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**Directions**

**By Road**  
**From London and the South:**  
Take the M1 North to Junction 19 and join the M6. Follow the M6 to Junction 2...

**From the South West:**  
Take the M5 North to junction 4A, join the M42 and then the M6 to Coventry (southbound). Leave the M6 at Junction 2...

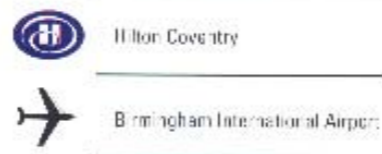
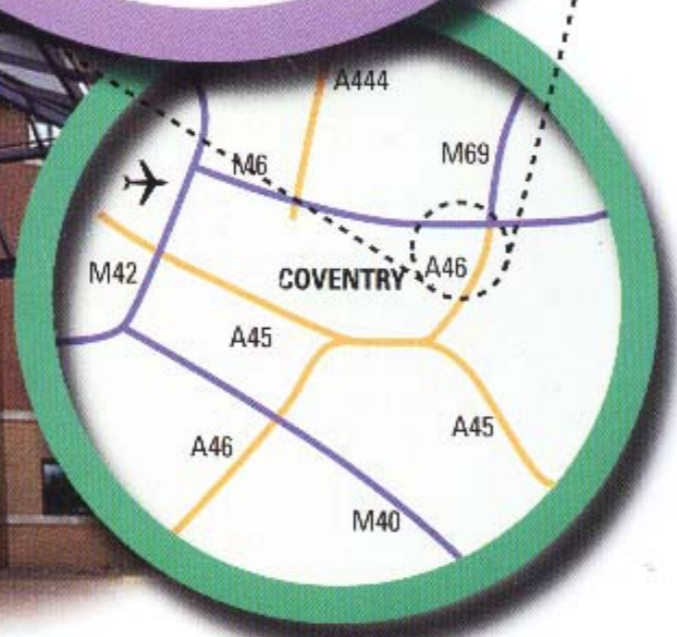
**From the North East:**  
Take the M1 South to Junction 21, then join the M69. Follow to the end of the M69, bringing you to Junction 2 at the M6 roundabout...

**From the North West:**  
Take the M6 South to Junction 2...

**At the M6 Junction 2 Roundabout:**  
Follow the signs to Coventry City Centre (A4600). At the roundabout, take the third exit into Eden Road. At the next roundabout, take the second exit into Paradise Way, leading into the car park of the hotel. Alternatively, double back on yourself at the main roundabout and turn left into the hotel entrance.

**By Rail:**  
Coventry Station is 10 minutes away by taxi.

**By Air:**  
Birmingham International Airport is 30 minutes away by taxi.



**Association of Electoral Administrators**

**2006 National Conference  
Electoral Administration  
- Delivering the Vision**

7th September 2006, Hilton Hotel, Coventry

Today's event generously sponsored by:



## The Conference Programme

9.00 a.m.	<b>Registration, exhibition stands and tea/coffee</b>	
9.50 a.m.	<b>Opening of Conference:</b> Welcome to the Conference The context for the day	John Turner (Chairman AEA) David Cowling (Chair of Conference)
10.00 a.m.	Keynote speech	Bridget Prentice MP, Under Secretary of State (DCA)
10.30 a.m.	The future of electoral administration in the U.K.	John Sills (DCA)
11.30 a.m.	<b>Coffee/Tea break Exhibition Stands</b>	
12.00 p.m.	Security and fraud including a case study	Stuart Hyde (ACPO) and Kate Sullivan (EC)
12.45 p.m.	<b>Lunch Exhibition Stands</b>	
1.40 p.m.	Advocating a vision, setting the standards	Sam Younger (EC) and Malcolm Dumper (AEA)
2.40 p.m.	<b>Coffee/Tea break Exhibition Stands</b>	
3.10 p.m.	2006 Pilots - what do they teach us for the future	Paul Docker (DCA), Tom Hawthorn (EC) and Andrew Colver (Rushmoor)
3.40 p.m.	Changes in legislation - the practical implications and support arrangements	Andrew Scallan (Manchester), John Turner (AEA) and Kate Sullivan (EC)
4.20 p.m.	Review of the Day/Questions	Led by David Cowling (Chair of Conference)
4.30 p.m.	<b>Close of Conference</b>	Bill Crawford (AEA)

### 13 ITW Envopak

ITW Envopak manufactures the Envoballot®, a collapsible and lightweight ballot box that offers tamper evident security. The unique design reduces storage space by up to 90% and has carrying handles to aid transportation. The heavy duty construction has a highly visible aperture to aid the partially sighted and has no sharp metal corners or rusty edges.

### 14 Equifax Plc

Equifax is a leading and trusted consumer and business information services provider. For businesses, we offer a range of solutions to help them manage credit risk and fraud and trade profitably. For consumers, we offer instant access to their credit information and advice to help them manage their personal finances.

### 15 Department for Constitutional Affairs

Department for Constitutional Affairs are responsible for the legislative framework for UK Parliamentary elections, European Parliamentary elections, and national referendums, including the franchise, registration, conduct and funding. We are also responsible for the conduct of local elections in England and Wales, and electoral modernisation and democratic engagement. We have a strong commitment to strengthening people's engagement with the democratic process.

### 16 Election Systems & Software/Unisys

Election Systems & Software (ES&S) is the most experienced provider of election management solutions including touch-screen/kiosk systems, e-counting solutions, voter registration software and multi-channel voting platforms. Unisys is a world leader in the design, delivery and implementation of secure IT solutions globally, with more than 50 years delivering secure technology to governments worldwide. Together, the ES&S/Unisys partnership offers UK authorities unrivalled experience and expertise, with a choice of secure, proven and dependable election innovations.

### 17 Print UK

Print.uk.com offers full security and commercial printing solutions for both National and Local Elections we can assist you with all your election printing requirements, providing: Registration Forms, Polling Cards, Information Leaflets, One Piece Mailers (OPM) and Ballot Books. Our unique OPM conforms to all DCA and Royal Mail guidelines.

### 18 Formpro Mail Marketing Ltd

Formpro Mail Marketing is an established provider of critical print and personalisation solutions to local government across the UK. A supplier of integrity and vision, we provide innovative data, print and mailing solutions for critical documents. Trusted by our clients because of our people, service, capacity and total in-house production capability.  
[www.formpromm.co.uk](http://www.formpromm.co.uk)

For the past three decades, the company has been providing election solutions to local, electoral authorities in 15 countries. Our portfolio of products and services implements multiple technologies including our Ballot Counting solution. Indra's e-Counting solution automatically processes voted ballots providing minimum processing time and maximum accuracy.

### 8 Royal Mail

Come and discover how Royal Mail can make your life easier. Whether you are distributing A forms and Poll cards, using the latest technology to compile your electoral roll in record time, or offering full postal voting, we can help you boost voter turnout and improve efficiency. Visit us on stand 8.

### 9 Pakflatt [UK] Ltd

Pakflatt are elections solutions experts. We have successfully provided a comprehensive election solutions service for the last 20 years to election administrators throughout the United Kingdom, Northern Ireland, Republic of Ireland and numerous emerging democracies. We have distribution in North America, Africa and Europe with an office in Hong Kong.

### 10 Electoral Reform Services

The principal provider of electoral services to local authorities across the UK. ERS design and produce canvass materials, election stationery and postal voting packs for authorities of all sizes and offer a range of innovative postal vote issue solutions. ERS have considerable experience of co-ordinating electoral pilots and are also the leading provider of telephone and internet registration systems.

### 11 DRS Data Services Ltd

As e-Counting specialists with an unrivalled worldwide reputation in fast, accurate and secure solutions, DRS will be providing its sophisticated electronic counting technology, designed to read and recognise both 'X' mark ballot papers and hand printed characters, to local authorities wishing to automate the complex processes for the Scottish Parliament and Local Authority elections in May 2007.

Visit the DRS stand for more information.

Tel: +44 (0)1908 666088, Fax: +44 (0)1908 607668, elections@drs.co.uk, www.drs.co.uk

### 12 Smith & Ouzman Ltd

Smith & Ouzman has a reputation for quality, service and integrity which is trusted world-wide. We print and supply Post&Vote postal ballots, conventional ballot papers, poll cards, registration forms and most stationery items required for Elections. Our complete in-house production capability includes design, printing, personalising and mailing. Please contact our Customer Service Department for further details on a confidential and secure service.

## Chairman's welcome

I am delighted to welcome you to the Association's 3rd National Conference. We resurrected the Conference last year after a gap of several years and had a very successful event at Reading. Feedback from the event persuaded us that we should organise the National Conference on an annual basis and we have moved the venue to the Midlands for this year. I am sure that this Conference will be just as stimulating and challenging as last year's.

Certainly, the effect of the Electoral Administration Act will be keenly felt within the profession over the coming months and the exciting programme for today's Conference will hopefully allow you to leave here with a better idea of what lies ahead as we confront the various changes arising from the new legislation. The programme has been prepared on the basis of providing you with as much information as possible about what lies ahead and allowing you to be able to positively deal with the many changes that will be faced in the registration of electors and the conduct of elections over the next 12 months or so.

I would personally wish to place on record the Association's thanks to my colleague Directors and to Bill Crawford's team in particular for their sterling work in making this Conference possible. Equally, our thanks are due to the Conference Chairman, David Cowling, and all our guest speakers for so readily agreeing to speak today and for giving up their time to be with us at this event. I am particularly grateful to the Minister, Bridget Prentice, for agreeing to make the keynote speech this morning and we look forward to hearing what she has to say, particularly now that she has successfully steered the Act on to the statute book. We are also grateful to her for so readily agreeing to meet us on a regular basis to discuss matters of mutual concern within the electoral world.

Our thanks are also due to our commercial colleagues who support us by taking exhibition space and providing sponsorship of today's event. The exhibition will provide an interesting focal point in parallel to the plenary sessions today. Similarly to Annual Seminar held earlier this year, it is a measure of the interest in our activities that we have sold out in terms of exhibition spaces at this event. Please take time to support our exhibitors by visiting their stands within the exhibition.

I sincerely hope that you will enjoy the National Conference and that you will take full opportunity of what it has to offer. I also hope that what you take away from this Conference will assist your work in the coming months and help you to face the future challenges for electoral administration in this country.

John Turner  
Chairman  
September 2006

### David Cowling, Chair of Conference

David has worked in Whitehall, Westminster and local government. For 11 years he was ITN's Political Analyst before joining the BBC in 1999 as Editor of BBC Political Research. Specialising in opinion polls and elections, he and his team provide briefings for all BBC journalists and programmes. He has also been an election observer in Serbia, Croatia, Montenegro and Macedonia.



### Bridget Prentice, MP, Under Secretary of State

Bridget Prentice was appointed as Parliamentary Under-Secretary of State at the Department for Constitutional Affairs on 9 May 2005.

She was rector's assessor at Glasgow University (1972-3), became a teacher at London Oratory School in 1974 and Head of Careers in 1984.

In 1986 she became Head of Careers at John Archer School. Bridget was elected Member of Parliament for Lewisham East in the 1992 General Election.

She was Parliamentary Private Secretary to the Minister for Trade between 1998-99 and then to the Lord Chancellor from 1999-2001. She was also a Member of the Home Affairs Select Committee between 2001-2003 and a Government Whip until April 2005.



### John Turner, Chairman AEA

John Turner retired in October 2003 as Deputy Chief Executive and Director of Public and Support Services at Norwich City Council. In the latter capacity, he was the Electoral Registration Officer and Returning Officer for the City. He has been involved in elections for well over 20 years and has been involved in training in this area of work for the last 15 years or so. John is Chairman and a Life Vice-President of the Association of Electoral Administrators and was a member of the Howarth Working Party on Electoral Procedures which provided the recommendations leading to the range of reforms to Britain's electoral system since 1997. He is also the Chairman of the AEA's Qualification and Examining Boards and was the Project Director for the national training project provided by the Electoral Commission for the European Parliamentary Elections in June 2004. He is Chairman of Electoral Reform International Services Ltd. which provides democratisation and electoral services around the world. He runs his own consultancy business specialising in management and electoral administration services and, as such, undertakes various projects both in the U.K. and overseas.



## 1 & 2 The Electoral Commission

We are an independent body that was set up by the UK Parliament. Our mission is to foster public confidence and participation by promoting integrity, involvement and effectiveness in the democratic process.

## 3 Scytl Secure Electronic Voting

Scytl is a European company specialized in application-level cryptography and a worldwide leader in the development of secure e-government and e-voting solutions. Scytl was formed as a spin-off from a leading University research group on e-voting security and has numerous international awards including the 2005 IST Prize granted by the European Commission to best technology companies in Europe.

## 4 Print Image Network Ltd

The award winning supplier of postal vote packs, ballot papers (including large print & Braille) and poll cards (with or without maps). Our postal vote methods are proven to provide an 80% response and are ideally suited to local and combined Elections. Efficiency, reliability and professionalism.

## 5 Opt2Vote

OPT2VOTE is a world leader in the delivery of elections and the development of innovative software solutions designed specifically to improve the electoral process. Our success is driven from election proficiency coupled with our unique suite of election systems and software.

• iDTV Voting • Mobile Voting • Postal Voting • Electronic Counting • Electronic Scanning

We provide a fully managed election service, including:

• Election Management • Education • Promotion and Awareness • Extensive Training

## 6 Postal Vote Solutions Ltd

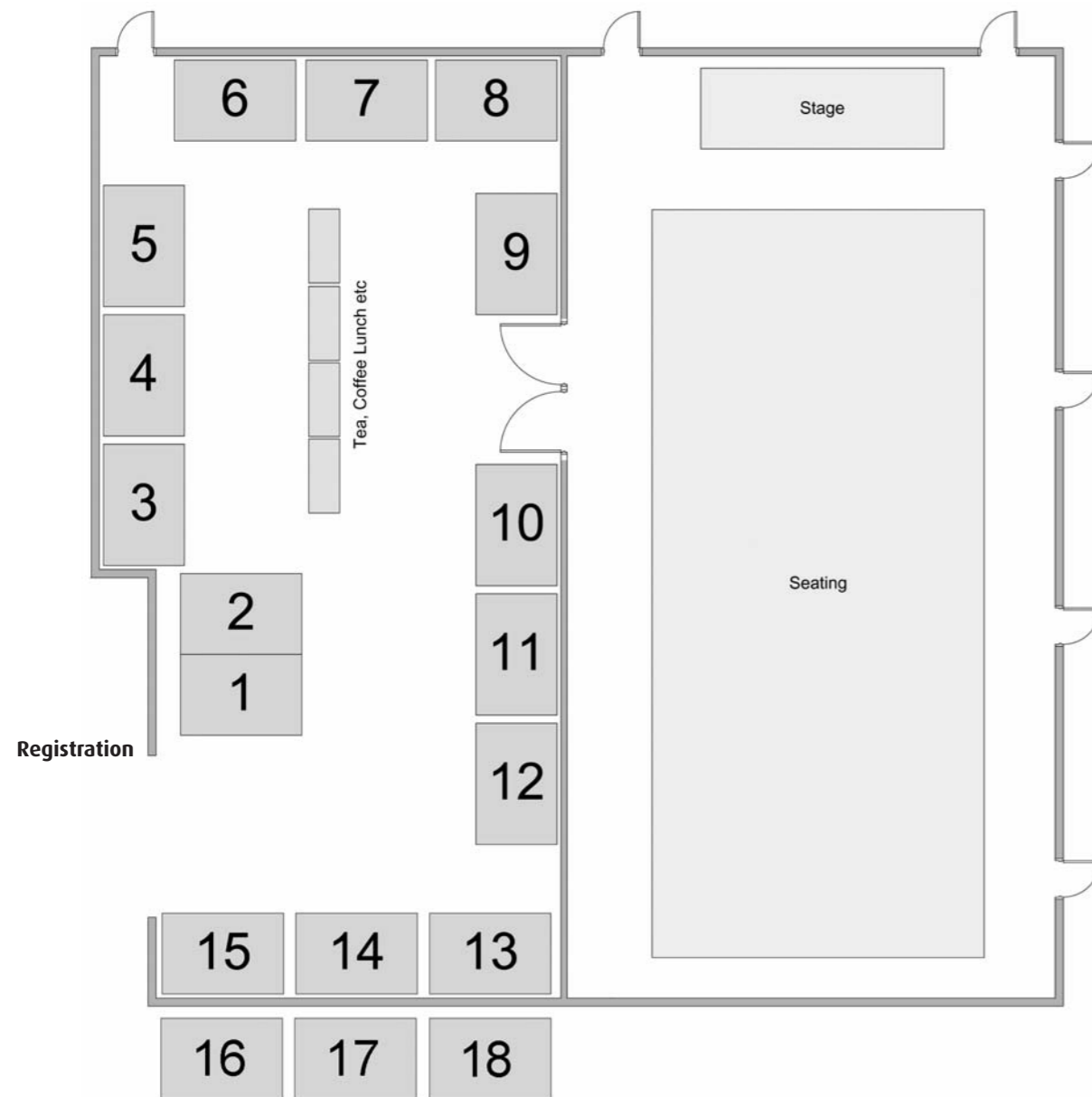
Postal Vote Solutions are specialists in providing a dedicated service to organisations requiring time critical ballot solutions, individually planned, whilst adhering to stringent codes of conduct. From the initial design through to print production you can be assured that we will provide a comprehensive and water-tight service with all the required technical and handling facilities under one roof.

Visit our stand to arrange a free consultation on how your organisation can benefit from our experience.

## 7 Indra Sistemas

Indra is a long established IT and Defence Systems Company with headquarters in Spain and a strong international presence.

## Exhibitor Details



### Exhibitors at this event

We are grateful to the following exhibitors for supporting this event.

- |       |                                |    |                                       |
|-------|--------------------------------|----|---------------------------------------|
| 1 & 2 | The Electoral Commission       | 11 | DRS Data Services Ltd                 |
| 3     | Scytl Secure Electronic Voting | 12 | Smith & Ouzman Ltd                    |
| 4     | Print Image Network Ltd        | 13 | ITW Envopak                           |
| 5     | Opt2Vote                       | 14 | Equifax Plc                           |
| 6     | Postal Vote Solutions Ltd      | 15 | Department for Constitutional Affairs |
| 7     | Indra Sistemas                 | 16 | Election Systems & Software/Unisys    |
| 8     | Royal Mail                     | 17 | Print UK                              |
| 9     | Pakflatt [UK] Ltd              | 18 | Formpro Mail Marketing Ltd            |
| 10    | Electoral Reform Services      |    |                                       |

### John Sills

John Sills is head of the Electoral Policy Division in the Department for Constitutional Affairs in the United Kingdom. Amongst other things, the DCA is the lead department for electoral modernisation, including e-voting. It also has the national lead for democratic engagement and e-democracy and is currently running a number of innovative projects looking at new ways of promoting dialogue between the citizen and the state.

John began his career in the 1980s working for British Petroleum as an economist and in merges and acquisitions. He joined the Civil Service in 1992 and worked for the Cabinet Office before joining the Lord Chancellors Department (which became DCA). He has worked on legal aid policy and in the Court Service before taking on the electoral portfolio.



### Stuart Hyde, Assistant Chief Constable

Stuart was born in Bristol. Studied Law at Birmingham University. In 1983 joined Avon & Somerset Constabulary. In 1997 promoted to Detective Superintendent in West Yorkshire Police and managed Crime departments. He moved to a SIO role in Bradford and later a Divisional Commander before transferring to manage Training.

Vice President of Hi-Tech Crime Consortium and Director of Society for the Policing of Cyberspace.

He is also deputy director of the charity 'Bullying Online' ([www.bullying.co.uk](http://www.bullying.co.uk)), which is dedicated to the prevention of bullying in schools.

He is now Assistant Chief Constable, Crime in West Midlands Police and Chair of the National DNA Operations Group.



### Kate Sullivan

Kate Sullivan directs the Electoral Commission's work across a range of electoral administration issues, including training and support for electoral administrators and the development of the profession; formulating and advocating strategies for the prevention and detection of electoral fraud and malpractice and efforts to increase electoral participation through improved service delivery. She has 10 years of electoral experience in various countries and previously worked at the International Institute for Democracy and Electoral Assistance in Stockholm and at the Australian Electoral Commission.



### Sam Younger

Sam Younger joined the Electoral Commission as its first Chairman after a career spanning twenty years at the BBC, most recently as Managing Director of BBC World Service from 1994-98. He was Chief Executive of the British Red Cross, responsible for its work both in the UK and around the world from 1999 - 2001. He is involved in a range of other activities including chairing the Quality Assurance Agency for Higher Education and chairing the governing body of the University of Sussex.

While having no personal history of party affiliation, politics runs in the family. His father was a Labour MP and Minister in the Labour Government of 1945-51, while more recently his cousin was a Cabinet Minister during Margaret Thatcher's Conservative administration.



### Malcolm Dumper

Malcolm has been involved in the organisation of elections since 1976. He recently retired from Southampton City Council but has been retained as a consultant to work on future elections. He has held various positions in the AEA and is currently the Executive Director for Policy and External Affairs. Malcolm has been closely involved with Officers of the Department for Constitutional Affairs and Electoral Commission ensuring the views and opinions of electoral administrators are taken into account throughout the current modernisation agenda.



### Paul Docker

Paul Docker has worked within the legislative, courts and policy areas of central Government for over 15 years. He worked directly on electronic innovations for the issue of court proceedings and legislative information portals, before moving to the Electoral Policy Division in August 2003. Paul led the work on the June 2004 all-postal ballot pilots before taking on the overall Electoral Modernisation Programme for the Department of Constitutional Affairs in April 2005. The pilots at the elections in May 2006 were part of this programme and it is intended these will be followed up with further piloting in May 2007.



### Tom Hawthorn

Tom Hawthorn is a Policy Manager at the Electoral Commission. Tom and his team are responsible for managing the evaluation of local electoral pilot schemes, and supporting the Commission's work on electoral modernisation issues.



Tom has worked with the Electoral Commission in its Policy team since it was established in spring 2001. Prior to joining the Commission, he worked on boundary reviews at the Local Government Commission for England. One of his proudest achievements was being awarded a Certificate in Electoral Administration by the AEA in 2002.

### Andrew Scallan

Andrew Scallan is a Deputy Returning Officer and Head of Statutory Services at Manchester City Council. He has worked in elections since 1983 and is an honorary member of the AEA, having served as Honorary Secretary and Vice Chairman. Andrew is a former joint editor of 'Schofield's Election Law' and has been a trainer and consultant in this country and in emerging democracies. He represents the North West on the Training Strategy Advisory Group of the Electoral Commission and assisted Manchester's Chief Executive, Sir Howard Bernstein in the trial of regional coordination in the North West at the May 2006 elections.'



### Andrew Colver

Andrew has worked in local government for over 20 years, most of this time with Rushmoor Borough Council. He has worked in a number of areas, including community safety, community planning and committee administration. He currently heads a wide-ranging service which includes maintenance of the Council's property portfolio, facilities management and all aspects of democratic support.



Andrew has led Rushmoor's elections team for some ten years and has been instrumental in its modernisation. Rushmoor was one of the electoral pilots in 2003 when it trialled internet voting, and also in 2006 when it piloted early voting. The Council is also carrying out work with the local military authorities on service voting and registration.

## AEA Annual General Meeting and Seminar 2007

The Association's Annual General Meeting and Seminar will be held at the Hilton Metropole Hotel, Brighton from Sunday 25th February until Wednesday 28th February 2007.

There will be an interesting and stimulating programme of plenary and workshop sessions together with a number of lively social events.

Full details and booking forms will be sent to members later this month. Book early to avoid disappointment as places are limited at this very popular venue.