



Elections Scotland

ELECTORAL MANAGEMENT BOARD FOR SCOTLAND

## Agenda

Friday 25 October 2013, 1:30pm

COSLA, Burns I Suite, Verity House, 19 Haymarket Yards

Edinburgh EH12 5BH

### MEETING ADMIN

- 1.0 Apologies /Note of Previous Meeting, 29 September 2013 (*circulated*) / Matters Arising**

### BOARD WORK PROGRAMME

- 2.0 European Parliamentary Elections May 2014**
- 2.1 Update from Cabinet Office/Scotland Office**
  - 2.2 Update from Electoral Commission**
  - 2.3 Update from Project Team**
    - 2.3.1 Outline Project Plan Key Dates**
    - 2.3.2 Count Collation**
    - 2.3.3 RRO Seminars Proposals**
    - 2.3.4 Draft Guidance from the Electoral Commission**
  - 2.4 Ballot Paper Printing**
- 3.0 Scottish Independence Referendum September: Legislation Progress *update from Scottish Government***
- 4.0 Fees and Charges Order Progress - *update from Scottish Government***
- 5.0 Scottish Independence Referendum : CCO Work Programme**
- 5.1 Overview**
    - 5.1.1 CCO Resources**
  - 5.2 Governance /Project Management**
    - 5.2.1 Risk Register (*circulated*)**

**5.2.2 Project Status Update** (*circulated*)

**5.3 Guidance**

**5.3.1 Progress Report on Guidance for Counting Officers** *oral update*

**5.4 Count Update**

**5.4.1 Timing of the Declaration of the Result – Issues Paper** - (*draft circulated*)

**5.5 Communications Planning**

**5.5.1 Meeting with Electoral Commission**

**5.5.2 Planning the Count Event**

**6.0 Bulletins / Website**

**7.0 Issues raised by the Election Teams across Scotland**

- 7.1 *Will there be a direction on the maximum number of voters allocated per station / staff numbers? (Aberdeenshire)*
- 7.2 *Concern about Printing of Euro Ballot Papers – printer could not cope with large number at this size. (Shetland)*

<b>INFORMATION</b>
--------------------

**8.0 Individual Electoral Registration** - *Update from Cabinet Office*

**9.0 Regional Returning Officers' Group and associated meetings**

**9.1 Elections and Referendums Steering Group / UK Electoral Advisory Board –**  
*Update from Convener*

**9.2 Elections & Registrations Working Group –** *Update from Secretary*

**10.0 SOLAR Elections Working Group Update**

**11.0 Scottish Government Update on eCounting for 2017 Local Government Elections**

<b>CONSULTATIONS etc</b>
--------------------------

**12.0 Consultations / Evidence Sessions**

**12.1 Consultation on Performance Standards for ROs –** *response circulated*

**12.2 Public Petition PE1483 on a bilingual version of the independence referendum question – *response circulated***

<b>ANY OTHER BUSINESS etc</b>
-------------------------------

**13.0 Any Other Business**

**14.0 Future Meetings**

25 October  
29 November

20 December  
31 January  
28 February

28 March  
25 April  
30 May

27 June  
25 July  
29 August

**Mary Pitcaithly,**  
*Convener of the Electoral Management Board for Scotland*