



AGENDA ITEM 7

CENTRAL SCOTLAND VALUATION JOINT BOARD

Subject: Electoral Registration Update
Meeting: Central Scotland Valuation Joint Board
Date: 28th September 2018
Author: Pete Wildman, Assessor & Electoral Registration Officer

1.0 INTRODUCTION

- 1.1 This report is to update the Board on Electoral Registration work that has been carried out
- 1.2 The report also provides an update on ongoing and future work

2.0 REGISTER OF ELECTORS

- 2.1 The Register at 1st December had 230,435 Local Government Electors. The Electoral Commission has advised that I met their performance standards in 2017
- 2.2 The annual canvass is currently underway, the first issue of Household Enquiry Forms (HEFs) took place in early July. I am required to ensure that every residential property in the Board's area receives a paper HEF. There are approximately 140,000 residential properties in my area. I am also obliged to issue at least two reminders and ensure that any non-responding households receives a visit from a member of staff to encourage a response. The household enquiry phase must be completed by 1 December each year
- 2.3 The purpose of the HEF is to establish what changes have occurred in each household. It is not a registration form. If new names are added to the form we have to individually invite the new people to register. If names are scored off then we have to make further enquires before a person is removed from the Register.
- 2.4 The letter accompanying the form has been updated in line with revised Electoral Commission templates and the change in messaging has prompted a welcome channel shift to online/phone/text responses at 16 August this year we had 43,904 responses via this medium



compared to 36,596 last year. The overall return rate is similar to last year.

- 2.5 Six temporary canvassers have been appointed to supplement our two permanent canvassers and personal visits commenced during the week beginning 3rd September 2018. It is anticipated we will have the personal visits completed ahead of the 1 December deadline. For the first year we will be using tablets for the canvass to improve efficiency and reduce the use of paper.
- 2.6 Invitations to Register (ITR) are being issued as a result of the information being returned from the Household Enquiry Forms. Where possible these are issued by email and encourage an online response. ITRs are not only issued at canvass time but are issued throughout the year as data sources such as Council Tax information identify new occupiers. Like the HEFs I'm obliged to issue two ITRs and a personal visit must be carried out if no response has been received.

3.0 STAKEHOLDER ENGAGEMENT

- 3.1 The team work closely with the University of Stirling to promote registration amongst students. The team will have a stall at the Fresher's event as in previous years and we intend to do more registration promotion activity in November to coincide with the issue of Invitations to Register. We will also be attending events at the three Forth Valley College campuses.
- 3.2 There are regular meetings with the local authority education teams to promote registration in schools. We also work closely with the non-local authority schools. Any pupil who is not on the register receives a personal invitation to register.
- 3.3 Regular meetings are held with the election teams from the three councils. Whilst there are no planned elections, the three Councils will be reviewing their local polling districts and close liaison is necessary with the ERO.
- 3.4 We continue to visit care homes on a regular basis to ensure new residents are encouraged to register to vote



4.0 FUTURE WORK

- 4.1 The UK and Scottish Governments are looking at streamlining the canvass process to target those households that have changed composition over the course of the year, with a lighter touch for households showing no change. This is to be welcomed and as Chair of the SAA's Electoral Registration Committee I'm part of a small working group advising Cabinet Office and the Scottish Government.

5.0 RECOMMENDATION

- 5.1 Members are invited to consider and comment on this report.

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Pete Wildman
Assessor & Electoral Registration Officer
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