

<p style="text-align: center;">ELECTORAL MANAGEMENT BOARD FOR SCOTLAND ACTION NOTE: Thursday 30 March 2017 3pm TELECONFERENCE CALL</p>			
<p>Present:</p> <ul style="list-style-type: none"> • Board Members: Mary Pitcaithly (MP Convener & RO), Pete Wildman (PW ERO), David Martin (DM RO), Stuart Galloway (SG DRO/ERO), Ian Milton (IM ERO SAA representative) • Advisers: Gillian Taylor (GT DRO/SOLAR rep), David Miller (DMi DRO/AEA Rep), Stuart Matheson (SM Scotland Office), Dougie McGregor (DMcG e-Counting Local Government Liaison), Andy O’Neill (AON Electoral Commission), Maria McCann (MMc Scottish Government), Roddy Angus (RA Scottish Government), Mette Christensen (MC Electoral Commission) • In attendance: Chris Highcock (CH Secretary to the Board/DRO), Fran Cattnach (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) • Elma Murray (EM RO) • Malcolm Burr (MB RO) • Jim Savege (JS RO) <p>Note of Previous Meeting (28 February 2017) & Matters Arising The Action Note was accepted as an accurate record of the meeting.</p>	
3.0	Scottish Local Government Elections 2017	<p>Scottish Government Update</p> <p>MMc confirmed that all plans are in place and running smoothly.</p> <p>Electoral Commission Update</p> <p>MC gave an update on the guidance publications including Electoral Fraud and Guidance for the Count. DMi enquired about whether Form K on the EC website was</p>	

		<p>the second joint EC/EMB survey regarding polling and the count is due out on 3 April.</p> <p>AON confirmed that Police Scotland will update MP on Day of Poll of the high level national picture. There is currently low media interest but is expected to increase by May. The media will cover local stories of interest.</p> <p>AON, IM, CH and Richard Jordan (Electoral Commission) attended the SPOC Seminar on 8 March which was a very successful event. It was highlighted that there have been many personnel changes within Police Scotland. CH confirmed that there has been no change to the current threat level which remains at severe. There is no specific intelligence to elections and no enhanced security measures at present but if this changes then the Board will be notified.</p> <p>E-Counting Update</p> <p>Update given by Local Government Liaison Consultant, DMcG. 1300 people have now been system trained at Pentland House, Edinburgh or Aberdeen which has been well received. Online materials are available as well as refresher training from CGI in count week in count venues.</p> <p>DMcG reported that a Fact Sheet regarding reports to use at the Count will be distributed shortly. The CGI portal has been refreshed and will be kept up to date and will have each Q&A included. The summary of data collection following the Close of Nominations has been circulated. The majority of CGI equipment has arrived in Livingston (PCs, monitors and most of the servers).</p> <p>There was a discussion about the average number of candidates standing, breakdown of parties standing and gender balance within parties. MP stated that the system</p>	
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		training went very well, the Q&A from the Scottish Government is very useful and that there is a feeling that there is quite a high level of turnover of Councillors this year.	
4.0	Other Electoral Events/ Issues	MMc confirmed that there was no further update from the Scottish Government on the possibility of another Scottish Independence Referendum. The Board agreed that any notice for purposes like for booking venues would be appreciated. ACTION: MMc agreed to stress this point internally.	MMc
5.0	Regional Returning Officers' Group and associated meetings	<p>IM attended the Elections and Registrations Working Group meeting held on 9 March 2017 where Paul Docker gave an update on the Electoral Integrity Project. IM informed the Board that SAA had registered interest in the project. ACTION: CH to register interest on behalf of the EMB.</p> <p>IM informed the Board that Paul Docker had raised the point that there is potential for by-elections for the European Parliamentary Elections.</p> <p>IM noted that the deadline date for submitting feedback on the UK Anonymous Registration Policy Statement is 26 May 2017. IM and PW have spoken to MMC and RA about the Scottish Government's corresponding policy and it was agreed that the EMB and SAA would want to input to the policy. ACTION: FC to send link to the policy statement to the Board: https://www.gov.uk/government/publications/a-democracy-that-works-for-everyone-survivors-of-domestic-abuse</p> <p>The Cabinet Office would welcome input at the design stage of the Electoral Integrity Pilots from ROs and EROs: https://www.gov.uk/government/publications/prospectus-on-electoral-integrity-pilots-in-may-2018</p>	<p>CH</p> <p>FC</p>

6.0	Scottish Parliament Political Parties Panel	<p>No SPPP meeting has taken place since the last EMB meeting.</p> <p>Party Conferences Conferences are underway and all sessions have been well attended to date.</p>	
7.0		<p>EMB Funding CH stated that the Scottish Government had agreed to provide funding for 2017/2018 with the level of funding to be reviewed if a Scottish Independence Referendum is called within this financial year.</p>	
8.0	AOB	None	
9.0	Date of Next Meeting	21 April 2017 (to be confirmed whether this will take place by teleconference)	
Date of future meetings: 30 June, 25 August, 29 September, 27 October and 24 November			