



Case Study - High Peak Borough Council

Establishing mis-matches

Our initial approach to implementation was to establish how many mis-matches we had. We had an initial meeting with our LLPG officer, once the mismatches had been established, and discussed how the exercise could be carried out. Our LLPG custodian already had experience of carrying out a data matching exercise. This is because our Planning department had over 7000 mis-matches when their address database was compared with the LLPG, so many of the processes were in place.

Estimate of time and staff required

We have 41,000 properties on our electoral register and when our data was compared against the LLPG (using the LLPG software) there were 4000 mis-matches. Previous experience from the Planning department exercise meant that we anticipated being able to manually match an average of 500 addresses per week. Based on this estimate, we allocated one member of staff to work on this project for 25 hours per week for six weeks. The work was completed in less than six weeks.

Matching problem addresses

There were of course the addresses that were difficult to match and we had about 100 of these. These were records where the details on the electoral register bore no resemblance to the LLPG record, so more information was needed (e.g. from Council tax records as to who live at an address), before the address could be linked to the UPRN.

Support from our LLPG team

The support from our LLPG team was invaluable and we would strongly urge all Electoral Administrators to get in touch with them and arrange to have a meeting to get them 'on board' as it would be very difficult to carry out this exercise without their input. We seconded a member of our Electoral Services team to work with the LLPG officer for six weeks, for 25 hours a week. We had no scheduled elections in 2008 and realised this was our 'window' to do this work. Once the canvass started and the new registers published for 2009, we knew that the European and County Council elections would be upon us, and there would be very little free time to carry out a proper matching of our data.

Maintaining the database

The most important issue for us now is to maintain the database to ensure that any new properties that are added to the electoral register in the future are properly linked to a UPRN. We are waiting for the next stage to submit our data to Intelligent Addressing and are hopeful that we will achieve BS7666 without having to implement any further changes to our data. Finally, we only had to contact the CORE team at the MoJ on two occasions as most of the information we needed was covered in their guidance.

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