

# electoral administration bulletin

The  
Electoral  
Commission



Issue 203 (Scotland) – 16 May 2018

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An update on progress with processing Counting Officers' fees and charges claims from the EU Referendum.

EA Bulletins are issued on a regular basis. They are one of our key channels for communicating with Returning Officers, Electoral Registration Officers and their staff. Past issues of Bulletins for England, Scotland and Wales are available [here](#).

You can also [subscribe to the EA Bulletins](#).

Please [keep us informed](#) of any staff changes within your team. This will help us to keep our mailing lists up-to-date.

## General Data Protection Regulation (GDPR) update

In February, we published a [resource](#) to support you in meeting your obligations under the General Data Protection Regulation (GDPR) as they relate to your electoral administration responsibilities. We have received a number of queries further to this and are updating the resource to address these additional points, and will confirm to you in a future Bulletin when this has been completed.

As highlighted in [Bulletin 200](#), we have also updated our [core guidance for Electoral Registration Officers \(EROs\)](#) to reflect GDPR requirements.

We are currently updating our suite of RO resources to ensure that they also reflect GDPR requirements, and will confirm in a future Bulletin when this has been completed.

The Individual Electoral Registration Digital Service (IERDS) will also shortly be updated by Cabinet Office to include a GDPR compliant privacy notice. This privacy notice will be on the first page a citizen sees when they use the service, and will also continue to sit on the footer of the IERDS web pages.

As set out in our resource, your privacy notice needs to provide sufficient information to a data subject to enable them to understand how their personal data is used. **As the IERDS is used by all EROs to verify electoral registration applications from potential electors in their area, all EROs will need to ensure that their own individual privacy notices contain a link to the IERDS privacy notice by 25 May 2018.**

The following wording should therefore be incorporated into your individual privacy notices:

'To verify your identity, the data you provide will be processed by

the Individual Electoral Registration Digital Service managed by the Cabinet Office. As part of this process your data will be shared with the Department of Work and Pensions and the Cabinet Office suppliers that are data processors for the Individual Electoral Registration Digital Service. You can find more information about this here: <https://www.registertovote.service.gov.uk/register-to-vote/privacy>.

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## **EU Referendum: update on progress with processing fees and charges claims**

Work is continuing to complete the processing of Counting Officers' fees and charges claims for the EU referendum, and we thought it would be helpful to give you an update on progress.

Since our last update, we have been working closely with the Electoral Claims Unit (ECU) and have now completed the processing of a further 54 claims, meaning a total of 355 (90%) of claims have now been settled.

The outstanding 38 claims are at various stages of the claims process. 9 claims are currently with Counting Officers so that they can deal with queries raised by ECU or ourselves, while 20 claims are with ECU or ourselves for outstanding queries to be resolved. 6 claims that are over the Maximum Recoverable Amount (MRA) are with HM Treasury awaiting approval. All claims which are over the MRA have to be approved by HM Treasury after review by the Commission. There are 3 claims where we are awaiting payments from local authorities.

We are grateful to Counting Officers and their staff for dealing with the various queries which have been raised with them. We appreciate there has been some delay in settling the outstanding claims, and are working to complete the claims process as quickly as possible.

We will be reporting on the costs of the EU referendum after all claims have been settled.

If you have any questions relating to your claim, please contact the ECU on 01603 704200 or email [returning.officers@cabinetoffice.gov.uk](mailto:returning.officers@cabinetoffice.gov.uk).

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