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Doncaster
Metropolitan Borough Council

To all Members of the

ELECTIONS AND DEMOCRATIC STRUCTURES COMMITTEE

AGENDA

Notice is given that a Meeting of the above Committee
is to be held as follows:

VENUE   007b, Civic Office, Waterdale, Doncaster, DN1 3BU
DATE: Tuesday, 22nd November, 2016
TIME: 10.00 a.m.

Items for Discussion:

**Jo Miller
Chief Executive**

Issued on: Monday, 14th November, 2016

Democratic Services Officer for this
meeting:

Amber Torrington, Governance Officer.
Tel. 01302 737462

MEMBERS OF THE ELECTIONS AND DEMOCRATIC STRUCTURES COMMITTEE (11)

Chair – Councillor Phil Cole
Vice-Chair – Councillor James Hart

Councillor Nick Allen	Councillor John McHale
Councillor Sean Gibbons	Councillor Jane Nightingale
Councillor Pat Haith	Councillor Kevin Rodgers
Councillor Charlie Hogarth	Councillor Sue Wilkinson
Councillor Majid Khan	

DONCASTER METROPOLITAN BOROUGH COUNCIL

ELECTIONS AND DEMOCRATIC STRUCTURES COMMITTEE

TUESDAY, 12TH JULY, 2016

A MEETING of the ELECTIONS AND DEMOCRATIC STRUCTURES COMMITTEE was held in Room 007A - CIVIC OFFICE on TUESDAY, 12TH JULY, 2016, at 10.00 am.

PRESENT:

Chair - Councillor Phil Cole
Vice-Chair - Councillor James Hart

Councillors Nick Allen, Pat Haith, Charlie Hogarth, Majid Khan, John McHale, Jane Nightingale, Kevin Rodgers and Sue Wilkinson.

APOLOGIES:

An apology for absence was received from Councillor Sean Gibbons.

1   DECLARATIONS OF INTEREST, IF ANY

There were no declarations made at the meeting.

2   MINUTES OF THE ELECTIONS AND DEMOCRATIC STRUCTURES COMMITTEE MEETING HELD ON 15TH MARCH 2016

RESOLVED that the minutes of the meeting held on 15th March 2016 be approved as a correct record and signed by the Chair.

3   ELECTORAL SERVICES UPDATE ON KEY ISSUES

The Committee received a report which provided an update on recent Elections that had taken place since the Committee's last meeting, namely:-

- Police and Crime Commissioner Election - 5th May 2016
- Edenthorpe & Kirk Sandall By-Election – 5th May 2016
- Hatfield Town Council – Dunscroft Ward By-Election – 5th May 2016
- EU Referendum - 23rd June 2016
- Bawtry Town Council – 30th June 2016
- Thorne – Moorends Town Council – Thorne Town Ward – 30th June 2016

Trina Barber, Interim Electoral Services Team Leader, summarised the salient points in relation to the outcomes of each election, including information on the receipt of ballot boxes after the close of poll, the verification and counting of ballot papers and the turnout figures in each case.

A detailed report on the EU Referendum held on 23rd June 2016 was then tabled for Members' information (see appendix to these minutes). The Committee noted that a high number of telephone calls were received on the day of the Referendum, which

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was in part due to the fact that there was a significant number of first-time voters participating in the Referendum.

In answer to a question regarding the late receipt of postal votes following the close of poll for the Referendum, Trina Barber explained that a number of late postal vote packs were always received following the close of poll. The Elections Team kept a record of all postal votes received after close of polls and reported this back to the Electoral Commission. She stated that it was very difficult to ascertain why postal votes had failed to be delivered on time, but stressed that these amounted to only a very small proportion of the overall number of postal votes issued.

In reply to a query from a Member as to why the 21 count tables for the Referendum had not been arranged according to Wards, Trina Barber explained that this was to enable an even distribution of ballot papers across the tables, in light of the fact that the Referendum was not a warded election. This arrangement also enabled the postal votes to be evenly distributed across the tables.

During general discussion, Members felt that it was a credit to the Elections Team that such a large number of postal votes (61,784 issued, 54,244 returned) had been processed in the EU Referendum. Members also praised all of the 949 staff who had been involved in the Referendum for their excellent work.

The Chair highlighted the extra burden that had been placed on the Elections Team as a result of the 11,580 duplicate registrations made by people re-registering, due to confusion amongst some electors who thought they needed to register specifically in order to vote at the EU Referendum.

In response to a question as to whether any complaints had been received on the day of the Referendum in relation to campaigning activities/material, Trina Barber confirmed that there had been very few complaints or issues to deal with. One complaint had been received regarding a large poster on display, but the Council had not been able to take any action as the poster was situated on private property. Staff working in polling stations had also been asked to carry out checks in every polling station in advance of polling day to ensure that any flags or bunting on display for the Queen's 90th birthday celebrations or the Euro 2016 football tournament had been taken down.

Scott Fawcus, Assistant Director Legal and Democratic Services, stated that it was interesting to note the comparative numbers of spoilt ballot papers in the Police and Crime Commissioner (PCC) Election and the EU Referendum, with just 64 spoilt papers in the Referendum compared to a total of 726 rejected papers for the PCC Election. He suggested that this was indicative of the very high level of engagement in the EU Referendum, as borne out by the turnout level of 69.56%.

After the Committee had passed on its thanks to Trina Barber and the Elections Team, and all the staff who had worked on the various elections recently, for their efforts and contributions which had resulted in all six elections being a huge success and excellent feedback being received, it was

> RESOLVED to note the contents of the report and the briefing paper tabled at the meeting.

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4   UPDATE ON INDIVIDUAL ELECTORAL REGISTRATION AND THE ANNUAL
     CANVASS

The Committee received a report which provided an update on Individual Electoral Registration (IER) and the Annual Canvass. In presenting the report, Trina Barber confirmed that since December 2015, registration had continued to increase and the current full electorate in Doncaster was now 224,249. This was an increase of 7,702 since the last full register was published and was believed to be partly due to heightened public interest in the recent elections, particularly the EU Referendum. Appendix A to the report showed a breakdown of the increased electorate figures in each ward.

It was reported that preparations for the Annual Canvass were now beginning, which would involve writing to over 135,000 households in the Borough to check that the information held on the Electoral Register was true and accurate. Members noted that the Elections Team was proactively undertaking new ways of increasing the response to the canvass and helping to ensure that residents were kept on the Electoral Register and did not lose their right to vote. These included:
- Telephone canvassing
- Working with care homes
- Working with schools/colleges
- Social media
- Home movers through estate agents/new builders
- Liaison with internal partners/colleagues such as Council Tax, Children's Services
- Car Park and Bus Ticket advertising.

With regard to the telephone canvassing, the Committee was informed that following a pilot exercise by Doncaster Council last year, this had subsequently been shared as best practice and had been picked up by the Electoral Commission and the Cabinet Office who were planning to pilot the initiative on a wider scale with selected local authorities this year.

In response to a question as to whether any information on registration and/or the Canvass was provided for the public in the Civic Office reception area, Trina Barber confirmed that information on the Canvass was displayed on the monitors in the reception area. The Council's front desk staff also automatically asked customers if they were registered, but they would not be referring to the Canvass until all the Canvass letters had been sent out to households.

During subsequent discussion, Councillor John McHale congratulated the Elections Team on its achievements in securing the increased registration. He also welcomed the new and innovative initiatives being pursued and stated that these ideas had given Members food for thought in terms of how they engaged with their constituents and the general public.

Trina Barber then answered further questions/comments from Members on the following points:-

- It was confirmed that St Leger Homes of Doncaster provided a Registration Form to all new Council tenants;

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- The Elections Team entered the addresses of all newly built properties on its Electoral Registration computer system and contacted new households. The Team also received weekly updates from colleagues in the Council Tax section on a weekly basis to ensure that records were being kept up-to-date;

- The Registration Form and other literature regarding Electoral Services could be made available in different languages upon request;

- In response to a suggestion by Councillor Sue Wilkinson, Trina Barber undertook to liaise with colleagues who managed the Selective Licensing Scheme at Hexthorpe to see if there was scope for working with private landlords in terms of encouraging tenants to register.

It was then

RESOLVED to note the update on IER and the Annual Canvass.

CHAIR:_____   DATE:_____

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EUROPEAN UNION REFERENDUM – 23RD JUNE 2016

This report provides an in depth report on the EU Referendum on the 23rd June 2016.

1. A referendum on whether Britain should remain in the European Union took place on Thursday 23rd June 2016. The Chair of the Electoral Commission, Jenny Watson was the Chief Counting Officer (CCO) with responsibility for the management of the EU referendum. The CCO appointed a Regional Counting Officer (RCO) for each electoral region in Great Britain and Doncaster and the rest of Yorkshire and the Humber's RCO was Tom Riordan, Chief Executive of Leeds City Council. Leeds collated the results for our area to feed into the total result for all 382 local areas.

2. Doncaster employed 949 staff in total to work on the Referendum, ranging from poll clerks, presiding officers, polling station inspectors, count assistants, count supervisors, area managers, postal vote opening assistants, ballot box receipt team, ICT services and core elections team. There were 173 polling stations spread across the borough for electors to cast their votes on polling day.

3. We issued 61,784 postal votes of which 264 were posted overseas. We received 54,244 back 87.80% return (this does not include any rejected).

4. During the run up to the Referendum there was an increase in registration and due to the misunderstanding and poor communication some electors were under the impression they needed to register specifically in order to vote at the EU Referendum, although they were already registered. This created extra work for the elections team due to the amount of duplicate registrations of people re-registering. From 1st April 2016 to 9th June 2016 we received 25,682 applications, 13,094 were new or updated registrations and 11,580 were duplicate registrations, all of which needed to be manually checked and processed by the elections team. Close to the registration midnight deadline on 7th June the government's online registration website crashed so the deadline was extended to midnight on the 9th June. This also created duplicate registrations due to worry that people may not be registered. 2,360 applications were received during the 2 day extension of which 1,099 were duplicates so very nearly 50% of them.

5. The Verification and counting of ballot papers took place at Doncaster Racecourse on Thursday 23rd June 2016 at the close of poll from 10.00pm and throughout the night. The receipt of the 173 ballot boxes was smooth and quick with the last box delivered by 23:03. This meant that any postal vote packs handed in at the polling station and brought to the count by presiding officers were processed quickly and back to the count in order to verify by 23:25.

6. **Result breakdown**

Doncaster votes to LEAVE by 69%

Response	Votes Cast	% turnout total
REMAIN	46,922 (31.02%)	69.56%
LEAVE	104,260 (68.94%)	

Electorate: 217,422

7. 151,246 residents of 217,422 eligible to vote in the EU Referendum cast their votes, marking a turnout of 69.56%. 64 Ballot Papers were rejected.

8. It is not possible to give a breakdown by Ward/Constituency as each counting team had a mixture of Postal Votes from across the Doncaster area included in their result. However we can provide a more detailed verification/result report of what was counted at each table. Please see the attached spreadsheets.

9. **Yorkshire and the Humber** votes to LEAVE by 58%

Response	Votes Cast	% turnout total
REMAIN	1,158,298 (42.25%)	70.69%
LEAVE	1,580,937 (57.67%)	

Electorate: 3,877,780

10. **National** result was to LEAVE by 52%

Response	Votes Cast	% turnout total
REMAIN	16,141,241 (48.1%)	72.2%
LEAVE	17,410,742 (51.9%)	

Total Electorate: 46,500,001

REPORT AUTHOR AND CONTRIBUTORS

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12th July 2016

Polling Station Ballot Box Counting Location

Station Number	Polling Station Address	Count Table
1	Balby Community Library, High Road, Balby, Doncaster, DN4 0PL	1
2	Balby Waverley Primary School, Douglas Road, Balby, Doncaster, DN4 0UB	1
3	Travis Gardens Communal Hall, Travis Gardens, Hexthorpe, Doncaster, DN4 0DR	1
4	Portable Unit, Junction of Carr Hill & St Catherines Avenue, Balby, Doncaster, DN4 8BL	1
5	St Johns Scout Headquarters, Greenfield Lane, Balby, Doncaster, DN4 0PT	1
6	Balby Central Outreach Centre, Stevens Road, Balby, Doncaster, DN4 0LL	1
7	Mallard Primary School, Cedar Road, Balby, Doncaster, DN4 9HU	1
8	Mallard Primary School, Cedar Road, Balby, Doncaster, DN4 9HU	1
9	Westbourne Gardens Communal Hall, Westbourne Gardens, Off Springwell Lane, Balby, Don	2
10	Nurture Unit, Woodfield Primary School, Gurney Road, Balby, Doncaster, DN4 8LA	2
11	Quaker Meeting House, Oxford Place Off St James Street, Doncaster, DN1 3RH	2
12	Chequer Road Baptist Church Hall, Chequer Road, Doncaster, DN1 2AL	2
13	The Community House, 31 Clark Avenue, Hyde Park, Doncaster, DN4 5BX	2
14	Army Reserve Centre, Danum Road, Doncaster, DN4 5HD	2
15	Lakeside Primary School, Sandy Lane, Hyde Park, Doncaster, DN4 5ES	2
16	Town Field Primary School, Thorne Road, Doncaster, DN1 2JS	2
17	Deaf Trust, Leger Way, Doncaster, DN2 6AY	3
18	International Community Centre, 30 Nether Hall Road, Doncaster, DN1 2PW	3
19	St Marys Church Hall, St Marys Road, Doncaster, DN1 2NR	3
20	St Andrews Methodist Church Hall, Morley Road, Wheatley, Doncaster, DN1 2TW	3
21	Wheatley Hills Tennis Club, Greenhouse Road, Wheatley Hills, Doncaster, DN2 5NG	3
22	Intake Primary School, Nursery Unit, Fairfax Road, Intake, Doncaster, DN2 6ES	3
23	Plover Primary School, Coniston Road, Intake, Doncaster, DN2 6JL	3
24	Sandringham Primary School, Sandringham Road, Intake, Doncaster, DN2 5SL	3
25	Healthy Living Centre, Intake Primary School, Sandringham Road, Intake, Doncaster, DN2 5LS	3
26	Park Primary School, Foundation Stage Unit, Monmouth Road, Wheatley, Doncaster, DN2 4JF	4
27	The Hepworth Centre, Kingfisher Primary School, Norwich Road, Wheatley, Doncaster, DN2 4	4
28	Ennerdale Communal Hall, 1 Fernhurst Road, Wheatley Hills, Doncaster, DN2 5QL	4
29	Portable Unit, Junction of Jefferson Avenue & Chalmers Drive, Clay Lane Estate, Doncaster	4
30	St Pauls Church Hall, Parkway North, Wheatley, Doncaster, DN2 4HS	4
31	Hallcross Academy Lower School, St Michaels Road, Bessacarr, Doncaster, DN4 5LT	4
32	Wilby Carr Community Centre, Aldesworth Road, Cantley, Doncaster, DN4 6LD	4
33	Hawthorn Primary School, Pupil & Parent Support Centre, Elmham Road, Cantley, Doncaster,	4

Polling Station Ballot Box Counting Location

Station Number	Polling Station Address	Count Table
34	Bessacarr Primary School, Ellers Avenue, Bessacarr, Doncaster, DN4 7DT	5
35	Bessacarr Primary School, Ellers Avenue, Bessacarr, Doncaster, DN4 7DT	5
36	Ewood Drive Communal Hall, Ewood Drive, Cantley, Doncaster, DN4 6AU	5
37	Willow Academy, Alston Road, Bessacarr, Doncaster, DN4 7EZ	5
38	Willow Academy, Alston Road, Bessacarr, Doncaster, DN4 7EZ	5
39	Portable Unit, Junction of Langsett Court & Lakeside Boulevard, Lakeside, Doncaster	5
40	Armthorpe Youth Centre, Mere Lane, Armthorpe, Doncaster, DN3 2DA	5
41	Walbank Road Communal Hall, Walbank Road, Armthorpe, Doncaster, DN3 3TF	5
42	Armthorpe Community Centre, Welfare Park, Church Street, Armthorpe, Doncaster, DN3 3AG	6
43	Armthorpe Community Centre, Welfare Park, Church Street, Armthorpe, Doncaster, DN3 3AG	6
44	Charles Court Extra Care Home, Charles Crescent, Armthorpe, Doncaster, DN3 2AQ	6
45	Maple Grove Communal Hall, Maple Grove, Armthorpe, Doncaster, DN3 2EQ	6
46	Elm Green Lane Community Centre, Elm Green Lane, Conisbrough, Doncaster, DN12 3HS	6
47	Portable Unit, Windmill Avenue, Conisbrough, Doncaster, DN12 2DH	6
48	Castle Academy, Station Road, Conisbrough, Doncaster, DN12 3DB	6
49	Sister De Sales Parish Centre, St Albans Catholic Church, Wadworth Street, Denaby Main, Do	6
50	Conisbrough Ivanhoe Primary Academy, Nursery Building, Old Road, Conisbrough, Doncaster	6
51	Rowena Academy, Gardens Lane, Conisbrough, Doncaster, DN12 3JY	7
52	Morley Place Junior School, Old Road, Conisbrough, Doncaster, DN12 3LZ	7
53	Community Centre, Harrogate Drive, Denaby Main, Doncaster, DN12 4HQ	7
54	Community Centre, Hickleton Street, Denaby Main, Doncaster, DN12 4BA	7
55	Portable Unit, Manor Farm Public House Car Park, Denaby Lane, Old Denaby, Doncaster, DN	7
56	Portable Unit, Windmill Avenue, Conisbrough, Doncaster, DN12 2DH	7
57	Clifton Church and Community Centre, Church Lane, Clifton, Rotherham, S66 7RX	7
58	St John the Baptist Church, St Johns Road, Edlington, Doncaster, DN12 1AX	7
59	Stubbins Hill Community Centre, Stubbins Hill, Edlington, Doncaster, DN12 1JN	8
60	Stubbins Hill Community Centre, Stubbins Hill, Edlington, Doncaster, DN12 1JN	8
61	Warmsworth Primary School, Mill Lane, Warmsworth, Doncaster, DN4 9RG	8
62	Howbeck Drive Community Centre, Howbeck Drive, Edlington, Doncaster, DN12 1PW	8
63	Warmsworth Community Centre, Low Road West, Warmsworth, Doncaster, DN4 9LE	8
64	Time 2 Play, Unit 9, Plantation Road, Balby, Doncaster, DN4 8RZ	8
65	The Masters House, High Street, Braithwell, Rotherham, South Yorkshire, S66 7AW	8
66	Womens Institute Hut, Main Street, Loversall, Doncaster, DN11 9EE	8

Polling Station Ballot Box Counting Location

Station Number	Polling Station Address	Count Table
67	Tickhill Cricket Club, Alderson Drive, Tickhill, Doncaster, DN11 9EU	9
68	Scout & Guide Headquarters, St Marys Road, Tickhill, Doncaster, DN11 9LZ	9
69	Wadworth Village Hall, Old School Lane, Wadworth, Doncaster, DN11 9BW	9
70	Stainton Village Hall, School Lane, Stainton, Rotherham, S66 7QX	9
71	Austerfield Study Centre, High Street, Austerfield, Doncaster, DN10 6RG	9
72	New Hall Conference Room, Station Road, Bawtry, Doncaster, DN10 6PU	9
73	New Hall Conference Room, Station Road, Bawtry, Doncaster, DN10 6PU	9
74	St Michaels Primary School, Sheepbridge Lane, Old Rossington, Doncaster, DN11 0EZ	9
75	Rossington Methodist Church Hall, Nelson Road, Rossington, Doncaster, DN11 0PE	10
76	Grange Lane Academy, Nursery Building, Grange Lane, Rossington, Doncaster, DN11 0QY	10
77	Tornedale Infant School, Gattison Lane, Rossington, Doncaster, DN11 0NQ	10
78	Rossington All Saints Academy, Bond Street, Rossington, Doncaster, DN11 0BY	10
79	Brodsworth Way Pavilion, Brodsworth Way, Rossington, Doncaster, DN11 0FD	10
80	Auckley Junior & Infant School, School Lane, Auckley, Doncaster, DN9 3JN	10
81	Cantley Community Centre, Goodison Boulevard, Cantley, Doncaster, DN4 6DF	10
82	Blaxton Village Hall, Back Lane, Blaxton, Doncaster, DN9 3AJ	10
83	Kilham Hall, Kilham Lane, Branton, Doncaster, DN3 3PF	11
84	St Oswalds Academy, Silver Birch Grove, Finningley, Doncaster, DN9 3EQ	11
85	Hayfield Lane Primary School, Hayfield Lane, Auckley, Doncaster, DN9 3NB	11
86	Hatchell Wood Primary School, Plumpton Park Road, Bessacarr, Doncaster, DN4 6SL	11
87	Portable Unit, Nether Cantley Lane, Old Cantley, Doncaster, DN3 3QQ	11
88	Hatchell Wood Primary School, Plumpton Park Road, Bessacarr, Doncaster, DN4 6SL	11
89	Dunsville Community Centre, High Street, Dunsville, Doncaster, DN7 4BX	11
90	Dunsville Primary School, Broadway, Dunsville, Doncaster, DN7 4HX	11
91	Broadwater Drive Communal Hall, 14 Broadwater Drive, Dunscroft, Doncaster, DN7 4BH	12
92	East Doncaster Development Trust, 281 Station Road, Dunscroft, Doncaster, DN7 4DY	12
93	East Doncaster Development Trust, 281 Station Road, Dunscroft, Doncaster, DN7 4DY	12
94	Hatfield Town Council Offices, Cuckoo Lane, Hatfield, Doncaster, DN7 6QE	12
95	Hatfield Town Council Offices, Cuckoo Lane, Hatfield, Doncaster, DN7 6QE	12
96	Methodist Church Hall, Main Street, Hatfield Woodhouse, Doncaster, DN7 6NG	12
97	Estate Office, Entrance via rear door, 36 Wellington Road, Lindholme, Doncaster, DN7 6DD	12
98	Castle Hills Primary School, Jossey Lane, Scawthorpe, Doncaster, DN5 9ED	12
99	Castle Hills Primary School, Jossey Lane, Scawthorpe, Doncaster, DN5 9ED	12

Polling Station Ballot Box Counting Location

Station Number	Polling Station Address	Count Table
100	Rosedale Primary School, Rosedale Road, Scawsby, Doncaster, DN5 8RL	13
101	Scawsby Community Centre, Barnsley Road, Scawsby, Doncaster, DN5 8QQ	13
102	Scawsby Community Centre, Barnsley Road, Scawsby, Doncaster, DN5 8QQ	13
103	Kirkby Avenue Primary School, School Hall, Kirkby Avenue, Bentley, Doncaster, DN5 9TF	13
104	Sunnyfields Primary School, Community Room, Rose Crescent, Scawthorpe, Doncaster, DN5	13
105	Arksey Primary School, Ings Way, Arksey, Doncaster, DN5 0TE	13
106	New Village Primary School, Asquith Road, Bentley, Doncaster, DN5 0NU	13
107	St Philip & St James Church, Victoria Road, Bentley, Doncaster, DN5 8EZ	13
108	Bentley Methodist Church Hall, Chapel Street, Bentley, Doncaster, DN5 0DE	14
109	Villa Gardens Community Centre, Villa Gardens, Toll Bar, Doncaster, DN5 0LG	14
110	Queens Drive Community Centre, Queens Drive, Bentley, Doncaster, DN5 9QL	14
111	Kirkstone Close Communal Hall, Kirkstone Close, Bentley, Doncaster, DN5 9QZ	14
112	Royal British Legion, 51 Sprotbrough Road, Sprotbrough, Doncaster, DN5 8BN	14
113	Highfields Community Centre, Market Street, Highfields, Doncaster, DN6 7JE	14
114	Whinfell Close Communal Hall, Yealand Close, Adwick-Le-Street, Doncaster, DN6 7DZ	14
115	5th Woodlands Scout Hall, Windmill Balk Lane, Woodlands, Doncaster, DN6 7SH	14
116	23rd Doncaster Owston Scout HQ, Owston Road, Carcroft, Doncaster, DN6 8DE	15
117	Chestnut View Communal Hall, Edward Road, Carcroft, Doncaster, DN6 8BD	15
118	The Hobcroft Centre, Repton Road, Carcroft, Doncaster, DN6 8JF	15
119	Circuit House, The Circuit, Woodlands, Doncaster, DN6 7TE	15
120	Nursery Unit, Woodlands Primary School, The Crescent, Woodlands, Doncaster, DN6 7SS	15
121	St Joseph & St Teresas Church Hall, Welfare Road, Woodlands, Doncaster, DN6 7QG	15
122	Moss Road Infant School, Moss Road, Askern, Doncaster, DN6 0NE	15
123	Askern Town Council Offices, Alexander House, High Street, Askern, Doncaster, DN6 0AB	15
124	Littlemoor Childrens Centre & School, Alfred Road, Askern, Doncaster, DN6 0PZ	16
125	The Burghwallis Public House, Scorcher Hills Lane, Burghwallis, Doncaster, DN6 9JT	16
126	Norton Community Hall, High Street, Norton, Doncaster, DN6 9HD	16
127	Campsall Village Hall, Bone Lane, Campsall, Doncaster, DN6 9AN	16
128	Wellingtonia Drive Communal Hall, Wellingtonia Drive, Campsall, Doncaster, DN6 9LZ	16
129	Sutton Village Hall, Suttonfield Road, Sutton, Doncaster, DN6 9JX	16
130	All Saints Church, Stockbridge Lane, Owston, Doncaster, DN6 9JF	16
131	Portable Unit, Bellerby Road, Skellow, Doncaster, DN6 8RD	16
132	Fishlake Village Hall, Pinfold Lane, Fishlake, Doncaster, DN7 5JS	17
133	Sykehouse Village Hall, Broad Lane, Sykehouse, Doncaster, DN14 9AS	17
134	Moss & Fenwick Village Hall, Fenwick Common Lane, Fenwick, Doncaster, DN6 0HG	17
135	Anfield, Low Lane, Braithwaite, Doncaster, DN7 5SS	17
136	Green Top Primary School, Middlebrook Lane, Thorne, Doncaster, DN8 5LB	17

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Polling Station Ballot Box Counting Location

Station Number	Polling Station Address	Count Table
137	Thorne Brook Primary School, Wike Gate Road, Thorne, Doncaster, DN8 5PQ	17
138	St Nicholas Church Hall, Stonegate, Thorne, Doncaster, DN8 5NP	17
139	King Edward Primary School, King Edward Road, Thorne, Doncaster, DN8 4BY	17
140	Thorne & Moorends Town Council Offices, Band Room, Browns Lane, Thorne, Doncaster, DN	18
141	Portable Unit, Hatfield Road, Adjacent to the swing bridge, Thorne, Doncaster, DN8 5QZ	18
142	Miners Welfare & Community Development Centre, West Road, Moorends, Doncaster, DN8 4	18
143	Miners Welfare & Community Development Centre, West Road, Moorends, Doncaster, DN8 4	18
144	Holy Family Junior & Infant School, Kirton Lane, Stainforth, Doncaster, DN7 7XJ	18
145	Stainforth Youth Centre, Church Road, Stainforth, Doncaster, DN7 5AA	18
146	Stainforth Methodist Church, Church Road, Stainforth, Doncaster, DN7 5NS	18
147	Barnby Dun Parish Hall, Top Road, Barnby Dun, Doncaster, DN3 1DB	18
148	Barnby Dun Parish Hall, Top Road, Barnby Dun, Doncaster, DN3 1DB	18
149	The Hall Gate Centre, Hall Gate, Mexborough, South Yorkshire, S64 0DQ	19
150	Dolcliffe Hall, West View Road, Mexborough, South Yorkshire, S64 9BE	19
151	Pitt Street Infant School, Pitt Street, Mexborough, South Yorkshire, S64 0LT	19
152	Bhatia Centre, Hollingsworth Close, Mexborough, South Yorkshire, S64 0PQ	19
153	St Johns Junior & Infant School, Sedgefield Way, Mexborough, South Yorkshire, S64 0BE	19
154	Mexborough Childrens Centre, Wath Road, Mexborough, South Yorkshire, S64 9EE	19
155	Highwoods Community Base, Highwoods Road, Mexborough, South Yorkshire, S64 9ES	19
156	Adwick upon Dearne Village Hall, Harlington Road, Adwick upon Dearne, South Yorkshire, S6	19
157	Barnburgh Village Hall, Barnburgh Lane, Barnburgh, Doncaster, DN5 7HN	20
158	Pickburn Arms Public House, Doncaster Road, Pickburn, Doncaster, DN5 7UZ	20
159	Clayton Village Hall, Churchfield Road, Clayton, Doncaster, DN5 7BZ	20
160	Church of St Michael & All Angels, Straight Lane, Skelbrooke, Doncaster, DN6 8LX	20
161	Hickleton Village Hall, Hickleton, Doncaster, DN5 7BG	20
162	The Stables, Doncaster College, High Melton, Doncaster, DN5 7TB	20
163	All Saints School, Hooton Pagnell, Doncaster, DN5 7BT	20
164	3 Church Lane, Marr, Doncaster, DN5 7AU	20
165	Goldsmith Community Centre, Sprotbrough Road, Sprotbrough, Doncaster, DN5 8BP	20
166	The Cadeby Inn Public House, Main Street, Cadeby, Doncaster, DN5 7SW	21
167	St Marys Church Stable Block, Main Street, Sprotbrough, Doncaster, DN5 7RH	21
168	St Marys Church Stable Block, Main Street, Sprotbrough, Doncaster, DN5 7RH	21
169	The Levett School, Melton Road, Sprotbrough, Doncaster, DN5 7SB	21
170	Assembly Hall, Dentons Green Lane, Kirk Sandall, Doncaster, DN3 1JP	21
171	Assembly Hall, Dentons Green Lane, Kirk Sandall, Doncaster, DN3 1JP	21
172	Canon Popham Primary School, Church Balk, Edenthorpe, Doncaster, DN3 2LS	21
173	Edenthorpe Community Centre, Cedric Road, Edenthorpe, Doncaster, DN3 2HZ	21

EU REFERENDUM 23 JUNE 2016

RO SUMMARY SHEET

	Verification Total	REMAIN	LEAVE	TOTAL	Total Rejected Papers	Total Papers
TEAM 1	7,198	2,411	4,783	7194	4	7198
TEAM 2	6,160	1,976	4,179	6155	5	6160
TEAM 3	6,817	2,374	4,442	6816	1	6817
TEAM 4	6,852	2,098	4,750	6848	4	6852
TEAM 5	7,123	2,826	4,294	7120	3	7123
TEAM 6	7,542	2,301	5,236	7537	5	7542
TEAM 7	6,669	1,751	4,915	6666	3	6669
TEAM 8	7,186	2,216	4,968	7184	2	7186
TEAM 9	7,816	2,914	4,899	7813	3	7816
TEAM 10	7,421	2,232	5,187	7419	2	7421
TEAM 11	7,223	2,673	4,548	7221	2	7223
TEAM 12	7,205	1,944	5,259	7203	2	7205
TEAM 13	7,658	2,235	5,419	7654	4	7658
TEAM 14	6,965	2,033	4,931	6964	1	6965
TEAM 15	6,539	1,596	4,940	6536	3	6539
TEAM 16	6,628	1,862	4,763	6625	3	6628
TEAM 17	6,554	1,703	4,849	6552	2	6554
TEAM 18	7,463	1,795	5,661	7456	7	7463
TEAM 19	7,023	1,831	5,191	7022	1	7023
TEAM 20	10,104	3,324	6,776	10100	4	10104
TEAM 21	7,100	2,827	4,270	7097	3	7100
TOTAL	151,246	46,922	104,260	151,182	64	151,246

Electorate   217,432

% Turnout   69.56

EU REFERENDUM JUNE 23 2016
MASTER VERIFICATION STATEMENT DONCASTER VOTING AREA

Voting area	Number of ballot papers issued (as given on the ballot paper account) in **polling stations**	Number of ballot papers in **polling station** ballot box	Variance (polling stations)	Number of postal ballot papers in **postal ballot boxes** (as given on ballot paper account)	Number of postal ballot papers in **postal ballot boxes**	Variance (postal ballot papers)	Total ballot papers expected	Total in all boxes (verification number)	Electorate
Count Area 1	4,110	4,110	0	3,088	3,088	0	7,198	7,198	
Count Area 2	4,071	4,070	1	2,090	2,090	0	6,161	6,160	
Count Area 3	5,851	5,850	1	967	967	0	6,818	6,817	
Count Area 4	3,854	3,852	2	3,000	3,000	0	6,854	6,852	
Count Area 5	5,033	5,033	0	2,090	2,090	0	7,123	7,123	
Count Area 6	5,429	5,429	0	2,113	2,113	0	7,542	7,542	
Count Area 7	3,670	3,670	0	3,000	2,999	1	6,670	6,669	
Count Area 8	4,187	4,187	0	3,000	2,999	1	7,187	7,186	
Count Area 9	5,252	5,252	0	2,564	2,564	0	7,816	7,816	
Count Area 10	5,421	5,421	0	2,000	2,000	0	7,421	7,421	
Count Area 11	5,177	5,177	0	2,046	2,046	0	7,223	7,223	
Count Area 12	5,206	5,205	1	2,000	2,000	0	7,206	7,205	
Count Area 13	5,659	5,658	1	2,000	2,000	0	7,659	7,658	
Count Area 14	3,965	3,965	0	3,000	3,000	0	6,965	6,965	
Count Area 15	4,335	4,335	0	2,204	2,204	0	6,539	6,539	
Count Area 16	3,628	3,628	0	3,000	3,000	0	6,628	6,628	
Count Area 17	3,554	3,554	0	3,000	3,000	0	6,554	6,554	
Count Area 18	6,381	6,381	0	1,082	1,082	0	7,463	7,463	
Count Area 19	5,023	5,023	0	2,000	2,000	0	7,023	7,023	
Count Area 20	2,511	2,511	0	7,593	7,593	0	10,104	10,104	
Count Area 21	5,803	5,803	0	1,297	1,297	0	7,100	7,100	
Total Doncaster MBC	98,120	98,114	6	53,134	53,132	2	151,254	151,246	217,432
						Turnout (Verified total ÷ Electorate)			**69.56%**

69.56%

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Doncaster
Metropolitan Borough Council

22nd November, 2016

**To the Members of the
ELECTIONS & DEMOCRATIC STRUCTURES COMMITTEE**

PROPOSAL TO TEST SMARTPHONE TECHNOLOGY FOR VOTING

EXECUTIVE SUMMARY

1.   The purpose of this report is to examine the possibility of piloting new a voting method in elections, beginning with a non-statutory election.

RECOMMENDATIONS

a)   The Committee is asked to approve a request to Children and Young People's Services that the election of Doncaster Youth Council representatives is undertaken using smartphone technology; and

b)   That a report is brought forward to this Committee's next meeting to consider the first election that this technology could be piloted.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

2.   Doncaster seeks to be an enabling Council, which seeks to modernise access to Council services and decision-making, and to strengthen governance within the Borough.

3.   Measures which increase electoral awareness and participation, and which make voting easier for all voters, and particularly young, disabled or vulnerable voters, increases legitimacy and strengthens the governance of the council. The successful participation of Doncaster in a new electoral pilot would enhance the reputation of the Borough as a forward-looking, modern Council.

BACKGROUND

4.   Electoral pilots are only allowed under specific legislation. They apply to specific areas and to specific elections or periods of time; the pilots are controlled by the Government under the relevant Orders to ensure the integrity and security of elections and electoral registration.

5.   Section 10 of the *Representation of the People Act 2000* allows the Secretary of State, after consultation with the Electoral Commission, to approve a request from a local authority in England and Wales to run an electoral pilot to trial schemes of innovative electoral procedures at a particular local election. Orders made by the Secretary of State under this Act for electoral pilots are not subject to Parliamentary proceedings and once made can come into force forthwith.

6. A number of pilot schemes took place between 2000 and 2007. For further information see the House of Commons Library Briefing, *Electoral pilot schemes*. These pilot schemes included trialling longer voting periods, e-voting, all-postal ballots and telephone voting amongst other new voting arrangements. The primary purpose of the pilot schemes was to raise participation rates.

7. Pilot schemes may only be employed in local elections. They are prohibited at general elections.

8. Doncaster took part in the first wave of pilots, conducting an all-postal election in Conisbrough ward.   This increased the turnout from 1998 25.7% and 1999 24.6% to 39.9% in 2000. This was followed by an all-postal Mayoral election in 2002.

9. One conclusion of the first wave of pilots was that extending postal voting increased participation. The law was subsequently changed to enable any citizen to apply to vote by post.

10. The Electoral Commission reviews each pilot and considers whether the pilot scheme:

    - Helped to make voting or counting easier.

    - Helped to improve turnout.

    - Helped to facilitate voting.

    - Led to a reduction in electoral fraud.

    - Led to a reduction in the cost of the elections.

11. The Electoral Commission published a summary of the *Key issues and conclusions: May 2007 electoral pilot schemes* which gave details of the pilots held that year and the issues arising from the pilot programme. However, in 2016, the Government approved some pilot schemes which explore electronic registration (that is, online registration).

12. There have been no pilots held under the provisions of this legislation since 2007. The 2007 pilots included electronic voting. The Sheffield pilot of e-voting required pre-registration and additional security measures. The evaluations concluded that the voting method was expensive, primarily because of the software and security measures required for online voting.

13. Changes since 2007: The major change that provides an opportunity for a new pilot in e-voting, is that today, unlike in 2007, when voters had to use a PC or laptop to vote, voters can use smartphones.

14. Voting can be conducted by downloading an app onto a phone. Voters can be sent details of the candidates directly to their phone. And the security of their vote can be protected by Blockchain technology.

15. The Blockchain offers the opportunity to increase participation in the democratic process by allowing citizens to use the technology to securely vote electronically in elections. It can be used to:

    - Easily verify their citizenship and right to vote.
    - Receive electoral material from all candidates.
    - Vote securely from any location.

16. Any pilot scheme would seek to establish whether a Blockchain voting option can increase voter participation (especially amongst the smartphone generation), increase voter satisfaction and trust, as the transparent nature of the Blockchain will allow voters to verify that their vote is counted.

17. The Blockchain technology is being promoted in a variety of ways aimed to improve lives and governance.

18. The first step proposed is for Doncaster to test the concept among the smart phone generation, by seeking to use the technology for the election of the Doncaster Youth Council representatives, who are currently elected, area by area, with voting taking place among pupils age 16+ in Doncaster's schools. These elections are due to take place in February 2017.

19. If the pilot proved successful, this may assist Doncaster in submitting any future request to trial the new method as an additional option for voters in a local election setting, which would take place after May 2017. Therefore, Doncaster's local and Mayoral elections held on 4 May 2017 would be unaffected.

LEGAL IMPLICATIONS

20. As the Youth Council elections are non-statutory, this stage would have no legal implications.

21. Should the Council decide at a future date to trial the technology in a local election or neighbourhood referendum, Government consent would be required. There are also comprehensive statutory provisions covering the delivery of elections.

FINANCIAL IMPLICATIONS

22. The Council would seek to minimise the cost and staffing implications of a youth pilot by requesting free use of the app and necessary IT support.

BACKGROUND PAPERS

- The Electoral Commission Key Issues and Conclusions – May 2007 electoral pilot scheme.
- The Blockchain Trust Accelerator

REPORT AUTHOR

Cllr Phil Cole
Chair of Elections & Democratic Structures Committee

HOW E-VOTING WOULD WORK USING BLOCKCHAIN TECHNOLOGY –

A CASE STUDY

How the process would work

1. The Council will run a PR campaign to encourage the electorate to vote through Blockchain on their smartphones. They will be told all they have to do is download a free App.

2. Once Ms Brown has downloaded the App she will be asked if she has registered to vote.

2.1 If her answer is yes she will be asked to register her unique ID number on the system (see 2.3)

2.2 If the answer is no she will be directed to http://www.doncaster.gov.uk/services/the-council-democracy/register-to-vote and asked to register.

2.3 Once registered she will receive her unique voting ID number by post.

2.4 Once she has her ID number she can return to the App and register her number on the system.

3. When her ID number is registered on the system she will be sent by post all the encryption details she needs to vote in the designated election.

4. At this point the Council will also be able to send her information on her candidates via our App.

5. Her vote when cast will be encrypted and transmitted through the Blockchain to the returning officer.

5.1 Without knowing who she voted for, the Blockchain network will:-
        (a)   Validate her right to vote.
        (b)   Record she has voted.
        (c)   Prevent her from voting a second time in that election.

6. Her vote is delivered to the Returning Officer, counted and recorded in hard copy.

7. The Returning Officer then excludes her from voting again on Election Day.

For a school-based election

The voting register is prepared by the school/ in co-operation with Children and Young People's services. The PR campaign is conducted within schools. The Unique voter ID would be distributed via school.

THE BLOCKCHAIN TRUST ACCELERATOR

The BTA is a coalition of organisations whose aim is to work with partners around the world to unlock the Blockchain's potential and successfully launch and deploy Blockchain-based pilot projects that improve lives and governance worldwide. The Blockchain Trust Accelerator will help match promising pilot proposals with the civic expertise and technical partners needed to produce software that can be successfully scaled to address social and governance challenges. This initiative will dramatically accelerate the number and quality of blockchain pilot programs designed to deliver benefits to society.

The BTA's founders are the National Democratic Institute, New America and The Bitfury Group.

More information about the BTA can be found on the website here.

ABOUT BLOCKCHAIN TECHNOLOGY

The Blockchain is a secure method of transferring and recording data over the internet. Many people believe it is the next evolution of the internet. At its core, the Blockchain is a digital ledger whose contracts, agreements and transactions that are all independently verified. The Blockchain's strength is that all the transactions on it are not stored in one place, or owned by one organisation, but held by the hundreds of thousands of individual computers around the work.

These individual computers collectively agree, verify and record that that the transactions have taken place. It makes the transactions very transparent. Furthermore, the individual encryption of each transaction ensures that it can only take place once. Once the transaction is complete, it is recorded simultaneously on the digital ledger which is stored on thousands of computers. Consequently, fraudulently repeating that encrypted transaction would be impossible as it would be detected immediately.

In the eight years since its creation, the Blockchain has never been successfully hacked. Since every transaction must be verified and recorded by thousands of individual computers, any attempt at fraud, duplication or tampering is easily detected. This gives unprecedented security to all activities taking place on the Blockchain.

Example: If you were to pay your gas bill using bitcoins over the Blockchain, every computer holding a record of the Blockchain would record that the bill had been paid. The only way the gas company could claim otherwise would be by altering your payment record on thousands of individual computers, requiring a prohibitive amount of computing power.

However, financial transactions are just one of the many applications that Blockchain has to offer. It will also advance ideas that will further promote innovation, open new doors for economic opportunity and prosperity, drive the advancement of a peer to peer led economy at all levels of society and spread opportunity for small business ownership, land ownership and the growth of democracy.

BLOCKCHAIN IN THE UNITED KINGDOM

"The technology behind the Blockchain has great potential to change the world in an incredibly positive way."

- Sir Richard Branson

Blockchain is already starting to have an impact in the UK as many of our largest companies and organisations realise its potential. The UK's chief scientific adviser has encouraged the British government to adopt the technology and a number of government departments are now looking at how they can best use it.

Some of our most forward thinking and ethical companies are already applying themselves to using the technology. For example, the Co-op is using Blockchain to enable its suppliers and customers to check the ethical provenance of some of its products using their smartphones.

Any asset of value can be placed into Blockchain and effectively transmitted without fear of interference or corruption. From currency to land titles, to electronic health records to music to voting, the possibilities are limitless.

VOTING ON THE BLOCKCHAIN

The Blockchain offers the opportunity to increase participation in the democratic process by allowing citizens to use the technology to securely vote electronically in elections. It can be used for anyone to easily verify their citizenship and vote from any location securely. It's our view that not only will this increase voter participation, especially amongst the smartphone generation but the transparent nature of the Blockchain will allow voters to ensure their vote was counted.

HOW IT WORKS

The Blockchain would be offered as an additional form of voting for those who chose to use it, similar to the way the UK offers a postal voting option. For those who chose to use the Blockchain, the process would be similar to the steps below.

1. Download a secure voting app for free onto their smartphone or computer.
2. Follow the instructions to create their personally encrypted secure Blockchain account.
3. Receive the information each candidate would like them to read.
4. Use the app to vote for the candidate of their choice.
5. Their vote is then encrypted and transmitted through the Blockchain to the Returning Officer.
6. Without knowing who they voted for, the Blockchain network will:
    - Validates their right to vote.
    - Records they have voted.
    - Prevents them from voting a second time in that election.
7. Their vote is delivered to the Returning Officer, counted and recorded in hard copy.

Date: 22nd November 2016

TO THE CHAIR AND MEMBERS OF THE
ELECTIONS AND DEMOCRATIC STRUCTURES COMMITTEE

EVALUATION OF THE BURGHWALLIS NEIGHBOURHOOD PLANNING
REFERENDUM HELD ON 27TH OCTOBER 2016

EXECUTIVE SUMMARY

1.   The Council's second Neighbourhood Planning Referendum election took place in Burghwallis on Thursday 27th October 2016. The purpose of this report is to provide an evaluation of the referendum. Any additional issues identified at this meeting will be incorporated into the service development plans for future elections.

EXEMPT REPORT

2.   Not applicable.

RECOMMENDATIONS

3.   The Committee is asked to approve the report and make any additional comments in relation to the contents.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

4.   A Neighbourhood Planning Referendum was held in the Burghwallis area on 27th October 2016 with the following question:

"Do you want Doncaster Metropolitan Borough Council to use
the Neighbourhood Plan for Burghwallis to help it decide planning
applications in the neighbourhood area?"

The outcome of the results were as follows:

Number of votes cast in favour of a 'YES'	76
Number of votes cast in favour of a 'NO'	11
The number of ballot papers rejected	0
Electorate:	245
Ballot papers:	
Polling Station	49
Postal Vote	38
Turnout	35.51%

The outcome of the Referendum was in favour of using the Neighbourhood Plan for Burghwallis to help decide planning applications in the neighbourhood area.

5. Out of an electorate of 245 the number of electors who voted at the Referendum was 87 (35.51% turnout), of which 76 electors were in favour of a Neighbourhood Plan for the Burghwallis area.

6. The Count took place at the close of poll and was observed by five members of the Burghwallis Neighbourhood Plan Steering Group who all complimented on how well run and organised the Referendum was throughout.

BACKGROUND

7. On 2nd November 2012, Doncaster Metropolitan Borough Council designated the Burghwallis area for the purpose of preparing a Neighbourhood Plan in accordance with Part Two of the Town and Country Planning (England), Neighbourhood Planning (General) Regulations 2012.

8. Following the submission of the Burghwallis Neighbourhood Development Plan to the Council in August 2015, the plan was publicised and representations were invited. The publicity period ended on Friday 9th October 2015.

9. The Council appointed an independent examiner, Nigel McGurk BSc(Hons) MCD MBA MRTPI, to review whether the Plan should proceed to referendum. The examiner's report concludes that, subject to a number of modifications, the Plan meets the basic conditions set out in legislation and should proceed to a Neighbourhood Planning referendum.

10. Therefore to meet the requirements of the Localism Act 2011 a referendum, which poses the question 'Do you want Doncaster Metropolitan Borough Council to use the Neighbourhood Plan for Burghwallis to help it decide planning applications in the neighbourhood area?' was held on Thursday 27th October 2016 in the Burghwallis area.

11. The outcome of the Referendum was in favour of a Neighbourhood Plan for the Burghwallis area. The neighbourhood plan now becomes part of the development plan. Planning law requires that applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise.

LEGAL IMPLICATIONS

12. There are comprehensive statutory provisions covering the delivery of elections.

FINANCIAL IMPLICATIONS

13. The Council's Planning Department pay for the cost of a Neighbourhood Planning Referendum which is claimed back from Government.

BACKGROUND PAPERS

- Burghwallis Neighbourhood Plan Referendum – Decision Statement
- Declaration of results for Burghwallis Neighbourhood Planning Referendum

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Date: 22nd November 2016

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

ANNUAL CANVASS UPDATE

EXECUTIVE SUMMARY

1. This report provides an update to Members on a number of key work streams being undertaken by the Electoral Services Team in relation to the Register of Electors Annual Canvass.

EXEMPT REPORT

2. Not applicable.

RECOMMENDATIONS

3. The Committee is asked to approve the report and make any additional comments in relation to the contents.

2016 Annual Canvass – as of 14th November 2016

4. The annual canvass commenced in August 2016, at that point there were 135,650 properties in Doncaster and an electorate of 223,711. We received 41,754 (31%) responses to the initial Household Enquiry Form (HEF) without any prompting. Those responses came via the internet, post, text or telephone. A total of 65,709 HEF reminders were issued in September then a further 41,427 2nd stage reminders were issued in October. During September to November canvassers were out door knocking the remaining outstanding 37,319 non-responding properties. To date we have received a total of 106,152 (78.29%) responses which is better than last year's final total response of 96,659 (71.58%) properties.

5. The current Electorate as of 14th November 2016 is 227,388 although we are in the middle of the annual canvass therefore these numbers will change as people register, are removed or move out of the borough. We currently have 674 applicants with Department for Work and Pensions (DWP) awaiting verification and since the start of the canvass we have also issued to date 13,019 'Invitation to Register' (ITR) forms for new applicants. There are also 7,878 electors who we are currently investigating to ensure they should be removed from the register and 487 unconfirmed electors which we are trying to obtain further information for in order to register them.

6. We will be doing what we can to encourage all of the above to turn into actual verified electors by doing a telephone canvass and personal visit to any non-responding HEF and ITR forms and processing the information instantly and sending it to DWP for verification. Any queries returned from DWP will be investigated quickly to try and turn them to a verified elector.

7. Breakdown of HEF responses by date and method compared to 2015

Date	Total Properties	Total Retn	Total% Retn Rate	Outstanding Forms	Retns by Post	Phone	Web	SMS	ERS Retn Total	% ERS	2015 total returns	2015 total % return rate
17-Aug	135650	41,754	31.00%	93,875	21,859	6,648	8,704	4,498	19,850	14.63%		
23-Aug	135650	52,035	38.35%	83,615	30,040	7,160	9,854	4,912	21,926	16.16%	50,609	37.49%
26-Aug	135634	69,902	51.55%	65,709	47,202	7,332	10,196	5,056	22,584	16.65%	52,273	38.70%
5-Sep	135638	71,852	52.98%	63,758	47,806	7,644	10,915	5,371	23,930	17.64%	58,109	43.03%
12-Sep	135638	77,571	57.19%	58,039	50,372	8,425	12,030	6,580	27,035	19.93%	59,378	43.97%
19-Sep	135632	90,206	66.50%	45,398	58,030	9,361	14,238	8,275	31,874	23.50%		
26-Sep	135633	94,176	69.45%	41,427	61,140	9,500	14,667	8,509	32,676	24.10%		
3-Oct	135632	95,658	70.54%	39,944	61,928	9,619	15,013	8,723	33,355	24.59%		
10-Oct	135641	99,017	73.02%	36,584	64,752	9,693	15,261	8,896	33,850	24.95%		
24-Oct	135639	99,952	73.71%	35,647	65,540	9,713	15,333	8,939	33,985	25.05%	83,018	61.45%
7-Nov	135644	103,806	76.55%	31,792	68,857	9,766	15,548	9,136	34,450	25.39%	84,220	62.37%
10-Nov	135645	105,194	77.58%	30,403	70,049	9,795	15,632	9,193	34,620	25.52%	85,745	63.50%
14-Nov	135645	106,152	78.29%	29,444	70,783	9,825	15,740	9,263	34,828	25.67%	88,748	65.72%
21-Nov												
28-Nov											96,659	71.58%

8. To help increase the response to the annual canvass and increase the number of electors on the register we are currently being proactive by:

Telephone Canvassing
Due to the success of last year we are undertaking a Telephone Canvass alongside the door knock canvass. This enables us to contact those hard to reach areas/electors. We are now focussing on an ITR canvass to chase up the non-responding electors to try and obtain the information there and then over the phone; we also have a dedicated phone line for electors to call us back with their information should they not have it to hand.

Care Homes & HMO's
We have dedicated Canvass Team Leaders which are canvassing every care home and housing with multiple occupancies (HMO) within the borough by arranging an appointment with the Care Manager and/or Building Manager to build up a close working relationship to ensure we are kept up to date on the frequent residential changes.

Targeting hard to reach/unapproachable areas
Where necessary extra support and time has been given to selective areas such as foreign nationals that may not understand how to complete the form. SLHD have provided access to high rise flats and buildings. We have also targeted hard to reach areas by telephone.

School/Colleges
We are campaigning within Schools and Colleges through their social media links by providing schools with adverts and information to put on their social media to try and increase the number of attainers ready for when they reach voting age. We currently have 2,960 on the register.

Social Media
The web team update social media and re-tweet information out to Doncaster residents from the Electoral Commission and Cabinet Office.

#OurDay
Electoral Services will also be taking part in the Local Government Association #OurDay - we will submit a team selfie whilst carrying out Telephone Canvassing on the 15th November. This will capture the team working hard and also promoting and encouraging register-to-vote and responding to household enquiry forms.

9.   The work undertaken during the annual canvass will contribute to the annual Electoral Register that will be published on the 1st December 2016.

LEGAL IMPLICATIONS

10.   There are comprehensive statutory provisions covering the delivery of electoral registration activity.

FINANCIAL IMPLICATIONS

11.   Cabinet Office are continuing to supply funding for electoral registration activity.

BACKGROUND PAPERS

Previous Elections and Democratic Structures Committee reports

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Doncaster
Metropolitan Borough Council

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

URGENT ACTION TAKEN IN ACCORDANCE WITH COUNCIL PROCEDURE RULE 36 – TEMPORARY APPOINTMENT OF MEMBERS TO HIGH MELTON PARISH COUNCIL

EXECUTIVE SUMMARY

1. This report confirms action taken in accordance with Council Procedure Rule 36 (Urgent Decisions) in March 2016 to appoint Councillors Cynthia Ransome and Jonathan Wood on a temporary basis to High Melton Parish Council for the purpose of attending a meeting to establish a quorum and enable the Parish Council to make the necessary appointments to its membership.

RECOMMENDATIONS

2. The Committee is asked to note the urgent action taken in accordance with Council Procedure Rule 36 by the Assistant Director Legal and Democratic Services on 17 March 2016, in consultation with the Chair of the Elections and Democratic Structures Committee (EDSC), as outlined in this report.

WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

3. Where a Parish Council is inquorate the EDSC may make appointments to the Parish Council on a temporary basis to enable it to carry out its business. Doncaster Council's Constitution allows for this function to be delegated to the Chief Executive, the Director of Finance and Corporate Services or the Assistant Director Legal and Democratic Services.

BACKGROUND

4. Following the resignation of three members of the High Melton Parish Council, a notice of vacancy was published between 21st January and 10th February 2016. No request for an election was received. Under these circumstances the usual practice would be for the Parish Council to co-opt to the outstanding vacancies. However, at that time, there were only 2 members on the Parish Council and 3 members were required to establish a quorum. The Parish Council was therefore unable to make the necessary co-options.

5. The legislation and the Council's Constitution provide for these circumstances and allows Doncaster Council to appoint members on a temporary basis to a Parish Council to enable it to carry out its business. This function is delegated to the EDSC, the Chief Executive, the Director of Finance and Corporate Services and the Assistant Director Legal and Democratic Services.

6. As there was no meeting of the EDSC scheduled until 12th July 2016 , the Assistant Director Legal and Democratic Services consulted with the Chair of EDSC and agreed to take this decision under the Council Procedure Rule 36 urgency provisions.

7. Guidance on this issue recommends that consideration should be given to appointing the relevant ward Member(s) to any such vacancies as they have a democratic link and understanding of the local area. Following consultation with the Chair of EDSC, it was therefore recommended that both Councillors from the Sprotbrough Ward (which includes High Melton within its boundary), Councillors Jonathan Wood and Cynthia Ransome, be appointed to the Parish Council for this purpose. These appointments were made on a temporary basis for the purpose of enabling the Parish Council to make the necessary co-options and were to cease with immediate effect once the Parish Council had re-established a quorum.

8. Subsequently, at its meeting held on 11th April 2016, High Melton Parish Council was able to appoint 3 co-opted members on to its membership and therefore re-gained a quorum to allow it to conduct its business.

OPTIONS CONSIDERED AND REASON FOR RECOMMENDED OPTION

9. Option 1 - To do nothing. The Parish Council would not have been able to function effectively and represent local residents.

10. Option 2 - Make the relevant appointment to the Parish Council by appointing local ward Councillors. This was the preferred option. Local ward Councillors already serve the residents of High Melton as part of their ward Councillor duties. Once the Parish Council was quorate it was able to co-opt to its outstanding vacancies and discharge its functions.

IMPACT ON THE COUNCIL'S KEY OUTCOMES

11. The urgent action described in this report contributed towards the Council's outcome 'Working with our partners we will provide strong leadership and governance', by ensuring that effective governance arrangements were in place at High Melton Parish Council.

RISKS & ASSUMPTIONS

12. Had this urgent action not been taken, High Melton Parish Council would not have been able to convene any formal meetings and therefore discharge its functions, including finalising accounts and appointment of a Clerk.

LEGAL IMPLICATIONS

13. The legal powers that supported this action are contained in the following legislation:

Representation of the People Act 1983 Section 39(4)b

If a parish or community council is not properly constituted because an election is not held or is defective or for any other reason, the district council ….may by

order make any appointment or do anything which appears to them necessary or expedient for the proper holding of such an election or meeting and properly constituting the council.

Local Government Act 1972 Section 91

Where there are so many vacancies in the office of parish or community councillor that the parish or community council are unable to act, the district council …may by order appoint persons to fill all or any of the vacancies until other councillors are elected and take up office.

FINANCIAL IMPLICATIONS

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

TECHNOLOGY IMPLICATIONS

15.   There are no specific technology implications arising from this report.

EQUALITY IMPLICATIONS

16.   There are no specific equality implications associated with this report. The Ward Members appointed to the Parish Council represent all residents within the area including those with protected characteristics.

CONSULTATION

17.   Consultation was carried out with the Sprotbrough Ward Members and the Chair of the EDSC in taking the action outlined in this report.

BACKGROUND PAPERS

CPR 36 Decision Record and Order dated 17 March 2016.

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