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pending the appointment of a new Chair. The Commissioners noted the position on the recruitment of the new Chair and also a new lead Commissioner in Northern Ireland. Resolved: That pending the new Chair of the Commission being appointed and commencing duties, Rob Vincent should act as lead Commissioner as appropriate, including chairing the meetings of the Board, interacting with the other Commissioners, working closely with the Chief Executive and the Directors of the Commission, and engaging with key external stakeholders. Resolved: That other Commissioners, particularly Sarah Chambers, may also be asked to assist as necessary. Update on 2021 elections (EC 91/20) The Commission directors provided a presentation covering the following key headlines: Planning to ensure that the May 2021 polls are as safe as can be in a Covid- 19 context, including planned public opinion research on attitudes to voting in this context in England and Wales Engaging with governments, including new legislation by both Scottish and Welsh governments Supporting electoral administrators Supporting voters, including through public campaigns Supporting and regulating campaigners Commissioners discussed the impacts of Covid-19 restrictions, particularly in polling stations, managing expectations and providing assurance to members of the public on voting in person. Resolved: That the presentation be noted. Update on voter education resources (EC 92/20) Commissioners received a background paper along with a presentation introduced by the Head of Digital Communications and Learning, noting the following key points: Strong partnerships with the devolved administrations Promotion and dissemination of both digital and physical materials Stakeholder feedback, which had been very positive so far Future plans Commissioners welcomed the progress on this area of work, and discussed learning providers, cost of materials, resources and future budgets. It was noted that feedback from educators and students from ages 16-18 year olds would be sought via surveys, and via plans to conduct focus groups in April 2021. Resolved: That the report and presentation be noted. Update from Committee Chairs Remuneration and Human Resources Committee (RemCo) (EC 93/20) The RemCo Chair provided the Commissioners with a brief update of the last RemCo meeting on 2 December 2020, covering the following: Feedback from staff session People strategy Equality, Diversity and Inclusion (EDI) work Pay benchmarking exercise Resolved: That the update be noted. Audit Committee (EC 94/20) The Audit Chair provided the Commissioners with a brief update of the last Audit Committee meetings held on 11 November and 1 December 2020, covering the following: Internal and external audit plans Risk appetite workshop Business Continuity Plan review Schedule of policies Nation Audit Office update Board Effectiveness Review recommendations Deep dive – financial risk It was noted that the deep dive on financial risk would go onto the Board forward plan of business for a future meeting. Action: To update the Forward plan of Board business with 'Deep dive – financial risk' Resolved: That the update be noted. Chief Executive's update (EC 95/20) The Chief Executive introduced the report, drawing attention to the impact of the Covid-19 pandemic on the work of the Commission. The Commission had come through this well so far, but there were still challenges. Commissioners were interested in the effect of the coronavirus pandemic on productivity, what the 'new normal', once we were through the pandemic, might look like, and the opportunity this represented for a fresh look at ways of doing things. An update was provided on Ofcom being tasked by government with regulating online harms. It was noted that the Commission's written submission to the Public Administration and Constitutional Affairs Select Committee (PACAC) enquiry within the UK Parliament would be circulated to all Commissioners. Commissioners thanked the Chief Executive and teams for a comprehensive update. The possibility of streamlining the Chief Executive's update to reduce resource required

to prepare it, without reducing key information, was noted. Action: The Director of Regulation to circulate the Commission's written submission to the Public Administration and Constitutional Affairs Select Committee inquiry. Resolved: That the report be noted. Commission Board action tracker (EC 96/20) Resolved: That the Commission Board action tracker be noted. Forward plan of Board business (EC 97/20) Resolved: that the Forward plan of Board business be noted. Any other business The Chair thanked Anna Carragher on behalf of the Commission Board and Executive Team for her contribution to the Commission Board for the past nine years. It was noted that she had probably been the longest serving member on the Board to date. Anna had brought a wealth of experience and significantly helped the Commission by her work in Northern Ireland. The Chief Executive thanked the Chair, John Holmes, on behalf of the Executive Team and staff as a whole for his leadership over the past four years. Alasdair Morgan thanked the Chair on behalf of the other Commissioners, and wished him well for the future.