



Members Press Release

Annual Canvass 2016/17

OVERVIEW

The Herefordshire Annual Canvass starts on 12th September. The purpose of the Canvass is to compile an accurate Electoral Register, which will be published on 1st February 2017.

The canvass is a legal requirement for Local Authorities, and it is a good opportunity for us to check accuracy and increase the number of registered electors in Herefordshire.

HOW IT WORKS

The Canvass will happen in a similar way to previous years. This means that every residential property in the county will be sent a Household Enquiry Form (HEF). This form will show all members of the household currently registered to vote.

The Household is then responsible for confirming the details, or adding or deleting electors as appropriate.

Any resident aged 18 or over can complete the HEF on behalf of the whole household. It is a legal requirement that the HEF is completed and returned from every property.

HOW TO RETURN THE COMPLETED FORMS

Residents have a choice of four different methods to complete their HEFs:

- online
- phone
- text
- post

Each of these is free of charge and full and easy to follow instructions are on the Forms. We are encouraging use of the non-postal methods as these save us time and money.



VOTER REGISTRATION

IMPORTANT NOTE: completing the HEF does NOT register new electors to vote – they must still do this individually themselves via one of the approved methods (e.g. online at www.gov.uk/register-to-vote)

TIMELINE

- September 12th – commencement of deliveries of HEFs to properties (we use a mixture of directly-employed canvassers and Royal Mail for this)
- September 26th – first delivery of Invitation To Register Forms to potential new electors, flagged up on the returned HEFs (this will be rolling thereafter)
- October 24th – letter sent chasing up all those who have not responded to their HEFs
- Mid-November – start of canvasser visits to chase up non-responders in person
- December/January – finalization of the Register ready for publication on 1st February 2017

WHAT CAN YOU DO TO HELP?

Our goal is to get as many people returning the HEFs without any reminders, as this will save money, so anything you can do to this end will be appreciated.

- Spread awareness of the Canvass and its importance.
- Promote the importance of individual registration to vote and the use of:
<https://www.gov.uk/register-to-vote>
 - promoting the online registration system allows the reduction of costs and improves the efficiency of Council services.

FURTHER INFORMATION

This is only a short briefing note. If you want to know more or have any queries, please do not hesitate to contact Colette Maund (Electoral Services Manager) on 01432 260696 or email canvass@herefordshire.gov.uk

We also have more details on our section of the website: www.herefordshire.gov.uk/elections