

## **CHILTERN DISTRICT COUNCIL**

### **MINUTES** of the Meeting of the **GOVERNANCE AND ELECTORAL ARRANGEMENTS COMMITTEE** held on **22 OCTOBER 2019**

**PRESENT:** Councillor D Varley - Chairman

Councillors: D Bray  
J Burton  
I Darby  
N Rose  
M Shaw  
H Wallace  
E Walsh  
J Waters

**APOLOGIES FOR ABSENCE** were received from Councillors P Jones and M Stannard

#### **14 MINUTES**

The minutes of the meetings of the Governance and Electoral Arrangements Committee held on 27 June 2018 and 15 May 2019 were agreed as a correct record and signed by the Chairman.

#### **15 DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **16 PREPARATION FOR POSSIBLE SNAP ELECTION**

The Committee received a verbal update on the preparations being made for an unscheduled election. The Democratic and Electoral Services Team had drafted an election project plan and risk register which had been informed by Electoral Commission guidance. Despite the uncertainty around a possible election date the project plan set out key election activities that would need to be carried out in the lead up to an election. Regular meetings were taking place between the Democratic and Electoral Services Manager, Returning Officer, Acting Chief Executive and Head of Paid Service to review the draft project plan, risk register and discuss preparations. The timing of an unscheduled election also had implications on the Annual Canvass which was currently being carried out prior to the publication of the revised register on 1 December 2019. Activities to mitigate this were noted. Officers were also working closely with electoral colleagues in other councils, in particular neighbouring authorities, and regularly reviewing available guidance.

## 17 POLLING DISTRICT AND POLLING PLACES REVIEW FINAL RECOMMENDATIONS

As required by the Electoral Registration and Administration Act 2013 a review of polling districts and polling places commenced on 8 February 2019. Public comments and submissions were invited until 22 March. The Acting Returning Officer's (ARO) recommendations were published on 21 June with public representations sought by 12 August 2019. The Committee considered the responses received during the public consultations.

In response to questions from members, it was clarified that the Gold Hill Baptist Church Polling Station was relocated to Chalfront St Peter Leisure Centre, Nicol Road due to anticipated redevelopment. This ensures electors are able to adapt to the new Polling Station location for future elections.

It was **RESOLVED** that the designations of polling districts and polling places as set out in the appendix be agreed.

**The meeting ended at 6.39 pm**