is support from the key partner agencies for a similar protocol to be in place for the May 2015 elections, to enhance the Electoral Commission's own

code of conduct, which has the support of the national parties. The Acting Returning Officer intends once again to put in place a dedicated e-mail account for any complaints or concerns about possible fraudulent activity. Any messages to that account will be processed within a stated period and if there is any suggestion that an offence may have been committed, referred without delay to the Police Single Point of Contact.

- 3.8 The Electoral Commission's national Code of Conduct for Campaigners has itself been updated with effect from December 2014 and is attached for the Committee's information at Appendix 'A'.

Count plans

- 3.9 In December 2014, the Overview and Scrutiny Committee received a full report on the Acting Returning Officer's proposed arrangements for verifying and counting the votes in May 2015. Consultation with interested parties on these proposals is now complete. Many helpful comments were received, including from the Committee, political parties, the Metropolitan Police and the Electoral Commission, and these will be included in the final plan. The significant majority of respondents – including the police and all but one of the local political parties which replied – expressed support for the Acting Returning Officer's approach, including the proposed use of the ExCel Centre as the count venue. This has now been confirmed and the verification and counting of votes for both Tower Hamlets constituencies will take place at Excel immediately after the close of poll at 10.00 p.m. on 7th May 2015.
- 3.10 The count will include a range of enhanced security measures including checking of photo I/D on entry, the use of non-Council security staff and non-transferable security bracelets for authorised entrants. CCTV will be in operation and all attendees will be required to sign a code of conduct as a condition of entry (example as used for the Blackwall and Cubitt Town ward election in July 2014 attached at Appendix 'B'). Adequate staff numbers and procedures will be in place to ensure an efficient and transparent process with a view to an early declaration of results.
- 3.11 The Council's Election Management Software suppliers, Xpress, have launched an upgraded count module which can streamline the accounting procedures at the count and reduce any possibility of errors by automatically cross-checking the verification totals with the number of ballot papers counted by each team. Officers have undertaken an initial trial of this module and subject to further testing plan to use it in May.

Polling District/Polling Place review

- 3.12 All local authorities must complete a review of polling districts and polling places by the end of January 2015. In Tower Hamlets' case this is a 'light touch' process because a full review was undertaken in 2013 following the ward boundary changes recommended by the Local Government Boundary Commission for England. It nevertheless provides an opportunity to address

any issues identified at the May 2014 elections regarding polling districts and polling places.

- 3.13 The Acting Returning Officer's proposals were published for consultation until Monday 26th January 2015 and the General Purposes Committee, which has delegated authority to agree polling districts, received an initial report in December 2014 and authorised the Electoral Registration Officer to agree the final outcome of the review by 31st January, after consultation with the Chair of the Committee. The final arrangements for polling districts and polling places to be used in May 2015 will therefore be known by the date of the O&S Committee and will be circulated (as Appendix 'C' to this report – to follow) to Members before the meeting.
- 3.14 A range of representations were made during the consultation period, many of which have been incorporated into the final proposals. It has again been possible to avoid using any of the borough's secondary schools as polling places, and to accommodate a request by one further primary school not to be used.
- 3.15 The range of security and integrity measures to be applied at the polling stations will build on the arrangements that were in place for the combined elections in May 2014. Additionally the use of CCTV is under consideration.

Postal Voting

- 3.16 Discussions are advanced with the Council's secure print contractor in relation to the arrangements for printing and production of postal vote packs. Dates and times of postal vote opening sessions will be notified to the election agents in accordance with the election rules but are likely as in previous years to take place on almost a daily basis in the fortnight prior to the election.
- 3.17 Consideration will be given to the method of delivery of postal vote packs so as to ensure the maximum security of the process. In recent years the Acting Returning Officer has arranged for delivery by Royal Mail in preference to Council-employed canvassers.

Candidates and Agents meetings

- 3.18 The Acting Returning Officer is maintaining communications with all known election agents locally, including updates on the planning process and consultation on key issues. Candidates and Agents meetings are planned for w/b 9th March and again following the close of nominations on 9th April 2015. Attendance will be strongly encouraged and the meetings will explain key aspects of the election process; election offences, the code of conduct and any local protocol; polling stations and count arrangements etc. Metropolitan Police officers have undertaken to attend these briefings.

Management capacity

- 3.19 The Acting Returning Officer (ARO) has previously identified the need for additional management capacity in the pre-election period and in particular for a dedicated count co-ordinator (an experienced elections professional) to ensure that planning and implementation of that crucial element of the process maintains the necessary focus regardless of other pressures on the ARO and his other staff prior to polling day. Plans are in place for the procurement of this resource. In addition a restructure of the Electoral Services Team will provide a more robust structure and additional management support to the Head of Electoral Services in the run-up to the elections and beyond.

Communications strategy

- 3.20 A communications strategy is being developed, in consultation with partner agencies, to publicise information concerning the election, the processes and deadlines for electoral registration – in particular the new arrangements for Individual Electoral Registration - postal voting etc as well as the key integrity and anti-fraud measures.

Pre-election guidance to Members and officers

- 3.21 Members will be aware that particular restrictions apply to the publicity (widely defined) that a local authority may issue during the pre-election period. The Code of Recommended Practice for Local Authority Publicity includes provisions on the issue of publicity including 'care during periods of heightened sensitivity (i.e. elections and referendums)'. As is customary, the Acting Returning Officer will liaise with the Interim Monitoring Officer and the Head of Communications to ensure that clear guidance is issued to Members and officers ahead of the pre-election period, to secure compliance with the provisions of the Code and to re-iterate associated messages regarding neutrality of Council staff and the use of Council resources only for authorised Council purposes.

4. OTHER ELECTORAL ISSUES

(Acting) Returning Officer Appointment

- 4.1 In accordance with the Secretary of State's Direction, power to appoint or dismiss the (Acting) Returning Officer and Electoral Registration Officer has transferred from the Council and its General Purposes Committee to the DCLG Commissioners. No change has yet been made by the Commissioners to these appointments. Work therefore continues as set out in this report and the Acting Returning Officer will continue to ensure that action is taken to meet all statutory and other firm deadlines that apply.

Election Petition trial

- 4.2 The trial of the Election Petition in respect of the May 2014 mayoral election in Tower Hamlets is scheduled to commence at the Royal Courts of Justice on 2nd February 2015. Contingency planning for the May 2015 elections continues to take into account the possibility that one possible outcome of the Election Court could be a new mayoral election combined with the Parliamentary election on 7th May 2015.

5. THE TIMETABLE FOR THE UK PARLIAMENTARY ELECTION

- 5.1 The statutory timetable for the conduct of the General UK Parliamentary Election on 7th May 2015 is attached at Appendix 'D'. The statutory timetable is based on the assumption that the writ is received on the day following the dissolution of Parliament. If in a particular constituency the writ is received on a different date:

- The notice of election in that particular constituency must be published no later than 4pm on the second day following the receipt of the writ.
- The period for delivery of nomination papers will begin from the day after the publication of notice of election. The deadline for nominations will remain the same (i.e. 4pm on 19 working days before the poll).

- 5.2 Statute provides that some days are disregarded in calculating the timetable and these are each Saturday, Sunday, Good Friday, other bank holidays and any day appointed for public thanksgiving or mourning. Therefore the timetable in the Appendix may change in the event of days being appointed for public thanksgiving or mourning.

6. FINANCIAL IMPLICATIONS

- 6.1 The costs arising from the work set out in this paper will be contained within the budget provision for elections and electoral registration. The Council receives reimbursement, up to a maximum figure, from the Government for the costs of the UK Parliamentary elections.

7. LEGAL CONSIDERATIONS

- 7.1 The report provides information regarding the planning for the general election for noting by the Overview and Scrutiny Committee. It is reasonable for the Overview and Scrutiny Committee to receive this information, having regard to its constitutional functions, particularly that of making recommendations as to the discharge of Council functions.

8. ONE TOWER HAMLETS CONSIDERATIONS

- 8.1 The electoral planning work aims to ensure that all residents of Tower Hamlets have access to the democratic process and are able to exercise their right to register to vote and, should they so choose, vote at the elections
- 8.2 The anti-fraud and integrity work aims to ensure a free and fair election for the benefit of all communities in the borough.

9. SUSTAINABLE ACTION FOR A GREENER ENVIRONMENT (SAGE)

- 9.1 There are no direct SAGE implications arising from this report.

10. RISK MANAGEMENT IMPLICATIONS

- 10.1 There are a number of practical, legal and reputational risks related to the electoral process. Regular review and maintenance of the elections risk register is an integral part of the work of the elections planning group.

11. CRIME AND DISORDER REDUCTION IMPLICATIONS

- 11.1 Regular meetings with Police in the Gold/Silver/Bronze command structure represent a package of anti-fraud and public order measures that will aim to reduce the possibility of crime and/or disorder related to the elections.

12. APPENDICES

- 12.1 There are four appendices to this report as follows:-

Appendix A – Electoral Commission Code of Conduct for Campaigners (December 2014)

Appendix B – Local Count Code of Conduct (example as used at Blackwall and Cubitt Town ward election, 3rd July 2014)

Appendix C - Review of Polling Districts and Polling Places 2015 – Final proposals (to follow after completion of the review).

Appendix D - Statutory timetable for the UK Parliamentary Election on 7th May 2015.

LIST OF “BACKGROUND PAPERS” USED IN THE PREPARATION OF THIS REPORT

Brief description of “background paper”

Name and telephone number of holder and address where open to inspection

No unpublished background papers have been relied upon to a material extent in the preparation of this report.

Code of conduct for campaigners: electoral registration, postal voting, proxy voting and polling stations

Campaigners are an essential element of a healthy democracy, and their right to put their arguments to voters should be supported and protected. It is equally important, however, to ensure that the activities of campaigners do not bring into question the integrity of the electoral process.

This Code provides a guide for campaigners, electoral administrators and police forces to what is, and is not, considered acceptable behaviour at polling stations and in the community during the lead-up to polling day.

As a guiding principle, if there is any doubt about a particular activity, campaigners should ask themselves “What would a reasonable observer think?”

More detailed guidance about electoral offences can be found in the guidance for candidates and agents, which is available at:

http://www.electoralcommission.org.uk/_data/assets/pdf_file/0013/173020/UKP-GE-Part-4-The-campaign.pdf

The Code has been sent to all registered political parties in Great Britain, and Returning Officers will draw it to the attention of all candidates and parties contesting elections.

Some Returning Officers may identify the need to develop and seek agreement to specific local provisions which supplement the terms of this Code, in order to address identified local risks. Returning Officers must consult with local campaigners and the relevant national Nominating Officers as well as police forces to secure appropriate local agreement to such provisions, and should ensure that they are communicated and well-understood by campaigners locally.

Scope of this code

This code covers all those actively involved in campaigning in elections or referendums in Great Britain. All references to campaigners in this code include:

- Candidates standing at an election, their agents and their staff and supporters
- Political party officers, members and supporters campaigning at an election
- Other people and organisations campaigning for or against a candidate, a group of candidates or a party at an election
- People and organisations campaigning for or against a particular outcome at a referendum

Compliance with this code

Any concerns that this code has been breached should be raised first with the candidate, political party or campaigner in question.

Any further concerns should be drawn to the attention of the Electoral Commission. The Commission will raise them with the relevant party or campaigner if appropriate, and will agree appropriate actions to remedy or prevent a reoccurrence of any breach.

1 Electoral registration and absent vote applications

1.1 Campaigners should be free to encourage voters to register to vote and apply to vote by post or appoint a proxy to vote on their behalf, if that is the most convenient way for them to vote.

Campaigners can help to inform voters about how to participate in elections, and Electoral Registration Officers should support you by providing you with a reasonable number of registration and absent vote application forms on request. Voters can also register online at:

www.gov.uk/register-to-vote

1.2 Campaigners should ensure that any electoral registration forms and postal or proxy voting application forms conform fully to the requirements of electoral law, including all the necessary questions and the options open to electors.

You can download electoral registration forms from www.gov.uk/register-to-vote and absent vote application forms from www.aboutmyvote.co.uk

1.3 Campaigners should ensure that the local Electoral Registration Officer's address is clearly provided as the preferred address for the return of registration and absent vote application forms.

To ensure voters can make their own choice about how to return registration or absent vote application forms, you should always clearly provide the relevant Electoral Registration Officer's address as the preferred return address, even if an alternative address is also given. This will also minimise the risk of suspicion that completed applications could be altered or inadvertently lost or destroyed.

1.4 Campaigners should send on unaltered any completed registration or absent vote application forms given to them to the relevant Electoral Registration Officer's address within two working days of receipt.

To minimise the risk of absent vote applications being refused because completed forms arrive with the Electoral Registration Officer after the statutory deadline before a poll, you must ensure that there is no unnecessary delay in forwarding on application forms which you receive directly.

1.5 Campaigners should always explain to electors the implications of applying to vote by post or appointing a proxy.

It is important that electors understand that they will not be able to vote in person on polling day if they or their proxy apply for and are granted a postal vote, and will not be able to vote in person if their appointed proxy has already voted on their behalf. To avoid duplication and unnecessary administrative pressures for Electoral Registration Officers, campaigners should try to ensure that electors who are included in current postal or proxy voter lists, or have already applied for a postal or proxy vote for a particular poll, do not submit an additional application.

Postal vote applications

1.6 Campaigners should never encourage electors to have their postal ballot pack redirected to anywhere other than the address where they are registered to vote.

Electors should take care to protect their ballot paper and postal ballot pack, and they will be best able to do so at their home address unless there are compelling reasons why receiving the postal ballot pack at the address where they are registered to vote would be impractical. Electors must state on the application form the reason why they need their postal ballot pack sent to another address.

Proxy vote applications

1.7 Electors should be encouraged 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.

To minimise the risk of suspicions that campaigners may be seeking to place undue pressure on electors, electors should not be encouraged to appoint a campaigner as their proxy.

2 Postal voting ballot papers

2.1 Campaigners should never touch or handle anyone else’s ballot paper.

If you are asked for assistance in completing a ballot paper, you should always refer the voter to the Returning Officer’s staff at the elections office who may be able to arrange a home visit if necessary. Assistance will also be available for electors at polling stations.

2.2 Campaigners should never observe voters completing their ballot paper. If you are with a voter when they complete their ballot paper, remember they should always complete it in secret.

You should ensure that the voter seals both envelopes personally and immediately after completing their ballot paper and postal voting statement. If you are asked to give advice, it is acceptable and often helpful to explain the voting process, but do not offer to help anyone to complete their ballot paper.

2.3 Campaigners should never handle or take any completed ballot paper or postal ballot packs from voters.

Wherever practical, you should encourage voters to post or deliver the completed postal ballot pack themselves. If you are approached or asked for help by a voter who is unable to post their completed postal ballot pack or make any other arrangements for it to be returned in time, you should contact the Returning Officer to ask them to arrange for it to be collected. The Returning Officer may agree that it would be in the voter’s best interest for you to deliver the completed postal ballot pack to the relevant office or polling station, if there are no feasible alternative options.

3 Campaigning outside polling places

3.1 Campaigners should be allowed to put their messages to voters on polling day, including in public spaces outside polling places.

Polling station staff and police officers should not seek to discourage or remove campaigners who are otherwise peacefully communicating with voters, as long as they are not within or impeding access to the grounds of the polling place. You should be careful, however, to ensure that your approach is proportionate and should recognise that groups of supporters may be perceived as intimidating by voters.

3.2 Campaigners should keep access to polling places and the pavements around polling places clear to allow voters to enter.

The Presiding Officer is responsible for maintaining order in the polling place, and you may be asked to move by polling station staff or police officers if you are impeding access by voters to a polling place.

4 Complaints and allegations about electoral fraud

4.1 Campaigners should be prepared to give the police a statement and substantiate any allegations of electoral fraud they make.

The police will investigate allegations where someone is prepared to provide evidence or a statement in support of the complaint, but unsubstantiated claims about electoral fraud have the potential to damage confidence in the integrity of the electoral process. You should ensure you are confident that evidence can be provided to the police before considering whether it is appropriate to publicise any specific allegation.

4.2 Campaigners who are concerned or think that electoral fraud may have taken place should raise the matter with their election agent or local party, or with the relevant Electoral Registration Officer or Returning Officer for the area.

They may be able to explain whether or not an election-related crime has been committed, and refer it to the police if appropriate or provide details of the police contact for the relevant area so that campaigners can report their allegation. Concerns about breaches of the political finance rules should be raised directly with the Electoral Commission.

4.3 Any campaigner who has actual evidence that an electoral offence has been committed should report it directly and without delay to the police.

If appropriate, the police will investigate the matter. Every police force has designated a Single Point of Contact (known as a SPOC) to lead on election matters and who will deal directly with the matter or give advice to local police officers. The Electoral Commission can help provide contact details for local police force SPOCs.

Agreed and effective from [December 2014]

London Borough of Tower Hamlets

Blackwall & Cubitt Town Ward Election Count, 3 July 2014 Code of Conduct for Candidates, Agents and Guests

All attendees at the Count are reminded that:-

- The Returning Officer is responsible in law for the conduct of the count and has authority to exclude anyone from the venue if their behaviour interferes with the effective conduct of the count.
- Candidates, their guests, appointed election agents and counting agents have important statutory roles at the count but these roles must be discharged in a manner that does not interfere with the effective conduct of the count.
- All persons present at the count must maintain the secrecy of voting in accordance with Section 66 of the Representation of the People Act 1983.
- Only appointed counting agents may occupy the chairs provided opposite the count assistants.

Please note that counting agents and other observers must not:-

- handle the ballot papers;
- interfere or converse with the counting assistants; or distract count staff by speaking loudly at them or amongst themselves;
- lean over or onto count tables;
- knowingly obstruct the count process; or
- breach or attempt to breach the secrecy of the ballot

In order to ensure the secrecy of votes on ballot papers during the count:-

- **No mobile phone or other portable electronic device may be used in the count room**
- No photography or filming is permitted in the count room except by accredited media representatives and under the supervision of communications staff.

No smoking is permitted anywhere in the count venue.

Refreshments may be consumed only in the section of the venue set aside for the purpose. No drinks may be brought to the count table.

Declaration:-

I will observe the above code of conduct. If instructed by the Returning Officer in relation to my conduct I will accept the Returning Officer's instructions.

I have been provided with a copy of section 66 of the Representation of the People Act 1983, I understand its provisions and I will aid in maintaining the secrecy of the ballot

I understand that any failure to observe the Returning Officer's instructions may lead to my exclusion from the count.

Signed Date

Print Name Designation

This page is intentionally left blank

APPENDIX D

**STATUTORY TIMETABLE FOR THE UK PARLIAMENTARY ELECTION,
7 MAY 2015**

Event	Working days before poll (deadline if not midnight)	Date (deadline if not midnight)
Dissolution of Parliament	25 days	Monday 30 March
Receipt of writ	24 days	Tuesday 31 March
Publication of notice of election	Not later than 22 days (4pm)	Not later than 4pm on Thursday 2 April
Delivery of nomination papers	From the day after the publication of the notice of election until the sixth day after the date of dissolution	Between 10am and 4pm on any working day after publication of notice of election until Thursday 9 April
Deadline for delivery of nomination papers	19 days (4pm)	4pm on Thursday 9 April
Deadline for withdrawals of nomination	19 days (4pm)	4pm on Thursday 9 April
Making objections to nomination papers (except for objections on the grounds that an individual candidate may be disqualified under the Representation of the People Act 1981 – see Commission guidance)	On 19 days (10am to 5pm), subject to the following: Between 10 am – 12 noon objections can be made to all delivered nominations Between 12 noon and 5pm objections can only be made to nominations delivered after 4pm, 20 days before the poll	Between 10am and 12 noon on Thursday 9 April objections can be made to all delivered nominations Between 12 noon and 5pm on Thursday 9 April objections can only be made to nominations delivered after 4pm on Wednesday 8 April
Deadline for the notification of appointment of election agent	19 days (4pm)	4pm on Thursday 9 April
Publication of statement	If no objections: on 19	If no objections: at

Event	Working days before poll (deadline if not midnight)	Date (deadline if not midnight)
of persons nominated, including notice of poll and situation of polling stations	days (at 5pm) If objection(s) are made: Not before objection(s) are disposed of but not later than 18 days (4pm)	5pm on Thursday 9 April Objection(s) made: not before objection(s) are disposed of but not later than 4pm on Friday 10 April
Publication of first interim election notice of alteration	On 19 days	Thursday 9 April
Deadline for receiving applications for registration	12 days	Monday 20 April
Deadline for receiving new postal vote and postal proxy applications, and for changes to existing postal or proxy votes	11 days (5pm)	5pm on Tuesday 21 April
Deadline for receiving new applications to vote by proxy (not postal proxy or emergency proxies)	6 days (5pm)	5pm on Tuesday 28 April
Publication of second interim election notice of alteration	Between 18 days and 6 days	Between Friday 10 April and Tuesday 28 April (inclusive)
Publication of final election notice of alteration	5 days	Wednesday 29 April
Deadline for notification of appointment polling and counting agents	5 days	Wednesday 29 April
First date that electors can apply for a replacement for lost postal votes	4 days	Thursday 30 April

Event	Working days before poll (deadline if not midnight)	Date (deadline if not midnight)
Polling day	0 (7am to 10pm)	7am to 10pm on Thursday 7 May
Last time for re-issue of spoilt or lost postal votes	0 (5pm)	5pm on Thursday 7 May
Deadline for emergency proxy applications	0 (5pm)	5pm on Thursday 7 May
Last time to alter the register due to clerical error or court appeal	0 (9pm)	9pm on Thursday 7 May

This page is intentionally left blank