REPORT TO: CITY COUNCIL - 13TH JANUARY, 2014

REPORT ON: THIRD STATUTORY REVIEW OF POLLING PLACES AND POLLING

**DISTRICTS** 

REPORT BY: HEAD OF DEMOCRATIC AND LEGAL SERVICES

REPORT NO 2-2014

#### 1.0 PURPOSE OF REPORT

1.1 To outline proposals for polling places and polling districts in terms of the Electoral Administration Act 2006.

#### 2.0 RECOMMENDATION

2.1 It is recommended that the changes outlined in Section 5 be adopted in the time scales indicated.

#### 3.0 FINANCIAL IMPLICATIONS

3.1 None.

#### 4.0 MAIN TEXT

4.1 This is the third statutory review carried out in terms of the Electoral Administration Act 2006. The timetable for the review was as follows:-

1st October - Publication of Draft Proposals

31st October - Closing date for Representations to the draft Proposals

13th January - Proposals Put to Council

10th March - Publication of new Register based on final proposals approved by the City Council.

- 4.2 The second statutory review was carried out in December, 2011. Changes to legislation required the third review to be commenced in October, 2013. In addition a comprehensive review of polling districts and polling places is carried out prior to all elections, the most recent being in February, 2012.
- 4.3 As a result of this only a relatively small number of changes are proposed to polling places and these are largely due to the ongoing school rebuilding programme. The number of Polling Districts was reduced in 2011 for administrative ease and no major changes are proposed.
- 4.4 Members should note that electorate figures quoted are as at 1st November, 2013. The annual canvass is currently being undertaken and the final number of electors for each polling station will not be known until the publication of the new register on 10th March, 2014. The register will be published based on the changes identified as a result of this review.
- 4.5 Two maps will be on display at the meeting. One will show the changes effective from 2014 and the other the further changes which will take place in 2016/2017 when the new schools are built.
- 4.6 Appendix I to this report list wards and the default polling places for each polling district within the ward for 2014. A map of each ward showing the 2014 proposal is also attached.
- 4.7 The views of the Returning Officer were sought in terms of the regulations governing the review and the Returning Officer has indicated that he agrees with all the proposals contained in this report.

#### 5.0 PROPOSALS

#### Ward 1 - Strathmartine

- 1.1 Both Baldragon Academy and Sidlawview Primary are to be replaced with new schools on the same sites in 2016/2017 although the main entrance to Baldragon will be on Harestane Road not Burn Street.
- 1.2 The boundary of polling district WAR will be reviewed once the new schools are open with a view to some electors voting at Strathmartine Church Hall which is an existing polling place and the remaining electors voting at Sidlawview along with those in WAS with Baldragon no longer being used as a polling place.
- 1.3 Existing schools will be available until the new schools open.

#### Ward 2 - Lochee

- 2.1 In polling district WAI, Dryburgh Resource Centre, Napier Drive may not be available from 2014 and in this regard it is recommended that the lounge at Thomson Park (Lochee United JFC), Napier Drive be used. A polling station audit has been carried out and the premises are suitable. This change will take effect in 2014.
- 2.2 In the Menzieshill area, Hillside and Gowriehill Primaries are to be merged. The new merged school will be sited on Dickson Avenue/Charleston Drive and electors in WAA who voted at Gowriehill will vote at the new school. WAA will also be extended to include electors in areas 7 and 12 on the enclosed map. **This is not due until 2016/17.**
- 2.3. Polling districts WAG and WAK will also be affected by the closure of Hillside and it is intended that the boundary between WAG and WAK will be realigned with electors in the North - Overton Gardens and Netherton Terrace (area 9) voting at Kirk Street Sheltered Lounge. (This will take effect in 2014). Electors in Ancrum Road, Glamis Road (part), Dunkeld Place, Dalrymple Street areas and Sutherland Crescent and Sutherland Street and areas to the south will vote at Ancrum Primary (areas 10 and 11) - which is not used at present but may be easier for electors in that area than going into Menzieshill. Electors in Elmwood Road and westward would vote at Menzieshill High (WAG and area 6). Polling District WAB would be expanded to include electors in Naughton Place, Lennox Gardens and Tarbet Place (area 8) and vote at Clyde Place Sheltered lounge. Polling place audits of Ancrum Road Primary and Menzieshill High School have been carried out and the buildings are suitable. In the case of the former, electors will enter via the accessible route and vote in room 6 and in the case of Menzieshill High School, the school will be open to pupils on election days as electors will use a different entrance to pupils. These changes will take effect in 2016/2017.
- 2.4 Electors in former WAH (area 5) will continue to vote at St Ninians.

#### Ward 3 - West End

- In polling district WBD, Park Place School is closed. It is recommended that Dundee University Student Association (DUSA) be used. In addition it is further recommended that WBD be amended as outlined in the attached map (areas 1 and 2) to take in all University Halls at Hawkhill, Brown Street and Seabraes. It is hoped that this change together with collaborative working with the Students Association during the annual canvass will increase student registration levels which have historically been low. A polling place audit has been carried out and the premises are suitable. **This change will take effect in 2014**.
- 3.2 Balgay Hill Nursery is now open and it is recommended that a new polling district be created around the nursery comprising some electors in WBF, WBG and WAJ from Blackness Road, Abbotsford Street, Peddie Street, Rosefield Street and Glenagnes Road as all have to travel further afield at present (areas 4, 13, 14 and 15). A polling place audit has been carried out and the premises are suitable. Neither Victoria Park nor St Josephs Primary Schools would be affected by using the nursery and both could remain open to pupils on election day. This change will take effect in 2014.

3.3 In polling district WAL Harris Academy is being replaced. Polling will take place at West Park Centre until 2016 and thereafter Harris Academy will again be used. A polling place audit has been carried out and the premises are suitable.

#### Ward 4 - Coldside

- 4.1 Our Lady's and Rosebank are to merge on a new site on Ann Street/Alexander Street. **This is not due until 2016/17**. Electors in EWA who currently vote at Our Lady's will vote at the new school. It is also proposed that the use of Maxwelltown Information Centre be discontinued when the new school is built and that the electors in EWB who voted there also vote at the new school.
- 4.2 Polling district WBL will be split as per the attached map (areas 3 and 16) with electors in the west voting at St Mary Magdalene's Church, Constitution Road. This will take effect from 2014. Electors in the east will continue to vote at Rosebank Primary School and when the school closes will vote at the new school on Ann Street. In addition a new polling district will be created around Opal 1 (area 3). All residents there are students and will vote at DUSA. It is an Abertay campus but the students have a reciprocal arrangement with DUSA and will be used to going there socially. This will take effect in 2014.
- Frances Wright Pre-School is to close in 2016/2017 and accordingly polling district EWD will be split at Clepington Road and electors on the south side of Clepington Road (area 17) will vote at United Free Church, Caird Avenue, with those in the north voting at North End JFC, Fairfield Street. **These changes will take place in 2014**.
- 4.4 In polling district EWE electors currently vote at Fleming Gardens Sheltered Lounge. It is intended that those electors in the northwestern part of that polling district (Area18) will be moved to polling district EWD and vote at the new polling station of North End JFC as it will be easier for them to get there. **This change will take effect in 2014**.

## Ward 5 - Maryfield

5.1 In polling district WED, the Wellgate Centre is to undergo major refurbishment and it is recommended that these electors vote at Marryat Hall from 2014. Marryat Hall is currently a polling station for electors in WBC.

#### Ward 6 - North East

6.1 In EAD, Whitfield Community Centre is relocating to Lothian Crescent and it is recommended that these electors vote at Whitfield Community Services Complex. In EAE electors will vote at "The Crescent" instead of Ballumbie Primary. **These changes will take effect in 2014.** 

### Ward 7 - East End

No changes are proposed.

### Ward 8 - The Ferry

No changes are proposed.

#### 6.0 POLICY IMPLICATIONS

- 6.1 This report has been screened for any policy implications in respect of sustainability, strategic environmental assessment, anti poverty, equality impact assessment and risk management.
- 6.2 An equality impact assessment is attached. (Appendix II).

#### 7.0 CONSULTATION

7.1 The Chief Executive, Director of Corporate Services, political parties represented on the Council, all Elected Members, and various disabled groups have been consulted.

As part of the consultation exercise access audits were carried out on all the polling places. These were published on the City Council's website <a href="https://www.dundeecity.gov.uk/supportservs/PollingPlaceReview">www.dundeecity.gov.uk/supportservs/PollingPlaceReview</a> together with comments received as part of the consultation.

#### 8.0 BACKGROUND PAPERS

None.

ROGER MENNIE Head of Democratic and Legal Services DATE: 27th December, 2013

#### **APPENDIX I**

#### **POLLING PLACES BY WARD FOR 2014**

#### WARD 1 - STRATHMARTINE

WAM St. Andrews Primary School, 45 St. Leonard Place

WAN Craigowl Primary School, 112 Laird Street

WAO Ardler Complex, Turnberry Avenue

WAP Downfield Primary School, 20 Haldane Crescent WAQ Strathmartine Church Hall, 509 Strathmartine Road

WAR Baldragon Academy, Burn Street

WAS Sidlawview Primary School, Helmsdale Place
WAT Kirkton Community Centre, Derwent Avenue
WAV Downfield Primary School, 20 Haldane Crescent
WAW Downfield Primary School, 20 Haldane Crescent
WEA Sidlawview Primary School, Helmsdale Place

#### WARD 2 - LOCHEE

WAA Gowriehill Primary School, Etive Gardens

WAB Clyde Place Sheltered Lounge, 52 Tummel Place

WAC Lynch Sports Centre, South Road

WAD Charleston Community Centre, Craigowan Road WAG Hillside Primary School, Dalrymple Street WAH St. Ninians Primary School, Dochart Terrace

WAI Lochee Utd JFC, Napier Drive

WAK Kirk Street Sheltered Lounge, Adamson Court

WAY West District Housing Community Lounge, 3 Sinclair Street

WAZ Burnside Court Sheltered Lounge, Burnside Court

#### WARD 3 - WESTEND

WAE Tullideph Sheltered Lounge, 40 Tullideph Place
WAF Morven Terrace Sheltered Lounge, 1B Morven Terrace

WAR Worver remade Shellered Lounge, 15 Worver remade

WAJ Al Makhtoum Institute, 124 Blackness Road

WAL West Park Centre, Perth Road

WBD DUSA, Balfour Street (off Old Hawkhill)
WBE Dundee West Church Hall, 132 Perth Road

WBF Logie and St. John Cross Church Hall, Shaftesbury Terrace WBG Logie/Scott Street Sheltered Lounge, 33 Lime Street

WBJ Mitchell Street Continuing Education Centre, Mitchell Street

WBK St. Peters Free Church Hall, 4 St. Peter Street

WBO Balgayhill Nursery, 1 Glenagnes Road

#### WARD 4 - COLDSIDE

WAU Mitchell Street Continuing Education Centre, Mitchell Street

WAX Lawton Road Sheltered Lounge, 11 Lawton Road

WBA Law Nursery, Campbell Street

WBB Alva Square Sheltered Lounge, 10 Alva Square
WBH Hill Street Sheltered Lounge, 51 Hill Street
WBI Law Nursery School, Campbell Street
WBM Rosebank Primary School, McDonald Street
WBL St Mary Magdalene's Church, Constitution Road

WBN DUSA, Balfour Street (off Old Hawkhill)
EWA Our Lady's Primary School, Nelson Street

EWB Maxwelltown Information Centre, Carnegie Street
EWC Moncur Crescent Sheltered Lounge, 14 Hastings Place

EWD North End JFC, Fairfield Street

EWE Fleming Gardens Lounge, Hindmarsh Avenue

EWK United Free Church, Caird Avenue

#### WARD 5 - MARYFIELD

EAY DISC, Mains Loan

EAZ Clepington Primary School, Eliza Street
EBC Dundee Sea Cadets Hall, Camperdown Street
EBD Glebelands Primary School, Baffin Street
EBE Wellgate Sheltered Lounge, King Street

EBF Arthurstone Terrace Library, Arthurstone Terrace
EBG Seventh Day Adventist Church Hall, Rennell Road

EWF DISC, Mains Loan

EWG Clepington Primary School, Eliza Street

EWH Arthurstone Terrace Library, Arthurstone Terrace EWI Arthurstone Terrace Library, Arthurstone Terrace EWJ Fleming Gardens Lounge, Hindmarsh Avenue

WBC Marryat Hall, City Square WED Marryat Hall, City Square

#### WARD 6 - NORTH EAST

EAA Longhaugh Nursery School, Longhaugh Road
EAB Fintry Primary School, 10 Findcastle Terrace
EAC Angus Housing Association, Ormiston Crescent

EAD Whitfield Community Services Complex, Whitfield Drive

EAE The Crescent, Lothian Crescent

EAF Longhaugh Primary School, Longhaugh Road

WEB Mill O'Mains Primary School, Barns of Claverhouse Road

WEC Foula Terrace Communal Lounge, Foula Terrace

#### WARD 7 - EAST END

EAG Douglas Community Centre, Balmoral Avenue

EAH Happyhillock Sheltered Lounge, 54A Happyhillock Road

EAI Rowantree Primary School, Birks Terrace

EAJ Brooksbank Centre, Pitairlie Road

EAK Cullen Place Communal Lounge, 26/30 Huntly Road

EAL St. Pius Primary School, Banchory Road
EAM Claypotts Castle Primary School, 9 Balloch Place

EBA Craigiebank Church Hall, Carlochie Place EBB Craigiebarns Primary School, Brington Road

#### WARD 8 - THE FERRY

EAN Eastern Primary School, Claypotts Road
EAO St. Margarets Church Hall, Guthrie Terrace
EAP Barnhill Primary School, Falkland Crescent
EAQ Panmurefield Church Hall, Lawers Drive
EAR Broughty Ferry Lawn Tennis Club, Elcho Drive

EAS Forthill Primary School, Fintry Place
EAT Broughty Ferry New Kirk, Queen Street

EAU Castle Green Leisure Centre, St. Vincent Street
EAV Barnhill Community Centre, Campfield Square
EAW Craigiebarns Primary School, Brington Road
EAX Forthill Sheltered Lounge, 3A Forthill Drive

## **APPENDIX II**



## **EQUALITY IMPACT ASSESSMENT TOOL**

# Part 1: Description/Consultation

Is this a Rapid Equality Impact Assessment (RIA	AT)? Yes X□	No
Is this a Full Equality Impact Assessment (EQIA	<b>)?</b> Yes □	No X□
Date of Assessment: 16/11/2013	Committee Report Number: 2-2	014.
Title of document being assessed: Review of Pe	olling Places and polling Districts	<b>S</b> .
<ol> <li>This is a new policy, procedure, strategy or practice being assessed (If yes please check box) □</li> <li>Please give a brief description of the policy, procedure, strategy or practice being assessed.</li> </ol>	This is an existing policy, proceed or practice being assessed?  (If yes please check box) X□  Statutory Review of polling place Districts	
What is the intended outcome of this policy, procedure, strategy or practice?	To review the polling arrangemen basis	ts on a city wide
4. Please list any existing documents which have been used to inform this Equality and Diversity Impact Assessment.	Previous reviews and commer previous elections	its received at
5. Has any consultation, involvement or research with protected characteristic communities informed this assessment? If yes please give details.	A procedure for carrying out the down in regulations with further Electoral Commission. Part of involves having a consulta stakeholders and in particula expertise in access for persons disability. A consultation exercise the Disability and age Equality A March 2013 which led to a further the same group in the deaf links October 2013	advice from the the procedure tion with all r groups with with any type of e was held with action Group in er exercise with building on 23 <sup>rd</sup>
Please give details of council officer involvement in this assessment.  (e.g. names of officers consulted, dates of meetings etc.)	Scott Mands – 23 <sup>rd</sup> October and 2013 and Dorothy Wilson on 23 <sup>rd</sup>	
7. Is there a need to collect further evidence or to involve or consult protected characteristics communities on the impact of the proposed policy?	No	
(Example: if the impact on a community is not known what will you do to gather the information needed and when will you do this?)		

#### Part 2: Protected Characteristics

Which protected characteristics communities will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form.

If the impact on a protected characteristic communities are not known please state how you will gather evidence of any potential negative impacts in box Part 1 section 7 above.

	Positively	Negatively	No Impact	Not Known
Race / Ethnic Minorities	$\Box$ X			
Gender	□X			
Gender Reassignment	□X			
Religion or Belief	□Х			
People with a disability	□Х			
Age	□X			
Lesbian, Gay and Bisexual	□X			
Socio-economic	□X			
Pregnancy & Maternity	□X			
Other (please state)				

Part 3: Impacts/Monitoring

1.	Have any positive impacts been identified?	Yes
	(We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)	
2.	Have any negative impacts been identified?	No
	(Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departmental Equality Champion.)	
3.	What action is proposed to overcome any negative impacts?	N/a
	(E.g. involving community groups in the development or delivery of the policy or practice, providing information in community languages etc. See Good Practice on DCC equalities web page)	
4.	Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome?	N/a
	(If the policy that shows actual or potential unlawful discrimination you must stop and seek legal advice)	
5.	Has a 'Full' Equality Impact Assessment been recommended?	No
	(If the policy is a major one or is likely to have a major impact on protected characteristics communities a Full Equality Impact Assessment may be required. Seek advice from your departmental Equality lead.)	
6.	How will the policy be monitored?	A review of electoral arrangements is carried out after each election with a statutory review every 5
	(How will you know it is doing what it is intended to do? e.g. data collection, customer survey etc.)	years. The non statutory reviews comprise gathering polling station logs from presiding officers which included any comments made by electors re ease of access etc. and from a survey of candidates and agents

# **Part 4: Contact Information**

Name of Department or Partnership	Corporate Services ( [ Services)	Democratic and Legal
Type of Document		
Human Resource Policy		
General Policy		
Strategy/Service		Χ□
Change Papers/Local Procedure		
Guidelines and Protocols		
Other		

Manager Resp	ager Responsible Author Responsible				
Name:	Roger Mennie	Name: Stuart Galloway			
Designation:	Head of Democratic and Legal Services	Designation:	Principal Officer	General	Services
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Telephone:	01382 434005	Telephone:	01382 434	1403	
Email: roger.	mennie@dundeecity.gov.uk	Email: Stua	rt.galloway@	dundeecity	.gov.uk

Signature of Author :		Date:	20/11/2014
Signature of Director/Head of Service:		Date:	9/12/2013
Name of Director/Head of Service:	Marjory Stewart		
Date of Next Policy Review:	June 2014		

## **APPENDIX II**



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Title of document being assessed: Review of I	Polling Places and polling	Districts.
This is a new policy, procedure, strategy or practice being assessed     (If yes please check box) □	or practice being asses (If yes please check box)	) X □
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6. Please give details of council officer involvement in this assessment.	2013 and Dorothy Wilson	tober and 2 <sup>nd</sup> December n on 23 <sup>rd</sup> October 2013.
(e.g. names of officers consulted, dates of meetings etc.)		
7. Is there a need to collect further evidence or to involve or consult protected characteristics communities on the impact of the proposed policy?		
(Example: if the impact on a community is not known what will you do to gather the information needed and when will you do this?)		

#### **Part 2: Protected Characteristics**

Which protected characteristics communities will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form.

If the impact on a protected characteristic communities are not known please state how you will gather evidence of any potential negative impacts in box Part 1 section 7 above.

	Positively	Negatively	No Impact	Not Known
Race / Ethnic Minorities	□X			
Gender	□Х			
Gender Reassignment	□Х			
Religion or Belief	□Х			
People with a disability	□Х			
Age	□Х			
Lesbian, Gay and Bisexual	□Х			
Socio-economic	□Х			
Pregnancy & Maternity	□Х			
Other (please state)				

# Part 3: Impacts/Monitoring

1.	Have any positive impacts been identified?  (We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)	Yes
2.	Have any negative impacts been identified?  (Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departmental Equality Champion.)	No
3.	What action is proposed to overcome any negative impacts?  (E.g. involving community groups in the development or delivery of the policy or practice, providing information in community languages etc. See Good Practice on DCC equalities web page)	N/a
4.	Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome?  (If the policy that shows actual or potential unlawful discrimination you must stop and seek legal advice)	N/a
5.	Has a 'Full' Equality Impact Assessment been recommended?  (If the policy is a major one or is likely to have a major impact on protected characteristics communities a Full Equality Impact Assessment may be required. Seek advice from your departmental Equality lead.)	No
6.	How will the policy be monitored?  (How will you know it is doing what it is intended to do? e.g. data collection, customer survey etc.)	A review of electoral arrangements is carried out after each election with a statutory review every 5 years. The non statutory reviews comprise gathering polling station logs from presiding officers which included any comments made by electors re ease of access etc. and from a survey of candidates and agents

## **Part 4: Contact Information**

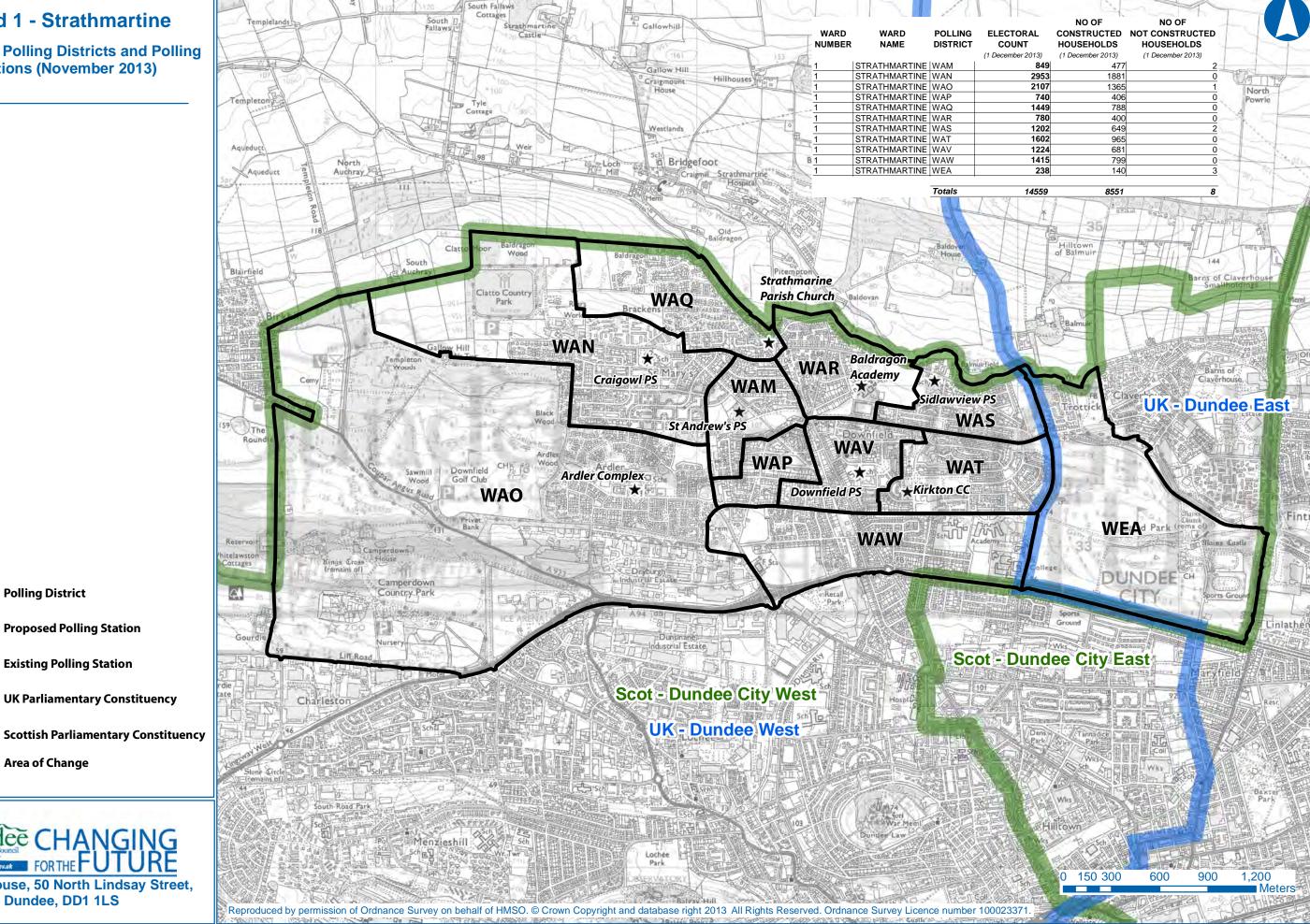
Name of Department or Partnership	Corporate Services ( Services)	Democratic and Legal
Type of Document		
Human Resource Policy		
General Policy		
Strategy/Service		Χ□
Change Papers/Local Procedure		
Guidelines and Protocols		
Other		

Manager Resp	Manager Responsible Author Responsible				
Name:	Roger Mennie	Name: Stuart Galloway			
Designation:	Head of Democratic and Legal Services	Designation:	Principal Officer	General	Services
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Telephone:	01382 434005	Telephone:	01382 434	403	
Email: roger.	mennie@dundeecity.gov.uk	Email: Stua	rt.galloway@	dundeecity	.gov.uk

Signature of Author :		Date:	20/11/2014
Signature of Director/Head of Service:		Date:	9/12/2013
Name of Director/Head of Service:	Marjory Stewart		
Date of Next Policy Review:	June 2014		

# Ward 1 - Strathmartine

**Review of Polling Districts and Polling Stations (November 2013)** 

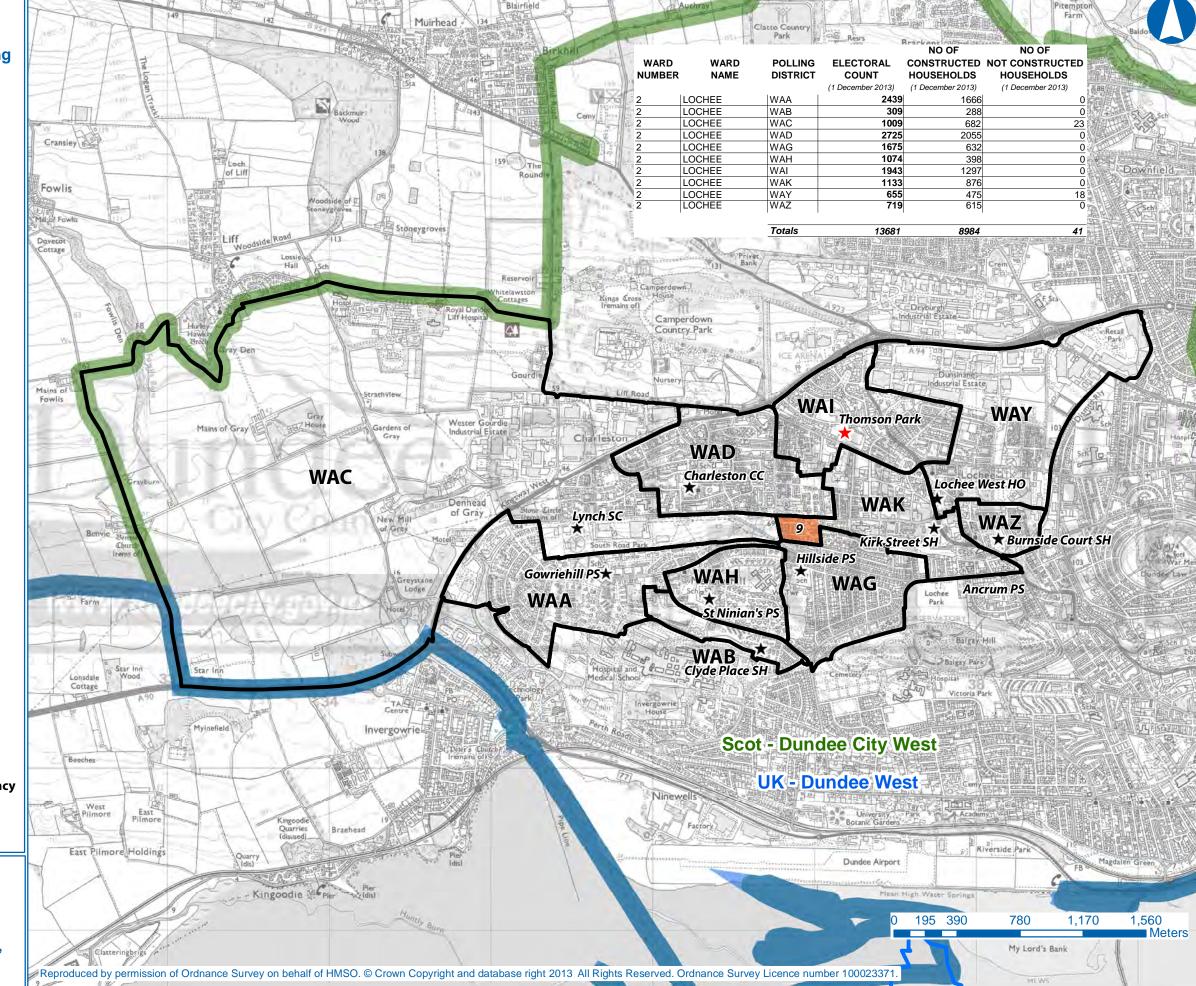


**Area of Change** 

**Polling District** 

# Ward 2 - Lochee

Review of Polling Districts and Polling Stations (November 2013)





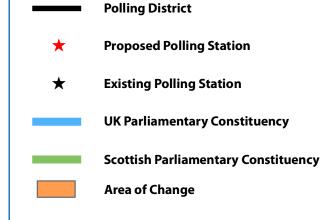
**Proposed Polling Station** 

**Existing Polling Station** 

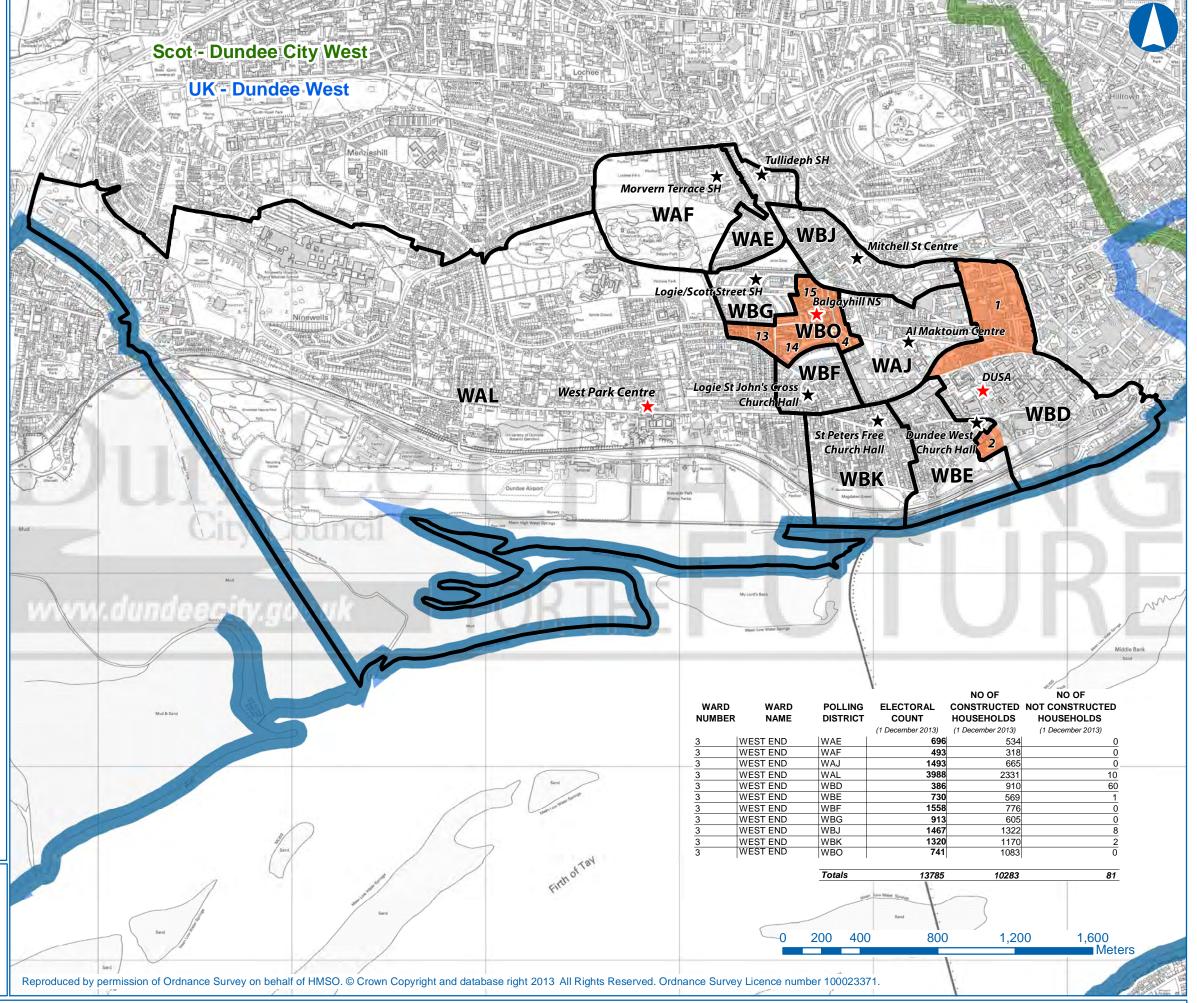
**Polling District** 

# Ward 3- West End

Review of Polling Districts and Polling Stations (November 2013)

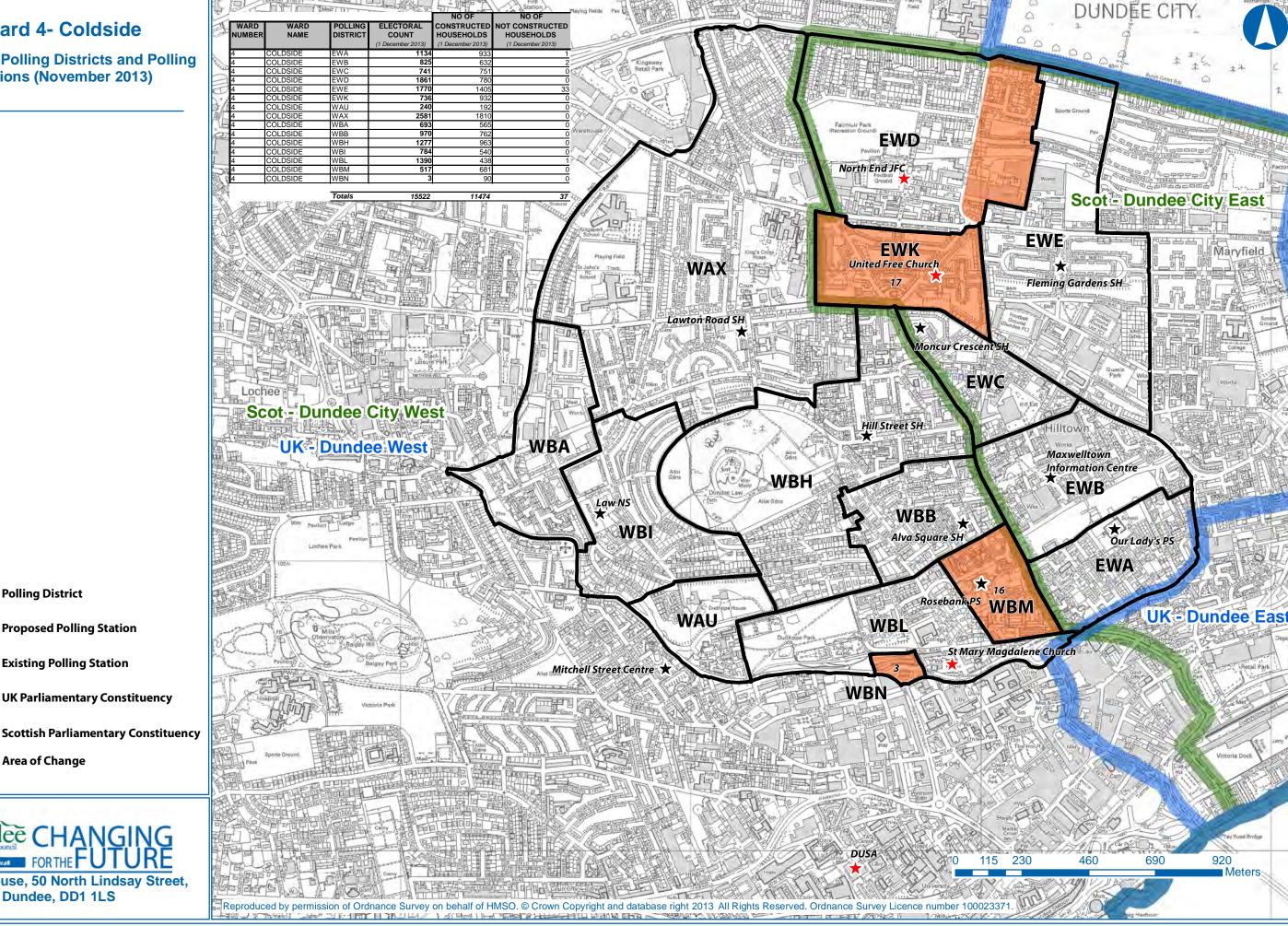






# Ward 4- Coldside

**Review of Polling Districts and Polling Stations (November 2013)** 





**Area of Change** 

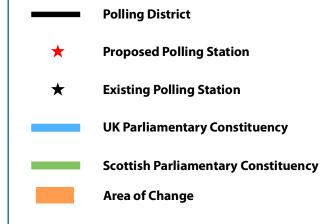
**Polling District** 

**Proposed Polling Station** 

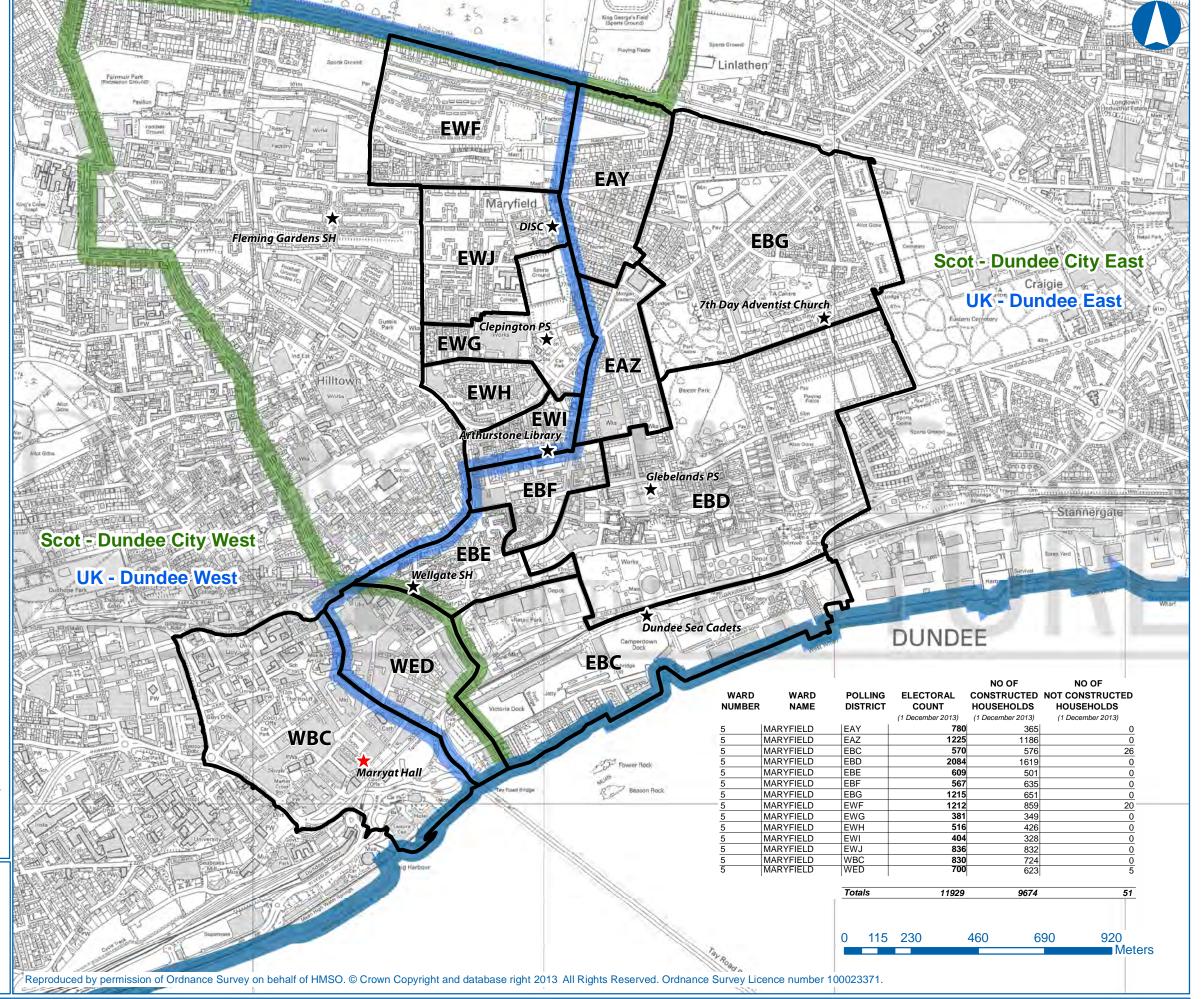
**Existing Polling Station** 

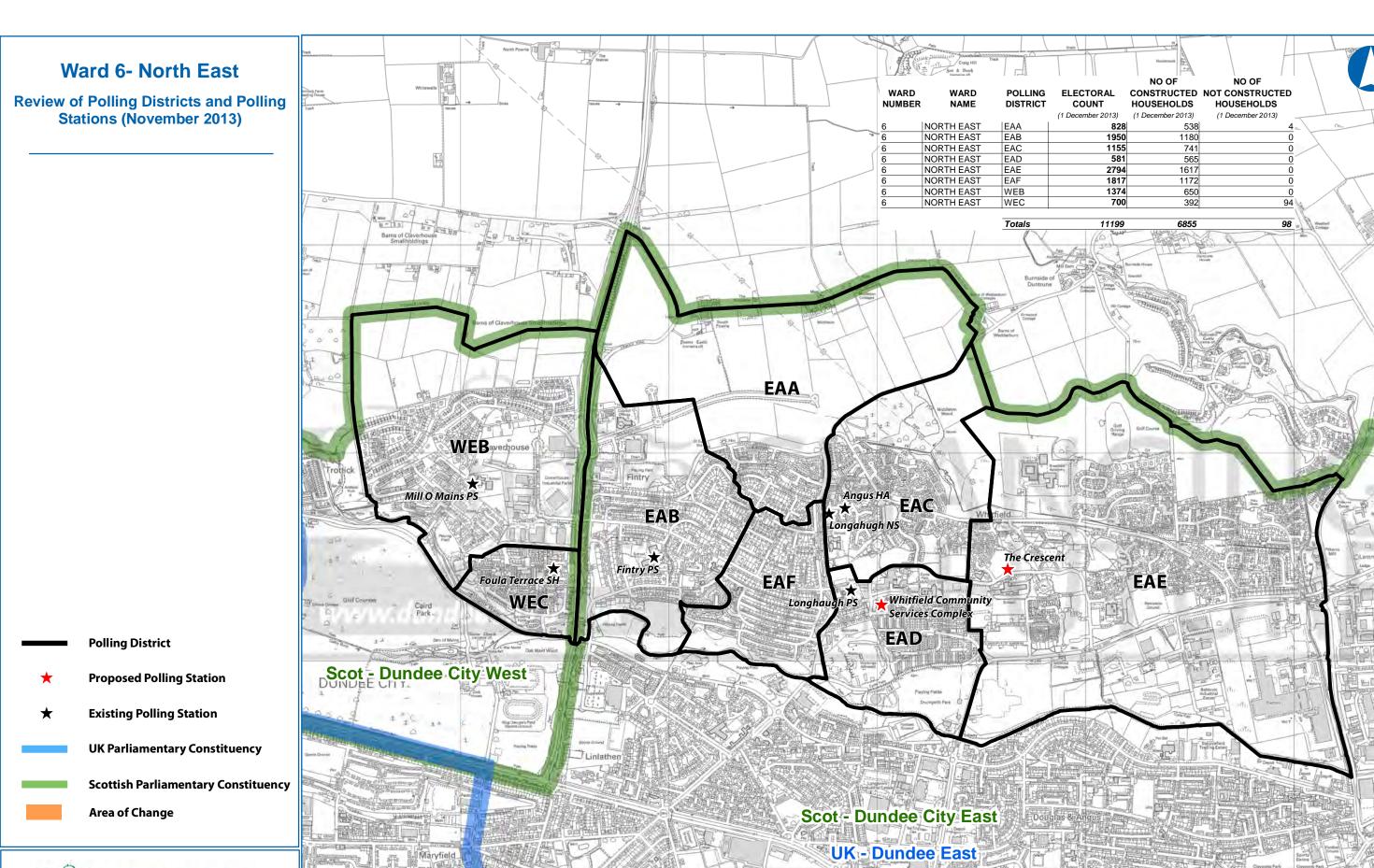
# Ward 5- Maryfield

Review of Polling Districts and Polling Stations (November 2013)











UK - Dundee West

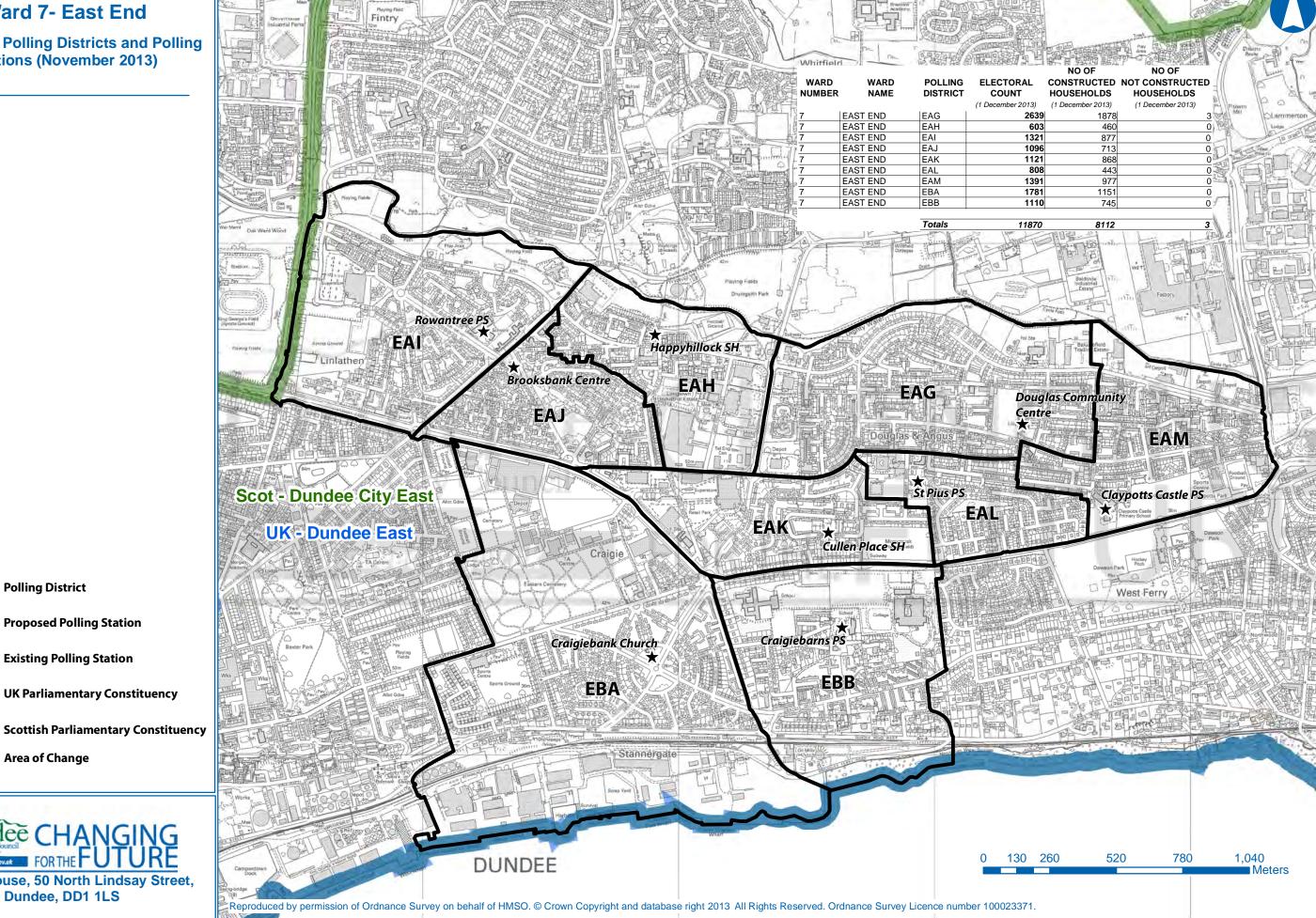
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West Ferry

# Ward 7- East End

**Review of Polling Districts and Polling Stations (November 2013)** 





**Area of Change** 

**Polling District** 

**Proposed Polling Station** 

**Existing Polling Station** 

# Ward 8- The Ferry

Review of Polling Districts and Polling Stations (November 2013)

Polling District

★ Proposed Polling Station

★ Existing Polling Station

UK Parliamentary Constituency

Scottish Parliamentary Constituency

Area of Change

Dundee House, 50 North Lindsay Street, Dundee, DD1 1LS

