

**NORTHAMPTON BOROUGH COUNCIL**

**GENERAL PURPOSES COMMITTEE**

Your attendance is requested at a meeting to be held at  
The Jeffrey Room, The Guildhall, St. Giles Square, Northampton, NN1  
1DE

on Tuesday, 15 November 2016

at 6:00 pm.

**D Kennedy**  
Chief Executive

**AGENDA**

1. **Apologies**
2. **Minutes**
3. **Declarations of Interest**
4. **Deputations / Public Addresses**
5. **Matters of Urgency which by reason of special circumstances the chair is of the opinion should be considered**
6. **Review of Polling Districts and Polling Places for West Hunsbury and Old Duston Wards**  
(Copy Herewith)

**7. Exclusion of Public and Press**

THE CHAIR TO MOVE:

“THAT THE PUBLIC BE EXCLUDED FROM THE REMAINDER OF THE MEETING ON THE GROUNDS THAT THERE IS LIKELY TO BE DISCLOSURE TO THEM OF SUCH CATEGORIES OF EXEMPT INFORMATION AS DEFINED BY SECTION 100(1) OF THE LOCAL GOVERNMENT ACT 1972 AS LISTED AGAINST SUCH ITEMS OF BUSINESS BY REFERENCE TO THE APPROPRIATE PARAGRAPH OF SCHEDULE 12A TO SUCH ACT.”

**SUPPLEMENTARY AGENDA**

**Exempted Under Schedule  
12A of L.Govt Act 1972  
Para No:-**

## **NORTHAMPTON BOROUGH COUNCIL**

### **GENERAL PURPOSES COMMITTEE**

**Thursday, 29 September 2016**

**PRESENT:** Councillor Sargeant (Chair); Councillor Kilbride (Deputy Chair);  
Councillors Aziz, Marriott, Stone, Beardsworth and M Hill

#### **APOLOGIES:**

##### **1. APOLOGIES**

Apologies were received from Councillors Beardsworth, substituted by Councillor Meredith, Councillor Parekh who was substituted by Councillor Patel and Councillor Russell.

##### **2. MINUTES**

The minutes of the previous meeting were agreed and signed by the Chair.

##### **3. DECLARATIONS OF INTEREST**

There were none.

##### **4. DEPUTATIONS / PUBLIC ADDRESSES**

There were none.

##### **5. MATTERS OF URGENCY WHICH BY REASON OF SPECIAL CIRCUMSTANCES THE CHAIR IS OF THE OPINION SHOULD BE CONSIDERED**

There were none.

##### **6. ELECTORAL SERVICES UPDATE**

The Chief Executive gave a presentation which updated members of the Committee on activities within Electoral Services including the PCC Election, the EU Referendum, Polling Districts and Places Review and the implementation of Individual Electoral Registration.

#### **RESOLVED:**

That the presentation be noted.

##### **7. BODY WORN CAMERAS**

The Environmental Services Manager submitted a report on behalf of the Director of Customer and Communities and elaborated thereon. He explained that the report was to seek agreement to the use of body-worn videos by employees of the Council subject to the approval of, and in accordance with the Body-Worn Video Policy to be considered by Cabinet on the 19<sup>th</sup> October 2016. The Environmental Services

Manager explained that the wardens had asked for the videos as they had been considered a deterrent against hostile behaviour towards them. It was noted that the video's would not be continuously rolling, but that they would be switched on when it was considered necessary and a notice displayed that they were under surveillance as well as being cautioned that they were being recorded.

In response to questions asked the Environmental Services Manager explained that it was perceived that Wardens tasked with rough sleepers and beggars would receive less hostility if they were wearing a video. It was explained that the purpose of the videos was not to covertly survey people, but that following a number of violent incidents, the Council had a duty of ensure the health and safety of its employees. It was noted that the cost of each camera was in the region of £600 and were the same ones that were used by the Police but that the wardens would still be entering information in a PACE book which would continue to be monitored.

The Committee discussed the report and asked that consideration be given to the Scrutiny Panel 2 report -The impact of Anti-social behaviour on the Town and a review be taken back to the Overview and scrutiny Committee in 12 months to monitor the impact of the use of the videos.

**RESOLVED:**

That, subject to Cabinet's approval of the Body-Worn Video Policy to be considered by Cabinet on 19<sup>th</sup> October 2016, General Purposes Committee supported the use by employees of the Council of body-worn video in accordance with the policy.

**8. EXCLUSION OF PUBLIC AND PRESS**

The Chair moved that the public be excluded from the remainder of the meeting on the grounds that there was likely to be disclosure to them of such categories of exempt information as defined by Section 100(1) of the Local Government Act 1972 as listed against such items of business by reference to the appropriate paragraph of Schedule 12A to such Act.

The Motion was Carried.

**9. EMPLOYMENT REVIEW**

The Chief Executive submitted a report and elaborated thereon.

**RESOLVED:**

That the recommendation within the report be agreed.

The meeting concluded at 18.30pm

**Appendices:**

- 1) Review of West Hunsbury Ward and New Duston Ward
- 2) Representation of Peoples Act

**Appendices:**

- 3) Notice of Interim Review
- 4) Map 1
- 5) Map 2

## GENERAL PURPOSES COMMITTEE REPORT

<b>Report Title</b>	<b>Review of Polling Districts and Polling Places for West Hunsbury and Old Duston Wards</b>
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**AGENDA STATUS: PUBLIC**

<b>Committee Meeting Date:</b>	15 November 2016
<b>Policy Document:</b>	No
<b>Directorate:</b>	Borough Secretary

### 1. Purpose

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- 1.1 To present to the Committee recommendations from the Returning Officer relating to the polling arrangements in the Wards of West Hunsbury and Old Duston.

### 2. Recommendations

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- 2.1 That the Returning Officer be authorised to administer the Review and publish the attached Notice.
- 2.2 That the Returning Officer be authorised to designate Districts and Polling Places within the West Hunsbury and Old Duston Wards to suitable venues.
- 2.3 That the Ward of West Hunsbury be divided into two Polling Districts SNWH1 and SNWH2, the Polling District boundary to follow the County Council boundary.
- 2.4 That the Polling Place for NSOD3 and NSOD4 in Old Duston Ward be Duston United Reform Church.

### 3. Issues and Choices

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#### 3.1 Report Background

- 3.1.1 The introduction of the Electoral Registration and Administration Act 2013 requires each local authority to carry out a review of Polling Districts and Polling Places every five years. This compulsory review was carried out in 2014. And a further review was carried out in 2015.
- 3.1.2 The Representation of the People Act 1983 (as amended) (Section 18C (5) and Section 31) allows a local authority to conduct an interim review of any Polling District, Polling Place or Polling Station within its area, outside of the timescales for a compulsory review. In this instance the Council is not intending to consider a review of all its Polling Districts, Polling Places or Polling Station within its area. Having considered the review of 2015, the current review is confined to West Hunsbury and Old Duston
- 3.1.3 The Ward of West Hunsbury is divided into two Polling Districts, SNWH1 and SNWH2. However, the County Division boundary is not coterminous with the West Hunsbury Ward boundary and passes through the centre of the ward dividing both the polling districts of SNWH1 and SNWH2 (Map 1). This means that some of the electors in each polling district would be voting in the other polling district for the County Council election on 4<sup>th</sup> May 2017. The County Council election is the only election that would be affected by this.
- 3.1.4 The Ward of Old Duston is divided into five Polling Districts. The Polling Districts NSOD3 and NSOD4 are allocated to St Lukes Community Centre as a result of the 2015 Review (Map 2). Representations were received at the 2016 EU Election that the slope up to the Community Centre was too much of a slope for some voters.
- 3.1.5 The Electoral Commission has produced guidance in its document 'Reviews of Polling Districts, Polling Places and Polling Stations', which states that the Council can carry out an interim review outside of the 5-year cycle for a compulsory review. The process for an interim review is not stated in legislation. The Electoral Commission guidance suggests that not following a full review process leaves an authority open to potential challenge, as it could be difficult to evidence the decision and show how the views of disabled persons and the reasonable requirements of electors were taken into account. The process described in this report will allow requirements to be met.
- 3.1.6 To aid understanding of the report and appendices the following definitions will assist:-
- **Polling District:** a geographical area created by the sub-division of a constituency, ward or division onto smaller parts.
  - **Polling Place:** the building or area in which the Returning Officer will select polling stations.

- **Polling Station:** Chosen by the Returning Officer for the election, a polling station is the room or building within the polling place where the poll will take place.

A timetable is attached at **Appendix 1**.

- 3.1.7 Local authorities are required to divide their area into polling districts for elections and to designate a single polling place for each polling district. Polling places should be within the polling district unless special circumstances make it desirable to designate an area outside the district. When conducting a statutory review of polling districts, places and stations, local authorities must follow rules set out in Schedule A1. Section 18C of the Representation of the People Act 1983. Schedule A1 is included in **Appendix 2**.
- 3.1.8 The responsibility for finalising the polling stations for each election rests with the Returning Officer for that election.
- 3.1.9 There are five potential stages to this particular review:
- Notification of the review
  - Administration of the review
  - Consultations
  - Conclusion
  - Appeal

### **Proposals**

The Ward of West Hunsbury be divided into two Polling Districts SNWH1 and SNWH2 the boundary between the two polling districts to follow the County Boundary line.

The Ward of Old Duston polling districts NSOD3 and NSOD4 be allocated to Duston United Reform Church.

## **4. Implications (including financial implications)**

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### **4.1 Resources and Risk**

- 4.1.1 No additional cost will be incurred as the polling stations are already in place for the County Council elections.
- 4.1.2 The review process enables the Council to carry out the Review, although no detailed prescribed review process is identified in legislation. However, the process described is robust and provides for input by interested parties and a mechanism for an appeal should there be a challenge.

## **4.2 Legal**

- 4.2.1 The interim Polling Place and Polling District Boundary Review will follow the full review process.

## **4.3 Equality**

- 4.3.1 Full inspections of Polling Places have taken place which included accessibility and incorporated any initial advice given.

## **4.4 Consultees (Internal and External)**

- 4.4.1 All consultees who responded to the Poling Place consultation in 2015 will be notified.

Any elector in the local authority area can make representations on the Returning Officer's proposals.

The consultation period will be three weeks.

## **4.5 Other Implications**

- 4.5.1 None

## **4.6 Future Reviews**

- 4.6.1 Northampton will undergo another full statutory review in 2018/19. Legislation requires that all polling stations be kept under consideration and evaluation. If changes are identified as being desirable then the interim review process should be initiated.

## **5. Background Papers**

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- 5.1 Review of Polling Districts and Polling Places files and records, held by the Borough Secretary's department.

**Diana Bowden: Elections Manager**  
**01604 837111**

Polling Districts & Stations Review 2016 – Review of West Hunsbury Ward and New  
Duston Ward

Timetable

Resolution from General Purposes Committee providing for commencement of the review	Tuesday 15 <sup>th</sup> November 2016
Notice of Review published in relevant areas and on Northampton Borough Council Website	Friday 18 <sup>th</sup> November 2016
Publication of Proposals and Returning Officer's Representations in relation to these.	Friday 18 <sup>th</sup> November 2016
Commencement of Consultation on Proposals and Returning Officers Representations in relation to these	Friday 18 <sup>th</sup> November 2016
End of Consultation Period	Friday 9 <sup>th</sup> December 2016
Report to Council with Final Proposals taking into account representations received	Monday 23 <sup>rd</sup> January 2017
Publication of review result	Tuesday 24 <sup>th</sup> January 2017
Notice of Republishing the Register	Friday 10 <sup>th</sup> February 2017
ERO includes changes to the Register and Republishes	Wednesday 1 <sup>st</sup> March 2017
Notice of Republished Register	Wednesday 1 <sup>st</sup> March 2017



Schedule A1 to the Representation of the People Act 1983. - APPENDIX 2

"SCHEDULE A1

Section 18C

REVIEW OF POLLING DISTRICTS AND POLLING PLACES

- 1 The relevant authority must publish notice of the holding of a review.
- 2 The authority must consult the returning officer for every parliamentary election held in a constituency which is wholly or partly in its area.
- 3 (1) Every such returning officer must make representations to the authority.  
(2) The representations must include information as to the location of polling stations (existing or proposed) within polling places (existing or proposed).  
(3) The representations must be published in such manner as is prescribed.
- 4 (1) The authority must seek representations from such persons as it thinks have particular expertise in relation to access to premises or facilities for persons who have different forms of disability.  
(2) Such persons must have an opportunity—
  - (a) to make representations;
  - (b) to comment on the returning officer's representations.
- 5 Any elector in a constituency situated in whole or in part in the authority's area may make representations.
- 6 Representations made by any person in connection with a review of polling places may include proposals for specified alternative polling places.
- 7 On completion of a review the authority must—
  - (a) give reasons for its decisions in the review;
  - (b) publish such other information as is prescribed.\*

Appendices
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## Notice of Interim Review of Polling Districts and Polling Places 2016

In accordance with **Section 18C** of the **Representation of the People Act 1983**, Northampton Borough Council gives notice that it is conducting an interim review of certain polling districts and polling places for Parliamentary and Local Government elections.

The Council welcomes views or comments from electors and any persons or bodies with expertise in access to premises or facilities for persons with any type of disability. Representations will also be sought from the Acting Returning Officers for the Parliamentary constituencies. Local political parties, District and County Councillors and Parish Councils will also be consulted.

The Acting Returning Officer's proposals for the new polling districts and suitability of polling stations will be published on Friday **18<sup>th</sup> November 2016** and will be available for inspection at the Council Offices and on the Council's website [www.northampton.gov.uk](http://www.northampton.gov.uk)

Any representations must be submitted in writing to the address below or by email to [elecrag@northampton.gov.uk](mailto:elecrag@northampton.gov.uk) by not later than **Friday 9<sup>th</sup> December 2016**.

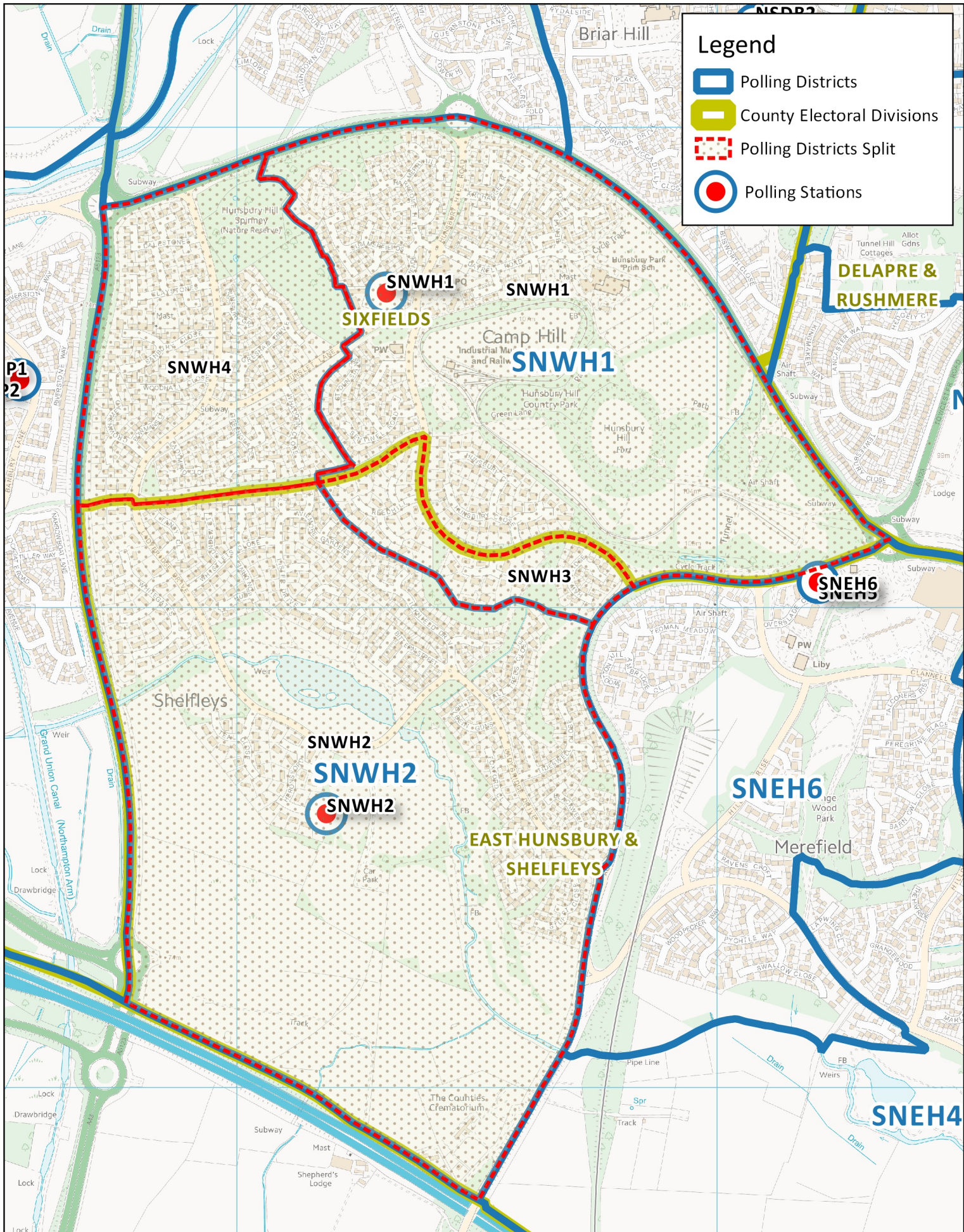
Details of all representations received will be made available for inspection.

The Council will consider the review proposals at its meeting to be held on Monday 23<sup>rd</sup> January and the outcome of the review will then be published. The proposals will be incorporated in the revised register to be published on 1<sup>st</sup> February 2017.

Any further information may be obtained by contacting Electoral Services on 01604 837111.

David Kennedy  
Chief Executive  
16th November 2016





**Title: West Hunsbury Polling Districts**

10

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**Date:** 31-10-2016

**Scale:** 1:10,000

**Drawn by:** -----



