

9 November 2018

NOTICE OF MEETING

ADMINISTRATION COMMITTEE

will meet on

Monday, 19 November 2018

beginning at

6:15 pm

in

Room 16/17 Eastleigh House, Upper Market Street, Eastleigh, SO50 9YN

TO: Councillor Daniel Clarke (Chair), Councillor Keith House (Vice-Chair)
Councillor David Airey, Councillor Ian Corben
Councillor Nicholas Couldrey, Councillor Judith Grajewski
Councillor Tim Groves, Councillor Gin Tidridge
Councillor Sara Tyson-Payne

Staff Contacts: Cheryll Kemsley, Democratic Services Officer Tel: 023 8068 8112;
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GAETANA WISEMAN
Performance and Governance Manager

Copies of this and all other agendas can be accessed via the Council's website - <https://meetings.eastleigh.gov.uk>.
as well as in other formats, including Braille, audio, large print and other languages, upon request.

Members of the public are invited to speak on general items at the start of the meeting, and on individual agenda items at the time the item is discussed. To register please contact the Democratic Services Officer above

Please be aware that Eastleigh Borough Council permits filming, sound recording and photography at meetings open to the public, and Councillors will be using tablet devices to access committee papers.

AGENDA

1. Minutes (Pages 1 - 4)

To consider the Minutes of the meeting held on 25 June 2018.

2. Apologies

3. Declarations of Interest

Members are invited to declare interests in relation to items of business on the agenda. Any interests declared will be recorded in the Minutes.

4. Interim Polling Station Changes Before Commencement of Full Review in 2019-2020 (Pages 5 - 8)

<p>DATE OF NEXT MEETING Monday, 4 February 2019 at 6:15 pm in the Eastleigh House, Upper Market Street, Eastleigh, SO50 9YN</p>

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ADMINISTRATION COMMITTEE

Monday, 25 June 2018 (6:15 pm – 7:08 pm)

PRESENT:

Councillor Clarke (Chair); Councillors House, Airey, Corben, Grajewski, Groves, Tidridge and Tyson-Payne

Apologies for absence were received from Councillor Couldrey

RESOLVED ITEMS (SUBJECT TO QUESTIONS ONLY)

THANK YOU AND WELCOME

The Chair opened the meeting and began by thanking former Borough Councillor and Deputy Leader Anne Winstanley who had served on the Council for over twenty years and had been the Chair of this committee until May 2018. He then welcomed newly elected councillors Tim Groves, Gin Tidridge and Sara Tyson-Payne, and Councillor Nick Couldrey, although absent, was also new to this particular Committee.

1. PUBLIC PARTICIPATION

There was no public participation on this occasion

2. MINUTES

RESOLVED -

That the Minutes of the meeting held on 20 February 2018 be confirmed and signed by the Chair as a correct record.

3. DECLARATIONS OF INTEREST

There were no declarations of interest in relation to items of business on the agenda.

4. COMMUNITY GOVERNANCE REVIEW

This item was taken first on the agenda.

Consideration was given to the report of the Performance and Governance Manager that considers the responses to the second stage of the public consultation carried out as part of the Community Governance Review, having regard to the law and the guidance issued by the Department for Communities and Local Government, and the Local Government Boundary Commission.

It was noted that out of the total 212 responses to the consultation were received just thirteen responded to all seven proposals. The level of response did not constitute a statistically significant sample and therefore all results had to be treated with extreme caution.

Councillors considered the evidence and debated the recommendations in the report in order to move forward in providing clarity and transparency to the areas that parish councils represent.

RECOMMENDED -

That it be recommended to Council to approve recommendations (1 - 5) below:

- (1) The parish boundary change between Bursledon and Hedge End, with new boundary following M27;**
- (2) The parish boundary change between Hound and Hamble-le-Rice, with new boundary along tributary to River Hamble;**
- (3) The parish boundary change between West End and Fair Oak and Horton Heath, with the new parish boundary to be along the railway / stream;**
- (4) Change parish wards of Bishopstoke parish, in line with proposal; and**
- (5) Change parish wards of Hedge End parish, in line with proposal and take account of additional area, as set out in recommendation (1)**

RESOLVED –

- (1) That residents of Old Netley be given the final decision by means of a ballot to every registered elector within each affected household; and**
- (2) That the proposed polling district changes in West End parish as part of a wider polling district review in the Borough in autumn 2018 be noted.**

(NOTE: Councillor Roberts, Chair, Councillor Queen, Vice Chair, and Councillor Guillen, Hound Parish Council; Councillor Rich, Chair and Councillor Penn (speaking as a resident), Bursledon Parish Council; and Councillor Cohen, Chair, Hamble-le-Rice Parish Council, all spoke citing various issues of the consultation including: validity of Hound result; the Government Review procedure; that it did not make sense to separate the parishes of Netley and Old Netley; the loss and gains of precept charges; that the natural divide of Hamble Lane had been ignored; that it was more natural to be part of a community where there were facilities; the

consultation lacked detail and information and would be more helpful to include FAQs (frequently asked questions); and the consultation needed to ensure it was filled in by residents in the area it related to.

5. COUNCILLORS' ALLOWANCES REPORT

Consideration was given to the report of the Performance and Governance Manager that outlined the findings of the Independent Remuneration Panel who had conducted a full review of councillors' allowances for Eastleigh Borough Council. It made recommendations as to the level of the Basic Allowance and of Special Responsibility Allowances for the year 2018/2019 and beyond, for a maximum four year period. The report also outlined that the Panel also considered recommendations in respect of the Dependants' Carers' Allowance and the scheme for travel and subsistence.

The Vice Chair tabled an amendment to the findings of the Independent Remuneration Panel, and sought the Committees agreement to recommend to Council on 19 July 2018.

RECOMMENDED –

That it be recommended to Council:

- (1) That no changes be made to Special Responsibility Allowances, making a saving of £17,293 against costs before May 2018;**
- (2) That it be noted that average ward sizes had increased by thirteen percent with the reduction in councillors in May 2018, and that projected ward electorates for each councillor would have grown by 35% from 2002 to 2021, the Basic Allowance be increased by eight percent, making a saving of £11,700 against costs before May 2018;**
- (3) That the Independent Panel's recommendations on Carers' Allowances, Travel and Subsistence and Indexation be agreed;**
- (4) That the new arrangements take effect from 1 August 2018 with no back-dating; and**
- (5) That the Independent Panel be thanked for their report.**

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ADMINISTRATION COMMITTEE

Monday, 19 November 2018

INTERIM POLLING STATION CHANGES BEFORE COMMENCEMENT OF FULL REVIEW IN 2019-2020

Report of the Performance and Governance Manager

Recommendations

It is recommended that the Administration Committee agree that a number of changes to polling stations and polling districts are made as an interim arrangement for 2 May 2019 elections before a full review can commence between June 2019 and January 2020:

- (1) Polling district WN3 gains an additional station in the West End Parish Centre as there are approximately 60 electors who are in the same Borough Ward but in a different Parish and Parish Ward.
- (2) The polling station for polling district FA3 moves from Wyvern Technology School to Fair Oak Parish Council offices, 2 Knowle Park Lane, Fair Oak.
- (3) Use Pilands Wood Centre, Chamberlayne Road, Bursledon for electors in Luck Road who are currently in BU5 into BU4, which will be geographically closer.
- (4) Use the HEYCA Building, St Johns Road for BU1 electors who vote at Bursledon Community Centre, as this is physically closer.
- (5) Use the Salvation Army as the polling station for the new Town Council Ward of Hedge End called "Station"
- (6) Any subsequent changes that arise during the Community Governance Review (CGR) implementation be delegated to the Administration Committee Chair, Vice Chair, and Returning Officer, on the recommendation of the Elections Specialist.

Summary

The Electoral Registration and Administration Act 2013 introduced compulsory reviews of UK Parliamentary polling districts and polling places. The next compulsory review must be completed by 31 January 2020 but the local authority must have regard to ensuring sufficient time to hold a consultation and due to the publication of the electoral register and booking polling stations in December 2018, interim proposals are being submitted until a full review can commence after May 2019 elections.

Statutory Powers

Representation of the People Act 1983

Electoral Registration and Administration Act 2013

Strategic Implications

1. This report relates to one the Council's most important statutory functions – the provision of fair and efficient election services. The review of Polling places and districts is a statutory function under the Representation of the People Act 1983 (RPA1983) which is not covered in the Corporate Plan

Introduction

2. The Electoral Registration and Administration Act 2013 introduced compulsory review of UK Parliamentary polling districts and polling places. Taking into account the planned elections in 2019 it was considered that there is not sufficient time to consult with all interested persons and groups so an interim change to a few venues are proposed for 2 May 2019 until a full and comprehensive review can be held after the election in 2019 which must be completed by 31 January 2020.

Graph of recommendations in more detail

Polling District	Address	Borough Ward	Proposed Change
WN3	West End Parish Centre, Chapel Road, West End, Southampton SO30 3FE	West End North	To add another station to this venue to accommodate electors who have transferred from West End Parish to Fair Oak and Horton Heath Parish as these will have a different ballot paper for the Parish elections but the same ballot paper for the Borough.
FA3	Wyvern Technology College, Botley Road, Fair Oak SO50 7AN	Fair Oak and Horton Heath	Move the polling station to Fair Oak and Horton Heath Parish Council Offices, 2 Knowle Park Lane, Fair Oak SO50 7GL is more suitable.

BU5	Hound Parish Hall, Woolston Road, Butlocks Heath SO31 5FR	Bursledon and Hound North	Residents in Luck Road to move to polling district BU4 and vote at the Pilands Wood Centre, Chamberlayne Road, Bursledon, Southampton SO31 8DT as geographically this will be closer for residents.
BU1	Bursledon Community Centre, Portsmouth Road, Bursledon SO31 8ES	Bursledon and Hound North	This polling district to vote at HEYCA Building, St Johns Road, Hedge End, SO30 4AF due to closer proximity for residents
HN2 and HN3 (in part)	Hedge End Salvation Army Church and Community Centre, 85 Whites Way, Hedge End, Southampton SO30 2GL	Hedge End North	The new "Station" Ward of Hedge End Town Council will vote at Salvation Army. A new polling district may need to be created for ease of administration.

Financial Implications

3. The changes have been conducted with existing staff resources and are no financial implication as a result of the recommendations in this report.

Risk Assessment

4. The law places a duty on the Council to ensure safe and appropriate access arrangements for both voters and staff.

Equality and Diversity Implications

5. The Equality Act is not relevant to the decision in this report as the decision does not relate to eliminating discrimination, advancing equality of opportunity, or fostering good relations between different people. An Equality Impact Assessment has not been carried out. All polling stations comply with disability access requirements.

Conclusion

6. These are interim arrangements for small changes for voting in the Borough of Eastleigh until a full compulsory review can be conducted after the local elections on 2 May 2019.

SAM JONES
PERFORMANCE & GOVERNANCE SPECIALIST (ELECTIONS)

Date: 07 November 2018
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Appendices Attached: 0

LOCAL GOVERNMENT ACT 1972 - SECTION 100D

The following is a list of documents which disclose facts or matters on which this report or an important part of it is based and have been relied upon to a material extent in the preparation of this report. This list does not include any published works or documents which would disclose exempt or confidential information.

None.