

West of England Combined Authority Mayor Election

Thursday, 04 May 2017

Prospective Candidate Information Bulletin 2

On Thursday, 04 May 2017, there will be an election to choose who will be the Combined Authority Mayor for the West of England. The election will be held across Bristol City, South Gloucestershire and Bath and North East Somerset authorities.

The election will be co-ordinated by Bristol City Council who will act as the Combined Authority Returning Officer (CARO) with responsibility for liaising with candidates, producing a Mayoral booklet, declaring the result and ensuring a consistent approach to delivering the election across all three authority areas.

1. Sources of Information:

<https://www.westofengland-ca.org.uk/mayoral-election/>

The new website for information on the West of England Combined Authority Mayor which will include statutory election notices and the results.

- <http://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/combined-authority-mayoral-elections>
The Electoral Commission guidance on standing for election, spending and donations, the campaign process, your right to attend key electoral events and after the declaration of results
- Enquiries about the nomination process, mayoral booklet and election counts can be directed to Electoral Services at Bristol council:
electoral.candidates@bristol.gov.uk
B Bond [aka The Create Centre]
Smeaton Road,
Bristol BS1 6XN
- Queries relating to the functions of the Combined Authority Mayor may also be sent to electoral.candidates@bristol.gov.uk where they will be forwarded to the Devolution Team to respond.

2. Nominations: Important Dates

Publication of Notice of Election	Monday, 27 March 2017
First date to return your nomination forms & deposit (to stand as a candidate)	Tuesday 28 March 2017
Last date to return your nomination forms & deposit (to stand as a candidate)	4pm Tuesday 04 April 2017
Last date to withdraw standing as a candidate	4pm Tuesday 04 April 2017
Last date to appoint an election agent	4pm Tuesday 04 April 2017
Last date to submit your (optional) mayoral booklet address & fee	4pm Tuesday 04 April 2017

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Nominations, including the deposit to stand as a candidate, may only be returned by hand to the Combined Authority Returning Officer (CARO) at 5th Floor B Bond, Smeaton Road, Bristol BS1 6XN. The office is open Monday to Friday 10 a.m. to 4p.m (excluding bank holidays) between 28 March and 4 April.

3. Nominations: General Process

To stand in the election, prospective candidates must submit a set of nomination papers and the deposit within the dates and times, and to the place, specified in the Notice of Election.

Whilst it is optional, it is suggested that candidates arrange an appointment for an informal check of their nomination papers ahead of formal submission. Appointments may be made between 28 March and 4pm 4 April by emailing electoral.candidates@bristol.gov.uk. It is suggested that appointments are made early in the nomination period in order to allow enough time to make corrections in case mistakes are found during the informal check.

After formally submitting the nomination papers, a notice will be promptly sent to you stating whether or not your papers were valid. At 12 p.m. on Wednesday 05 April 2017, a notice of all candidates that stand validly nominated will be made public on the West of England Combined Authority website <https://www.westofengland-ca.org.uk/mayoral-election/> . There will also be a lot-drawing event for the Mayoral booklet.

4. Nominations: Deposits Required for Standing as a Candidate

- £5,000 deposit (may be forfeited depending on votes received)
- £1,500 Mayoral Booklet contribution (optional)

The deposits can be made using either cash (British pounds only) or by a UK Banker's draft.

To stand as a candidate a £5,000 deposit in cleared funds needs to be submitted between the first and last dates for returning your nomination papers. This deposit is forfeited unless you poll more than 5% of the total valid first preference votes cast in the combined authority area.

Each candidate may optionally pay a non-returnable contribution towards the cost of producing a booklet that is sent to every elector within the combined authority area. The booklet enables the candidate to submit a campaign statement (election address) as to why voters should vote for them. The contribution has been set by the CARO at £1,500. This price reflects the production cost of the candidate's share of the booklet. Candidates are not required to contribute to the cost of postage.

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5. Nominations: Nomination Papers

A set of nomination papers is available on the Combined Authority website (<https://www.westofengland-ca.org.uk/mayoral-election/>). It is advised that the whole of the main document be printed and returned.

6. Nominations: Access to the Electoral Register

Candidates may request a copy of the register once they are officially a candidate. Requests must be made in writing by completing the form which is available on the Combined Authority website. A separate request must be made to each of the three councils for their areas electoral register.

Register of electors within the authority area of:-	Contact Details
<ul style="list-style-type: none">• Bristol Council	electoral.candidates@bristol.gov.uk
<ul style="list-style-type: none">• Bath & North East Somerset Council	elections@bathnes.gov.uk
<ul style="list-style-type: none">• South Gloucestershire Council	electoral.services@southglos.gov.uk

Further details on this process, including when you are officially a candidate, are available on the Electoral Commission website.

7. Nominations: Helpful hints

- Make an appointment to have your nomination papers checked. This will reduce the possibility of them being rejected.
- When filling in names and elector numbers of the people subscribing your nomination papers, keep a separate record of the name and address of each of your subscribers. This means that in the event of a missing or incorrect elector number, the team can use the address to provide you with the correct elector number.
- Read the Electoral Commission guidance before completing your nomination paper (<http://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/combined-authority-mayoral-elections>).

8. Nominations: Legislation Changes

The Combined Authority Mayor nominations differ from other elections in a number of ways. Please ensure that you read the Electoral Commission guidance before completing the forms, particularly parts 2a and 2b.

<http://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/combined-authority-mayoral-elections>

- Under the final legislation, a candidate's subscribers are only valid if they appear on the register that is in force **on the date that the nomination is**

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delivered. This requirement is different from the subscriber requirements at other election types.

- Subscribers – your nomination form must be subscribed by two electors as proposer and seconder, and by 98 other electors, **including at least 10 subscribers from each relevant constituent council.** A constituent council at a combined authority mayoral election is either a county council that is wholly or partly within the combined authority area or a district council that is within the combined authority area. Where only part of a county council area is contained within the combined authority area, the subscribers must be registered in that part of the county council area that is contained within the combined authority.