



# **THE ELECTORAL OFFICE FOR NORTHERN IRELAND**

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## **BUSINESS PLAN 2020 - 2021**

# FOREWORD

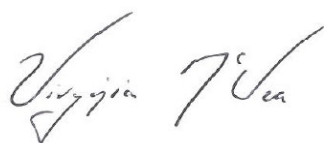
This Business Plan sets out the work planned for the period 1 April 2020 to 31 March 2021.

We are currently experiencing unprecedented changes to working life in response to Coronavirus Covid 19 and this plan has been reworked to take account of present and as far as possible anticipated circumstances in the business year.

The Coronavirus Act 2020 postponed the Canvass for Northern Ireland from 2020 to 2021. This will then be just in advance of the planned NI Assembly elections in 2022. The emergency statutory provision also legislated to ensure elections would not be inappropriately held during the emergency period.

With such massive changes to our own planning and indeed our day to day lives I thank our staff for their response to this challenge and continued determination to provide the best service possible to the people of Northern Ireland.

I would also express our hope that in the months ahead we would find long term answers to this present danger which has already caused so much suffering.

A handwritten signature in black ink, appearing to read 'Virginia McVea', written in a cursive style.

Virginia McVea  
Chief Electoral Officer

## INTRODUCTION

This Business Plan takes account of the impact of Coronavirus Covid 19.

The Business Plan does not include the routine work carried out by the Electoral Office for Northern Ireland (EONI) in connection with normal electoral registration.

This document is available on request, in other formats and languages. Please phone 028 9044 6680 or email [info@eoni.org.uk](mailto:info@eoni.org.uk). It can also be viewed on [www.eoni.org.uk](http://www.eoni.org.uk).

## STRATEGIC AIM AND BUSINESS OBJECTIVES

The EONI Strategic plan has been developed for a three year period given the process of centralisation in 2019. It can be accessed on <http://www.eoni.org.uk/Utility/About-EONI/Plans-and-reports>. This section sets out the strategic targets and related business objectives which the EONI intends to achieve in the current year.

EONI is committed to continuous improvement. This should impact not only the accessibility, quality and efficiency of our services to the public but also the development of our expert staff team.

## REGISTRATION

### Strategic Aims 2019-22:

- Improve the accuracy and completeness of the data on the Register.
- Conduct a Canvass in 2020.
- Prioritise outreach to enhance the comprehensiveness of the Register.
- Ensure a particular focus on ensuring attainers are added to the Register.

### Business Objectives:

1	By 1 December 2020 to have produced a suite of digital developments to improve the accuracy and comprehensiveness of the Register and efficiency of processing.
2	By March 2021 to have provided a suite of materials for the CCEA in Northern Ireland for key attainer influence groups in education.
3	By December 2020 on the basis of data analytics engage with stakeholders to share priority areas for outreach with a focus on non-contact opportunities.
4	By December 2020 review all letters to electors to optimise accessibility.
5	By March 2021 carry out all necessary review and planning for Canvass 2021 and begin operations.
6	By June 2020 prepare data cleansing programme for the EONI.
7	By September 2020 Roll out data cleansing on UPRNs, electors at two addresses, street names and nursing home addresses.
8	Work with Cabinet Office to deliver online access to overseas electors further to provision centrally.
9	By December 2020 to have a programme in place to add NIHE and Education data to our sources.
10	By March 2021 to have developed guidance materials on registration in NI.

## ELECTIONS

### Strategic Aims 2019-22:

- Ensure the administration of free and fair elections in NI.
- Provide a Parliamentary polling station scheme review.

### Business Objectives:

1	By March 2021 to develop election readiness guidance and monitoring tools.
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2	By December 2020 to produce performance targets for election readiness.
3	By March 2021 develop STV count training materials.
<p><b>CORPORATE SERVICES</b></p> <p><b>Strategic Aims 2019-22:</b></p> <ul style="list-style-type: none"> <li>• To develop EONI as a centre of excellence on the single transferable vote system.</li> <li>• Ensure continuous professional improvement.</li> <li>• Optimise governance processes.</li> <li>• Create a programme for excellence in management.</li> <li>• Optimise protection of our data.</li> </ul>	
1	By March 2021 to have new governance structures and processes in place.
2	By December 2020 to have a suite of materials reviewing, documenting and triggering procurement requirements.
3	By December 2020 to have relocated and reviewed a new disaster recovery site.
4	By September 2020 to have uploaded and made operational a new telephone system with new monitoring and reporting facilities for the EONI.
5	By March 2021 to roll out actions from the governance audit.

<b>ANNEX A: ELECTORAL OFFICE BUDGET</b>	
<b>Description</b>	
	<b>£</b>
Basic Pay -	
Permanent Staff	775,132
Employers National Insurance -	
Permanent Staff	67,667
Accrued Superannuation Liability Charge -	
Permanent Staff	226,656
<b>TOTAL PAY</b>	<b>1,069,455</b>
Premises	100,307
Premises Other	194,875
Training	31,666
Travel	5,370
Other Employee Costs	11,660
Hospitality	500
Printing & Stationery	137,400
Equipment Maintenance	340,639
Legal and Audit	75,450
Telecommunications	76,955
ID Card	7,000
<b>TOTAL NON PAY</b>	<b>981,822</b>
Receipts	-128,794
Non Cash Costs	TBC
<b>TOTAL</b>	<b>1,922,483</b>