

Guidance for prospective candidates in the

Older People's Council

Election June 2011

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Election overview

Members of the Older People's Council (OPC) are elected by older people living in Brighton & Hove. Older people aged 60 years or over and resident in the city can stand in the election. Elections for the OPC take place every 4 years around the time of the elections for the local city council. The last election for a full Older People's Council took place in June 2007.

For the purpose of the OPC election Brighton & Hove is divided into 9 electoral zones. Each zone is based upon a group of 2 or more wards. Each zone elects one member to the OPC. The person who receives the most votes from within the zone is elected onto the OPC.

All older people eligible to vote in the election will receive a postal ballot. To date there are just over 28,000 older people across the City who have registered to vote.

Election timetable

Older People's Council Elections 30 June 2011

Publication of Notice of Election
Friday 13 May

Briefing for Prospective Candidates
Friday 20 May, 2pm – 4pm Room 1,
Hove Town Hall, or
Monday 23 May 10am – 12 noon
Council Chamber, Brighton Town Hall

Close of the Receipt of Nominations
Thursday 26 May – noon

Publication as to Statement of Persons
Nominated Tuesday 31 May – noon

Last day for Withdrawal of Candidature
Wednesday 1 June – noon

Publication of Notice of Poll
Wednesday 15 June

Last day for receipt of applications to change
postal ballot addresses and proxy details
Wednesday 15 June – 5pm

Issue of Postal Votes
from Thursday 16 June

Close of Poll
Thursday 30 June – 5pm

Count
Friday 1 July – 10am
Hove Town Hall



Brighton & Hove
Older People's Council



Brighton & Hove
City Council

Who can stand for Election?

Candidates in the OPC election must be:

- aged 60 years or over
- resident in Brighton & Hove City
- on the standard Electoral Register for Brighton & Hove City
- a British, Commonwealth or European Union citizen

You cannot stand for election if you are:

- not on the Electoral Register for Brighton & Hove City
- an elected member of Brighton & Hove City Council
- employed by Brighton & Hove City Council
- An elected officer in a political party or political association (e.g. chair, vice-chair, secretary). You will still be able to stand for election to the OPC if you hold an honorary position or are an ordinary member of a management group of a political party

Becoming a candidate A step by step guide

1 Choose a zone

To make sure that older people from all parts of the city are represented on the OPC the city is divided into 9 electoral zones. Each zone is made up of 2 or 3 electoral wards. Older people in each of the 9 zones elect one member to the OPC.

As long as you are a resident of Brighton & Hove you can stand for election in any 1 of the 9 zones – it is not necessary to live in the zone that you choose. In the past candidates have stood for election in zones in which they do not live because they simply wish to serve the community.

There is a list of all the 9 zones on the last page of this leaflet.

2 Ask for a candidate pack including nomination papers

From Tuesday 3 May onwards Candidate Packs will be available from the OPC Office at King's House, Hove. Please phone 01273 295101 leaving your name and address, or send an email to olderpeoplescouncil@brighton-hove.gov.uk

The pack will include:

- 2 Nomination papers (1 issued as a spare copy)
- 2 Declaration forms
- A form on which to submit your Personal Statement
- The Constitution and Code of Conduct for the OPC
- The Annual Report 2009/2010 and an OPC leaflet
- These Guidance Notes

3 Complete your nomination paper

Your nomination paper must be signed by 10 older people. Each of these people must be:

- resident in the electoral zone in which you intend to stand
- aged 60 years or over
- on the Electoral Register for Brighton & Hove City

4 Complete the declaration forms

Included in your candidates pack will be 2 declaration forms. You must sign and return both of them, along with your nomination paper, to the Electoral Services Office in the envelope provided.

One of the declaration forms is provided for you to record your consent to nomination as a candidate and confirms that you are:

- aged 60 years or over
- are resident in Brighton & Hove City
- on the Electoral Register for Brighton & Hove City

The other declaration form confirms that you:

- have received a copy of the constitution and code of conduct of the OPC
- have read the constitution and code of conduct
- agree to abide by the terms and conditions of the constitution and code of conduct if you are elected to the OPC

(Note: the OPC constitution and code of conduct will be issued with the candidates pack)

5 Prepare a personal statement

Your personal statement will be the main source of information for voters in the election. Every older person eligible to vote in the election in the zone in which you stand will receive a copy of your personal statement with their ballot papers.

When writing your statement you may wish to include information that describes:

- past experience and achievements that illustrate how you will be an effective member of the OPC
- what you want the OPC to achieve for older people in Brighton & Hove over the next 4 years

Your personal statement must be no longer than 150 words.

6 Return your nomination forms

You have until **12noon on Thursday 26 May** to get your nomination papers and other documents to the Returning Officer at the Electoral Services Office, Brighton Town Hall. It is recommended that you do not leave this until the very last minute. If you return your papers early staff in the Electoral Services Office will check that they are in order and if they are not in order you may still have time to make necessary corrections.

Your election campaign

There are almost as many different styles of election as there are elections. The elections for the OPC are not like the general elections or local council elections that you will be familiar with. In these sorts of elections candidates have election agents, they are allowed campaign expenses and often have the backing and support of political parties or organisations with supporters who undertake canvassing and leafleting on their behalf.

The OPC is a non-party political body and the constitution of the OPC prohibits interference in the election process by any political party. This means that local parties are not allowed to promote or campaign on behalf of individual candidates.

You will have an opportunity to persuade the electorate to vote for you by way of your personal statement. Your statement as well as the statements of all the other candidates standing in your zone will be sent to everyone eligible to vote for you. Voters will be making their decision based upon the way you describe your past experience and achievements and your vision for the OPC.

In the OPC elections candidates are not allowed campaign expenses nor are they allowed to publish and distribute material designed to promote their own candidature. This is to ensure that any older person living in Brighton & Hove can take part in the election on an equal footing regardless of financial circumstances.

All candidates will be provided with material that generally promotes the OPC and the OPC elections.

The 9 OPC Zones

Each OPC zone is based upon a group of 2 or more wards. Below is a list the zones that the elected OPC members will represent.

Electoral zones

Zones made up of the following wards

Zone 1 Rottingdean Coastal, and Woodingdean

Zone 2 East Brighton, and Queen's Park

Zone 3 Hollingdean & Stanmer, and Moulsecoomb & Bevendean,

Zone 4 Hanover & Elm Grove, Preston Park, and St Peters & North Laine

Zone 5 Patcham, and Withdean

Zone 6 Brunswick & Adelaide, Goldsmid and Regency

Zone 7 Hangleton & Knoll, and Hove Park

Zone 8 North Portslade, South Portslade, and Wish

Zone 9 Central Hove, and Westbourne
