

Allocating properties to canvass routes | Electoral Commission

Delivering the annual canvass - England You are in the Delivering the annual canvass - England section Home Delivering the annual canvass - England View the navigation tree Go to main guidance section: Delivering the annual canvass - England Developing plans for the annual canvass Data matching for the annual canvass Allocating properties to canvass routes Route 1 – the matched property route Route 2 – the unmatched property route Route 3 - the defined property route Processing canvass responses Elections during the annual canvass Publication of the revised register Elections immediately following the canvass How should I evaluate the success of the annual canvass? What are the data protection considerations for an Electoral Registration Officer? Resources for Electoral Registration Officers Department for Levelling Up, Housing and Communities resources for Electoral Registration Officers Allocating properties to canvass routes Allocating properties to canvass routes Once you have received and analysed the results of both your national and local data matching (if undertaken) and taken into account any other relevant information you have access to, you need to allocate properties to specific canvass routes. The following resource provides a description of the three canvass routes and the criteria that determines when a route must be used and when an ERO has the discretion to decide whether to use a particular route or not. Canvass route descriptions and criteria (PDF) Where you decide to allocate a property to a route based on the results provided by one set of data rather than another, you should be able to explain your decision-making process clearly and maintain an audit trail of your decisions. It is important to note that whilst you will have the option to consider individual property level data match results when allocating properties to routes, you won't necessarily need to do this in practice. You should be able to apply the allocation criteria more broadly so that properties with the same data match results can be managed in the same way and allocated to the appropriate routes in bulk. DLUHC Worksheet 9 - Switching Routes (PDF) Last updated: 21 March 2022 Book traversal links for Allocating properties to canvass routes Are there any other data protection considerations? Route 1 – the matched property route

What are the data protection considerations for an Electoral Registration Officer? | Electoral Commission Delivering the annual canvass - Scotland

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Route 1 – the matched property route | Electoral Commission

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Resources for Electoral Registration Officers | Electoral Commission

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Developing plans for the annual canvass | Electoral Commission

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Route 2 – the unmatched property route | Electoral Commission

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The following guidance has been produced to support Electoral Registration Officers

(ERO's) in planning for and delivering the annual canvass. It has been developed in

close consultation with colleagues across the electoral community including the The

Department for Levelling Up, Housing and Communities, the Association of s (AEA), the

Scottish Assessors Association (SAA), the Elections, Registration and Referendums

Working Group (ERRWG) and the Welsh Electoral Practitioners Working Group (WEPWG). It

reflects the ERO's legal obligations and what we, the AEA, the SAA and the ERRWG

believe that EROs should expect of their staff in planning for and delivering the

annual canvass. The guidance is directed towards the ERO and the duties they carry

out. As these duties may, in practice, be carried out by deputies and/or appointed

staff, we use the term 'you' throughout this guidance to mean the ERO and whoever is

carrying out the ERO's functions on their behalf. Throughout this guidance we use

'must' to refer to a specific legal requirement and 'may / should' for recommended

practice. The guidance has been produced based on, and should be read in accordance

with, the requirements set out in section 9D of the Representation of the People Act

1983 and in the Representation of the People (England and Wales) Regulations 2001.

The endnotes in this guidance refer to the relevant provisions that have been amended

by The Representation of the People (Annual Canvass) (Amendment) Regulations 2019 and

The Representation of the People (Annual Canvass) (Amendment) (Wales) Regulations

2020. To help you use this guidance we have produced a Q&A document that should

answer any initial queries you may have. Questions and answers document for the new

style ERO guidance Updates to our guidance Change log Date of update Description of

change February 2023 Updates to the requirement to Notify anonymous electors with

Anonymous Elector's Documents about a replacement document June 2023 Application and

determination deadlines updated for the Publication of the revised register following

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Developing plans for the annual canvass

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Processing canvass responses | Electoral Commission Delivering the annual canvass - Scotland

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Department for Levelling Up, Housing and Communities resources for Electoral Registration Officers Processing canvass responses This section of the guidance covers how to process canvass responses. Your registration plans should address how you will deal with each type of canvass response and any follow-up activity that you will need to take. Responses to canvass communications will fall into the following broad categories: all of the information is complete and accurate provides new information regarding who is resident at the property provides new information regarding changes required to an elector's details provides new information indicating an existing elector is no longer resident at the property a combination of the above information that the property has no residents who are eligible to be registered Last updated: 11 June 2020 Book traversal links for Processing canvass responses Maintaining regular contact with responsible persons What action should you take when you receive a successful canvass response?

Data matching for the annual canvass | Electoral Commission

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December election? What is the impact on a December election if the final election
notice of alteration is published before the revised register? Which register should
I use for an election in December following the publication of the revised register?
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Registration Officers Department for Levelling Up, Housing and Communities resources
for Electoral Registration Officers Elections immediately following the canvass
Elections immediately following the canvass This section of the guidance covers
considerations for an election held in December following the conclusion of the
canvass and the publication of the revised register. It includes guidance on which
register you should use for a December election and how this will impact on
candidates and political parties and on the production of poll cards. Last updated:
15 June 2020 Book traversal links for Elections immediately following the canvass
Notifying anonymous electors about replacement Anonymous Elector's Documents What do
I need to consider for a December election?

How should I evaluate the success of the annual canvass? | Electoral Commission
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Electoral Registration Officer? Resources for Electoral Registration Officers
Department for Levelling Up, Housing and Communities resources for Electoral
Registration Officers How should I evaluate the success of the annual canvass? How
should I evaluate the success of the annual canvass? As part of your planning for
delivery of the canvass , you will have established how you will evaluate the overall
success of the canvass to inform your plans for future canvasses. Over time, your
evaluation and refinement of your plans should ensure that your canvass processes
make the best use of resources, are successful in encouraging households and
individuals to take the necessary action, provide the best service for electors and
reduce the administrative burden on your service. Your evaluation should utilise the
metrics available to you via your EMS system. The performance standards for EROs ,
and the tools and templates available to support them, will assist you in
understanding the impact of your activities, help identify where improvements can be
made and support you to report on your own performance locally. You should use the
data and qualitative information set out in the standards to help understand the
impact of your activities, both throughout and at the end of the canvass, to identify
what works and what doesn't and where you can make improvements. The framework is
designed to support this analysis and focuses on the key data and information that
will indicate what is working well and where improvements could be made. Last
updated: 3 December 2020 Book traversal links for How should I evaluate the success
of the annual canvass? Which register should I use for an election in December
following the publication of the revised register? What are the data protection
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Elections during the annual canvass | Electoral Commission

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Right to request information What communications should be used for Route 3
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immediately following the canvass How should I evaluate the success of the annual
canvass? What are the data protection considerations for an Electoral Registration
Officer? Resources for Electoral Registration Officers Department for Levelling Up,
Housing and Communities resources for Electoral Registration Officers Route 3 - the
defined property route Route 3 - the defined property route As part of your planning
for the canvass you should already have undertaken an exercise to identify Route 3
properties for your area and made initial contact with the responsible person for
those properties. This section provides guidance on what communications you can use
for this route and how to process responses for those properties you have allocated
to Route 3. DLUHC Worksheet 7 - Preparations for Route 3 (PDF) DLUHC Worksheet 8 -
Route 3 process - SCO (PDF) Last updated: 22 March 2022 Book traversal links for
Route 3 - the defined property route Route 2 responses What is Route 3 and when can I
use it?

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Route 2 – the unmatched property route | Electoral Commission

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Route 3 - the defined property route | Electoral Commission

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for the annual canvass Data matching for the annual canvass Allocating properties to

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Developing positive relationships with responsible persons Right to request

information What communications should be used for Route 3 properties? What should a

Route 3 communication include? Route 3 responses Maintaining regular contact with

responsible persons Processing canvass responses Elections during the annual canvass

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should I evaluate the success of the annual canvass? What are the data protection

considerations for an Electoral Registration Officer? Resources for Electoral

Registration Officers Department for Levelling Up, Housing and Communities resources

for Electoral Registration Officers Route 3 - the defined property route Route 3 -

the defined property route As part of your planning for the canvass you should

already have undertaken an exercise to identify Route 3 properties for your area and

made initial contact with the responsible person for those properties. This section

provides guidance on what communications you can use for this route and how to

process responses for those properties you have allocated to Route 3. DLUHC Worksheet

7 - Preparations for Route 3 (PDF) DLUHC Worksheet 8 - Route 3 process - WAL (PDF)

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[Resources for Electoral Registration Officers](#) [Department for Levelling Up, Housing and Communities resources for Electoral Registration Officers](#) [Delivering the annual canvass - England](#) The following guidance has been produced to support Electoral Registration Officers (ERO's) in planning for and delivering the annual canvass. It has been developed in close consultation with colleagues across the electoral community including the The Department for Levelling Up, Housing and Communities, the Association of s (AEA), the Scottish Assessors Association (SAA), the Elections, Registration and Referendums Working Group (ERRWG) and the Welsh Electoral Practitioners Working Group (WEPWG). The guidance is directed towards the ERO and the duties they carry out. As these duties may, in practice, be carried out by deputies and/or appointed staff, we use the term 'you' throughout this guidance to mean the ERO and whoever is carrying out the ERO's functions on their behalf. Throughout this guidance we use 'must' to refer to a specific legal requirement and 'may / should' for recommended practice. The guidance has been produced based on, and should be read in accordance with, the requirements set out in section 9D of the Representation of the People Act 1983 and in the Representation of the People (England and Wales) Regulations 2001. The endnotes in this guidance refer to the relevant provisions that have been amended by The Representation of the People (Annual Canvass) (Amendment) Regulations 2019. To help you use this guidance we have produced a Q&A document that should answer any initial queries you may have. [Questions and answers document for the new style ERO guidance](#) [Updates to our guidance](#) [Change log](#) [Date of update](#) [Description of change](#) [February 2023](#) [Updates to the requirement to Notify anonymous electors with Anonymous Elector's Documents about a replacement document](#) [Book traversal links for Delivering the annual canvass - England](#) [Developing plans for the annual canvass](#)

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for the canvass you should already have undertaken an exercise to identify Route 3
properties for your area and made initial contact with the responsible person for
those properties. This section provides guidance on what communications you can use
for this route and how to process responses for those properties you have allocated
to Route 3. DLUHC Worksheet 7 - Preparations for Route 3 (PDF) DLUHC Worksheet 8 -
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Allocating properties to canvass routes | Electoral Commission

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[Resources for Electoral Registration Officers](#) [Department for Levelling Up, Housing and Communities resources for Electoral Registration Officers](#) [Delivering the annual canvass - Scotland](#) The following guidance has been produced to support Electoral Registration Officers (EROs) in planning for and delivering the annual canvass. It has been developed in close consultation with colleagues across the electoral community including the [Department for Levelling Up, Housing and Communities](#), the [Association of s \(AEA\)](#), the [Scottish Assessors Association \(SAA\)](#), the [Elections, Registration and Referendums Working Group \(ERRWG\)](#) and the [Welsh Electoral Practitioners Working Group \(WEPWG\)](#). The guidance is directed towards the ERO and the duties they carry out. As these duties may, in practice, be carried out by deputies and/or appointed staff, we use the term 'you' throughout this guidance to mean the ERO and whoever is carrying out the ERO's functions on their behalf. Throughout this guidance we use 'must' to refer to a specific legal requirement and 'may / should' for recommended practice. The guidance has been produced based on, and should be read in accordance with, the requirements set out in section 9D of the Representation of the People Act 1983 and in the Representation of the People (Scotland) Regulations 2001. The endnotes in this guidance refer to the relevant provisions that have been amended by The Representation of the People (Annual Canvass) (Amendment) Regulations 2019, The Representation of the People (Annual Canvass) Amendment (Scotland) Order 2020 and The Representation of the People (Annual Canvass) (Miscellaneous Amendments) (Scotland) Regulations 2020. To help you use this guidance we have produced a Q&A document that should answer any initial queries you may have. [Questions and answers document for the new style ERO guidance](#) [Updates to our guidance](#) [Change log](#) [Date of update](#) [Description of change](#) [February 2023](#) [Updates to the requirement to Notify anonymous electors with Anonymous Elector's Documents about a replacement document](#) [Book traversal links for Delivering the annual canvass - Scotland](#) [Developing plans for the annual canvass](#)

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Elections immediately following the canvass This section of the guidance covers
considerations for an election held in December following the conclusion of the
canvass and the publication of the revised register. It includes guidance on which
register you should use for a December election and how this will impact on
candidates and political parties and on the production of poll cards. Last updated:
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Registration Officers How should I evaluate the success of the annual canvass? How
should I evaluate the success of the annual canvass? As part of your planning for
delivery of the canvass , you will have established how you will evaluate the overall
success of the canvass to inform your plans for future canvasses. Over time, your
evaluation and refinement of your plans should ensure that your canvass processes
make the best use of resources, are successful in encouraging households and
individuals to take the necessary action, provide the best service for electors and
reduce the administrative burden on your service. Your evaluation should utilise the
metrics available to you via your EMS system. The performance standards for EROs ,
and the tools and templates available to support them, will assist you in
understanding the impact of your activities, help identify where improvements can be
made and support you to report on your own performance locally. You should use the
data and qualitative information set out in the standards to help understand the
impact of your activities, both throughout and at the end of the canvass, to identify
what works and what doesn't and where you can make improvements. The framework is
designed to support this analysis and focuses on the key data and information that
will indicate what is working well and where improvements could be made. Last
updated: 3 December 2020 Book traversal links for How should I evaluate the success
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Event	Dates if the revised register is published on 1 December	Dates if the register is published in November
Last day for receipt of new applications to register	22 November 2023	23 October 2023 (6 working days before the determination deadline)
Determination deadline	30 November 2023	31 October 2023 (last working day of the month prior to the month when the revised register is published)
Anonymous registration application and determination deadline	30 November 2023	31 October 2023 (last working day of the month prior to the month when the revised register is published)
Deadline for amendments to and removal of register entries	30 November 2023	31 October 2023 (last working day of the month prior to the month when the revised register is published)
Publication	By 1 December 2023	Any date during November

Monthly notices of alteration Updates to the register must be published on the first working day of each month, however you are not required to issue a monthly notice of alteration in the month you are publishing the revised register or in the two months before that day, but may do so if you wish. If the register is published in November this means you are not required to publish a monthly notice of alteration in September, October and November. If it is published in December, you are not required to publish a monthly notice of alteration in October, November and December.

1. Section 13(1) Representation of the People Act 1983 ■ Back to content at footnote 1 Last updated: 1 June 2023 Book traversal links for When should I publish the

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property route Route 2 – the unmatched property route When you have completed your

data matching and allocated properties to canvass routes, you can begin to deliver

your canvass plan. This section covers Route 2 and includes guidance on when you can

use Route 2, the contact rules for Route 2, what canvass communications you can use

and how to process responses. DLUHC Worksheet 4 - Route 2 canvass rules (PDF) DLUHC

Worksheet 5 - Route 2 Permutation decisions pages 1 & 2 - WAL (PDF) DLUHC

Worksheet 6 - Route 2 process (PDF) Last updated: 21 March 2022 Book traversal links

for Route 2 – the unmatched property route Responses to Canvass Communication A (CCA)

What is Route 2 and when can I use it?

Developing plans for the annual canvass | Electoral Commission

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and Communities resources for Electoral Registration Officers How should I evaluate
the success of the annual canvass? How should I evaluate the success of the annual
canvass? As part of your planning for delivery of the canvass , you will have
established how you will evaluate the overall success of the canvass to inform your
plans for future canvasses. Over time, your evaluation and refinement of your plans
should ensure that your canvass processes make the best use of resources, are
successful in encouraging households and individuals to take the necessary action,
provide the best service for electors and reduce the administrative burden on your
service. Your evaluation should utilise the metrics available to you via your EMS
system. The performance standards for EROs , and the tools and templates available to
support them, will assist you in understanding the impact of your activities, help
identify where improvements can be made and support you to report on your own
performance locally. You should use the data and qualitative information set out in
the standards to help understand the impact of your activities, both throughout and
at the end of the canvass, to identify what works and what doesn't and where you can
make improvements. The framework is designed to support this analysis and focuses on
the key data and information that will indicate what is working well and where
improvements could be made. Last updated: 3 December 2020 Book traversal links for
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Allocating properties to canvass routes | Electoral Commission

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Route 1 – the matched property route | Electoral Commission

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matched property route Route 1 – the matched property route When you have completed

your data matching and allocated properties to canvass routes, you can begin to

deliver your canvass plan. This section covers Route 1 and includes guidance on when

you can use Route 1, what canvass communications you can use for this route and how

to process responses. DLUHC Worksheet 3 - Route 1 process (PDF) Last updated: 21

March 2022 Book traversal links for Route 1 – the matched property route Allocating

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Route 1 – the matched property route | Electoral Commission

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