

NOTICE OF BY-ELECTION

Fife Council

Election of a Councillor Ward 13 – Glenrothes West and Kinglassie

1. A by-election is to be held to elect **one** councillor to the Glenrothes West and Kinglassie multi-member ward of Fife Council.
2. Nomination forms can be downloaded from the Fife Council website www.fife.gov.uk/by-election or by contacting the Election Office, Fife House, North Street, Glenrothes, KY7 5LT E: election.enquiries@fife.gov.uk T: 03451 55 55 11, Option 2. This office is open for the issue, and delivery of nomination papers on weekdays from 10am to 4pm (excluding bank holidays).
3. Completed nomination forms **must** be delivered to the Returning Officer at the above address on any weekday after the publication of this notice but **not later than 4pm on Tuesday 16 December 2025**.
4. Candidates/agents are requested to make an appointment for the delivery of nomination papers using the contact details above.
5. Candidates/agents may send completed nomination papers to election.enquiries@fife.gov.uk for an informal check prior to formal submission.
6. If more than one valid nomination is received, an election will be held, and voting will take place between **7am and 10pm on Thursday 22 January 2026**.
7. Applications to register to vote **must** reach the Electoral Registration Officer, Fife House, North Street, Glenrothes, KY7 5LT by **Midnight on Tuesday 6 January 2026**. Applications can also be made online at www.gov.uk/register-to-vote.

Postal or proxy voting

1. Any eligible elector may apply for a postal or proxy vote at this election.
2. Applications for new postal votes, amendments (including amending a postal vote to a proxy vote) or cancellations of existing postal or proxy votes **must** reach the Electoral Registration Officer, Fife House, North Street, Glenrothes, KY7 5LT by **5pm on Wednesday 7 January 2026**.
3. Applications to vote by proxy (not postal proxy), except for emergencies at this election **must** reach the Electoral Registration Officer, Fife House, North Street, Glenrothes, KY7 5LT by **5pm on Wednesday 14 January 2026**.
4. Applications to amend or cancel existing proxy arrangements **must** reach the Electoral Registration Officer at the address below by **5pm on Wednesday 7 January 2026**.
5. Applications to vote by emergency proxy at this election, i.e. made after **5pm on Wednesday 14 January 2026** must reach the Electoral Registration Officer, Fife House, North Street, Glenrothes, KY7 5LT by **5pm on Thursday 22 January 2026** on the grounds of:
 - a disability suffered after **5pm on Wednesday 14 January 2026** (or, for applicants who suffered a disability before the deadline, their disability meant that they could not reasonably have made an application in time)
 - work/service reasons. To apply on the grounds of work/service, the person must have become aware that they cannot go to the polling station in person **after 5pm on Wednesday 14 January 2026**
 - being detained in a hospital under the civil sections of the Mental Health (Care and Treatment) (Scotland) Act 2003; or
 - for Scottish prisoners serving a sentence of 12 months or less.
6. For advice on postal or proxy voting please visit our website www.fife.gov.uk/elections or contact us on T:03451 55 55 11, Option 1 or E: voters.roll@fife.gov.uk.

Signed: Ken Gourlay, Returning Officer

Dated: 9 December 2025