

ELECTORAL MANAGEMENT BOARD FOR SCOTLAND

ACTION NOTE: Friday 22 April 2016, 10.30am

CONFERENCE CALL

Present:

- **Board Members:** Mary Pitcaithly (MP Convener & RO), Malcolm Burr (MB RO), Pete Wildman (PW ERO), Roddy Angus (RA Scottish Government), David Martin (DM RO), David Miller (DM DRO/AEA Rep), Ian Milton (IM ERO SAA representative), Gillian Taylor (GT DRO/SOLAR rep)
- **Advisers:** Andy O’Neill (AON Electoral Commission), Alex Mowat (AM Scottish Government), Maria McCann (MMc Scottish Government), Rebecca Whyte (RW Scottish Government), Dougie McGregor (DMcG e-Counting Local Government Liaison), Mette Christensen (MC Electoral Commission), Jonny Mitchell (Electoral Commission), Stuart Matheson (SM Scotland Office) Stuart Galloway (SG DRO/ERO)
- **In attendance:** Chris Highcock (CH Secretary to the Board DRO), Fran Cattanach (FC Administrator)

		NOTE	ACTION
1.0/ 2.0	Admin/Note of Previous Meeting/Matters arising etc	<p>Apologies</p> <ul style="list-style-type: none"> • Andrew Kerr (AK RO) • Sally Loudon (SL RO) • Rachel Irvine (RI Scotland Office) • Joan Hewton (JH ERO) • Elma Murray (EM RO) • Louise Scott (LS Scottish Government) <p>New Board Member Gillian Taylor was welcomed as replacement for Gordon Blair, DRO/SOLAR representative.</p> <p>MP thanked everyone for giving up their valuable time.</p>	

		<p>ACTION: IM to consider how to provide this as keen interest from media as well as Scottish Government but there is no definite database available by age and residency.</p> <p>ACTION: AON requested discussion with EROs regarding the numbers to be given for media release for public interest a few days before SPE. ACTION: IM to inform AON about the level of duplicate registrations.</p> <p>EUR booklet available from 21 May 2016 onwards. IM suggested a public awareness message about the fact that once you are registered you stay registered (unless you change address).</p>	<p>IM</p> <p>IM</p>
<p>4.0</p>	<p>EU Referendum 23 June 2016</p>	<p>Update from Electoral Commission</p> <p>CCO Approach/Directions</p> <p>Guidelines have been circulated to COs as well as a survey which all COs had completed. EURMB due to take place w/c 9 May so MP will circulate any relevant information.</p> <p>Public Awareness</p> <p>Similar creative will be used to that of SPE 2016. Voter information and registration phases will be similar to those of SIR 2014. Vote Information flyer will be set out w/c 16 May. Overseas voter campaign underway with deadline for registration of 16 May.</p> <p>“Purdah”</p> <p>CH stated that a fact sheet has been published on Public Bodies which has been distributed to all Chief Executives. Discussion about the need to emphasise to SOLACE members what is and what is not purdah. Agreement that rules should apply at all times and for consistency to use Notice of Referendum rather than guidance from SOLACE. ACTION: MB to put something out from SOLACE Scotland and circulate to all COs and EMB Board.</p>	<p>MB</p>

		<p>Registration Issues</p> <p>IM confirmed that on track to write out to rejected postal voters from 16 May. Data needed from ROs at close of poll in order to do this. In March, the Second Interim Notice of Alteration was agreed for 3 June 2016 which will be common across Scotland. It was stated that there will be some unhappy overseas electors who will not receive their postal votes in time to be returned by 23 June 2016.</p>	
5.0	Scottish Local Government Elections 2017	<p>E-Counting 2017 Update from DMcG (circulated)</p> <p>MP encouraged nominations from any EMB member or colleague who is interested in joining e-Counting Project as replacement for Sally Loudon.</p>	
6.0	Other Electoral Events/ Issues	<p>DM made Board aware that there may be several by-elections in Glasgow area following SPE. IM suggested considering the extension of vacancy window to 6 months.</p>	
7.0	General Electoral Registration Issues	<p>Law Commission Interim Report</p> <p>Report published 4 Feb. Scottish Government aware of it and confirmed that there would be no formal response until after EUR. Working Group confirmed that they had looked at recommendations at last meeting and that it will be kept on agenda.</p> <p>ACTION: EMB to send response to First Minister and Westminster after EUR.</p>	MP/CH
8.0	EMB Role and Resources	<p>EMB Financial Statement</p> <p>DMcG reported that statement as at 31 March not ready yet. Small under spend which MMc agreed could be carried forward.</p>	
9.0	Regional Returning Officers' Group and associated meetings	<p>EAB/EURMB</p> <p>MP will be attending teleconference meeting on 18 May and weekly thereafter until</p>	

		<p>EUR.</p> <p>It was noted that attendees from any meetings are disseminating any relevant information to members.</p>	
10.0	Scottish Parliament Political Parties Panel	No issues to note.	
11.0	AOB	<ul style="list-style-type: none"> • Vacancy for EMB <p>Sally Loudon has resigned from the EMB so MP will begin recruitment process. ACTION: MP to reply to resignation letter thanking Sally for her contribution. MP will ask for interest at next SOLACE meeting. ACTION: MB to add to SOLACE agenda.</p>	<p>MP MB</p>
12.0	Date of Next Meeting	27 May 2016	
<p>Date of future meetings: 27 May 2016, 26 August 2016 and 30 September 2016</p>			