

eCOUNTING 2022

INFORMATION BULLETIN

Issue 11 – 7 March 2022

Welcome to the eleventh project bulletin for eCounting 2022.

You will find copies of all Bulletins on the EMB website at [eCounting Bulletins 2022](#)

<p>Info</p>	<p>General In addition to this being circulated to the wider election community please feel free to circulate to others in your wider teams.</p>
<p>Info</p>	<p>Engagement</p> <ul style="list-style-type: none"> • Q&As No 6 Q&A No 6 accompanies this Bulletin and again new and updated information since edition No 5 is highlighted in yellow. • Easyprint – Mock elections have been taking place and been very successful. A number of Councils chose to take advantage of further data uploads prior to end of Mock election on 1 March 2022. Next major date for all councils is 28 March 2022 ‘Live Ballot Book’ data, however, we will accept this earlier if any Councils wish to upload it. • EMS Systems – Idox communications with Democracy Counts is ongoing to ensure compatibility ready for the elections in May 2022. • Implementation Plan – Regional Managers are working with Councils to complete and agree their implementation plans. Councils should be aware that the project have an internal checkpoint milestone to ensure that all 32 plans are progressing well by 4 March 2022. We appreciate that not all information will be available by then, but the objective is to ensure these are progressing. • Fujitsu Count Support Staff – Jack Lochans’ email of 21.2.22 to Returning Officers and User Group Members details Fujitsu Count Support Staff arrangements. Fujitsu are progressing well with the recruitment of both Managers and Engineers. Allocations to councils will be commencing shortly and communicated when complete. • Contingency Arrangements – Contingency arrangements were also outlined in Jack’s email of 21.2.22 (including a draft Issue and Incident Management – External Handbook which covers how and when to contact the support hub). Councils should, of course, consider their own local contingency arrangements for matters they are in control of e.g. venue, furniture, staffing, etc.

	<ul style="list-style-type: none"> All major incidents e.g. those which have the potential to affect several or all Councils or instances involving serious supply chain issues will be dealt with by the Central Support hub team.
<p>Action</p>	<p>Training</p> <ul style="list-style-type: none"> eLearning – 427 Council trainees have already accessed eLearning and feedback so far is very positive. Face to Face Training – It is recognised that whilst training covers how the eCount system works, and councils are being facilitated with the opportunity to see the system and process end to end, it is for the Returning Officer for each Council to take control and advise their teams on how the count will be managed and controlled. This was discussed at the recent EC/EMB Seminar in January where it was made clear that eCount is here to facilitate the RO's duties, not to take away from this. It is useful, if your team haven't already attended Face to Face Training, that they are aware of the role they are expected to undertake in advance of attending their training session. Factsheets – Many of you will already be aware Chris Highcock emailed:- <ul style="list-style-type: none"> on 16.2.22 the eCounting Overview and STV Factsheets - These general 'Factsheets' have been produced in a way to share with anyone with an interest in eCounting. on 4.3.22 the eCounting – Reports Factsheet – This Factsheet will assist all RO teams with the agreed process. Information about report production is included in the Q&A document but the factsheet supports this in more detail. <p>You can find all 3 factsheets on the download page for the SLGE 2022 on the EMB website at https://www.emb.scot/downloads/download/160/scottish-local-government-elections-2022</p> Count Centre Information Pack - The project team have developed a number of other information documents and will continue to do so. Every count centre will receive a physical pack that contains reference guides and information sheets to assist the RO and Fujitsu Manager with some uncommon subjects or aspects that may need to be revisited for greater knowledge on count day. The project team will begin to populate a list of what these information sheets are in the next update of the Q&A. <p>If you consider there are any generic Factsheets or information documents you would benefit from, please email aileen.knudsen@edinburgh.gov.uk to let us know.</p>
<p>Action</p>	<p>Post-Election Activities</p> <ul style="list-style-type: none"> Lessons Learned – The project team will be planning a lessons learned period in the months following the delivery of the election. This piece of work will cover all elements of the project from inception through to delivery, and close down. The project team would like to create a group that is represented by key stakeholders across the election community to take part in sessions to plot lessons learned and areas for future improvement.

- All councils and stakeholder bodies will be invited to provide written feedback, however if you would like to form part of a working group to help shape future improvement, please email Aileen.knudsen@edinburgh.gov.uk and we will add you to this group.

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