

Electoral Commission Board You are in the How we make decisions section Home

How we make decisions Board minutes: 25 April 2023 Board minutes: 22 March 2023 Board minutes: 17 February 2023 Board minutes: 17 January 2023 Board minutes: 23 November 2022 Board minutes: 21 September 2022 Board minutes: 20 July 2022 Board minutes: 22 June 2022 Board minutes: 18 May 2022 Board minutes: 6 April 2022 Board minutes: 23 February 2022 Board minutes: 19 January 2022 Board minutes: 1 December 2021 Board minutes: 20 October 2021 Board minutes: 22 September 2021 Board minutes: 21 July 2021 Board minutes: 23 June 2021 Board minutes: 19 May 2021 Board minutes: 21 April 2021 Board minutes: 31 March 2021 Board minutes: 24 February 2021 Board minutes: 20 January 2021 Board minutes: 2 December 2020 Board minutes: 21 October 2020 Board minutes: 23 September 2020 Board minutes: 22 July 2020 Commission Board minutes of items of electronic business: 15 June 2020 Board minutes: 24 June 2020 Commission Board minutes of items of electronic business: 1 June 2020 Board minutes: 20 May 2020 Board minutes: 22 April 2020 Board minutes: 18 March 2020 Board minutes: 26 February 2020 Board notes: 22 January 2020 informal briefing for Commissioners on our approach to public awareness campaigns Board minutes: 22 January 2020 Board minutes: 4 December 2019 Commissioner Day notes: 30 October 2019 Board notes: 25 September 2019 informal presentation/discussion for Commissioners on accuracy and completeness survey Board minutes: 25 September 2019 Board notes: 5 September 2019 Commissioner Day notes: 17 July 2019 Board minutes: 26 June 2019 Board minutes: 5 June 2019 Board minutes: 24 April 2019 (extraordinary meeting) Board notes: 24 April 2019 Board minutes: 9 April Board minutes: 13 March 2019 Board minutes: 13 February 2019 Board minutes: 5 December 2018 Board notes: 5 December 2018 session on simplifying and modernising electoral law across the UK Board notes: 24 October 2018 Board minutes: 19 September 2018 Board notes: 18 July 2018 Board minutes: 27 June 2018 Board minutes: 23 May 2018 Board notes: 18 April 2018 session on modernising electoral registration Board minutes: 21 March 2018 Board minutes: 24 January 2018 On this page Latest meeting minutes 2023 meeting minutes 2022 meeting minutes 2021 meeting minutes 2020 meeting minutes 2019 meeting minutes 2018 meeting minutes First published: 30 May 2019 Last updated: 23 June 2023 About our Commission Board Our Commission Board, made up of our Commissioners and Executive Team, meets regularly to talk about our plans and how we're making them happen. We publish the minutes of these meetings so you can understand more about what we do. Publishing meeting minutes We publish minutes once our commissioners have reviewed and approved them at the meeting after the minutes were taken. Redactions We sometimes have to make redactions to the minutes, where we remove certain information. We make redactions if the information: will be published in the future relates to a policy that we are still developing is sensitive, because we have received it in our role as a regulator relates to enforcement actions could be sensitive for another reason We make any redactions we've made clear, by including a summary. This summary will include either an overview of our redactions, or our reasons for redacting the information. Latest meeting minutes 25 April 2023 Welcomes and apologies, followed by an introduction to the Research Team providing an overview of its work Minutes Commission Board action tracker Chief Executive's update (quarterly) Update on the plan for the review of Commission's Strategic Objectives Digital campaigning Forward Plan of Board business 2023/24 Update on Equality, Diversity and Inclusion activities Registers of Interests, gifts, donations and hospitality Read the full minutes of the 25 April meeting 2023 meeting minutes 22 March 2023 The topics on this meeting's agenda were: Welcomes and apologies, followed by an introduction to the Human Resources Team

providing an overview of their work Minutes Commission Board action tracker Chief Executive's update Commission Strategic Direction Priority policy recommendations Annual review of governance Update from Audit and Risk Committee Chair Update from the Remuneration and Human Resources Committee (RemCo) Chair Read the full minutes of the 22 March meeting 17 February 2023 The topics on this meeting's agenda were: Welcomes and introduction to the Speaker of the House of Commons, Rt Hon Sir Lindsay Hoyle MP Minutes Commission Board action tracker Chief Executive's update Forward Plan of Board business 2022/23 and 2023/24 Strategy and Policy Statement (SPS) Key messages for the annual report Annual review of risk Read the full minutes of the 17 February meeting 17 January 2023 The topics on this meeting's agenda were: Minutes Commission Board action tracker Chief Executive's update Forward Plan of Board business 2022/23 and 2023/24 Board effectiveness review 2022/23 Main Estimate 2023/24 budgets Board skills matrix and succession planning Improvements to registration and voting: increasing resilience and participation Embedding and advancing equality, diversity and inclusion in the Electoral Commission Read the full minutes of the 17 January meeting 2022 meeting minutes 23 November 2022 The topics on this meeting's agenda were: Minutes Commission Board action tracker Chief Executive's update including, the performance report quarter two 2022/23 Forward Plan of Board business 2022/23 Supplementary Estimate for 2022/23 Returning Officer (RO) and Electoral Registration Officer (ERO) performance standards Draft Enforcement Policy review Revised Commission Board and Committee meeting dates for 2023/24 Update from the Audit and Risk Committee (ARC) Chair Update from the Remuneration and Human Resources Committee (RemCo) Chair Annual review of schedule of internal policies and codes Annual declarations of interests Risk appetite workshop Read the full minutes of the 23 November meeting 22 September 2022 The topics on this meeting's agenda were: Minutes Commission Board action tracker Forward Plan of Board business 2022/23 Chief Executive's update (quarterly) Performance report quarter one 2022/23 Strategy and Policy Statement – responding to the statutory consultation Business planning for 2023/24 Dates of proposed Commission Board and Committee meetings in 2023/24 Update on Equality, Diversity and Inclusion (EDI) activities Update on Bullying and Harassment Annual review of complaints Read the full minutes of the 22 September meeting 20 July 2022 The topics on this meeting's agenda were: Minutes Commission Board action tracker Forward Plan of Board business 2022/23 May 2022 elections Public awareness plans for scheduled elections in May 2023 Modernising voting Business planning for 2023/24 Elections Act update Chief Executive's update Update from the Remuneration and Human Resources Committee Appointment of the Independent Adviser to the Commission Board on Equality, Diversity and Inclusion (EDI) Deep dive strategic session: Horizon scanning Read the full minutes of the 20 July meeting 22 June 2022 22 June 2022 The topics on this meeting's agenda were: Minutes Commission Board action tracker Forward Plan of Board business 2022/23 National Audit Office (NAO) RSM's annual internal audit report Annual Report and Accounts 2021/22 Annual Report of the Audit and Risk Committee (ARC) 2021/22 to the Commission Board Annual Report of the Remuneration and Human Resources Committee 2021/22 to the Commission Board Pay remit 2022/23 Board effectiveness matters Chief Executive's update Update from the Audit and Risk Committee Chair Read the full minutes of the 22 June meeting 18 May 2022 The topics on this meeting's agenda were: Minutes Commission Board action tracker Forward Plan of Board business 2022/23 May 2022 elections reporting Chief Executive's update Key messages for the Annual Report public awareness campaign approach Risk appetite statement Returning Officer (RO) and Electoral Registration Officer (ERO) performance standards Update from the Audit and Risk Committee Chair

Read the full minutes of the 18 May meeting 6 April 2022 The topics on this meeting's agenda were: Minutes Commission Board action tracker Forward Plan of Board business 2022/23 Chief Executive updates Annual review of governance Commission Board effectiveness review 2020/21 Update on Electoral Registration Officer (ERO) performance standards Update on elections Annual declaration of interests Read the full minutes of the 6 April meeting 23 February 2022 The topics on this meeting's agenda were: Update from the Extraordinary Board meeting Minutes Commission Board action tracker Forward Plans of Board business 2021/22 and 2022/23 Performance report quarter three 2020/21 Performance indicators and targets 2022/23 Updates on two stages of the Commission policy making and influencing process Update from the Audit and Risk Committee Chair Chief Executive update Registers of interests, gifts, donations and hospitality Deep dive strategic discussion: Risk appetite Incoming Chief Executive terms and conditions Read the full minutes of the 23 February meeting 19 January 2022 The topics on this meeting's agenda were: Commission Board action tracker Forward Plans of Board business 2021/22 and 2022/23 Main estimate 2022/23 and corporate plan budgets Policy priorities of the Commission Chief Executive's update Deep dive strategic discussion: approach to political finance Read the full minutes of the 19 January 2022 meeting 2021 meeting minutes 1 December 2021 The topics on this meeting's agenda were: Commission Board action tracker Forward Plan of Board business 2021/22 and 2022/23 Elections Bill Performance report quarter two 2021/22 Supplementary Estimate Update from the Remuneration and Human Resources Committee (RemCo) Chair Update from the Audit and Risk Committee (ARC) Chair Data on investigation timescales Annual review of risk Chief Executive's update Read the full minutes of the 1 December 2021 meeting 20 October 2021 The topics on this meeting's agenda were: Commission Board action tracker Forward Plan of Board business Board effectiveness review and follow up on Equality, Diversity and Inclusion (EDI) discussion on improving Board diversity Read the full minutes of the 20 October 2021 meeting 22 September 2021 The topics on this meeting's agenda were: Corporate Plan 2022/23 – 2026/27 Performance report quarter one 2021/22 Discussion on Board diversity and update on Equality, Diversity and Inclusion (EDI) activities Policy Development Grants scheme Dates of proposed Commission Board and Committee meetings 2022/23 Update from the Remuneration and Human Resources Committee (RemCo) Chair Update from the Audit and Risk Committee (ARC) Chair Annual review of complaints Chief Executive's update Read the full minutes of the 22 September 2021 meeting 21 July 2021 The topics on this meeting's agenda were: Reporting on the May 2021 polls Corporate Plan 2022/23 – 2026/27 Elections Bill update Modernising voting research Public awareness plans for scheduled elections in May 2022 Governance matter – Audit and Risk Committee (ARC) membership Read the full minutes of the 21 July 2021 meeting 23 June 2021 The topics on this meeting's agenda were: Corporate Plan 2022/23-2026/27 Annual Report and Accounts 2020/21 Governance matter Update from the Audit and Risk Committee Chair Annual Report of the Audit and Risk Committee to the Commission Board Annual Report of the Remuneration and Human Resources Committee to the Commission Board Chief Executive's update Read the full minutes of the 23 June 2021 meeting 19 May 2021 The topics on this meeting's agenda were: May 2021 elections reporting Corporate Plan 2022/23 – 2026/27: strategic direction Performance report quarter four 2020/21 Review of the Annual Report and Accounts 2020/21 Update from Committee Chairs Read the full minutes of the 19 May 2021 meeting 21 April 2021 The topics on this meeting's agenda were: Update on elections Corporate Plan 2022/23 – 2026/27: plan structure Corporate Plan 2022/23 – 2026/27: financial strategy Key messages for the Annual Report Chief Executive's update Meet the new Chair designate Read the full

minutes of the 21 April 2021 meeting 31 March 2021 The topics on this meeting's agenda were: Update on elections Annual review of governance Risk framework Update on Board Effectiveness Review action plan Governance matter Annual review of schedule of policies Annual declaration of interests Registers of interests, gifts, donations and hospitality Read the full minutes of the 31 March 2021 meeting 24 February 2021 The topics on this meeting's agenda were: Update on elections Business Plan and Main Estimate 2021/22 Regulatory support strategy Performance report quarter three 2020/21 UK Government Electoral Integrity Bill Update from the Chair of Audit and Risk Committee Chief Executive's update Read the full minutes of the 24 February 2021 meeting 20 January 2021 The topics on this meeting's agenda were: Update on elections Business planning 2021/22 Update on Board Effectiveness Review: proposed action plan Developing the effectiveness of the Commission Board Casework and the Committee on Standards in Public Life Horizon scanning Update from the Chair of Remuneration and Human Resources Committee (RemCo) Update from the Chair of Audit Committee Chief Executive's update Read the full minutes of the 20 January 2021 meeting 2020 meeting minutes 2 December 2020 The topics on this meeting's agenda were: Supplementary Estimate 2020/21 Performance report quarter two, 2020/21 Governance matter Update on 2021 elections Update on voter education resources Update from Committee Chairs Chief Executive's update Read the full minutes of the 2 December 2020 meeting 21 October 2020 The topics on this meeting's agenda were: Commission Board action tracker Forward Plan of Board business The challenges, risks, and issues around frontline delivery Corporate planning 2021/2026 Chief Executive's update Read the full minutes of the 21 October 2020 meeting 23 September 2020 The topics on this meeting's agenda were: An update – the Committee on Standards in Public Life (CSPL) review on aspects of electoral regulation Review of Commission Board Effectiveness Performance report – Quarter one 2020/21 Chief Executive's update Update from the Chair of Remuneration and Human Resources Committee (RemCo) Individual Staffing Issue Read the full minutes of the 23 September 2020 meeting 22 July 2020 The topics on this meeting's agenda were: Modernising voting Public awareness plans for elections in May 2021 Chief Executive's update Read the full minutes of the 22 July 2020 meeting 24 June 2020 The topics on this meeting's agenda were: The Annual Report of the Audit Committee to the Commission Board The Annual Report of the Remuneration and Human Resources Committee to the Commission Board Annual Report Read the full minutes of the 24 June 2020 meeting A portion of this meeting was conducted by electronic business Read the full minutes of electronic business 20 May 2020 The topics on this meeting's agenda were: Findings from the Winter Tracker Using research to support our work Policy priorities of the Commission Read the full minutes of the 20 May 2020 meeting A portion of this meeting was conducted by electronic business Read the full minutes of electronic business 22 April 2020 The topics on this meeting's agenda were: The impact of Coronavirus on the Commission and progress on key work areas Updated timeline on the corporate planning process 2021/26 Annual review of risk Commission Board Effectiveness Review Read the full minutes of the 22 April 2020 meeting 18 March 2020 The topics on this meeting's agenda were: Section 10 request by Scottish Government for the Commission to provide advice and assistance by considering the wording and intelligibility of a potential referendum question Governance update An update on legal proceedings Key messages for the Annual Report A review of Electoral Registration Officers performance standards Read the full minutes of the 18 March 2020 meeting 26 February 2020 The topics on this meeting's agenda were: Section 10 assessment Performance report quarter three 2019/20 Corporate planning 2021/26 Read the full minutes of the 26 February 2020 meeting 22 January 2020 The topics on this

meeting's agenda were: Reflections on 2019 United Kingdom Parliamentary General Election Government policy priorities following the UK Parliamentary General Election Corporate Plan and budget 2020/25 Corporate Plan 2021/26 Read the full minutes of the 22 January 2020 meeting After the meeting, there was an informal session on our approach to public awareness campaigns. Read the notes of this session 2019 meeting minutes 4 December 2019 The topics on this meeting's agenda were: An update on electoral events, including supporting the delivery of the UK Parliamentary General Election (UKPGE) on 12 December 2019 A supplementary estimate Corporate and business planning Read the full minutes of the 4 December 2019 meeting 30 October 2019 (Commissioner day) The topics on this meeting's agenda were: Consideration of likelihood of unscheduled electoral events, Queen's Speech, and related matters Discussion on the findings from the winter-tracker research Scoping for procurement of external facilitator for 2020 Board Effectiveness Review Read the full minutes of the 30 October 2019 meeting 25 September 2019 The topics on this meeting's agenda were: Minutes of the Commission Board meeting of 26 June 2019, note from the Commissioner Day on 17 July 2019, and note from meeting of Commissioners on 5 September 2019 Discussion on imminent political events affecting the Commission (oral update) Policy development grants scheme for 2020/21 Public awareness plans for the May 2020 elections Business planning 2020/21 – planning strategy and themes Performance report Quarter one 2019/20 Schedule of Commission Board and Committee meetings 2020/21 Chief Executive's update Forward plan of Board business 2019/20 Action tracker Chair and Chief Executive's meetings and meetings of note in Scotland, Wales, and Northern Ireland Read the full minutes of the 25 September 2019 meeting After the meeting, there was an informal session on our accuracy and completeness survey. Read the notes of this session 5 September 2019 The topics on this meeting's agenda were: 2019 UKPGE preparedness and funding Read the full minutes of the 5 September 2019 meeting 17 July 2019 (day notes) The topics on this meeting's agenda were: Managing regulatory risk Read the full minutes of the 17 July 2019 meeting 26 June 2019 The topics on this meeting's agenda were: Annual review of complaints Audit Committee Annual Report Remuneration and Human Resources Committee Annual Report 2018/19 Adoption of 2018/19 Annual Report and resources accounts Voter identification pilots (2019) evaluation Chief Executive's update Forward plan of Board business 2019/20 Action tracker Chair and Chief Executive's meeting and meetings of note in Scotland, Wales, and Northern Ireland Read the full minutes of the 26 June 2019 meeting 5 June 2019 The topics on this meeting's agenda were: Update on May polls Modernising electoral registration project Confirmation of actions arising from the 24 April 2019 Board Effectiveness Review Performance Report Quarter four 2018/19 Update on Ways of working Forward plan of Board business 2019/20 Chair and Chief Executive's meeting and meetings of note in Scotland, Wales, and Northern Ireland Read the full minutes of the 5 June 2019 meeting 24 April 2019 The topics on this meeting's agenda were: Update on May polls Board Effectiveness Review Read the notes of the 24 April 2019 session 24 April 2019 (extraordinary meeting) The topics on this meeting's agenda were: Proposed changes to Committee membership Any other business Read the full minutes of the 24 April 2019 extraordinary meeting 9 April 2019 (extraordinary meeting) The topics on this meeting's agenda were: European Parliamentary Elections decision-making discussion Update on recruitment of new Chief Executive Read the full minutes of the 9 April 2019 meeting extraordinary 13 March 2019 The topics on this meeting's agenda were: Speaker's Committee update Key messages for the Annual Report 2018/19 Annual risk review Recommendations from innovation and development project four: Improving youth democratic engagement Update

on progress on new website Chief Executive's update Forward plan of Board business  
 2018/2020 Action tracker Chair and Chief Executive's meeting and meetings in devolved  
 legislatures Read the full minutes of the 13 March 2019 meeting 13 February 2019 The  
 topics on this meeting's agenda were: The Business Plan and Main Estimate 2019/20  
 Governance update Appointment of a Commissioner to a vacancy on the Remuneration and  
 Human Resources Committee Chief Executive's update Performance and finance report  
 quarter three 2018/19 Forward plan of Board business 2018/2020 Action tracker Chair  
 and Chief Executive's meeting and meetings in devolved legislatures Read the full  
 minutes of the 13 February 2019 meeting 2018 meeting minutes 5 December 2018 The  
 topics on this meeting's agenda were: Project overview 2019/20 Draft Budget and  
 Business Plan Chief Executive's update Quarter two performance and finance report  
 Forward plan of Board business 2018/19 Action tracker Chair and Chief Executive's  
 meeting and meetings in devolved legislatures Meeting wash-up (Commissioners only)  
 Read the full minutes of the 5 December 2018 meeting After the meeting, there was an  
 informal session on simplifying and modernising electoral law across the UK. Read the  
 notes of this session 25 October 2018 This was an informal day discussion. The topics  
 on this meeting's agenda were: The future of voting – what we know of elections  
 Providing services that meet the needs of all users The future of voting Read the  
 notes of the 25 October 2018 session 19 September 2018 The topics on this meeting's  
 agenda were: Delivering the Commission's policy agenda Prosecutions policy Public  
 awareness campaign for May 2019 – approach and budget Quarter one performance and  
 finance report Chief Executive's update Forward plan of Board business 2018/19 Action  
 tracker Chair and Chief Executive's meetings and meetings in Northern Ireland,  
 Scotland and Wales Read the full minutes of the 19 September 2018 meeting 18 July  
 2018 This was an informal day discussion. The topics on this meeting's agenda were:  
 Headlines/issues since last board meeting Read the notes of the 18 July 2018 session  
 27 June 2018 The topics on this meeting's agenda were: ID Pilot Evaluation Findings  
 (presentation) Audit Committee Annual Report Remuneration and Human Resources  
 Committee Annual Report Annual review of complaints Adoption of 2017/18 Resource  
 Accounts and Annual Report Draft Business Plan 2018/19 and review of Performance  
 Measures Chief Executive's update for May 2018 Forward plan of Board business 2018/19  
 Action tracker for May Chair's and Chief Executive's meetings, and meetings in  
 devolved legislatures Read the full minutes of the 27 June 2018 meeting . 23 May 2018  
 The topics on this meeting's agenda were: Post elections – Key messages for post-poll  
 report(s) and potential policy implications Corporate Governance update Codes of  
 Practice Key messages for the 2017/18 Annual Report Chief Executive's update for  
 April 2018 Annual Review of Risk Register Quarter four Finance and Performance Report  
 and achievements against 2017/18 Corporate Plan Minutes of Audit Committee meeting,  
 20 March 2018 Forward plan of Board business 2018/19 Action tracker Chair's and Chief  
 Executive's meetings, and meetings in devolved legislatures Commissioner wash-up  
 (Commissioners only) Read the full minutes of the 23 May 2018 meeting . 18 April 2018  
 (day notes) The topics on this meeting's agenda were: Presentation from the  
 Australian Electoral Commission Presentation from Peter Wildman – Scottish Assessors  
 Organisation Informal Board discussion Read the notes of the 18 April 2018 session .  
 21 March 2018 The topics on this meeting's agenda were: Regulatory matter for  
 decision Proposal to provide indicative funding information to the Scottish  
 Parliament and National Assembly for Wales May elections update Accuracy and  
 Completeness Study Business Plan 2018/19: Principles for Performance Measures Chief  
 Executive's update for March Quarter three Finance and Performance Report Annual  
 Review of Corporate Governance Forward plan of Board business 2018-19 Decision

tracker for February Chair's and Chief Executive's meetings, and meetings in devolved legislatures Commissioner wash-up (Commissioners only) Read the full minutes of the 21 March 2018 meeting . 24 January 2018 The topics on this meeting's agenda were: Draft Corporate Plan 2018/19 to 2022/23 Main Estimate for 2018/19 Chief Executive's update for January Appointment to Committees Forward plan of Board business 2018/19 Decision/action tracker for January Read the full minutes of the 24 January 2018 meeting . Related content Our Commissioners Selecting our Commissioners Find out about the selection process for our Commissioners Our Executive Team Meet our Executive Team, and find out more about them Interim corporate plan 2020/21 - 2024/25 Our interim corporate plan was published following the 2019 UK Parliament general election. It has now been replaced by our 2022/23 to 2026/27 plan.