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4 October 2018

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **ELECTORAL MATTERS COMMITTEE** will be held in the HMS Brave Room at these Offices on Monday 15 October 2018 at 12.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Rebecca Brough on (01304) 872304 or by e-mail at democraticservices@dover.gov.uk.

Yours sincerely

A handwritten signature in black ink, appearing to read "Nicky", written over a horizontal line.

Chief Executive

Electoral Matters Committee Membership:

K E Morris (Chairman)
S S Chandler (Vice-Chairman)
M R Eddy
B Gardner
F J W Scales

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointments of Substitute Members.

3 **DECLARATIONS OF INTEREST** (Page 3)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

4 **MINUTES** (Pages 4 - 7)

To confirm the attached Minutes of the meeting of the Committee held on 27 June 2018.

5 **STATUTORY REVIEW OF POLLING DISTRICTS**

To consider the report of the Electoral Services Team Leader (to follow).

Access to Meetings and Information

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is disabled access via the Council Chamber entrance and a disabled toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- Agenda papers are published five clear working days before the meeting. Alternatively, a limited supply of agendas will be available at the meeting, free of charge, and all agendas, reports and minutes can be viewed and downloaded from our website www.dover.gov.uk. Minutes are normally published within five working days of each meeting. All agenda papers and minutes are available for public inspection for a period of six years from the date of the meeting.
- If you require any further information about the contents of this agenda or your right to gain access to information held by the Council please contact Rebecca Brough, Democratic Services Manager, telephone: (01304) 872304 or email: democraticservices@dover.gov.uk for details.

Large print copies of this agenda can be supplied on request.

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

Minutes of the meeting of the **ELECTORAL MATTERS COMMITTEE** held at the Council Offices, Whitfield on Wednesday, 27 June 2018 at 4.30 pm.

Present:

Chairman: Councillor K E Morris

Councillors: S S Chandler
M R Eddy
B Gardner
F J W Scales

Officers: Director of Governance
Democratic Services Manager

1 APOLOGIES

There were no apologies for absence.

2 APPOINTMENT OF SUBSTITUTE MEMBERS

There were no substitute members appointed.

3 DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

4 MINUTES

The Minutes of the meeting of the Committee held on 1 March 2018 were approved as a correct record and signed by the Chairman.

5 DRAFT RECOMMENDATIONS ON THE NEW ELECTORAL ARRANGEMENTS FOR DOVER DISTRICT COUNCIL

The Director of Governance advised that officers had identified the areas in the Local Government Boundary Commission for England (LGBCE) consultation document that asked for further comments and had drafted suggested responses for members to consider.

Councillor K E Morris stated that the Committee would work through each area in turn.

Eastry Rural, Little Stour & Ashstone and Sandwich

Councillor M R Eddy advised that the area of coastal Sholden wasn't part of what was usually considered by the Golf Road area. It was suggested that the response be amended to refer to it as the area north of Golf Road instead.

RESOLVED: That it be recommended to Council:

- (a) That the Council supports the proposed pattern for the Eastry Rural, Little Stour and Ashstone and Sandwich Wards.
- (b) That the Council supports the proposal to include the housing around Hyton Drive and Church Meadows within the proposed

Middle Deal Ward as the area is connected by road to the Middle Deal Ward and access to the remainder of Sholden would be by footpaths or driving through another ward.

- (c) That the Council supports the proposal to include the area to the north of Golf Road to the east of the railway line within the North Deal Ward as the area is connected by road to the North Deal Ward and access to the remainder of Sholden would also be by footpaths or driving through another ward.

Deal and Walmer

There were no specific questions asked as part of the consultation for these wards. The Director of Governance suggested that if Members had no objection to the proposals that a response be made to the LGBCE supporting the proposed ward pattern for Deal and Walmer.

RESOLVED: That it be recommended to Council that it supports the proposed pattern for the Mill Hill, Middle Deal, North Deal and Walmer Wards.

Guston and St Margaret's-at-Cliffe, Kingsdown Rural and Whitfield

There were no specific questions asked as part of the consultation for these wards. The Director of Governance suggested that if Members had no objection to the proposals that a response be made to the LGBCE supporting the proposed ward pattern for these wards.

RESOLVED: That it be recommended to Council that it supports the proposed pattern for the Guston and St Margaret's-at-Cliffe, Kingsdown Rural and Whitfield Wards.

Aylesham and Eythorne

The Director of Governance advised that the proposed consultation response was to include the southern population centre of Shepherdsweil within the ward name.

RESOLVED: That it be recommended to Council:

- (a) That the Council supports the proposed pattern for these wards as it provides for strong electoral equality and maintains community cohesion by not splitting communities.

The Council also recognises that the 0% variance for the Aylesham and Eythorne Ward allows for future housing growth beyond 2023.

- (b) There are three main communities within this proposed ward - Aylesham, Eythorne and Shepherdsweil. Although the desire to keep ward names reasonably concise is recognised, it is recommended to Council that the community in the south of the proposed ward (Shepherdsweil) be reflected in the name of the ward and to that end that the Council proposes a new ward name of Aylesham, Eythorne & Shepherdsweil Ward. This also has the advantage of continuing the names of the two previous wards that comprise this electoral area.

Capel-le-Ferne & River and Dover Downs

Councillors S S Chandler and F J W Scales advised that they could not agree to the proposed Capel-le-Ferne and River Ward as they felt that it did not reflect community identity and that the area would be better served as two one member wards.

RESOLVED: That it be recommended to Council:

- (a) That the Council agrees with the LGBCE view that there is not a persuasive argument for joining the two wards in a single 3 member ward as this, in our view, would not best reflect community identity. It would also result in a large ward in the southwest of the district covering a diverse range of urban and rural areas with little in common. Although the Dover Downs Ward name has little recognition within the local communities it will contain, it doesn't favour one village over another and the Council acknowledges that it is probably the best name that can be proposed within the guidelines.
- (b) That officers be requested to identify alternative proposals for the proposed Capel-le-Ferne and River Ward on the grounds that the two settlements are at the opposing ends of the proposed ward with little shared community identity.

Dover Town

Councillor B Gardner proposed that the part of Lorne Road to the south of the River Dour be included within the Buckland Ward rather than the St Radigunds Ward.

RESOLVED: That it be recommended to Council:

- (a) That the Council supports the proposed pattern for the Maxton & Elms Vale, Tower Hamlets and Town & Castle Wards.
- (b) That in respect of the Buckland and St Radigunds Wards, the Council supports the proposal of the LGBCE to include Alfred Road and Brookfield Place within the proposed Buckland Ward as it provides for a strong ward boundary and community cohesion.
- (c) That Cawsey Cottages and The Old Flour Mill (Lorne Road) currently proposed to be part of the St Radigunds Ward be moved to be included within the Buckland Ward.

Parish Electoral Arrangements

The Director of Governance advised that due to concerns over the proposed parish warding arrangements for Walmer it was suggested that the Walmer Parish Ward be split into an Upper and Lower Walmer Parish Ward.

Councillor S S Chandler asked officers to check that the Gladstone Ward did mirror the southern North Deal Ward boundary.

RESOLVED: That it be recommended to Council:

- (a) That the proposed pattern of parish wards for Dover Town Council be supported as it provides for effective and convenient local government by providing coterminosity with district ward boundaries.
- (b) That the proposed pattern of parish wards for Sholden Parish Council be supported as it provides for effective and convenient local government by providing coterminosity with district ward boundaries.
- (c) That while the Council recognises and supports the changes in respect of the southern ward boundary of North Deal Ward and the subsequent need to create the revised Gladstone Parish Ward, it is concerned that the proposed Walmer Parish Ward of Walmer is too large in terms of the criteria of effective and convenient local government. This has a number of aspects as follows:
- Walmer previously had four parish wards (Upper Walmer; Lower Walmer, Wellington; Lower Walmer, St Saviour's; and Gladstone) which allowed for a more representative distribution of councillors with more manageable electorates.
 - The number of candidates (13) in the largest of the two parish wards risks over/under voting and voter confusion/apathy due to the number of candidates.
 - Administratively we are concerned that in a contested election the size of the ballot paper could cause difficulties and that there would be a financial burden on the parish council in the event of a by-election for the largest parish ward.
- (d) That it is the Council's view that these issues could be overcome by dividing the proposed Walmer Parish Ward of Walmer into two smaller parish wards. We propose that these be as follows:

Parish Ward Name	Number of Parish Councillors
Gladstone	2
Lower Walmer	7
Upper Walmer	6

The Gladstone Parish Ward would remain unchanged from the LGBCE proposals while the subdivided Walmer Parish Ward would be split along the boundary of current polling district AA1 (Upper Walmer Parish Ward) to create the parish wards of Upper Walmer and Lower Walmer.

The meeting ended at 4.57 pm.