

**To the Chair and Members of the
ELECTIONS AND DEMOCRATIC STRUCTURES COMMITTEE**

**ELECTIONS AND DEMOCRATIC STRUCTURES COMMITTEE - WORK
PROGRAMME 2011/12**

EXECUTIVE SUMMARY

1. To consider and agree the key issues that will form the Elections and Democratic Structures Committee's (EDSC) Work Programme for the 2011/12 Municipal Year.

RECOMMENDATION

2. The Committee is asked to consider and comment on the draft Work Programme for 2011/12, as detailed in paragraph 4 of this report.

BACKGROUND

3. Arising from a recent informal work planning meeting held between the Chair and Vice-Chair of this Committee and the relevant lead Officers for EDSC, it was agreed that it would be useful for the Committee to agree an indicative Work Programme for the coming year. This will assist Members in planning and prioritising the work of the EDSC and help to ensure that the Committee focuses on the key issues that need to be addressed in 2011/12.
4. Details of the Committee's indicative Work Programme for 2011/12 are set out in the table below for Members' consideration. Members are requested to consider and comment on the draft Programme, and suggest any additional areas of work that they would like the EDSC to carry out during the coming year.

Members will note that the main focus for the Committee this year will be on two key areas of work:

- a. Receiving regular updates on preparations for holding a Referendum to decide the future form of governance arrangements in Doncaster, in accordance with the resolution passed by Full Council in March 2011; and
- b. Considering the findings and recommendations arising from a Polling District Review. There is a statutory requirement for the Council to conduct a review of polling districts and polling places every 5 years. A Review is due again this year and must be completed by 1st December 2011 in order to meet this requirement.

ITEM	DATE TO BE CONSIDERED
<ul style="list-style-type: none"> • EDSC Terms of Reference. • Evaluation Report – Combined Local (District and Parish Council) Elections and Referendum: 5 May 2011. 	6 July 2011
<ul style="list-style-type: none"> • Polling District Review – Preliminary Report. • Referendum on Future Governance Arrangements - Update. 	13 September 2011
<ul style="list-style-type: none"> • Polling District Review. • Referendum on Future Governance Arrangements - Update. 	29 November 2011
<ul style="list-style-type: none"> • Polling District Review – Outcome Report. • Referendum on Future Governance Arrangements - Update. • Collection of Personal Identifiers for Postal Votes 	14 February 2012

5. It should be noted that once the work programme is agreed, there will still be some degree of flexibility in terms of varying the business to be considered at each meeting of EDSC, in order to accommodate any unforeseen matters or changing priorities that may occur during the year.

OPTIONS CONSIDERED AND REASON FOR RECOMMENDED OPTION

6. This report provides the Committee with an opportunity to develop a work programme for 2011/12. The alternative is not to agree a Work Programme for the Committee. This option is not considered appropriate, as it is considered good practice to have an established work programme in place.

RISKS & ASSUMPTIONS

7. There are no identified risks associated with this report in formulating the Committee's 2011/12 Work Programme.

LEGAL IMPLICATIONS

8. There are no specific legal implications associated with this report.

FINANCIAL IMPLICATIONS

9. There are no specific financial implications arising from this report.

CONSULTATION

10. The Chair and Vice-Chair of EDSC met informally with the lead officers for this Committee in early June to discuss potential areas of work to be focussed on by the EDSC during 2011/12. The outcome of their deliberations formed the basis of the draft Work Programme before Members today.

BACKGROUND PAPERS

11. Officers' notes from work planning meeting held with Chair and Vice-Chair of EDSC on 2nd June 2011.

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