



The Verification and Count

Aim

This one-day course provides attendees with an understanding of the legal requirements governing UK poll verifications and counts, providing examples of good practice to help you run them effectively.

Objectives

1. Ensure delegates understand the scale and complexity of managing the verification and count.
2. Create awareness of key planning and risk management considerations.
3. Provide delegates with a detailed understanding of individual verification and count processes, as well as different counting methods.
4. Provide good practice suggestions and promote exchange of ideas by giving delegates the opportunity to share what has or hasn't worked for them in the past.

Who is this course for?

Anyone who wants a detailed understanding of election counts, from electoral services managers to people who may have been given responsibility for specific aspects of a verification and count.

Course overview

We will focus on first-past-the-post elections with single or multi-member vacancies, but will also give some understanding of the single transferable vote used at Scottish local elections.

The course will be delivered using a mixture of presentation material and reference to example documentation and official guidance.

Discussion will be encouraged to enable you to exchange knowledge, experience, and ideas.

You will be provided with a course pack prior to the course.

Each course runs from 10.00 until 16.00.

Dates and venues

23 January 2024	Online – via Microsoft Teams
19 February 2024	Online – via Microsoft Teams
20 March 2024	Online – via Microsoft Teams

Cost

First delegate	AEA member – £250(plus vat)
*Subsequent delegates from the same authority	AEA member – £125 (plus vat)
Non-member	Non-member – £312.50 (plus vat)

Non-members who would like to join the Association can apply for membership online at www.aea-elections.co.uk/join

*If delegates from the same authority would like to attend this course on different dates/at different venues please clearly indicate this on the booking form.

Terms and conditions

Cancellation

If you cannot attend, a substitute may attend in your place. Otherwise the following charges will apply:

- Less than two weeks before the event 100%.
- Less than four weeks before the event 60%
- More than four weeks before the event £20.

If for any reason a course is cancelled a full refund will be made. No payment for delegate costs that may have been incurred would be reimbursed.

Non-Attendance

Non attendees are liable for full payment of the event. This includes face-to-face and online training.

If attendees have any concerns regarding connectivity they can email training@aea-elections.co.uk to arrange a pre course test.

[Find out more about our full range of training courses and professional qualifications on our website](#)