

**Committee: Full Council**

**Agenda Item**

**Date: 28 October 2014**

**3**

**Title: Review of polling districts and places:  
Final proposals for a revised polling  
scheme**

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Item for decision

**Democratic and Electoral Services Manager**

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## Summary

1. Members are invited to consider final proposals for a revised polling scheme, as recommended by the Electoral Working Group for adoption by the Council. The recommendations take full account of both stages of public consultation. The revised scheme will apply for a five year period to 2020, having been framed to accommodate the new ward boundaries, and will be operative from 1 December 2014.

## Recommendations

2. To approve and adopt a revised scheme of polling arrangements, as set out in appendix B to this report.

## Financial Implications

3. *There are no financial implications arising from this recommendation:*

## Background Papers

4. The following papers were referred to by the author in the preparation of this report and are available for inspection from the author of the report.

All papers referred to have already been published.

## Impact

- 5.

Communication/Consultation	By publication on the Council's website and by direct consultation with all interested parties
Community Safety	No direct impact
Equalities	Take account of the need to designate where possible only fully accessible

	buildings
Health and Safety	See under Equalities above
Human Rights/Legal Implications	The Council must comply with legislation in conducting compulsory reviews
Sustainability	No impact
Ward-specific impacts	All wards
Workforce/Workplace	No implications

## Situation

6. The Electoral Working Group has overseen a review of parliamentary polling districts and places required by legislation to be completed by the end of January 2016. The review has included two full stages of public consultation as well as consideration of polling district boundaries and all buildings used as existing polling locations. It has been complicated by the co-incidence of the introduction of a new scheme of warding arrangements as set out in The Uttlesford (Electoral Changes) Order 2014 made on 20 May 2014. The new wards of course will operate at the ordinary district and parish elections on 7 May 2015.
7. Full assessments have been carried out of all buildings falling into one of the following three categories: 1 where boundary changes necessitate a possible change; 2 instances of reported problems with an existing polling location, or; 3 an alternative location has been proposed or suggested. In some instances, it has been necessary to consider an alternative boundary alignment to take account of ward changes or, in some instances, of planned or potential residential development.
8. Members are reminded that the adopted scheme must provide the most convenient and reasonable facilities for electors that are practicable. This must be for a full five year period. The Council also has a continuing duty to ensure that every polling place is accessible to disabled electors. Mention has been made during the review of the possibility that interim reviews may be needed because of the expected changing pattern of residential development in some parts of the district. The scheme should not be adopted on the basis that an interim review will take place, only that a further review can be held if the adopted electoral arrangements are rendered out of date by changing circumstances. The adopted scheme can only take account of circumstances as they are now, or as they are reasonably expected to be within the next five years.
9. The following documents are submitted for consideration:
  - Appendix A – list of recommended changes
  - Appendix B – the full recommended revised scheme

- Appendix C – Statement of reasons for each of the decisions made as part of the review

10. Members are invited to consider and adopt the proposed scheme as submitted for approval. The approved scheme will be reflected in the revised register of electors published on 1 December 2014 and will become effective for all elections from May 2015 onwards.

## Risk Analysis

11.

Risk	Likelihood	Impact	Mitigating actions
3 – the purpose of the review is to identify suitable arrangements for polling in every polling district	2 – action may be needed to change polling places in some areas and to identify new places where ward boundaries have changed	3 – the impact of continuing to operate an unsuitable polling scheme would be significant	Full consultation and proper examination of all potential polling premises as part of the statutory review

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.