



YOUR LONDON. YOUR VOTE

LONDON ELECTS

Mayor of London and London Assembly Elections

7 May 2020

Briefing for prospective candidates and agents

21 January 2020



Agenda



- Who runs these elections?
- Standing as a candidate
 - key dates
 - nomination forms and practicalities
 - agents
- Mayoral election address booklet
- Rules on spending, donations and the campaign
- How the voting systems work
- Counting the votes

These are elections for:

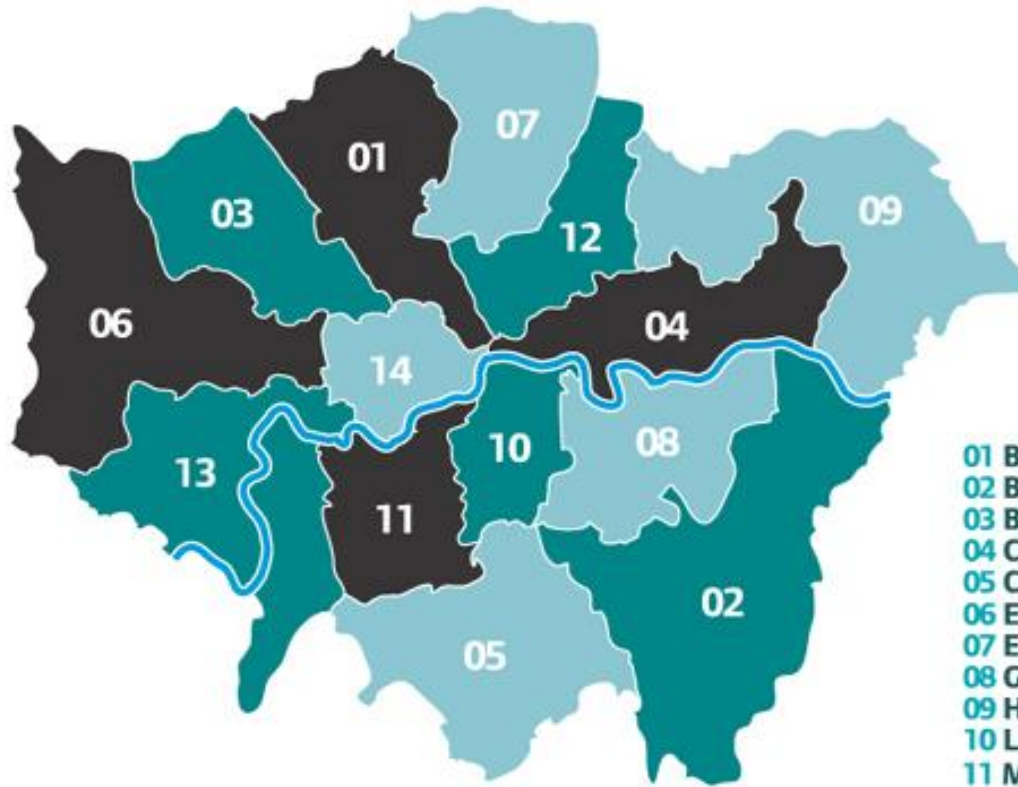


- The Mayor of London
- The 14 Constituency Members of the London Assembly
- The 11 London-wide Members of the London Assembly

Constituencies



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- 01 Barnet & Camden
- 02 Bexley & Bromley
- 03 Brent & Harrow
- 04 City & East
- 05 Croydon & Sutton
- 06 Ealing & Hillingdon
- 07 Enfield & Haringey
- 08 Greenwich & Lewisham
- 09 Havering & Redbridge
- 10 Lambeth & Southwark
- 11 Merton & Wandsworth
- 12 North East
- 13 South West
- 14 West Central



Who runs these elections?



- Electoral Commission
 - parties: registration, expenses, advice
 - elections administration: best practice, guidance, performance framework
- Greater London Returning Officer (GLRO):
 - supported by London Elects team/Greater London Authority.
- 14 Constituency Returning Officers (CROs):
 - responsible for 14 constituencies
- Borough Returning Officers (BROs)
- Electoral Registration Officers



Standing as a candidate

Key dates



OUR VOTE

Monday 23 March	Notices of Elections
0930 hours to 1600 from Monday 23 March until 1600 on Wednesday 1 April	Delivery of nominations papers [advised to book an early appointment]
1600 on Wednesday 1 April	Deadline for delivering nominations papers Deadline for appointing election agents Deadline for withdrawals
Not later than 1600 on Friday 3 April	Statement of Persons (and Parties) Nominated
Tuesday 21 April (midnight)	Deadline for registering to vote
1700 on Wednesday 22 April	Deadline for applying for a postal vote
Thursday 30 April	Deadline for appointing polling and counting agents
0700 to 2200 on Thursday 7 May	Polling
Friday 8 May (from 0800)	Count

Practicalities



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- Nomination packs and instructions available on request by early February :
 - the **GLRO** for **Mayoral** and **London-wide Assembly Members**
 - **CROs** for **Constituency Assembly Members**
 - Nomination papers and deposits must be returned to the place specified on the Notice of Election. Deliver by hand and make early appointment
- Take care when completing your nomination papers as mistakes may invalidate your nomination!

Mayoral and London-wide Members

- Informal check by appointment with London Elects w/c 16 March – identify any issues early
- Submit content for Mayoral Election Address Booklet at the same time

Qualifying to stand as a candidate



- At least 18 years of age on day of nomination
- UK, Republic of Ireland, European Union or qualifying Commonwealth citizen
- And one of:
 - registered as a local government elector in Greater London
 - occupied as owner or tenant any land or other premises in Greater London during the whole of the 12 months before the day of your nomination and day of election
 - main or only place of work during the 12 months prior to the day of your nomination and day of election has been in Greater London
 - lived in Greater London during the whole of the 12 months before the day of your nomination and the day of election
- And not disqualified...

Nomination papers



- Submit a complete set of nomination papers between 0930 Monday 23 March and 1600 on Thursday 1 April
- You must submit:
 - a nomination form
 - a consent to nomination form
 - Home address form (part 1 and part 2)
- And if you are standing on behalf of a registered party:
 - a certificate authorising you to use the party name or description on the ballot paper
 - a request to use one of the party's emblems (if you wish to)
- Appointment of agent form
- Information you provide must be true to the best of your knowledge

Mayoral nomination form



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- Include your full name
- Optional: complete commonly used name box(es) – appears on statement of persons nominated and ballot paper
 - can be a commonly used forename, surname or both, eg. Andy instead of Andrew
 - by law, a commonly used name is one that is different from any other forename or surname the candidate may have
 - refer to guidance
- 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

Mayoral nomination subscribers



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- Candidates are required to submit the following to the [GLRO](#) :
- The **Mayoral nomination form** must be signed by 330 subscribers
 - ten from each borough and the City
 - electoral number as well as signature
 - only ask subscribers to sign after completing the name and description fields on the form
- The subscribers must:
 - be on the register of local government electors on 2 March
 - be 18+ on 7 May
 - not sign more than one form
- Registers are available from Electoral Returning Officers
 - at any time for registered parties
 - but only after the Notice of Election is published for independents. Recommend independents do not wait to start gathering signatures
 - register can be viewed by anyone at council offices

Consent to nomination



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- Statement you are qualified and not disqualified from standing
 - qualifying criteria
- Your date of birth
- Name, address and signature of witness

London Assembly candidates (1)



Constituency Assembly Member candidates

- Candidates required to submit the following to the Constituency Returning Officer (CRO):
 - a completed nomination and nomination consent form which must be obtained from the CRO responsible for the constituency where the candidate wants to stand
 - home address form (part 1 and part 2)
 - a certificate of authorisation from the registered political party's Nominating Officer (if standing as the candidate for a political party)
 - a signed request to use a registered political party's emblem on the ballot paper (if doing so)

London Assembly candidates (2)



London-wide Assembly Member candidates

- Independent candidates and political parties are required to submit the following to the GLRO:
 - a completed nomination form, listing all the candidates (up to a maximum of 25)
 - a signed and witnessed nomination consent form for each candidate
 - home address form (part 1 and part 2)
 - votes cast across London in the London-wide Assembly election
 - a request signed by a political party's nominating officer if the candidate wants to use the party's emblem on the ballot paper

Certification of authorisation / emblem request – party candidates



- Must have written permission to use the party name/description from the Nominating Officer (or a person appointed to act on their behalf). The certificate of authorisation allows the use of the party name or a description – as registered with the Electoral Commission
- Emblem request form:
 - ask for an emblem to be printed on the ballot paper

Deposits



- Must be paid **(and cleared)** by 4pm on 1 April
- Electronic funds transfer (check with CRO), bankers draft or cash

Mayor (paid to GLRO)

- £10,000
- Returned if candidate receives more than 5% of first choice votes

Constituency Assembly Members (paid to CROs)

- £1,000
- Returned if candidate receives more than 5% of votes

London-wide Assembly Members (paid to GLRO)

- £5,000 (individual or party list, regardless of how many names on the form)
- Returned if party/individual receives more than 2.5% of votes

Role of agents



- Responsible in law for the proper management of a candidate's campaign
- In particular, responsible for the financial management of the campaign
- Once an agent is appointed, a candidate cannot incur or pay election expenses without written permission from the agent
- An election result could be questioned if the agent does not perform duties promptly and correctly

More about agents



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- Candidates must appoint an agent by close nominations at 1600 on 1 April.
- A candidate is deemed to be his/her own agent if they do not
- Mayoral and London-wide Members (individual candidates),- appointment must be notified to the GLRO
- Constituency Member candidates-appointment must be notified to CRO
- Agent can appoint sub agents
- Postal vote opening, polling and counting agents can be appointed
 - postal voting agents applications must be made before start of each particular postal voting session
 - polling and counting agents by 30 April; CROs and GLRO will provide forms



The Mayoral Election Address Booklet

Overview



- Sent to every registered voter in London (approx 5.9m)
- Lists all candidates standing as Mayor of London and for London Assembly
- Mayoral candidates can insert an address (mini-manifesto) in return for a £10,000 contribution (amount is set in law).
- Booklet will also contain voter information: how to fill in ballot papers, where to vote and what to expect at the polling station
- Delivery mid-April; will be dispatched to postal voters first
- Will be published on London Elects website on 7 April
- Statutory requirement for GLRO to produce and deliver

Mayoral booklet addresses



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- Available to all candidates (conditional on payment of fee and compliance with strict legislative restrictions)
- 2 design options available:
 - Address designed by own agent - provide 'print-ready' artwork to London Elects
 - Use London Elects design service (standard template) – supply content to London Elects
 - Candidates will each get:
 - 2 sides of A5 if there are 15 or fewer candidates,
 - 1 side of A5 if there are 16 or more candidates
- Order of the addresses is determined when GLRO draws lots on 1 April (candidates and agents welcome to attend)

Entries must not contain...



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- Advertising material
- Material referring to any other candidates for Mayor of London or the London Assembly in the 2020 election
- Material which appears to the GLRO to be:
 - included with a view to commercial gain
 - indecent, obscene or offensive
 - such that its publication/distribution would be likely to amount to the commission of an offence
- If it appears to the GLRO that these requirements have not been met, **we will not include the address in the booklet**
- A full guidance document to support candidates and agents in preparing addresses will be circulated after this meeting

Key dates for election booklet - All candidates



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16 March to 23 March	Informal review period begins– candidates can make an appointment for informal checks of election address (initial review and feedback)
23 March until 1600 on 1 April	Publication of notice of election: Nominations open and candidates can make an appointment to formally submit paperwork to London Elects
1600 Wednesday 01 April	Final deadline for submissions for addresses laid out by agent-appointed designer
Wednesday 01 April	GLRO to draw lots for order of addresses within the Booklet –candidates & agents may attend
Noon on Friday 03 April	Digital proofs of election address pages made available to agents and booklet goes to print
Noon on Tuesday 07 April	Pdf version of booklet and website version of addresses available on the London Elects website

Key dates for election booklet

Agents wishing to use London Elects design service



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1600 on 09 March	Deadline for notifying London Elects if you wish to use design template service for election address
16 March to 23 March	Informal review period begins– candidates can make an appointment for informal checks of election address (initial review and feedback)
23 March until 1600 on 1 April	Publication of notice of election: Nominations open and candidates can make an appointment to formally submit paperwork to London Elects
1600 Wednesday 25 March	Deadline for submitting election address content for agents using London Elects design services
Wednesday 01 April	GLRO to draw lots for order of addresses within the Booklet –candidates & agents may attend

Candidate spending and donations

The Electoral Commission

The Electoral Commission's role as a regulator

- Help candidates, political parties and campaigners understand the rules through written guidance and advice service
- Register political parties
- Monitor compliance with the rules, and report on them after the election



Four types of candidate

**Mayoral
election:**

Mayor of London

**London
Assembly
elections:**

**Constituency
Assembly
Member**

**Party list
London-wide
Assembly
Member**

**Independent
London-wide
Assembly
Member**

When do the rules apply?



Type of candidate	Date
Mayor of London, Constituency Member, Independent London-wide Member	Day after official candidacy – earliest date 24 March 2020
Party list London-wide Member	The date your party submits the list to the GLRO. Between 23 March and 1 April 2020

All regulated periods end on polling day, 7 May 2020



Spending Limits



Type of candidate	Spending limit
Mayor of London	£420,000
Constituency Assembly Member	£35,000
Independent London-wide Assembly Member	£330,000
Party list London-wide Assembly Member	A total of £330,000 for the whole list

The Electoral Commission

What counts as election spending, and what doesn't?



- Advertising
- Election material sent to voters
- Transport costs
- Staff costs
- Accommodation
- Administrative and overheads



- Election deposits
- Volunteer time
- Newspaper and periodical articles
- Personal expenses
- Facilities candidates are entitled to by law – such as public meeting rooms

Personal expenses

- Do not count towards your spending limit, but must be reported after the election.
- Candidates can pay for personal expenses up to certain limits – any further personal expenses must be authorised by the election agent

Type of candidate	Personal expenses
London Mayor	£5,000
Constituency Assembly Member	£600
Independent and Party List London- wide Assembly Members	£900 per candidate

The Electoral Commission

Notional spending

- Rules apply to:
 - goods or services given free of charge or at a non-commercial discount
 - that are made use of by or on behalf of the candidate
 - where the difference between what you pay and the usual commercial value is more than £50
- Full commercial value will count towards the spending limit and must be reported after the election
- Notional spending of more than £50 will also be a donation



Donations



- Money, goods, property, or services given towards election spending and;
- Has a value of **more than £50**
- You must only accept donations from permissible sources. Common examples include an individual on an electoral register, most UK registered companies, and registered political parties
- The election agent must check that the donation is from a permissible source within 30 days of receipt. If it can't be accepted it must be returned

Dates and deadlines (1/2)



- All types of candidates must receive and pay their invoices by the deadlines below:

Receive invoices	Within 21 days of the declaration of result
Pay invoices	Within 28 days of the declaration of result

- If you miss these deadlines, you must apply for a court order to pay any outstanding invoices

Dates and deadlines 2/2

The election agent must submit the spending and donations return within the following deadlines:

Type of candidate	Deadline for return and agent's declaration	Deadline for candidate's declaration
London Mayor, Independent and Party List London-wide Assembly seats	Within 70 calendar days of the declaration of the result	Within 7 working days of the return being received by the GLRO
Constituency Assembly Member Candidates	Within 35 calendar days of the declaration of the result	Within 7 working days of the return being received by the CRO

Code of conduct

- Covers everyone actively involved in campaigning, including candidates and political parties
- Non-statutory agreement developed by the Commission following an open consultation
- Helps to ensure the integrity of the electoral process by setting out what is and is not acceptable campaigning behaviour
- The code is available on our website:
- <https://www.electoralcommission.org.uk/media/1268>

Imprints

- By law, an imprint must be added to campaign material to show who is responsible for producing it.
- Must include the name and address of:
 - ✓ The printer of the material
 - ✓ The promoter (the agent)
 - ✓ Anyone the material is being produced for (the candidate)
- Law applies to printed material only, but good practice to use on digital material too

The Electoral Commission

How we can help



- Guidance for candidates and agents on our website here:

<https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/greater-london-authority-elections>

- Call or email on 0333 103 1928, or at pef@electoralcommission.org.uk



How the voting systems work



Four votes, three ballot papers, three voting systems



The Mayor

Supplementary vote

A ballot paper for the Mayor's Supplementary vote, shown on a pink background. It features a dark grey header bar at the top. Below the header, there are 12 rows of candidate names, each represented by a grey bar. To the right of each name bar, there are two columns of voting options: a grey circle and a square box. Above the first two columns, the text 'Column A 1st choice' and 'Column B 2nd choice' is printed.

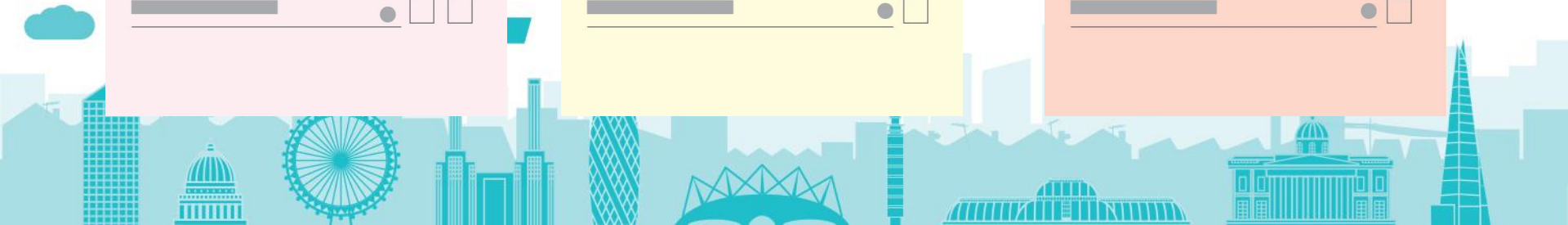
Constituency Assembly Members (14)

First past the post

A ballot paper for Constituency Assembly Members (14) using the First Past the Post system, shown on a yellow background. It features a dark grey header bar at the top. Below the header, there are 14 rows of candidate names, each represented by a grey bar. To the right of each name bar, there is a single column of voting options consisting of a grey circle and a square box.

London-wide Assembly Members (11)

Additional member

A ballot paper for London-wide Assembly Members (11) using the Additional Member system, shown on an orange background. It features a dark grey header bar at the top. Below the header, there are 11 rows of candidate names, each represented by a grey bar. To the right of each name bar, there is a single column of voting options consisting of a grey circle and a square box.

London Mayor election



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- A candidate receiving 50%+ of 1st choice votes is elected
- If no one receives 50%+, all but the top 2 candidates are eliminated
- 2nd choice votes for the top 2 candidates – on ballot papers recording a 1st choice vote for an eliminated candidate – are counted
- These are added to 1st choice totals of the top 2
- The candidate with the most 1st and 2nd choice votes is elected



London-wide Members election



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- The 14 Constituency Member seats are allocated (first past the post)
 - basis for calculating how the 11 London-wide seats are allocated
- To be included in the calculation, each party or individual must receive 5%+ of the total number of London-wide votes
- In the 1st round of calculations, each party's vote in the London-wide Member election is divided by the number of constituency seats won + 1 (the 'London figure')
 - the 1st seat is allocated to the party or individual with the highest London figure
 - for the purpose of the calculation, their seats won is increased by one for the next round (ie. constituency seats won +2)
- The calculation is repeated to award the second seat – and so on until all 11 seats are allocated



Counting the votes



E-counting



- Complex elections need an electronic solution
- 3 count venues (where Assembly Constituency Member results announced)
- Mayor and Assembly London-wide Members announced at City Hall
- Opportunities to see preview of e-count system on: 24 and 26 February

Venues



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Alexandra
Palace



City Hall



Olympia



ExCel

Constituency Returning Officers (CROs)



- publish the Notice of Election for the constituency contest
- run the nomination process for the constituency contest
- publish the statement of persons nominated and the notice of poll for the constituency contest
- provision and equipment of polling stations
- appointing polling station staff
- organising the poll for all three contests
- the postal vote process for all three contests
- verifying and counting the votes for that part of the mayoral contest that falls within the constituency, the constituency contest and that part of the London-wide assembly member contest that falls within the constituency
- the declaration of the constituency result
- transmitting the results of the three contests to the GLRO

Borough Returning Officers (BROs)

- Returning Officers for the other boroughs in a constituency are known as BROs
- Support CROs to help deliver the election.
- Work closely on operational issues for that borough such as;
 - -identifying polling stations
 - - appointment of polling station staff
 - - conduct of the poll
 - - issue and receipt of postal votes
- GLRO prepared a Memorandum of Understanding (MoU), for use by CROs and BROs as a means of discussing and formalising roles and responsibilities.
- CRO can appoint a BRO as Deputy Returning Officer with specific duties for that borough

Important contacts



YOUR LONDON. YOUR VOTE

Mayoral and London-wide Assembly Member nominations	Info@londonelects.org.uk Tel: 020 7084 2705
Constituency Member nominations	Relevant CRO Details will be on www.londonelects.org.uk and in the nomination pack.
Mayoral booklet and public awareness campaign	Marketing@londonelects.org.uk
The Electoral Commission	Call or email on 0333 103 1928, or at pef@electoralcommission.org.uk

Questions?

Note that more will be covered in the April briefing for confirmed candidates and agents. We will also keep in touch to tell you about upcoming deadlines, release of nominations pack and other information