

## **Appendix: Equality Analysis Report**

<b>Title:</b>	<b>Review of Polling Districts and Polling Places 2016</b>
<b>EA Lead :</b>	<b>Jackie Gavigan</b>
<b>EA Team:</b>	<b>Electoral Services</b>
<b>Date Commenced:</b>	<b>August 2016</b>
<b>Target Completion Date:</b>	<b>November 2016</b>
<b>Reason for assessment:</b>	<b>Report to Council</b>

### **Context and Scope**

1. What are the main purposes and aims of the service/project/decision?

*The Polling Districts and Polling Places Review examines the Council's existing polling arrangements including buildings used, and makes recommendations for changes where applicable.*

2. What effect does it have on how other organisations operate and what commitments of resources are involved?

*The Review does not affect how other organisations operate. The Review is being undertaken by the Council's Electoral Services Manager.*

3. How does it relate to the demographics and needs of the local community?

*As the purpose of the Review is to look at potentially changing polling venues where improved accessibility is required, it has the potential to relate to all electors within the voting area.*

4. How does it relate to the local and national political context?

*Any recommended changes to polling venues will be actioned at the next scheduled elections and used at all elections thereafter.*

5. Is there any obvious impact on particular equality groups?

	Race (includes ethnic or national origins, colour, & nationality)			Disability (includes mental & physical)			Gender (includes gender reassignment)			Pregnancy (includes maternity & paternity)			Sexual Orientation (includes heterosexual, homosexual & bisexual)			Religion & Belief (includes all faiths, beliefs & agnostic)			Age (includes all age groups)		
Impact	Positive	Negative	None	Positive	Negative	None	Positive	Negative	None	Positive	Negative	None	Positive	Negative	None	Positive	Negative	None	Positive	Negative	None
Tick if relevant			✓	✓			✓					✓			✓			✓	✓		

6. How does it help to us meet our general duties under the Equality Act 2010?

*The Review helps us improve access to the democratic process for all electors.*

7. What is the scope of this analysis?

*The Review examines the Council's polling arrangements in respect of provision of polling places and seeks to improve these where possible.*

## Information gathering and research

8. What existing information and data was obtained and considered in the assessment?

*The Review was carried out by visiting all existing polling places. Potential new venues were sourced by canvassing councillors, electors, and interested organisations. Every proposed new venue was visited and assessed against the Electoral Commission's requirements for a suitable polling venue. The proposals were compiled into a consultation document which was open for representations between 30 September and 3 November 2016. Information gathered from election feedback and debrief meetings was also used to inform the proposals.*

9. What gaps in information were identified and what action was undertaken/is planned to address them?

*None identified.*

10. What communities and groups have been involved and what consultation has taken place as part of this assessment?

*All councillors, residents and specific access groups have been consulted as part of the public consultation process.*

## **Analysis and assessment**

11. What were the main findings, trends and themes from the research and consultation undertaken?

*That where possible, polling buildings should be centrally located in the polling district and be accessible to all electors.*

12. What positive outcomes were identified?

*That where proposing a change to a polling venue, improvements to access are made for electors.*

13. What negative outcomes were identified?

*Due to limited appropriate venues, it is not always possible to meet all the requirements of an ideal polling venue. However, in such cases necessary provisions are put in place to make those venues as accessible as possible.*

## Action planning

14. The following specific actions have been identified: *(see paragraph 25 of the guidance)*

Issue Identified	Action Required	Lead Officer	Required Resources	Target Date	Measure of Success
<i>As per Polling Places Proposals document</i>					

## Summary Statement

Between August 2016 and November 2016, an Equality Analysis was undertaken by the Head of Democratic Services on the Review of Polling Districts and Polling Places.

Due regard was given to the general equalities duties and to the likely impact of the service on people with protected characteristics, as set out in the Equality Act 2010.

The assessment identified:

The decision is likely to have positive outcomes for all electors in the voting area as the purpose of the Review of Polling Districts and Polling Places is to seek to improve access to the democratic process for all electors.

## Approval

Director/Head of Service	Head of Democratic Services
Signed	Jackie Gavigan
Dated	16 November 2016