



AEA Canvass Reform Focus Day



Preparing for 2020

Hilton Birmingham Metropole

Monday 9 September 2019

9.30 – 16.00

Overview of the day

In 2020 the way in which the annual canvass is conducted is being transformed in order to reduce the administrative burden on EROs and make the process more citizen focused.

The 2019 AEA Canvass Reform Focus Day will give members the opportunity to consider the changes, look at how best to prepare for them and think about how they will canvass from July 2020.

The agenda will include –

- Confirmation of the final policy positions after the required consultation with the Electoral Commission
- Clear timelines on next steps to 2020
- Practical advice on how the reformed canvass will work
- Detailed information on the three routes EROs can take to canvass and the new options for contacting households
- Good practice in relation to data mining and data matching
- How the Electoral Commission plans to help and support EROs to implement and deliver canvass reform. This will touch on the Commission's work in relation to guidance, voter materials / registration form design and performance standards
- Provision of resources and guidance, with key contacts available
- A Question and Answer session on all elements of canvass reform

There will also be plenty of opportunity to talk with suppliers and network with colleagues from around the country.

The Cabinet Office are supporting this event and providing one free place to each Local Authority or Shared Service and Valuation Joint Board in Great Britain.

Closing date for applications will be **Friday 30 August 2019**

Delegate Fees (excluding VAT):	Cancellation
<p><i>First Delegate</i> – Free including refreshments, lunch and all Seminar documentation. <i>Subsequent Delegates from the same Authority</i> – £140 including refreshments, lunch and all Seminar documentation. If you wish to stay the night before the cost will be: - Bed & Breakfast £100 Dinner, Bed & Breakfast £115</p>	<p>If you cannot attend, a substitute from your authority may attend in your place. Otherwise the following charges will be payable: - Less than 4 weeks before the event – 100% Less than 6 weeks before the event – 60% More than 6 weeks before the event – £50</p>
Venue:	Confirmation
<p>The Association is using the Hilton Birmingham Metropole venue. The Association has secured 150 bedrooms at the hotel and these will be allocated on receipt of payment. Free onsite car parking is available.</p>	<p>Delegates will receive a booking confirmation on receipt of the application form and the Focus Day programme at the end of August 2019.</p>
How to Register:	Conditions
<p>Please complete the booking form and send it with your payment to: AEA Bookings, Electoral Services, Room 3.17, Corporate Services Directorate, Sunderland City Council, Sunderland, SR2 7DN Tel: 0191 561 1144 Closing date for applications is Friday 30 August 2019</p>	<p>Delegates will be responsible for paying for any damage caused by them to the hotel or Focus Day venue premises and for any extra hotel costs such as newspapers, telephone calls, etc.</p>
Special requirements	
<p>If you have any special dietary needs or require any assistance, please complete the relevant parts of the booking form.</p>	<p>It may be necessary for reasons beyond the control of the organisers to reschedule or cancel the event. If so, delegates will receive a refund or credit where applicable.</p>