



Oversight and Governance

Chief Executive's Department
Plymouth City Council
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Published 19 January 2022

CITY COUNCIL – TO FOLLOW

Monday 24 January 2022
2.00 pm
The Guildhall, Plymouth

Members:

Councillor Mrs Beer, Chair

Councillor Mrs Bridgeman, Vice Chair

Councillors Allen, Mrs Aspinall, Bingley, Bowyer, Mrs Bowyer, Dr Buchan, Burden, Carlyle, Churchill, Coker, Collins, Corvid, Dr Cree, Cresswell, Dann, Deacon, Derrick, Downie, Drear, Evans OBE, Goslin, Harrison, Haydon, Hendy, Hulme, James, Mrs Johnson, Jordan, Kelly, Laing, Loveridge, Lowry, Dr Mahony, McDonald, Morris, Murphy, Neil, Nicholson, Partridge, Patel, Penberthy, Mrs Pengelly, Rennie, Riley, Salmon, Shayer, Singh, Smith, Stevens, Stoneman, Tuffin, Vincent, Wakeham, Ms Watkin and Wheeler.

Members are invited to attend the above meeting to consider the items of business overleaf.

For further information on attending Council meetings and how to engage in the democratic process please follow this link - [Get Involved](#)

Tracey Lee

Chief Executive

City Council

4. Appointments to Committees, Outside Bodies etc (Pages 1 - 8)

The Assistant Chief Executive will submit a schedule of vacancies on committees, outside bodies etc and of changes notified to us.

16. Plympton St Mary Ward's Polling Districts, Polling Places and Polling Stations Review 2021/2022 (Pages 9 - 24)

17. Calendar of meetings 2022/23 (Pages 25 - 30)

City Council



Date of meeting: 24 January 2022
Title of Report: **Political Proportionality**
Lead Strategic Director: Giles Perritt (Assistant Chief Executive)
Author: Ross Jago, Head of Governance Performance and Risk
Contact Email: Ross.jago@plymouth.gov.uk
Your Reference: AC.22/23
Key Decision: No
Confidentiality: Part I - Official

Purpose of Report

The purpose of this report is to advise Council of changes to the political proportionality of the Council and membership of committees.

Recommendations and Reasons

That Council approves the changes to committee membership set out at Appendix A of this report following changes in the political proportionality of the Council.

Reason: To maintain clarity of the Council's committee structure and membership

Alternative options considered and rejected

None. The Council is required to conduct proportionality reviews under Section 15 of the Local Government and Housing Act 1989.

Relevance to the Corporate Plan and/or the Plymouth Plan

Clarity on appointments to committees ensures that key projects and activities can be progressed in line with the Corporate and Plymouth Plans.

Implications for the Medium Term Financial Plan and Resource Implications:

None arising directly from this report.

Financial Implications:

None arising directly from this report.

Carbon Footprint (Environmental) Implications:

None arising directly from this report.

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

** When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.*

None arising directly from this report.

Appendices

*Add rows as required to box below

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A								
B								

Background papers:

*Add rows as required to box below

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

Sign off:

Fin		Leg	LS/37 934/A C/18/ 1/22	Mon Off	LS/37 934/A C/18/ 1/22	HR		Asset s		Strat Proc	
Originating Senior Leadership Team member: Giles Perritt (Assistant Chief Executive)											
Please confirm the Strategic Director(s) has agreed the report? Yes											
Date agreed: 14/01/2021											

POLITICAL PROPORTIONALITY

January 2021

**1. PURPOSE**

- 1.1. This paper follows recent changes to the Conservative Group which have a bearing on the overall proportionality of the council.

2. LEGISLATIVE REQUIREMENTS OF PROPORTIONALITY

- 2.1. Section 15 (5) of the Local Government and Housing Act 1989 imposes a duty on Councils to review the representation of different political groups on bodies to which the Council makes appointments. The Act requires that the review should be held at the Annual General Meeting or as soon as practicable after that meeting or when the membership of the Council changes.
- 2.2. The Act provides four principles concerning political representation that must be observed when conducting a review. These are:
- a) that not all the seats on committees are allocated to the same political group;
 - b) that the majority of the seats on each committee are allocated to a particular political group if the number of persons belonging to that group are a majority of the authority's membership;
 - c) subject to (a) and (b), that the number of seats on committees which are allocated to each group bears the same proportion to the total of all the seats on committees of the council as is borne by the number of members of that group to the membership of the authority, and
 - d) Subject to (a) to (c) above, that the number of seats on each committee which are allocated to each political group bears the same proportion to the number of all the seats on that committee as is borne by the number of members of that group to the membership of the authority.
- 2.3. The legislation provides that the Council may make alternative arrangements to the 'proportionality' principles.
- 2.4. The Committees and Panels to which the provisions of Section 15 of the Act apply, and the recommended allocation of seats on each, applying the principles of the Act as closely as is reasonably practicable, are shown in Section 2 below. The recommended allocation of seats reflects the four proportionality principles so far as reasonably practicable.

3. OVERALL PROPORTIONALITY 2021/2022 - NUMBER OF SEATS ON COUNCIL

	June 2021	January 2022
Conservative	26 (45.61%)	24 (42.11%)
Labour	23 (40.35%)	23 (40.35%)
Independent #1	1 (1.75%)	1 (1.75%)
Independent #2	1 (1.75%)	1 (1.75%)
Independent #3	1 (1.75%)	1 (1.75%)
Independent #4	1 (1.75%)	1 (1.75%)

Independent #5	I (1.75%)	I (1.75%)
Independent #6	I (1.75%)	I (1.75%)
Independent #7	I (1.75%)	I (1.75%)
Independent #8	I (1.75%)	I (1.75%)
Independent #9	N/A	I (1.75%)
Independent #10	N/A	I (1.75%)

* There are 57 members on Plymouth City Council. The Local Government and Housing Act 1989, which sets out how seats should be allocated to members on a Council, describes the distribution of seats between the political Groups into which the Council has divided itself. There is no seat entitlement to members who are not in a Group. The definition of what constitutes a group on a Council is covered in The Local Government (Committees and Political Groups) Regulations 1990 and can be found in the following link <https://www.legislation.gov.uk/uksgi/1990/1553/part/III/made>

A single representative does not constitute a Group which is defined as a number of persons bound together by common interests. As such, a single Member is not entitled to any Committee seats. This is consistent with practice previously employed by the Council in similar circumstances.

3.1. The application of the legislative principles is set out below:

- a) The seats were allocated amongst the Labour and Conservative groups'.
- b) As the majority group, the Conservative Group were allocated the majority of seats so far as reasonably practicable.
- c) Subject to (a) and (b), the allocation of seats on all committees was based on the group's percentage of total Council membership so far as reasonably practicable.
- d) Subject to (a) to (c), each group has the same proportion of seats on each committee as it holds on the Council as a whole so far as reasonably practicable.

4. 2021/22 ALLOCATION ACROSS COMMITTEES

	June 2021					December 2021				
	Con	Prop	Lab	Prop	Total	Con	Prop	Lab	Prop	Total
Councillors	26	45.61%	23	40.35%	57	24	42.11%	23	40.35%	57
Seats Allocation as % membership	52 (51.995)		46 (45.99)		98 of 114 total seat	48 (47.99)		46 (45.99)		94 of 114 total seat
Planning	7	53.8%	6	46.2%	13	7	53.8%	6	46.2%	13
Taxi Licensing	4	50.0%	4	50.0%	8	4	50.0%	4	50.0%	8
Licensing	8	53.3%	7	46.7%	15	8	53.3%	7	46.7%	15
Chief Officer Appointments	4	57.1%	3	42.9%	7	4	57.1%	3	42.9%	7
Chief Officer Appeals	3	50.0%	3	50.0%	6	3	50.0%	3	50.0%	6

Chief Officer Disciplinary	3	50.0%	3	50.0%	6	3	50.0%	3	50.0%	6
Audit and Governance	3	50.0%	3	50.0%	6	3	50.0%	3	50.0%	6
Tamar Bridge	3	60.0%	2	40.0%	5	3	60.0%	2	40.0%	5
Police and Crime Panel	2	100.0%	0	0.0%	2	2	100.0%	0	0%	2
Brexit, Infrastructure and Legislative Change Scrutiny	5	50.0%	5	50.0%	10	4	40.0%	6	60.0%	10
Performance, Finance and Customer Focus Scrutiny	5	50.0%	5	50.0%	10	4	40.0%	6	60.0%	10
Education and Children's Social Care Scrutiny	5	50.0%	5	50.0%	10	5	50.0%	5	50.0%	10
Health & Social Care Scrutiny	5	50.0%	5	50.0%	10	5	50.0%	5	50.0%	10
Scrutiny Management Board	2	50.0%	2	50.0%	4	2	50.0%	2	50.0%	4
HoSW Scrutiny	1	50.0%	1	50.0%	2	1	50.0%	1	50.0%	2
Total seats allocated	60	52.6%	54	47.4%	114	58	50.9%	56	49.1%	114
Seats over allocation	8		8			10		10		

Overview and Scrutiny

Performance, Finance and Customer Focus Overview and Scrutiny Committee

Ten councillors (Proportional)

Four Conservative and six Labour councillors

Councillor Chris Penberthy

Chair

Councillor Glenn Jordan

Vice Chair

Councillor Sue Dann

Councillor Gareth Derrick

Councillor Mark Lowry

Councillor Bill Stevens

Councillor David James

Councillor Dan Collins

Councillor James Stoneman

Councillor **LABOUR VACANCY**

With the exception of Cabinet Members, any councillor may act as a substitute member

Overview and Scrutiny

Brexit, Infrastructure and Legislative Change

Ten councillors (proportional)

Four Conservative and six Labour councillors

Councillor Richard Bingley

Chair

Councillor David Salmon

Councillor Pat Patel

Councillor Glenn Jordan

Councillor LABOUR VACANCY

Councillor Pam Buchan

Vice Chair

Councillor Mark Coker

Councillor Dr Charlotte Cree

Councillor Jonny Morris

Councillor Neil Hendy

With the exception of Cabinet Members, any councillor may act as a substitute member

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City Council



Date of meeting:	24 January 2022
Title of Report:	Plympton St Mary Ward: Polling District, Polling Places and Polling Stations Review
Lead Member:	Councillor John Riley (Cabinet Member for Governance, HR, IT and Community Safety)
Lead Strategic Director:	Giles Perritt (Assistant Chief Executive)
Author:	Glenda Favor-Ankersen (Head of Electoral Services)
Contact Email:	Glenda.favor-ankersen@plymouth.gov.uk
Your Reference:	PDPPR 2021
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

The attached report sets out final recommendations for Plympton St Mary Ward's Polling Districts, Polling Places and Polling Stations Review 2021/2022.

These changes will take effect from the local elections which will be held in May 2022 onwards.

Background

Plymouth City Council's aims are to uphold a high standard of compliance with our statutory duty to keep polling districts, polling places and polling stations under review and to limit the number of schools in the city used as polling stations.

After receiving feedback following the 2021 combined elections on the suitability of and access to Boringdon School as a polling station, a review of the polling districts and places in the Plympton St Mary ward was carried out. The review covered polling districts RB and RC only.

Local authorities must comply with legislation about the location and accessibility of polling districts and polling places. The mandatory review process is set out in the Representation of the People Act 1983, and includes a public consultation

In compliance with the legislation, the current review of Plympton St Mary Ward's polling places and polling districts began in October 2021, and an initial recommendations report was published for consultation on 29 October 2021. The consultation phase ended on Friday 10 December 2021, and included views from local residents and stakeholders in the Ward, including any issues with access to premises or facilities for people with disabilities. The review also took into account the impact of the next four years' worth of planned residential developments on existing electoral arrangements.

It is the Returning Officer's role to select the polling stations. Full Council will make decisions on any proposed changes to polling districts or polling places. The boundaries of polling places will continue to represent the same area as the polling districts. The final scheme for polling arrangements will be adopted by the Chief Executive in accordance with the Council's constitution.

Recommendations and Reasons

1. To approve the proposed changes to polling districts set out in Plympton St Mary's Ward, polling districts RB and RC only, set out in the Polling Districts and Polling Places Review Recommendations Report at Appendix A
2. To note the proposed changes to polling stations set out in the Polling Districts and Polling Places Review Recommendations Report at Appendix A

Alternative options considered and rejected

No other options considered as the review is mandatory. The recommendations are based on extensive consultation, as required by the Representation of the People Act 1983.

Relevance to the Corporate Plan and/or the Plymouth Plan

This report complies with statutory obligations and requirements and supports Plymouth City Council's corporate values of being democratic, responsible, fair and collaborative.

Implications for the Medium Term Financial Plan and Resource Implications:

No implications. Costs will be met from within existing budgets.

Carbon Footprint (Environmental) Implications:

Polling stations are located as centrally as possible within each polling district to minimise the need for travel.

Permanent polling stations are not expected to generate additional pollution.

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

** When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.*

No implications.

Appendices

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 1 of the Local Government Act 1972 by ticking the relevant exemption paragraph number.</i>						
		1	2	3	4	5	6	7
A	Polling Districts, Polling Places and Polling Stations Recommendations Report							

Fin	djn.21 .22.22 8	Leg	LS/37 903/A C/12/ 1/22	Mon Off	LS/37 903/A C/12/ 1/22	HR	N/A	Assets	N/A	Strat Proc	N/A
<p>Originating Senior Leadership Team member: Glenda Favor-Ankersen (Head of Electoral Services)</p> <p>Please confirm the Strategic Director(s) has agreed the report? Yes</p> <p>Date agreed: 01/11/2021</p> <p>Cabinet Member approval: Councillor John Riley (Cabinet Member for Governance, HR, IT and Community Safety)</p> <p>Date approved: 12/01/2022</p>											

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POLLING DISTRICTS, PLACES AND STATIONS REVIEW 2021 – PLYMPTON ST MARY WARD

Electoral Registration Team



RECOMMENDATIONS REPORT

Introduction

A review of the polling districts and places in the Plympton St Mary ward is being recommended after receiving feedback from residents, school board, ward members, electors and polling staff following the 2021 local elections on the suitability of and access to Boringdon School as polling station for polling district RB.

It is also a standing policy of the council to limit the number of schools used as polling station and look for alternative polling station locations, wherever possible, within the ward.

A change of polling station in polling district RB and small alteration to the boundaries between polling districts RB and RC are being proposed.

Final decisions on the proposed recommendations will be used from May 2022 onwards.

Legal background

Local Authorities must comply with a number of legislative requirements regarding the location and accessibility of Polling Districts and Polling Places. The mandatory review process comprises a number of specified steps set out in Schedule A1 to the Representation of the People Act 1983, which include a public consultation.

The Electoral Registration and Administration Act 2013 requires compulsory reviews of UK Parliamentary polling districts and polling places. The next one must be started and completed between 1 October 2023 and 31 January 2025 (inclusive).

Between compulsory reviews, all polling places and polling stations used should be kept under consideration, and an evaluation of their suitability carried out after each election. If any changes are identified as being desirable, the same steps should be followed as for conducting the compulsory review.

The Council can carry out an interim review and change some of their polling districts and polling places before the end of the 5-year cycle, but the same processes should be undertaken for the affected areas as for the compulsory review. Without going through these processes, the Council will have difficulty evidencing their decision making and explaining how they took into consideration the views of disabled persons and the reasonable requirements of electors.

Scope of the review

Plympton St Mary ward is divided into 5 polling districts each associated with one of 5 polling stations. Polling districts, geographic subdivisions of each ward, as well as polling stations for each of those districts are within the scope of this review. The review is considering the continued suitability of the existing arrangements and, when necessary, will make proposals for:

- The creation or removal of districts
- “Change” or “no change” to the boundaries between districts,
 - “Change” or “no change” to the referencing of those districts,
 - “Change” or “no change” to the polling stations within those districts.

Not in scope

City ward boundaries and parliamentary constituency boundaries are not in scope of this review. The legislation requires that ward boundaries are reviewed by the Boundary Commission, not by Local Authorities themselves. We do not have a mandate to suggest alterations to the boundaries between the wards.

The review will not be able to consider comments regarding local authority boundaries, neighbouring parliamentary constituencies, the names of local authorities or other electoral areas within or bordering Plymouth City.

Glossary of terms

Polling District - A polling district is a geographical sub-division of an electoral area.

Polling Place - A polling place is the area in which the Returning Officer selects the polling station. In Plymouth, polling places represent the same area as the polling district to allow a greater degree of flexibility in deciding where a polling station should be located.

Polling Station - The polling station is the room or building where the poll takes place.

Accessing information

In order to illustrate recommendations, maps of the existing arrangements as well as maps of our proposed arrangements are available on our polling station page:

<https://www.plymouth.gov.uk/votingandelections/pollingdistrictreviewconsultation>

A full report on the Plympton St Mary Ward Interim Review of Polling Districts and Polling Stations can be found in the background papers of this report.

In the polling district information tables provided for each ward, the word “Electorate” refers to the total number of registered voters in the district, as of September 2021.

In the polling station information tables provided for each ward, the expression “Polling Station Electorate” refers to the total number of registered voters in the district who have opted to attend a polling station to vote, as of September 2021. This figure excludes electors from the district who may have opted to vote by other means. This figure informs us of the maximum number of electors who may attend the polling station on polling day.

Proposed Polling Districts and Polling Stations**Plympton St Mary Ward****Existing Polling Districts**

Polling district	Polling Station	Electorate	Recommendations
RA	Woodford Methodist Church	2,173	No change
RB	St. Peters Lutheran Church	1,719	Change of district boundaries
RC	Boringdon Primary School	2,279	Change of district boundaries
RD	Colebrook Community Centre	1,903	No change
RE	Plympton Fire Station	2,106	No change

Polling Districts Recommendations

This review recommends the following alterations to polling districts RB and RC in Plympton St Mary ward:

PDI – District RB and RC – Alterations to district boundaries

In order to facilitate access to a polling station for most residents, a small alteration to the boundaries between district RB and RC is suggested.

The boundaries between polling district RB and RC would move westward to include more residents into ward district RC. The residents of the following streets would now vote at the Meeting Room, Our Lady of Lourdes Church in Vicarage Road in district RC:

- Meadow View Road
- Morley View Road
- Oakfield Road
- Plymbridge Road
- Plymouth Road (nos 40 – 50 even)
- St Marys Close
- St Marys Court
- Vicarage Road
- Woodland Road

Existing Polling Stations

Polling district	Polling Station	Electorate	Disabled Access	Recommendations
RA	Woodford Methodist Church	2,173	Yes	No change
RB	St. Peters Lutheran Church	1,719	Yes	No change
RC	Boringdon Primary School	2,279	Yes	Change
RD	Colebrook Community Centre	1,903	Yes	No change

RE	Plympton Fire Station	2,106	Yes	No change
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Polling Station Recommendations

This review makes the following recommendations in relation to the polling station arrangements in polling district RC:

PS3 – Boringdon Primary School in district RC – Replacement of polling station

In order to minimise, wherever possible, the use of schools during elections, a change of polling station is proposed. The new proposed polling station would now be at Meeting Room, Our Lady of Lourdes Church on Vicarage Road. The Meeting Room is located on a residential street with adequate parking facilities and is situated close to a public transport link. The proposed polling station would be located in the main hall at the rear of the church building. There is level access throughout for disabled electors. The polling station is conveniently located for residents in district RC, located 0.6 miles away from the current polling station.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Electorate*	Estimated Polling Station Electorate^
RA	Woodford Methodist Church	Greenway Avenue, Woodford, PL7 4RR	2,173	1,782
RB	St. Peters Lutheran Church	Larkham Lane, PL7 4PG	1,426	1,160
RC	Meeting Room, Our Lady of Lourdes Church	17 Vicarage Road, Plympton, Plymouth, PL7 4JU	2,572	2,038
RD	Colebrook Community Centre	111 Newnham Road, Colebrook, PL7 4AU	1,903	1,571
RE	Plympton Fire Station	Conference Room/Leisure Room 3, Service Training Centre, PL7 2XT	2,106	1,702

* Total number of registered electors in the district

^ Number of registered electors in the district who have opted to vote at a polling station.

EQUALITY IMPACT ASSESSMENT

Electoral Services



STAGE 1: WHAT IS BEING ASSESSED AND BY WHOM?

<p>What is being assessed - including a brief description of aims and objectives?</p>	<p>Plymouth City Council has completed a review of polling districts and polling places in the Plympton St Mary ward and taking the opportunity to review its polling stations at the same time.</p> <p>The Electoral Registration and Administration Act 2013 require compulsory reviews of UK Parliamentary polling districts and polling places. The next one must be started and completed between 1 October 2023 and 31 January 2025 (inclusive).</p> <p>Between compulsory reviews, all polling places and polling stations used should be kept under consideration, and an evaluation of their suitability carried out after each election. If any changes are identified as being desirable, the same steps should be followed as for conducting the compulsory review.</p> <p>The review will consider any representations from local residents and stakeholders in the ward, including any issues regarding access to premises or facilities for persons with disabilities. Any elector can make their views known and the process for doing so will be publicised. In addition, the review will consider the impact of the next four years' worth of planned residential developments on existing electoral arrangements.</p> <p>This review is a mandatory process comprising a number of specified steps set out in Schedule A1 to the Representation of the People Act 1983. Local Authorities must comply with a number of legislative requirements regarding the location and accessibility of Polling Districts and Polling Places. Organisations involved in administering elections are to make reasonable adjustments to enable people sharing a relevant protected characteristic to exercise their vote. By conducting this assessment, a better understanding of the potential impact of the review process on residents with protected characteristics have been gained. The assessment ensures that the review is conducted in an inclusive manner and complied with the requirements of the Equality Act 2010. Section 149 of the Equality Act 2010 outlines the specific legal duties on public sector to have due regard to the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; advance equality of opportunity between people who share a relevant protected characteristic and people who do not share it; and foster good relations between people who share a relevant protected characteristic and people who do not share it.</p> <p>Sources:</p> <p>Parts 3 of the Equality Act 2010</p>
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	<p>Section 149 of the Equality Act 2010</p> <p>www.equalityhumanrights.com/sites/default/files/equality-and-human-rights-law-during-an-election-period.pdf</p> <p>https://www.electoralcommission.org.uk/i-am-a/electoral-administrator/returning-officer/polling-place-reviews</p>
Author	Glenda Favor-Ankersen
Department and service	Electoral Services, CEX Office
Date of assessment	1 October 2021

STAGE 2: EVIDENCE AND IMPACT

Protected characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact See guidance on how to make judgement	Actions	Timescale and who is responsible
Age	<p>Age discrimination occurs when someone is treated unfairly because of their age or because they are part of a specific age group. People are living longer and one in three people in our community is aged over 50. It is estimated that Plymouth's population will increase by over 16,000 by 2030 and the largest increase will be seen in those aged 75 years and older (54.6 per cent).</p> <p>Older people are particularly vulnerable to social isolation and loneliness. A half of people aged 75 and over live alone (ONS, 2010). An estimated one in six pensioners in the poorest fifth of the population is socially isolated. Older people are less likely to use modern technology than younger people, which can also impact on social isolation as well as being a potential</p>	<p>The way information is accessed may vary between groups of different age. Solely providing information by digital means may prevent some segments of this population from accessing information. For many residents, participating in the polling process is synonymous with attending a polling station. This can be a means of socialising that some residents prefer to postal voting. Old age also brings about physical challenges that are described in the disability paragraph of this report. Those may prevent individuals from accessing polling stations and must be mitigated against.</p>	<p>Access to Polling District Review information must be facilitated for all age groups. Information on the review will be shared not only on the internet and via social media, residents within the Ward of St Mary will also receive notification of the consultation in writing.</p>	<p>December 2021 – January 2022 publishing of the public consultation.</p> <p>January 2022 publishing of the review's outcomes.</p> <p>Glenda Favor-Ankersen, Head of Electoral Services</p>

	<p>barrier in the workplace. Over 90% of men and 81% of women use the internet frequently at aged 50 but this drops to a third of men and 14% of women by age 80. Young people are less likely to vote and are often put off by existing mechanisms for engaging.</p> <p>Local communities. Young people report lower levels of knowledge about politics than other age groups, are less likely than other age groups to participate in political activities, to be on the electoral register, and to vote. The average age of councillors, candidates and MPs is over 50.</p>			
Disability	<p>Physical Disability (including visual impairment, speech and language impairment, hearing impairment)</p> <ul style="list-style-type: none"> • More people are living with a disability now than in the past because we're living longer and improved medical treatments are enabling more people to manage long-term health problems. There are higher levels of long-term health problems or disability, and lower levels of reported 'good' or 'very good' health in Plymouth compared to England • According to the 2011 Census, 10.0% of Plymouth residents reported having a long-term health problem or disability that limits their day-to-day activities a lot and has lasted, or is expected to last, at least 12 months. The England value was 8.3%. The 2011 Census also reported fewer Plymouth residents thought their health was 'good' or 'very good', compared to England. <p>Feedback provided via an Electoral Commission questionnaire on the 'Experiences of people with disabilities at the 8 June 2017 UK Parliamentary general election' highlight some</p>	<p>People with disabilities will have important views and helpful suggestions as to the accessibility of Polling Stations which must be captured by the review. The review is anticipated to have a positive impact on those groups.</p> <p>Mental health:</p> <ul style="list-style-type: none"> • May not understand that their vote and opinions matter • May not have the confidence to share their views • May appear to be angry or aggressive as a result of their confusion, fear or embarrassment • May need support and specific reminding of opportunity to share their views as part of the review • May need representation from support groups • May need support and specific reminding of opportunity to share their views as part of the review. 	<p>For each of the following groups, it is recommended that the review calls on views from representative support groups and charities.</p> <ul style="list-style-type: none"> • Communication and Engagement campaign to promote the review • Written consultation with all voters within St Mary's Ward, this will include all voters with a disability • Use historical information collected from Presiding Officers detailing any advice/help offered to people with disabilities so we can track how many people we have helped to vote and note any issues/procedures we could improve. • Assess options to improve reach and target people with 	<p>December 2021 – January 2022 publishing of the public consultation.</p> <p>January 2022 publishing of the review's outcomes.</p> <p>Glenda Favor-Ankersen, Head of Electoral Services</p>

	<p>key actions and recommendations which can be found via accessing opening the hyperlink below</p> <p>https://www.electoralcommission.org.uk/sites/default/files/pdf_file/Accessibility-report-call-for-evidence.pdf</p> <p>Data obtained from the Joint Strategic Needs Assessment Plymouth report 2017</p> <p>Data also obtained from Integrated Care Community Needs Assessment.</p> <p>IntegratedCommissioningCommunityNeedsAssessment.pdf (plymouth.gov.uk)</p> <p>Chronic Illness data obtained from Thrive Plymouth.</p> <p>Chronic Diseases PLYMOUTH.GOV.UK</p>	<ul style="list-style-type: none"> • May need representation from support groups. • Some polling stations face challenges in meeting the physical access needs of disabled people. <p>Physical disability:</p> <ul style="list-style-type: none"> • Difficulty entering and exiting a polling station • Mobility difficulties inside a polling station <p>Visual impairments, vision loss and blindness:</p> <ul style="list-style-type: none"> • May not be able to read the proposals for change and maps • May experience challenges reading information on our website. <p>Speech and Language disorders:</p> <ul style="list-style-type: none"> • May not be able to find or say the words they want to in order to communicate their needs • May not have the confidence to cast their vote 	<p>disabilities through use of social media and third sector networks</p> <ul style="list-style-type: none"> • Capture experience of staff – able to spot a need/able to help/ resources /space/venue • Capture ways to improve communications from feedback – channels/ messages/use of adapted resources/customer care and help 	
Religion or belief	<p>The 2011 census recorded that Christians were still the largest faith community although their numbers had declined significantly since the previous census in 2001. While a majority of people still identify with some religion, our society is becoming more secular: more people than ever before identify with no religion. Some smaller faith communities are growing rapidly,</p>	<p>The proposed new polling stations in the Plympton St Mary Ward is located in the meeting room attached to a Catholic Parish Church. This may have an impact on residents of other faiths who may not feel welcome or may not want to enter such places.</p>	<ul style="list-style-type: none"> • As much as practicable, ensure that polling station is located in a venue that is secular. Where this isn't possible ensure that separate access is possible to adjoining building. 	<p>May 2022 implementation of the Review's recommendations</p> <p>Glenda Favor-Ankersen, Head of Electoral Services</p>

	principally because of migration. Islam is the religion with the second largest number of followers and there are small but significant numbers of Buddhists, Hindus, Sikhs, Jews and Ba'hai. Other belief systems with small numbers of followers include Humanists, Pagans and Spiritualists. Some of our smaller faith communities do not have easy access to space in which to worship or to celebrate other religious rituals and occasions. Islamophobia is an ongoing problem which may increase in the current international climate. This can also impact other communities such as the Sikh community.		<ul style="list-style-type: none"> • Ensure that churches are used only when strictly necessary, and with awareness of the potential impact on the local community. 	
Sex - including marriage, pregnancy and maternity	Key issues affecting women include the gender pay gap, issues related to pregnancy and maternity and sexual harassment and violence including domestic abuse. Men are less likely to attend university, have a shorter life expectancy and are also affected by domestic abuse, although to a lesser extent than women. Overall 50.6 per cent of our population are women and 49.4 per cent are men: this reflects the national figure of 50.8 per cent women and 49.2 per cent men. There were 3280 births in 2011. Birth rate trends have been on the increase since 2001, but since 2010 the number of births has stabilised. Areas with highest numbers of births include Stonehouse (142), Whitleigh (137) and Devonport (137). Of those aged 16 and over, 90,765 people (42.9 per cent) are married. 5,190 (2.5 per cent) are separated and still legally married or legally in a same-sex civil partnership.	The review is not anticipated to have an adverse impact on any of the issues related to gender, marriage, pregnancy or maternity. Accessibility of polling stations should be the same for families with young children (possibly with pushchairs) as for any other residents.	Where practicable, ensure that our polling station locations are pushchair friendly.	May 2022 implementation of the Review's recommendations
Gender reassignment	The Equality Act 2010 states that "a person has the protected characteristic of gender reassignment if the person is proposing to undergo, is undergoing or has undergone a process (or part of a process) for the purpose of	The review is not anticipated to have an adverse impact on any of the issues related to gender reassignment.	N/A	N/A

	reassigning the person's sex by changing physiological or other attributes of sex.” This means that this person is protected by the law even if they have not undergone surgery or received treatment. Recent surveys have put the prevalence of transgender people between 0.6 and 1% of population (some very recent reports have upped this to 2%). Over the last 8 years the prevalence of transgendered people in the UK has been increasing at an average rate of 20%+ per annum in adults and 50% for children.			
Race	Our community is slowly becoming more diverse. Whilst the proportion of our community that are White British remains higher than the UK average it is decreasing. At the time of the 2001 census 97 per cent of our population was White British. By 2011 this had decreased to 93 per cent. Local population growth between the 2001 and 2011 census had been driven by migration from outside the UK (63 per cent), most commonly from newly admitted EU countries. We are a dispersal area for asylum seekers: around 300 people will be accommodated in the City at any given time. Our Black and Minority Ethnic (BAME) communities are very diverse. The Polish, Chinese and Kurdish communities are amongst the largest. The census records that there are at least 43 main languages spoken in the city, and nearly 100 different languages.	The review is not anticipated to have an adverse impact on any of the issues related to race.	N/A	N/A
Sexual orientation - including civil partnership	The ‘protected characteristic’ of sexual orientation as stated in the Equalities Act 2010 refers to those individuals who are attracted to those of the opposite sex, the same sex or either sex. There is evidence demonstrating that individuals who identify as lesbian, gay, bi-sexual and/or any other sexual orientation (LGB+)	The review is not anticipated to have an adverse impact on any of the issues related to sexual orientation.	N/A	N/A

	experience discrimination and marginalisation in their daily lives compared to their heterosexual counterparts. There are no definitive data on sexual orientation at a local or national level. A recent estimate from the 2015 ONS Annual Population Survey (APS) suggests that 1.7 per cent of the UK population is LGB: if this figure was applied to Plymouth it would mean that there are approximately 3,649 LGB people in the city. There are 464 people in a registered Same-Sex Civil Partnership.			
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STAGE 3: ARE THERE ANY IMPLICATIONS FOR THE FOLLOWING? IF SO, PLEASE RECORD ACTIONS TO BE TAKEN

Local priorities	Implications	Timescale and who is responsible
Celebrate diversity and ensure that Plymouth is a welcoming city.	None	N/A
Pay equality for women, and staff with disabilities in our workforce.	None	N/A
Supporting our workforce through the implementation of Our People Strategy 2020 – 2024	None	N/A
Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.	None	N/A
Plymouth is a city where people from different backgrounds get along well.	None	N/A

Human rights Please refer to guidance	The Human Rights Act 1998 conveys the right to participate in free elections and the right not to be discriminated against. The review of Polling District and Polling Stations intends to have positive implications on the exercise of this human right. The actions taken during the review of our polling stations and polling district intend to remove or minimise any barriers to access for residents, thus preventing disenfranchisement.	November/December 2021 (consultation) until May 2022 (implementation)
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STAGE 4: PUBLICATION

Responsible Officer: Glenda Favor-Ankersen

Date: 01 October 2021

Head of Service

City Council



Date of meeting: 24 January 2022

Title of Report: **Plymouth City Council committee meeting dates 2022/23**

Lead Member: Councillor John Riley (Cabinet Member for Governance, HR, IT and Community Safety)

Lead Strategic Director: Giles Perritt (Assistant Chief Executive)

Author: Jamie Sheldon (Senior Governance Advisor)

Contact Email: jamie.sheldon@plymouth.gov.uk

Your Reference: JS21

Key Decision: No

Confidentiality: Part I - Official

Purpose of Report

The purpose of this report is to provide the Plymouth City Council committee meeting dates for 2022/23. Consideration has been given to avoiding the schedule of main political party conferences, the Local Government Association conference and other key clashes in proposing these dates.

Recommendations and Reasons

That Council:

1. Notes the following dates for meetings to be held in 2022 and 2023

Alternative options considered and rejected

The Council's Annual calendar of meetings gives notification of proposed dates to aid Councillors in their diary planning.

Relevance to the Corporate Plan and/or the Plymouth Plan

The meetings of Council are a central element of the democratic process of the Council which supports the democratic values of the Corporate Plan

Implications for the Medium Term Financial Plan and Resource Implications

None identified.

Financial risks

None identified.

Carbon Footprint (Environmental) Implications:

There are no direct implications.

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

* When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.

None identified.

Appendices

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	Committee Calendar							

Background papers:

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

Sign off:

Fin	N/A	Leg	LS/3 7935 /AC/ 18/1/ 22	Mon Off	LS/3 7935 /AC/ 18/1/ 22	HR	N/A	Assets	N/A	Strat Proc	N/A
Originating Senior Leadership Team member: Giles Perritt (Assistant Chief Executive)											
Please confirm the Strategic Director(s) has agreed the report? Yes											
Date agreed: 18/01/2022											
Cabinet Member approval: Councillor John Riley (Cabinet Member for Governance, HR, IT and Community Safety)											
Date approved: 18/01/2022											

OFFICIAL

JUNE 2022			AUGUST 2022		
			Mon	1	
			Tues	2	Licensing Sub Committee
Weds	1	Scrutiny Management Board	Weds	3	
Thurs	2		Thurs	4	Taxi Licensing
Friday	3		Friday	5	
Mon	6		Mon	8	
Tues	7	Cabinet	Tues	9	Cabinet
		Licensing Committee (Provisional)			
		Licensing Sub Committee			
Weds	8	Health and Adult Social Care Overview and Scrutiny Committee			
Thurs	9	Taxi Licensing Committee	Weds	10	
Friday	10		Thurs	11	
			Friday	12	
Mon	13		Mon	15	
Tues	14		Tues	16	Licensing Sub Committee
Weds	15	Education and Children's Social Care Overview and Scrutiny Committee	Weds	17	
Thurs	16	Health and Wellbeing Board	Thurs	18	Planning Committee
Friday	17	Chief Officers Appointments Panel	Friday	19	
Mon	20	City Council	Mon	22	
Tues	21	Licensing Sub Committee	Tues	23	
Weds	22	Brexit, Infrastructure and Legislative Change Overview and Scrutiny Committee	Weds	24	
Thurs	23	Planning Committee	Thurs	25	
Friday	24		Friday	26	Chief Officers Appointments Panel
Mon	27	Corporate Parenting Group	Mon	29	
Tues	28		Tues	30	Licensing Sub Committee
Weds	29	Performance, Finance and Customer Focus Overview and Scrutiny Committee	Weds	31	
Thurs	30		SEPTEMBER 2022		
JULY 2022			Thurs	1	Taxi Licensing
Friday	1		Friday	2	
Mon	4		Mon	5	
Tues	5	Cabinet	Tues	6	Cabinet
		Licensing Sub Committee			
			Weds	7	Health and Adult Social Care Overview and Scrutiny Committee
Weds	6		Thurs	8	
			Friday	9	
Thurs	7	Taxi Licensing			
Friday	8				
Mon	11		Mon	12	
			Tues	13	Licensing Committee (Provisional)
Tues	12				Licensing Sub Committee
Weds	13		Weds	14	Education and Children's Social Care Overview and Scrutiny Committee
Thurs	14		Thurs	15	Planning Committee
Friday	15		Friday	16	
Mon	18		Mon	19	City Council
Tues	19	Licensing Sub Committee	Tues	20	
Weds	20	Scrutiny Management Board	Weds	21	Brexit, Infrastructure and Legislative Change Overview and Scrutiny Committee
Thurs	21	Planning Committee	Thurs	22	Health and Wellbeing Board
Friday	22	Mount Edgcumbe Joint Committee	Friday	23	Chief Officers Appointments Panel
Mon	25	Audit and Governance Committee	Mon	26	Corporate Parenting Group
Tues	26		Tues	27	Licensing Sub Committee
Weds	27	Performance, Finance and Customer Focus Overview and Scrutiny Committee	Weds	28	Performance, Finance and Customer Focus Overview and Scrutiny Committee
Thurs	28		Thurs	29	Audit and Governance Committee
Friday	29	Chief Officers Appointments Panel	Friday	30	

	OCTOBER 2022				
Mon	3		Mon	19	
Tues	4	Cabinet	Tues	20	Licensing Sub Committee
Weds	5		Weds	21	Scrutiny Management Board
Thurs	6	Taxi Licensing	Thurs	22	
Friday	7		Friday	23	
Mon	10		Mon	26	
Tues	11	Licensing Sub Committee	Tues	27	
Weds	12		Weds	28	
Thurs	13	Planning Committee	Thurs	29	
Friday	14		Friday	30	
					JANUARY 2023
Mon	17		Mon	2	
Tues	18		Tues	3	Licensing Sub-Committee
Weds	19	Scrutiny Management Board	Weds	4	
Thurs	20		Thurs	5	Taxi Licensing
Friday	21	Chief Officers Appointments Panel	Friday	6	
Mon	24		Mon	9	
Tues	25	Licensing Sub Committee	Tues	10	Cabinet
Weds	26		Weds	11	
Thurs	27		Thurs	12	Planning Committee
Friday	28		Friday	13	
Mon	31		Mon	16	Audit and Governance Committee
		NOVEMBER 2022	Tues	17	Licensing Sub-Committee
Tues	1		Weds	18	Scrutiny Management Board
Weds	2		Thurs	19	
Thurs	3	Taxi Licensing	Friday	20	Chief Officers Appointments Panel
Friday	4				
Mon	7		Mon	23	
Tues	8	Cabinet	Tues	24	
		Licensing Sub Committee			
Weds	9		Weds	25	
Thurs	10	Planning Committee	Thurs	26	Health and Wellbeing Board
Friday	11		Friday	27	
Mon	14		Mon	30	City Council
Tues	15		Tues	31	Licensing Sub-Committee
					FEBRUARY 2023
Weds	16	Health and Adult Social Care Overview and Scrutiny Committee	Weds	1	
Thurs	17		Thurs	2	Taxi Licensing
Friday	18	Mount Edgcumbe Joint Committee	Friday	3	
Mon	21	City Council	Mon	6	
Tues	22	Licensing Sub Committee	Tues	7	Cabinet
Weds	23	Education and Children's Social Care Overview and Scrutiny Committee	Weds	8	Health and Adult Social Care Overview and Scrutiny Committee
Thurs	24		Thurs	9	Planning Committee
Friday	25	Chief Officers Appointments Panel	Friday	10	The Lord Mayor Selection Committee
Mon	28	Audit and Governance Committee	Mon	13	
Tues	29		Tues	14	Licensing Committee (Provisional)
					Licensing Sub-Committee
Weds	30	Performance, Finance and Customer Focus Overview and Scrutiny Committee	Weds	15	Education and Children's Social Care Overview and Scrutiny Committee
		DECEMBER 2022	Thurs	16	
Thurs	1	Taxi Licensing	Friday	17	Chief Officers Appointments Panel
Friday	2				
Mon	5		Mon	20	
Tues	6	Cabinet	Tues	21	
		Licensing Committee			
		Licensing Sub Committee			
Weds	7	Brexit, Infrastructure and Legislative Change Overview and Scrutiny Committee	Weds	22	Performance, Finance and Customer Focus Overview and Scrutiny Committee
Thurs	8	Planning Committee	Thurs	23	
Friday	9		Friday	24	
Mon	12	Corporate Parenting Group	Mon	27	City Council - Budget
Tues	13		Tues	28	Licensing Sub-Committee
Weds	14				
Thurs	15				
Friday	16	Chief Officers Appointments Panel			

MARCH 2023		
Weds	1	Brexit, Infrastructure and Legislative Change Overview and Scrutiny Committee
Thurs	2	Taxi Licensing
Friday	3	
Mon	6	
Tues	7	Cabinet
Weds	8	
Thurs	9	Planning Committee
Friday	10	
Mon	13	Corporate Parenting Group
Tues	14	Licensing Committee
		Licensing Sub-Committee
Weds	15	
Thurs	16	Health and Wellbeing Board
Friday	17	Chief Officers Appointments Panel
Mon	20	Audit and Governance Committee
Tues	21	
Weds	22	Scrutiny Management Board
Thurs	23	
Friday	24	
Mon	27	City Council
Tues	28	
Weds	29	
Thurs	30	
Friday	31	
APRIL 2023		
Weds	12	
Thurs	13	Planning Committee
MAY 2023		
Mon	15	
Tues	16	
Weds	17	
Thurs	18	Taxi Licensing
Friday	19	City Council - AGM

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