



The Verification and Count



Aim	This one-day course provides attendees with an understanding of the legal requirements governing the verification and count and provides examples of good practice to help them run it effectively.
Objectives	<ol style="list-style-type: none">1. To ensure attendees understand the scale and complexity attached to managing the verification and count.2. To create awareness of key planning and risk management considerations.3. To provide attendees with a detailed understanding of individual verification and count processes, as well as different counting methods.4. To provide good practice tips and promote exchanges of ideas by giving attendees an opportunity to share what has (or hasn't) worked for them in the past.
Audience	This course is for anyone wanting a detailed understanding of election counts, including electoral services managers, as well as people who may have been given responsibility for specific aspects of the verification and count.

Course Overview	<p>This course will focus on first-past-the-post elections with single or multi-member vacancies. It does not cover the count at elections run under a different voting system, such as the supplementary vote, which is used at mayoral and PCC elections.</p> <p>The Course will be delivered using a mixture of presentational material and practical exercises and with reference to example documentation and official guidance.</p> <p>Group discussion will also take place during the day to facilitate the exchange of knowledge, experience and ideas.</p> <p>Course notes will be provided.</p> <p>Each course runs from 10.00 until 16.00 with breaks for lunch as well as tea and coffee.</p>	
Dates and Venues	7 March 2019	Camden -Crowndale Centre
Dates and Venues	13 March 2019	Coventry
Dates and Venues	25 March 2019	Preston
Cost of Attendance	First delegate	AEA member – £275 (plus vat)
Cost of Attendance		Non-member – £358 (plus vat)
Cost of Attendance	Second and subsequent delegates from the same Authority*	AEA member – £138 (plus vat)
Cost of Attendance		Non-member – £179 (plus vat)
<p>Non-members wishing to join the Association may download a membership application at www.aea-elections.co.uk/join</p>		
<p>*If delegates from the same Authority wish to attend this course on different dates/at different venues please indicate clearly on the booking form.</p>		
<p>If you cannot attend a substitute may attend in your place, otherwise the following cancellation charges apply:</p> <ul style="list-style-type: none"> • Less than two weeks before the event 100%. • Less than four weeks before the event 60% • More than four weeks before the event £20. <p>If for any reason within the control of the AEA, a course is cancelled a full refund or credit will be made.</p>		