

# Report

Report to:	<b>Lanarkshire Valuation Joint Board</b>
Date of Meeting:	<b>4 June 2018</b>
Report by:	<b>Assessor and Electoral Registration Officer</b>

Subject:	<b>Internal Audit Report I923077; Electoral Register – Integrity Checks 2017/2018</b>
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## 1. Purpose of Report

1.1 The purpose of the report is to:-

- ◆ Present to members of the Joint Board for information, the main findings of the report from South Lanarkshire Council's Internal Audit on Electoral Register – Integrity Checks.

## 2. Recommendation(s)

2.1 The Board is asked to approve the following recommendation(s):-

- (1) that the content of the report be noted.

## 3. Background

3.1 This report covers an audit of the integrity checks undertaken in connection with the electoral register.

3.2 The audit sought to provide assurances that Lanarkshire Valuation Joint Board (LVJB) is effectively delivering its electoral registration commitments to ensure the electoral register is as accurate and complete as possible.

## 4. Key Summary

4.1 The Key Summary of the audit noted that LVJB has good arrangements in place to ensure that it is effectively delivering its electoral registration commitments to produce a Register that is as accurate and complete as possible.

4.2 The Key Findings of the audit are as follows:

- Engagement Strategy and a range of public engagement activities in operation;
- Collaboration with other Electoral Registration Officers in Scotland in a national advertising and media campaign to publicise Electoral Registration requirements;
- A ward-based analysis of Lanarkshire electorate used to identify areas for canvass attention;

- A comprehensive Annual Canvass Plan for Electoral Registration in operation;
- More than 100,000 household visits made for the 2017 Canvass;
- Integrity Plan detailing internal checks and Eros system checks in operation;
- Integrity reports reviewed and relevant actions taken;
- Electoral Registration database integrity verified through diagnostic checks;
- A wide range of information for potential electors accessible through the website;
- An updated Electoral Register published and circulated in December 2017;
- A post-Canvass review identifies possible future processing improvements.

## **5. Findings and Controls**

5.1 The following assurances are given following the audit:

- Assurance 1: LVJB has an understanding of the electoral registration challenges in Lanarkshire and has developed strategies and partnership arrangements to provide a framework to support the compilation of an accurate and complete electoral register.
- Assurance 2: LVJB effectively delivers its Registration Plan to ensure the Electoral Register is as accurate and complete as possible.
- Assurance 3: LVJB has developed and is maintaining processes to identify patterns of registration activity that could possibly indicate integrity issues, including the counter fraud measures to be actioned.
- Assurance 4: North and South Lanarkshire residents and other stakeholders can place reliance on the quality of the electoral registration process being delivered by LVJB.

5.2 One recommended action resulted from the audit:

- Consider a wider dissemination of LVJB's approach to preventing and detecting electoral fraud.

This action has been incorporated in LVJB's audit actions control document for implementation.

## **6. Employee Implications**

6.1 None

## **7. Financial Implications**

7.1 None

## **8. Other Implications**

8.1 There are no implications for risk or sustainability in terms of the information contained in this report.

## **9. Equality Impact Assessment and Consultation Arrangements**

9.1 This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.

9.2 There is no requirement for consultation in respect of the content of this report.

## **10. Privacy Impact Assessment**

10.1 This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.

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Assessor and Electoral Registration Officer**

17 May 2018

### **Previous References**

None

### **List of Background Papers**

None

### **Contact for Further Information**

If you would like further information, please contact:-

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