**Agenda**

2pm Wednesday 24 February 2021

*Meeting via MS Teams,* [*invitation previously circulated*](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_ZTdhN2Q4ZmUtMDFjZS00ZmIyLTk5NDItYTcxMWJjOTIzOTQ1%40thread.v2/0?context=%7b%22Tid%22%3a%22482a4ef9-66e4-4e76-9f24-6da09a713ed4%22%2c%22Oid%22%3a%22f6620c1e-0047-4737-9a45-dd9ed0d8a24c%22%7d)

**MEETING ADMIN**

1. Note of Previous Meeting 27 January 2021 *- circulated*
2. Apologies / Matters Arising

**EMB WORK PROGRAMME**

1. Scottish Parliament Election 6 May 2021 overall review of current position
	1. Briefing to Minister and MSPs 18 February 2021
		1. Further [Advice to Ministers on the need for multiple](https://www.emb.scot/downloads/file/770/further-advice-assessing-the-need-for-multiple-days-of-poll-at-spe2021-posted-28-january-2021) days of poll
		2. Activity outside polling places – *to follow*
		3. Scrutiny of count processes –*to follow*
		4. Attendance at the count – *to follow*
		5. Testing of staff etc
	2. Additional Directions to ROs from the Convener of the EMB
		1. Allocation of voters to polling stations - *update*
		2. Count timing; scheduling of count – *circulated*.
	3. Registration update including report on postal vote numbers – *to follow*
	4. Joint January Event Briefing Event & Follow up actions - *circulated*
	5. Updated Risk Register
	6. Police Scotland support for ROs and EROS – Supt Gerry Corrigan, National SPOC
	7. Fees and Charges Order – *update from Scottish Government*
	8. ERO Seminar with [Centre for the Protection of National Infrastructure](https://www.cpni.gov.uk/national-security-threats) (CPNI)
2. Forms Working Group
3. Preparation for Scottish Local Government Elections 5 May 2022
	1. eCount for 2022 Scottish Local Government Elections – *update* *to follow*
4. Referendum Guidance – *oral update*

**GENERAL UPDATES**

1. Local Government By-elections
	1. Log of By-elections scheduled through March 2021 - *circulated*
2. Scottish Government General Update - *to follow*
	1. Scottish Parliament (Elections etc.) Amendment (Coronavirus) Order 2021
3. Electoral Commission General Update – *oral update*
4. Electoral Registration Update from the Electoral Registration Committee of the SAA - *to follow*
5. Local Government Boundary Commission for Scotland update

**INFORMATION**

1. Regional Returning Officers’ Group / ECAB and associated meetings
2. Scottish Parliament Political Parties Panel – *oral update*
3. AEA Branch Update *to follow*
4. EMB Financial Statement and Budget*– no update this month*
5. Any Other Business

**DATES OF FUTURE MEETINGS - 2021:**

* 24 March 2021
* 28 April 2021

Other meetings may be required in response to immediate issues.