

<b>ELECTIONS COMMITTEE</b>		
<b>Report Title</b>	Electoral Commission Performance Standards for Electoral Registration Officers	
<b>Key Decision</b>	n/a	Item No. 3
<b>Ward</b>	n/a	
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<b>Class</b>	Part 1	Date: 30 <sup>th</sup> July, 2009

## 1. Purpose

This report advises the Committee of details of the new Performance Standards regime for Electoral Registration Officers recently introduced by the Electoral Commission.

## 2. Recommendations

It is recommended that the report be noted.

## 3. Introduction

3.1 The Electoral Administration Act 2006 gave the Electoral Commission authority to set and monitor Performance Standards for the delivery of Electoral Registration and Elections. The purpose of setting standards the is to provide a common framework for accountability against which the performance can be assessed consistently. This framework for electoral registration has three main purposes:

- Public accountability – providing assurance that a well run electoral registration process is in place to support complete and accurate electoral registers.
- Service benchmarking – enabling individual Electoral Registration to compare performance against their peers and identify opportunities for improvement over time
- Policy development and evaluation – providing evidence to policy makers to support improvements in the overall legislative and funding framework for electoral registration.

3.2 The Electoral Registration standards are as follows -

- PS1. Using information sources to verify entries on the register of electors and identify potential new electors
- PS2. Maintaining the property database - Completeness and accuracy of electoral registration records

- PS3. House-to-house enquiries
- PS4. Maintaining the integrity of registration and absent vote applications
- PS5. Supply and security of the register and absent voter lists
- PS6. Public awareness strategy
- PS7. Working with partners
- PS8. Accessibility and communication of information
- PS9. Planning for rolling registration and the annual canvass
- PS10. Training

- 3.3 Attached at Appendix 1 are the detailed standards, which includes a self assessment of where the Electoral Registration Officer considers the authority to be in relation to each. This assessment is made using the guidance issued by the Commission. There are a number of levels and these are 'Not currently meeting the standard', 'Achieving the standard' and, 'Above the standard'. Each standard has a number of actions that it is expected Electoral Registration Officers (ERO) will be able to evidence to support achievement of the appropriate level.
- 3.4 The Committee will note that the result of this self assessment is that 6 of the standards are considered to be met, two are considered above standard and two are below, i.e. 'Public Awareness Strategy' and 'Working with Partners'.
- 3.5 The Committee were advised at the last meeting in March that a Draft Public Awareness Strategy had been drawn together and would be the subject of report to this meeting (see report elsewhere on this agenda). Work has also been carried out in relation to working with partners, with the Head of Legal addressing the Executive Management Team and Directorate Management Teams in relation to developing an all-Council approach to electoral registration. Agreement has been reached recently with Lewisham Homes for registration information to be provided to new tenants of theirs and this will be developed with other registered social landlords.
- 3.6 Members were also advised at the last meeting that a re-structuring of the Electoral Services Section was being completed which was aimed, among other things at developing a specific role within the team for public awareness and outreach work. A new Electoral Services Manager has now been appointed (to commence early September) as well as a Principal Elections and Engagement Officer, who has recently started with the Council. It will be the responsibility of these staff to develop an action plan to further improve performance against the standards. When the self assessment for 2010 is prepared, a further report will be submitted to the Committee.
- 3.7 For the Committee's information, a chart showing the overall performance of the 350 Electoral Registration Officers in England is attached at Appendix 2.

**4. Financial implications**

There are no financial implications arising from this report.

**5. Legal implications**

There are no legal implications arising from this report.

**6. Crime and disorder implications**

There are no crime and disorder implications arising from this report .

**7. Equalities implications**

There are no equality implications arising from this report.

**8. Environmental implications**

There are no environmental implications arising from this report .

**Background Papers**

**None reported**

If there are any queries on this report please contact Dave Kingdon – 020 8314 6907