

## REPORT TO ABERDEENSHIRE COUNCIL – 17 MARCH 2021

### REVIEW OF POLLING DISTRICTS AND POLLING PLACES – CHANGES TO POLLING PLACES FOR SCOTTISH PARLIAMENTARY ELECTION

#### 1 Reason for Report / Summary

- 1.1 This report provides the Council with information regarding the ongoing review of polling districts and polling places in the Aberdeenshire Council area and necessary changes to the existing polling places for the upcoming Scottish Parliamentary Election on 6 May 2021.

#### 2 Recommendations

**The Council is recommended to:**

- 2.1 Note the following changes to the existing polling places (as designated for the UK Parliamentary General Election on 12 December 2019 and attached as Appendix 1 of this report) for the upcoming Scottish Parliamentary Election on 6 May 2021.**
- 2.2 Approve the recommencement of the Review of Polling Districts and Polling Places following the conclusion of the Scottish Parliamentary Election and premises being accessible for assessment.**

#### 3 Purpose and Decision-Making Route

- 3.1 Following a report to Aberdeenshire Council on 16 January 2020 (Item 9, Page 96), the Council agreed to retain the existing polling district boundaries and polling places as designated for the UK Parliamentary General Election on 12 December 2019 and approved the commencement of a Review of Polling Districts and Polling Places (“the Review”) and a report back to Full Council for agreement of any subsequent changes to the designation of polling places in the Aberdeenshire Council area.
- 3.2 A Notice of Review was duly published on 4 February 2020, with consultation undertaken up until 17 March 2020. However, having subsequently considered the challenging situation with the coronavirus (COVID-19) outbreak, the Review was postponed until further notice and was previously on hold due to premises being inaccessible.
- 3.3 The Review was to have recommenced upon completion of the Ellon and District By-Election on 15 October 2020 and premises being accessible for assessment. Unfortunately, the Review has remained postponed until further notice given prevailing restrictions on access to premises.

- 3.4 The last Boundary Commission report (to which the Review relates) is now defunct, however the Elections team continued to review the availability and suitability of our existing polling places in terms of different priorities (i.e. the upcoming Scottish Parliamentary Election) in the choice of our venues.
- 3.5 The Council previously approved contingency arrangements for the identification of polling places in any case where a venue becomes unavailable at short notice and noted that the Returning Officer had delegated authority to agree any further changes that may be required in the preparation for any intervening election event.
- 3.6 This report provides the Council with information regarding the necessary changes to the existing polling places for the upcoming Scottish Parliamentary Election on 6 May 2021.

#### 4 Discussion

- 4.1 The following changes have been made to the existing polling places (as designated for the UK Parliamentary General Election on 12 December 2019 and attached as Appendix 1 of this report) for the upcoming Scottish Parliamentary Election on 6 May 2021.

##### 4.2 Banffshire and Buchan Coast

Polling District	Polling Place	Replacement Polling Place (2021 SPE)
Myrus/Macduff (BB0202)	Macduff Town Hall	Buchan Street Hall, Macduff
Longside East (BB0409)	Longside Parish Church Hall	Rathen Public Hall
Lonmay (BB0502)	Lonmay Public Hall	Roads Community Café, St Combs
Peterhead Central (BB0507)	Rescue Hall	Territorial Army Centre

##### 4.3 Aberdeenshire East

Polling District	Polling Place	Replacement Polling Place (2021 SPE)
Longside (EB0408)	Longside Parish Church Hall	St John's Church
Ellon Town (EG0906)	Kirk Centre	Victoria Hall
Inverurie West (EG1101)	Garioch Community Centre	Garioch Indoor Bowling Club
Inverurie East (EG1102)	Garioch Community Centre	Garioch Indoor Bowling Club

#### 4.4 Aberdeenshire West

<b>Polling District</b>	<b>Polling Place</b>	<b>Replacement Polling Place (2021 SPE)</b>
Insch (WG1001)	Insch Community Centre	Bennachie Leisure Centre
Echt (WW1303)	Echt Village Hall	Echt Parish Church
Cairnie (WG1401)	Cairnie Public Hall	Cairney School
Glass (WG1402)	Glass Village Hall	Cairney School
Huntly (WG1403)	Stewart's Hall	Linden Centre
Alford (WW1414)	Alford Community Centre	Alford Ski Centre

#### 4.5 The following schools are being used as polling places in the Aberdeenshire Council area:

- Arnage School
- Auchterellon Primary School, Ellon
- Ballogie Nursery School Building
- Buchanhaven School, Peterhead
- Cairney School
- Clerkhill School, Peterhead
- Crudie School
- Dales Park School, Peterhead
- Drumblade School Nursery Building
- Easterfield School
- Meiklemill Primary School, Ellon
- The Anna Ritchie School, Peterhead
- Tough School
- Westfield School, Fraserburgh

For information, the following additional school is being used by Aberdeen City Council as a polling place however is located within the Aberdeenshire Council area:

- Banchory Devenick School

#### 4.6 Removing all schools from the list of polling places for the Aberdeenshire Council area remains a priority and the Elections Team will continue to consider alternative venues as part of the Review.

### **5 Council Priorities, Implications and Risk**

#### 5.1 The report helps deliver the strategic priorities of Health and wellbeing ('Our People'); and Resilient communities (Our Environment) – Underpinning these priorities is the key principle of having the right people, in the right place, doing the right thing, at the right time. The review of polling districts and polling

places helps the Council ensure that electors within the areas that are administered by the Council for election events at suitable and accessible polling venues in order that we may successfully deliver election events (such as the upcoming Scottish Parliamentary Election) when required to do so.

5.2 The table below shows whether risks and implications apply if the recommendations are agreed:

<b>Subject</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
Financial	<b>X</b>		
Staffing	<b>X</b>		
Equalities	EIA attached as Appendix 2		
Fairer Scotland Duty	EIA attached as Appendix 2		
Town Centre First			<b>X</b>
Sustainability			<b>X</b>
Children and Young People's Rights and Wellbeing			<b>X</b>

5.3 An equality impact assessment has previously been carried out as part of the development of the proposals for the Review. It is included at Appendix 2 and identifies positive impacts for persons with protected characteristic.

5.4 The following Risks have been identified as relevant to this matter on a

Corporate Level:

- ACORP004 – Business and organisational change (including – ensuring governance structures support change; and managing the pace of change)

No Risks have been identified as relevant to this matter on a Strategic Level.

## **6 Scheme of Governance**

6.1 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments are incorporated within the report and are satisfied that the report complies with the Scheme of Governance and relevant legislation.

6.2 This item is reserved for decision by Full Council in terms of Section A.1.3 of the List of Committee Powers in Part 2A of the Scheme of Governance as this matter relates to elections and referenda including electoral boundaries.

6.3 In terms of Section 14 of the List of Officer Powers in Part 2B of the Scheme of Governance, the Chief Executive has delegated authority to manage the

administrative and operational requirements of fulfilling the functions duties and powers of the Returning Officer in matters that relate to elections.

**JIM SAVEGE, CHIEF EXECUTIVE / RETURNING OFFICER**

Report prepared by Martin Ingram, Elections Coordinator

Date 1 March 2021

**List of Appendices**

Appendix 1 – List of Polling Districts and Polling Places as at UK Parliamentary General Election of 12 December 2019

Appendix 2 – Equality Impact Assessment

## APPENDIX 1

	<u>Electoral Wards</u>	<u>Polling Districts</u>		
Ward	Ward	Polling District	Polling District	Polling Place
	Name	I.D.	Name	Location
1	Banff and District	BB0101	Portsoy	Destiny Church and Community Hall
1		BB0102	Fordyce	Fordyce Community Hall
1		BB0103	Boyndie/Whitehills	Whitehills Public Hall
1		BB0104	Banff Town	Banff Parish Church Hall
1		BB0105	Banff Hilton	WRI Hall, Hilton
1		BB0106	Alvah	Alvah Parish Hall
1		BB0107	Cornhill	Hay Memorial Hall
1		BB0108	Marnoch/Ordiquhill	Aberchirder Community Pavillion
1		BB0109	Forglen	Forglen Parish Church Hall
2	Troup	BB0201	Macduff Town	Macduff Town Hall
2		BB0202	Myrus/Macduff	Macduff Town Hall
2		BB0203	Gamrie	Gardenstown Public Hall
2		BB0204	Aberdour	Aberdour Parish Hall
2		BB0205	Rosehearty	Fordyce Street Hall
2		BB0206	Sandhaven	Sandhaven & Pitullie Public Hall
2		BB0207	Boyndlie	Boyndlie Community Hall
2		BB0208	King Edward	King Edward Hall
2		BB0209	Crudie	Crudie School
2		BB0210	New Byth	New Byth Church Hall
3	Fraserburgh and District	BB0301	Fraserburgh West	Westfield School
3		BB0302	Fraserburgh North	JIC Building
3		BB0303	Fraserburgh East	Dalrymple Hall
3		BB0304	Cairnbulg	Invercairn Community Hall
3		BB0305	Rathen/Memsie	Rathen Public Hall
4	Central Buchan	EB0401	New Pitsligo	New Pitsligo Public Hall
4		EB0402	Strichen	Ritchie Hall, Strichen
4		EB0403	Fetterangus	Chalmers Institute, Fetterangus
4		EB0404	New Deer	New Deer Public Hall
4		EB0405	Maud	Maud Village Hall
4		EB0406	Mintlaw	Mintlaw Public Hall
4		EB0407	Old Deer	Stuartfield Village Hall
4		EB0408	Longside	Longside Parish Church Hall
4		BB0409	Longside East	Longside Parish Church Hall
5	Peterhead North and Rattray	BB0501	St Combs/Charleston	Roads Community Café
5		BB0502	Lonmay	Lonmay Public Hall
5		BB0503	Crimond	Crimond Community Centre
5		BB0504	St Fergus	St Fergus Village Hall
5		BB0505	Buchanhaven - Waterside	Buchanhaven School
5		BB0506	Coplandhill	The Anna Ritchie School
5		BB0507	Peterhead Central	Rescue Hall
6	Peterhead South and Cruden	BB0601	Clerkhill	Clerkhill School
6		BB0602	Peterhead South	Dales Park School
6		BB0603	Boddam	Boddam Public Hall
6		EB0604	Longhaven	Longhaven Hall
6		EB0605	Hatton	Hatton Public Hall

6		EB0606	Cruden	Cruden Bay Public Hall
7	Turriff and District	EB0701	Turriff West	St Ninian's Church Hall
7		EB0702	Turriff East	St Andrew's Church Hall
7		EB0703	Monquhitter	Monquhitter Church Hall
7		EB0704	Inverkeithny	Easterfield School
7		EB0705	Auchterless	Auchterless Community Hall
7		EB0706	Fyvie	Glebe House
7		EB0707	Rothienorman	Rothienorman Public Hall
7		EG0708	Part Fyvie A	Glebe House
7		EG0709	Part Fyvie B	Glebe House
7		EB0710	Methlick	Methlick Scout Hall
7		EG0711	Part Methlick A	Methlick Scout Hall
7		EG0712	Part Methlick B	Methlick Scout Hall
8	Mid Formartine	EB0801	Part Daviot	Daviot Village Hall
8		EB0802	Daviot	Daviot Village Hall
8		EG0803	Oldmeldrum	British Legion Hall
8		EG0804	Tarves	Melvin Hall
8		EG0805	Udny	Pitmedden Public Hall
8		EG0806	Udny Station	Udny Station Community Centre
8		EG0807	Belhelvie	Potterton Community Centre
8		EG0808	Balmedie	Balmedie Leisure Centre
9	Ellon and District	EG0901	Arnage	Arnage School
9		EG0902	Ythan	Auchterellon Primary School
9		EG0903	Logie Buchan	Meiklemill Primary School
9		EG0904	Slains	Collieston Community Education Centre
9		EB0905	Part Slains	Collieston Community Education Centre
9		EG0906	Ellon Town	Kirk Centre
9		EG0907	Foveran	Newburgh Public Hall

10	West Garioch	WG1001	Insch	Insch Community Centre
10		WG1002	Culsalmond - Rayne	St Lawrence Hall, Old Rayne
10		WG1003	Leslie	Premnay Village Hall
10		WG1004	Oyne	Victoria Jubilee Hall
10		WG1005	Chapel of Garioch	Chapel of Garioch Village Hall
10		WW1006	Kemnay	Kemnay Village Hall
11	Inverurie and District	EG1101	Inverurie West	Garioch Community Centre
11		EG1102	Inverurie North	Garioch Community Centre
11		EG1103	Inverurie Central	Inverurie Town Hall
11		EG1104	Keithhall	Keithhall Village Hall
11		EG1105	Inverurie South	St Andrew's Church Hall
11		EG1106	Port Elphinstone	Port Elphinstone Community House
12	East Garioch	EG1201	Fintray	Fintray Public Hall
12		EG1202	Newmachar	Axis Centre
12		WG1203	Kintore	Kintore Public Hall
12		WW1204	Kinellar	Kinellar Community Hall
13	Westhill and District	WW1301	Cluny	Cluny Church Hall
13		WW1302	Midmar	Midmar Village Hall
13		WW1303	Echt	Echt Village Hall
13		WW1304	Skene West	Milne Hall, Kirkton of Skene
13		WW1305	Westhill	Ashdale Hall
13		WW1306	Elrick	Westdyke Leisure Centre
14	Huntly, Strathbogie and Howe of Alford	WG1401	Cairnie	Cairnie Public Hall
14		WG1402	Glass	Glass Village Hall
14		WG1403	Huntly	Stewart's Hall
14		WG1404	Drumblade	Drumblade School Nursery Building
14		WG1405	Forgue	Scott Hall
14		WG1406	Gartly	Gartly Community Hall
14		WG1407	Rhynie	Fourteen (14 The Square)
14		WG1408	Kennethmont - Clatt	Rannes Public Hall
14		WG1409	Kildrummy	Lumsden Village Hall
14		WG1410	Tullynessle	Tullynessle Hall
14		WG1411	Keig	Keig Kirk
14		WW1412	Monymusk	Monymusk Village Hall
14		WW1413	Part Kildrummy	Lumsden Village Hall
14		WW1414	Alford	Alford Community Centre
14		WW1415	Leochel Cushnie	Craigievar Hall
14		WW1416	Tough	Tough School



15	Aboyne, Upper Deeside and Donside	WW1501	Strathdon - Corgarff	Corgarff Public Hall
15		WW1502	Strathdon - Glenbuchat	Lonach Hall Committee Room
15		WW1503	Towie	Towie Public Hall
15		WW1504	Braemar	Braemar Village Hall
15		WW1505	Crathie	Crathie Church Hall
15		WW1506	Glenmuick & Ballater	Albert & Victoria Halls
15		WW1507	Logie Coldstone	Logie Coldstone Hall
15		WW1508	Coull - Tarland	MacRobert Memorial Hall
15		WW1509	Aboyne & Glentanar	Victory Hall
15		WW1510	Lumphanan	Lumphanan Village Hall
15		WW1511	Torphins	Learney Hall
16	Banchory and Mid Deeside	WW1601	Kincardine O'Neil	Kincardine O'Neil Public Hall
16		WW1602	Banchory West	Banchory Town Hall
16		WW1603	Banchory East	Banchory - Ternan East Church Hall
16		WW1604	Crathes	Crathes Public Hall
16		WW1605	Birse	Ballogie Nursery
16		WW1606	Auchattie	Banchory Guide Hall
16		WW1607	Finzean	Finzean Public Hall
16		WW1608	Strachan	Strachan Public Hall
17	North Kincardine	SW1701	Maryculter	Maryculter Community Hall
17		SW1702	Banchory Devenick	Banchory-Devenick School
17		SW1703	Hillside	The Porty Cabin
17		SW1704	Portlethen North	The Jubilee Hall
17		SW1705	Portlethen South	Bourtree Community Hall
17		SW1706	Cookney	Cookney Public Hall
17		SW1707	Newtonhill	The Bettridge Centre
18	Stonehaven and Lower Deeside	WW1801	Drumoak	Drumoak Church Hall
18		WW1802	Durris	Kirkton Hall
18		WW1803	Stonehaven North (Part)	Kirkton Hall
18		AW1804	Stonehaven North	Stonehaven Community Education Centre
18		AW1805	Stonehaven West	Stonehaven Community Education Centre
18		AW1806	Stonehaven South West	Scout HQ
18		AW1807	Dunnottar	St Bridget's Hall
19	Mearns	AW1901	Glenbervie	Drumlithie Public Hall
19		AW1902	Auchenblae	Auchenblae Public Hall
19		AW1903	Fordoun	Fordoun Memorial Hall
19		AW1904	Arbuthnott	Arbuthnott Parish Hall
19		AW1905	Kinneff	Kinneff Public Hall
19		AW1906	Fettercairn	Fettercairn Public Hall
19		AW1907	Luthermuir	Luthermuir Public Hall
19		AW1908	Laurencekirk	The Venue
19		AW1909	Inverbervie	Inverbervie Burgh Hall
19		AW1910	Gourdon	Gourdon Public Hall
19		AW1911	Marykirk	Marykirk Public Hall
19		AW1912	St Cyrus & Benholm	St Cyrus Public Hall
19		AW1913	Johnshaven	Johnshaven Village Hall

	<b>Moray Council Part of Banffshire&amp; Buchan Coast SP Constituency</b>		
		BM0201	Portknockie
		BM0202	Cullen & Rathven
		BM0203	Deskford
		BM0205	Grange
		BM0209	Rothiemay
		BM0301	Buckpool-Arradoul
		BM0302	Buckie West
		BM0303	Buckie Central East
		BM0304	Buckie South
		BM0305	Portessie
		BM0306	Findochty
	<b>Aberdeen City Council Part of Gordon UK Parliamentary Constituency</b>		
		DG0101	Kirkhill
		DG0102	Dyce North
		DG0103	Dyce South
		DG0105	Stoneywood
		DG0106	Danestone North
		DG0107	Bankhead
		DG0110	Danestone South
		DG0201	Jesmond
		DG0202	Mundurno
		DG0203	Newburgh
		DG0204	Greenbrae
		DG0205	Middleton
		DG0206	Parkway North
		DG0207	Balgownie
		DG0208	Silverburn

McBoyle Hall

Cullen Town Hall

Deskford Jubilee Hall

King Memorial Hall

Rothiemay Hall

Buckpool Golf Club Function Hall

Methodist Church Hall

North Church Hall

Royal British Legion Hall

Portessie Methodist Church Hall

Findochty Town Hall

Dyce Church Hall

Dyce Church Hall - Dr Cox Room

Dyce Church Hall

Stoneywood School

Danestone Congregational Church

Beacon Community Centre

Danestone Congregational Church

Forehill Primary School

Greenbrae Primary School

Glashieburn Primary School

Greenbrae Primary School

Forehill Primary School

Glashieburn Primary School

St Columba's Church

Balgownie Community Centre

**APPENDIX 2**  
**EQUALITY IMPACT ASSESSMENT**

EIA Version	Date	Author	Changes
1	20/12/2019	Martin Ingram	N/A

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions including those that affect services the council delivers).	
Service	Chief Executive
Section	Elections Team
Title of the activity etc.	Review of Polling Districts and Polling Places
Aims and desired outcomes of the activity	To approve the recommendations arising out of the statutory review of polling districts and polling places. The purpose of the review is to ensure that reasonable facilities are provided voting and that polling places are accessible to all electors, as far as practicable, including persons with a disability.
Author(s) & Title(s)	Martin Ingram, Elections Coordinator

Stage 2: List the evidence that has been used in this assessment and explain what it means in relation to the activity you are assessing.		
Evidence	What does it say?	What does it mean?
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	N/A	

<p>Internal consultation with staff and other services affected.</p>	<p>Members of the Elections Team have been asked to highlight any polling arrangements that may benefit from closer appraisal, particularly venues which may no longer be the most suitable for elections. Any such venues highlighted for closer scrutiny are informed, in part, by anecdotal evidence provided at the most recent set of elections and also feedback provided by polling staff.</p> <p>Staff supporting election delivery, particularly those providing dedicated election transport, shall be invited to submit any relevant observations about areas where election arrangements may be improved through designation of alternative venues, improvement to existing ones or consideration of revisiting polling district boundaries.</p> <p>Area managers shall be invited to comment on any proposal to alter polling arrangements, with particular reference to their knowledge of local communities and settlements.</p>	
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<p>External consultation (partner organisations, community groups, and councils).</p>	<p>Consultation outside the Council shall take place with a variety of stakeholders. These shall include all community councils in Aberdeenshire, local access panels and other organisations representing the interests of voters with disabilities (such as Capability Scotland, Grampian Society for the Blind and Cornerstone).</p> <p>In addition, elected representatives shall be invited to submit views, including all members of Aberdeenshire Council and all MPs, MSPs and MEPs representing the Aberdeenshire Council area.</p> <p>Furthermore, three neighbouring authorities with whom Aberdeenshire shares the running of parliamentary constituency areas (Angus Council, Moray Council and Aberdeen City Council) shall be invited to comment.</p>	
<p>External data (census, available statistics).</p>	<p>In order to inform submissions received, details of current polling places and polling districts shall be made available on the Council's election webpages.</p> <p>Links to housing schedules and small area population estimates shall be provided.</p> <p>Maps of existing polling places and polling districts are available on the Council's website.</p>	
<p>Other (general information as appropriate).</p>	<p>The review process will also be informed by feedback received from voters and elections staff, while candidates and election agents at the 2019 UK Parliamentary General Election will also be invited to comment on electoral arrangements and comments received in relation to polling provision shall be taken into account.</p>	

Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	It is anticipated that any existing evidence gaps shall be addressed by the consultation processes further outlined in Stage 2 of this Assessment.

Stage 4: Measures to fill the evidence gaps.		
What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.	Measures:	Timescale:
	N/A	

Stage 5: What steps can be taken to promote good relations between various groups/areas?	
These should be included in the action plan.	External consultation shall be taking place with local access panels and other organisations representing the interests of voters with disabilities (such as Capability Scotland, Grampian Society for the Blind and Cornerstone).

Stage 6: How does the policy/activity create opportunities for advancing equality of opportunity?
External consultation shall be taking place with local access panels and other organisations representing the interests of voters with disabilities (such as Capability Scotland, Grampian Society for the Blind and Cornerstone).

Stage 7a:
Are there potential impacts on protected groups?
The protected groups covered by the equality duty are: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
Who is affected by the activity or who is intended to benefit from the proposed activity and how? Complete the table below for each protected group by inserting "yes" in the applicable box/boxes below.

	Positive	Negative	Neutral	Unknown
Age – Younger/Older	Yes			
Age - Older	Yes			
Disability	Yes			
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Sex			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			Yes	

Stage 7b: Do you have evidence or reason to believe that this policy, activity etc. will or may impact on socio-economic inequalities?

This is about trying to be fair to everyone. Part of that is realising that not everyone may be starting at the same place. Some individuals and families may have low income, may have very little or no savings which means they are living from month to month therefore changes to council policies/services may have a greater adverse impact on them.

On this basis you should consider potential impacts on individuals/families by:

- Place: on specific vulnerable areas or communities (SIMD, regeneration, rural) e.g. housing, transport.
- Pockets: household resources, (Income, benefits, outgoings) ability to access a service
- Prospects: peoples life chances e.g.access to, or ability to access: employment, training, services (such as council or health) or support.

Groups of people who may be impacted include, but not limited to:

<ul style="list-style-type: none"> <li>• Unemployed</li> <li>• Single parents and vulnerable families</li> <li>• People on benefits</li> <li>• Those involved in the criminal justice system</li> <li>• People in the most deprived communities</li> <li>• People who live in rural areas</li> </ul>	<ul style="list-style-type: none"> <li>• Pensioners</li> <li>• Looked after children</li> <li>• Carers including young carers</li> <li>• Veterans</li> <li>• Students</li> <li>• Single adult households</li> <li>• People who have experienced the asylum system</li> </ul>	<ul style="list-style-type: none"> <li>• Those leaving the care setting including children and young people and those with illness</li> <li>• Homeless people</li> <li>• People with low literacy/numeracy</li> <li>• People with lower educational qualifications</li> <li>• People in low paid work</li> <li>• People with one or more protected characteristic</li> </ul>
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Please complete by inserting "yes" in the applicable box/boxes below.

Socio-economic disadvantage	Positive	Negative	Neutral	Unknown
Pockets: Low income/income poverty – cannot afford to maintain regular payments such as bills, food, clothing			Yes	



Pockets: Low and/or no wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future			Yes	
Pockets: Material deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			Yes	
Place: Area deprivation – where you live, where you work			Yes	
Prospects: Socioeconomic background – social class i.e. parents education, employment and income , educational achievement.			Yes	

Stage 8: What are the positive and negative impacts?		
Impacts.	Positive (describe the impact for each of the protected characteristics affected)	Negative (describe the impact for each of the protected characteristics affected)
Please detail the potential positive and/or negative impacts you have highlighted above. Detail the impacts and describe those affected.	Younger people will benefit from appropriate polling venues being identified for the long-term and this will continue until they are of voting age. In the shorter term, the identification of community polling venues, as opposed to the use of school buildings, will prevent pupils missing schooling on the occasion of any election.	N/A

	<p>Older people will benefit from the review process in that a thorough assessment of polling places includes situating polling stations in venues which are readily accessible and on a ground floor level. This, therefore, will be beneficial to elderly voters who may have some mobility issues.</p>	<p>N/A</p>
	<p>A fundamental tenet of the review process is to ensure the provision of suitable polling arrangements for all electors, including those with a disability. Polling premises are assessed for their suitability for wheelchair users in terms of interior space, door width, level flooring, smooth car park surfaces, toilet s for voters with a disability, clear internal light and so on.</p>	<p>N/A</p>

**Stage 9: Have any of the affected groups/areas been involved, engaged with or consulted?**

<p>If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?</p>	<p>As indicated above, letters shall be sent to all local access panels, to Capability Scotland, Grampian Society for the Blind and Cornerstone and their views invited on the needs of those whom they represent, in respect of election polling provision.</p> <p>In a wider sense, all community councils in Aberdeenshire shall also be invited to submit their views on behalf of local residents, clearly including elderly residents and the young.</p>
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**Stage 10: What mitigating steps will be taken to remove or reduce negative impacts?**

	Mitigating Steps	Timescale
<p>These should be included in any action plan at the back of this form.</p>	<p>N/A</p>	

Stage 11: What monitoring arrangements will be put in place? How the EIA will be used to monitor the proposal	
These should be included in any action plan (for example customer satisfaction questionnaires).	In accordance with statutory provision, another review requires to be undertaken every fifth year and therefore polling venues will be kept under review. In a shorter timescale, any new polling place proposed is subject to a thorough review as to its accessibility before designation as a new polling venue. After major elections, a post-event evaluation process is always applied, seeking the views of candidates, agents, staff and electors. Where any of these groups highlight issues relating to polling provision, these are analysed and appropriate remedial action taken, as necessary.

Stage 12: What is the outcome of the Assessment?		
Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	The aim of the review process is to ensure suitable, local polling provision for residents and to try to make certain that there are no unnecessary barriers to voting for those who may have any form of disability. The outcomes are therefore all positive for voters with a disability and also for elderly voters and young people in different respects. The impact on all other protected characteristic groups is neutral.	
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen

* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.
N/A

Stage 14: Sign off and authorisation.				
Sign off and authorisation.	1) Service and Team	Chief Executive – Elections Team		
	2) Title of Policy/Activity	Review of Polling Districts and Polling Places		
	3) <b>Authors:</b> I/We have completed the equality impact assessment for this policy/activity.	Name: Martin Ingram Position: Elections Coordinator Date: 20/12/2019 Signature:	Name: Position: Date: Signature:	
		Name: Position: Date: Signature:	Name: Position: Date: Signature:	
	4) Consultation with Service Manager	Name: N/A Date:		
	5) Authorisation by Director or Head of Service	Name: Jim Savege Position: Chief Executive / Returning Officer Date:	Name: Position: Date:	
	6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee.			Date: 20/12/2019
7) EIA author sends a copy of the finalised form to: equalities@aberdeenshire.gov.uk			Date:	

Action Plan					
Action	Start	Complete	Lead Officer	Expected Outcome	Resource Implications
Complete the formal stages of the statutory review process, including publication of the decision of the Council and publish information regarding the appeals process (to the Electoral Commission).	After Council meeting on 30 April 2020	Summer 2020	Martin Ingram	Adjustments to polling arrangements in a small number of polling districts, as recommended within the report. These will improve electoral provision for voters and will be designed to improve accessibility for all electors.	Staff time in concluding the review and implementing the outcomes.