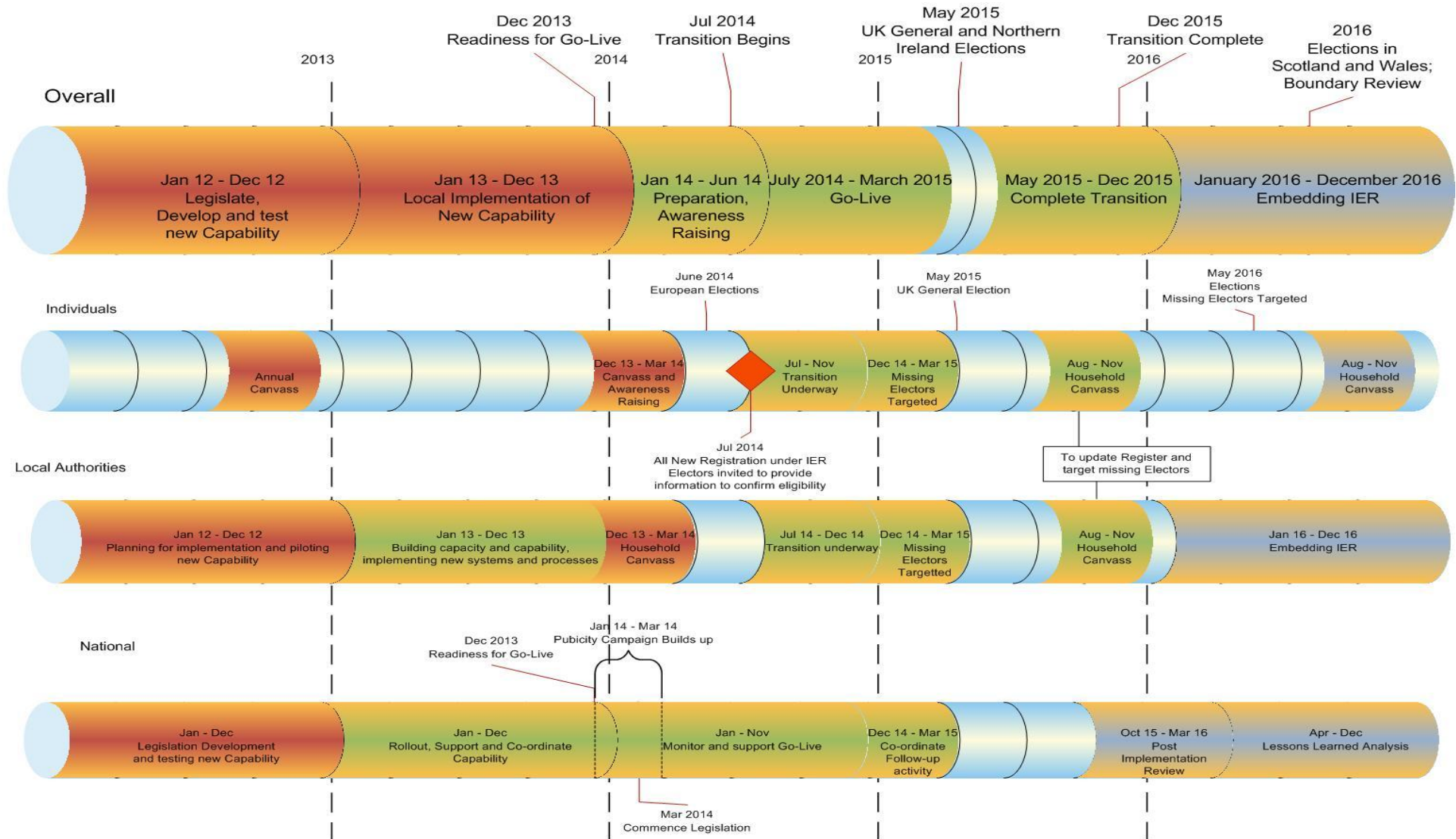


Implementation 2012-16



Move to Individual Electoral Registration

High Level Implementation Timeline

Introduction

1. The move to Individual Electoral Registration (IER) will make some big changes to the way we deliver Electoral Registration across Britain. This timeline sets out what these key points are and when they need to be delivered.
2. The timeline sets out the overall schedule for delivery and three key perspectives:
 - a. The individual;
 - b. Local Delivery; and
 - c. National.
3. There are five basic stages we will go through during the transition to IER:
 - a. Legislation, Develop and Test Capability (2012);
 - b. Preparing for Transition (2013);
 - c. Go-Live (2014);
 - d. Completing Transition (2014-2015); and
 - e. Embedding IER (2016 onwards).
4. The key points for the different perspectives in each of these stages are set out below.

Legislation, Developing and Testing Capability (2012)

5. This will involve getting the legislative frameworks in place and the development and testing of the new capability (including IT and business processes) as well as local planning for the year running up to implementation.

Individual

6. The individual will be invited to take part in the usual Annual Canvass but aside from this will not be asked to participate further at this stage.

Local Authorities

7. Those involved in local delivery will be asked to plan for the introduction of IER at a local level. This will include working out what their resource needs will be. They will also be asked to play an important role in the development and testing of the new capability to be rolled out more widely in 2013.

National

8. Primary legislation will be taken through Parliament. New business processes will be developed alongside capability (including IT capability) in partnership with local authorities.

Preparing for Transition (2013)

9. All Local Authorities will be invited to implement new capabilities at a local level including IT, business processes and resources. This will culminate in an assessment of readiness for Go-Live.

Individual

10. Individuals will notice that the annual canvass has moved to early 2014 with generally no additional steps to take. Some electors will be in areas where piloting of the new capability will be taking place and may notice that change is coming. There will also be early awareness raising activity at this time in preparation for the transition.

Local Authorities

11. Electoral Registration Officers and Electoral Administrators will have IT systems put in place, other resources acquired and capabilities - including staff training - built during this phase in readiness for go-live in the following year. All local capability needs will be ready by the end of this phase.

National

12. This phase sees the transition from the development and testing of capability to building the full capability locally. Central Government will be co-ordinating this working in partnership with Electoral Registration Officers and Administrators. Government will provide hands on support to Electoral Registration Officers and Administrators over this period.

Go-Live and Complete Transition (2014 - 2015)

13. Transition gets underway over the course of 2014 and up to the General Election. This phase sees the first live use of individual electoral registration and as such the change becomes more publicly visible.
14. This phase also looks to achieve the objective of moving all eligible voters to IER and embedding this as a regular business activity. Lessons identified from the first live canvass will lead to actions to improve the experience for the future.
15. It is important to note that the carry forward means that electors won't lose their vote in the UK General Election in 2015 but the process of transition will be complete by December 2015.

Individual

16. People should start to see a gradual build up of public awareness around Individual Electoral Registration up to the first IER canvass in 2014 where they will be registering as an individual for the first time. In the first part of the year individuals will see greater publicity around IER and will be invited to take part in the usual household canvass. Directly after the European elections IER will go-live and all new registrations will be expected to take place under IER. In the latter part of the year the first amended canvass will take place. This will be followed by activity during early 2015 to target those electors that have been missed from the initial canvass. There will be a full canvass after the General Election ahead of the boundary review and elections in Scotland and Wales in 2016. The elections in 2016 will be the first to take place under IER without carry-forward.

Local Authorities

17. Activity will be high for EROs during this phase as they go-live with IER. The steps will generally follow those for the individual: carrying out the household canvass, moving to IER after the European elections, carrying out a further amended canvass under IER and targeting missing electors in preparation for the General Election in 2015.

National

18. The Electoral Commission will be supporting the transition through monitoring and evaluation activity, identifying lessons for the future. Central Government will be providing hands-on support in partnership with local delivery as well as developing and co-ordinating follow-up actions from lessons identified by the Electoral Commission.

Embedding IER (2016)

19. This phase represents the end of transition as IER is in place. All parties should now see IER as business as usual for the future. A post implementation review should provide final assurance that all benefits are on track to be delivered, identify how they will be measured going forward and any further action that needs to be taken.