

Agenda

Electoral Management Board for Scotland

Friday 27 January 2012, 2:00pm

Boardroom, City of Edinburgh Council Headquarters
Waverley Court, East Market Street, Edinburgh ([map](#))

Ian MacKay Director of Scottish Affairs at Royal Mail & **David Anning** Logica eCounting Contract Manager will also be in attendance for parts of the meeting.

MEETING ADMINISTRATION

1.0 Apologies

2.0 Note of Previous Meeting (14 December 2011) *(circulated)*

2.1 Matters Arising

BOARD WORK PROGRAMME, POLICY & PLANNING

3.0 Preparation for Scottish Local Government Elections 2012

3.1 Legislation

3.1.1 Supplementary legislation *(update from Scottish Government)*

3.2 EMB Work Programme Update

3.2.1 Pre Election Period – Draft Guidance Material *(circulated)*

3.2.2 Direction on Count Timing *(draft circulated)*

3.2.3 Information in the Count Centre for Observers – update from Alex Thomson

3.3 E Counting

3.3.1 Printing Issues

3.3.1.1 Risks involved in the production and delivery of ballot papers

3.3.2 Training

3.3.3 Ballot Boxes

3.3.4 Adjudication – Doubtful Papers: Guidance from the Electoral Commission

**3.3.5 Recounts – Paper from Scottish Government eCounting Project
(circulated)**

3.3.6 contingency arrangements for count venue

3.4 Update from Electoral Commission

3.4.1 RO Performance Standards

3.4.2 Joint Briefings

3.4.3 Public Awareness

3.5 Postal Voting / Royal Mail issues

3.5.1 Timetable

3.5.2 Royal Mail Sweeps

3.5.3 Removal of *Walksort* and increased postal charges

4.0 EMB Administration

4.1 EMB Subgroups

4.1.1 Forms Group

4.1.2 Communication Network

5.0 Bulletin / Newsletter – future topics

INFORMATION

6.0 Regional Returning Officers' Group and associated meetings

(Papers available at <http://www.electoralcommission.org.uk/elections/elections-and-referendums-working-groups>)

6.1 Elections and Referendums Steering Group Agenda and Papers – Update
from Convener

6.2 Elections & Registrations Working Group Agenda and Papers – Update
from Secretary

7.0 Scottish Political Parties Panel 31 January 2012

7.1 Issues for future meetings

CONSULTATIONS

8.0 Consultations

8.1 Electoral Commission paper on the timing of election counts

9.0 Any Other Business

9.1 Electoral Commission Briefings for political parties & candidates on local government elections

9.2 Potential for Industrial Action

9.3 Official Mark *(to be tabled)*

9.4 Joint Candidates

10.0 Dates of Next Meetings *(circulated; aligned with SOLACE)*

24 February 2012

30 March 2012

20 April 2012

25 May 2012

29 June 2012

31 August 2012

28 September 2012

19 October 2012

16 November 2012

14 December 2012

Mary Pitcaithly,
Convener of the Electoral Management Board for Scotland