

# Public Document Pack



Date: 07 October 2016  
Our ref: Electoral Registration Process Rev WP/Agenda  
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## ELECTORAL REGISTRATION PROCESS REVIEW WORKING PARTY

17 OCTOBER 2016

A meeting of the Electoral Registration Process Review Working Party will be held at **2.00 pm on Monday, 17 October 2016** in the Council Chamber, Council Offices, Cecil Street, Margate, Kent.

### Membership:

Councillor K Gregory (Chairman); Councillors: Campbell, Connor, Dawson, Falcon, Grove and Jaye-Jones

## AGENDA

Item  
No

Subject

1. **APOLOGIES FOR ABSENCE**

2. **DECLARATION OF INTERESTS**

To receive any declarations of interest. Members are advised to consider the advice contained within the Declaration of Interest form attached at the back of this agenda. If a Member declares an interest, they should complete that form and hand it to the officer clerking the meeting and then take the prescribed course of action.

3. **MINUTES OF PREVIOUS MEETING** (Pages 1 - 2)

To approve the minutes of the Electoral Registration Process Review Working Party meeting held on 07 July 2016, copy attached.

4. **CURRENT VOTER REGISTRATION PROCESS UPDATE 2016/17** (Pages 3 - 18)

The report will include updates on voter registration statistics by ward and comments on approaches for increasing voter registration in the district.

### **Declaration of Interests Form**



Please scan this barcode for an electronic copy of this agenda

Item  
No

Subject

## **ELECTORAL REGISTRATION PROCESS REVIEW WORKING PARTY**

**Minutes of the meeting held on 7 July 2016 at 7.00 pm in the Council Chamber, Council Offices, Cecil Street, Margate, Kent.**

**Present:** Councillor Ken Gregory (Chairman); Councillors Campbell, Connor, Dawson, Falcon, Grove and Jaye-Jones

### **63. ELECTION OF CHAIRMAN**

Councillor Campbell proposed, Councillor Connor seconded and Members agreed that Councillor K. Gregory be the Chairman of the Electoral Registration Process Review Working Party.

Councillor Gregory in the chair.

### **64. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Ashbee.

### **65. DECLARATION OF INTERESTS**

There were no declarations received at the meeting.

### **66. MINUTES OF THE PREVIOUS MEETING**

Councillor Campbell proposed, Councillor seconded and Members agreed the minutes of the previous Electoral Registration Process Review Task & Finish Group to be a correct record of the meeting that was held on 11 April 2016.

### **67. AGREE THE WORK PROGRAMME FOR THE ELECTORAL REGISTRATION PROCESS REVIEW WORKING PARTY FOR 2016/17**

Members requested for an item on 'current process for increasing voter awareness, registration and participation in the electoral process' to be added to the agenda and a report be produced by officer for the next meeting of the working party. In response, Tim Howes, Director of Corporate Governance said that officers were going to produce a position statement on the current practice as requested by Members.

One Member shared a resident's concern that the language used on the ballot paper ought to be simpler to help create better understanding of the instructions. However Members were advised that the wording was prescribed by law and is based on plain English and was checked by the Electoral Commission.

The sub-group further requested for an update on current voter registration statistics for the district by ward. Member also agreed the terms of reference.

Meeting concluded: 7.15 pm

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**CURRENT VOTER REGISTRATION PROCESS UPDATE  
2016/17**

Electoral Registration           **17 October 2016**  
Process Review Working Party

Report Author                   **Claire Hawken, Electoral Service Manager**

Portfolio Holder               **Councillor Derek Crow-Brown, Cabinet Member for Corporate Governance**

Status                           **For Information/Recommendation**

Classification:               **Unrestricted**

Key Decision                   **No**

Reasons for Key               **N/A**

Previously Considered by   **None**

Ward:                           **Thanet Wide**

**Executive Summary:**

This report will provide and update on current process for increasing voter awareness, registration and participation in the electoral process and an update on current voter registration statistics for the district by ward.

There is also an update on the annual canvass for 2016.

**Recommendation(s):**

1. That the report and the proposed actions outlined be received and noted;
2. That Members of the Group come forward with any ideas of their own that would help promote voter awareness of registration via their work in the community.

**CORPORATE IMPLICATIONS**

**Financial and Value for Money**

Responsibility for the canvass process rests with the Electoral Registration Officer (ERO), and accountability for performance and delivery of all electoral services is done through the Elections Commission, who monitors the performance standards of each ERO nationally

Funding from TDC for Electoral Registration totals £70,720.00.

Funding from the Cabinet Office for Individual Electoral Registration and Annual Canvass 2016 totals £27,812.67.

Currently Electoral Registration is within budget, and with the annual canvass underway will remain within budget.

	<p>Given the increased cost to local Councils caused by the transition from household to Individual registration, it is vital that the Government continues to ring fence funding and provides global funding rather than funding through bids initiatives, which then become very resource and process intensive with little qualitative benefit.</p> <p>Appropriate CSO/Financial Procedure Rules have been complied with in respect of all IER promotional work.</p>								
<b>Legal</b>	Responsibility for the canvass process rests with the Electoral Registration Officer (ERO), and accountability for performance and delivery of all electoral services is done through the Elections Commission, who monitors the performance standards of each ERO nationally								
<b>Corporate</b>	As part of responsibility for the canvass process, the Council prepares a Risk Register and a Business Continuity Plan and all canvass staff appointments take full account of Health and Safety legislation and any Human Rights Acts or discrimination/equal opportunity issues.								
<b>Equalities Act 2010 &amp; Public Sector Equality Duty</b>	<p>Members are reminded of the requirement, under the Public Sector Equality Duty (section 149 of the Equality Act 2010) to have due regard to the aims of the Duty at the time the decision is taken. The aims of the Duty are: (i) eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act, (ii) advance equality of opportunity between people who share a protected characteristic and people who do not share it, and (iii) foster good relations between people who share a protected characteristic and people who do not share it.</p> <p>Protected characteristics: age, gender, disability, race, sexual orientation, gender reassignment, religion or belief and pregnancy &amp; maternity. Only aim (i) of the Duty applies to Marriage &amp; civil partnership.</p> <table border="1"> <tr> <td colspan="2">Please indicate which aim is relevant to the report.</td> </tr> <tr> <td>Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,</td> <td></td> </tr> <tr> <td>Advance equality of opportunity between people who share a protected characteristic and people who do not share it</td> <td>✓</td> </tr> <tr> <td>Foster good relations between people who share a protected characteristic and people who do not share it.</td> <td>✓</td> </tr> </table>	Please indicate which aim is relevant to the report.		Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,		Advance equality of opportunity between people who share a protected characteristic and people who do not share it	✓	Foster good relations between people who share a protected characteristic and people who do not share it.	✓
Please indicate which aim is relevant to the report.									
Eliminate unlawful discrimination, harassment, victimisation and other conduct prohibited by the Act,									
Advance equality of opportunity between people who share a protected characteristic and people who do not share it	✓								
Foster good relations between people who share a protected characteristic and people who do not share it.	✓								

<b>CORPORATE PRIORITIES (tick those relevant)✓</b>	
A clean and welcoming Environment	
Promoting inward investment and job creation	
Supporting neighbourhoods	

<b>CORPORATE VALUES (tick those relevant)✓</b>	
Delivering value for money	✓
Supporting the Workforce	✓
Promoting open communications	✓

## 1.0 Introduction and Background

- 1.1 The Electoral Registration Review Working party at its last meeting on 7 July 2016, asked for a report on arrangements and action taken to increase voter awareness and participation in the voting process.

## 2.0 The Current Voter Registration

- 2.1 The annual canvass now underway, with the whole area being covered by canvassers, so each property will have an initial Household Enquiry Form (HEF)

delivered by hand, at least one reminder, if no reply to initial form, will be delivered by hand and if there is still no reply two personal calls will be made to each property to encourage the completion of the HEF.

- 2.2 Cards will be used by canvassers at the personal call stage to leave at a property if there is no reply at the first call and a different one at the second call, again to encourage completion of the HEF.
- 2.3 Residents can respond to the HEF either online, by phone, by text message (if there are no changes) or by post (if there are changes).
- 2.4 The canvass has been planned to allow for further personal calls and forms to be sent if appropriate to do so, before the deadline to publish the updated register on 1 December 2016.
- 2.5 Work will be undertaken by the Election services team, to use other data sources available to use, such as Housing Benefits and Council Tax data, to check records and if our records match the information we can check we can use this to confirm the information is correct and there is no need to keep chasing residents for a reply.
- 2.6 We also use new occupier data from Council Tax to send HEF's to properties, where there have been changes in occupier. This has been ongoing since March, and this has seen a good response on those forms issued.
- 2.7 If we received information of new residents from a complete HEF we have to send out an Invitation to Register and Registration form (ITR). These will also be delivered by hand by our canvassers, and if no reply to initial form will be delivered by hand and if there is still no reply two personal calls will be made to each property to encourage the completion of the ITR. Residents can register on line using the Government Register to Vote website, in person, over the phone or by post.
- 2.8 We are now allowed to send ITR's by email (this was only made possible in time for this annual canvass), so we will be using this option and send encouragements emails if no response.

### **3.0 Improving Voter Registration**

- 3.1 Work is also being undertaken to improve our webpages, and that work is continuing, including comparing to other authorities information available.
- 3.2 It is worth a mention that the EU Referendum created a large surge of applications to register and I believe the register is probably the most complete and accurate it has ever been. All the while residents don't move then those electors only recently registered for the EU Referendum will remain on the register.
- 3.3 There are 3 pilot schemes for the annual canvass being undertaken by authorities elsewhere in the country and it is hoped that the results from those will inform change and improve the annual canvass in the future.
- 3.4 We also now have access to information on residents in this area who have taken the Citizenship ceremony and if they are not registered we send them the necessary forms to register.
- 3.5 We also have school data of those residents aged 16-18 still at school, who may need to be added to the register in readiness for turning 18. However a lot of work is required to verify this data is up to date, before we can put this to good use and add

someone's name to the register and then send them an ITR, as parents do not always advise KCC of their change of address.

3.6 We will be using Twitter and Facebook to encourage responses to both HEFs and ITRs.

3.7 Response rates will be monitored regularly and if there appears to be a problem in an area, we will use canvassers who have had a good response rates to do a visit stage of personal calls again, to see if the issue is with the area or the canvasser. Once that information has been gained, then plans can be made for future canvasses that may be more tailor-made to an individual area.

#### **4.0 Options**

4.1 Members are invited to comment on the updates;

4.2 Members to note the report.

#### **5.0 Next Steps**

5.1 If the working party comes up with viable suggestions for improving voter registration, these will be reviewed by the Electoral Registration Team and feedback provided to the Members of the working party on the way forward.

Contact Officer:	Claire Hawken, Electoral Services Manager, 01842 577021
Reporting to:	Tim Howes, Director of Corporate Governance & Monitoring Officer and Madeline Homer, CEx & Electoral Registration Officer

#### **Annex List**

Annex 1	Voter Registration Statistics as at 15 August 2016
Annex 2	Polling Districts
Annex 3	Canvass Form and Remote Registration Return Statistics

#### **Background Papers**

<b>Title</b>	<b>Details of where to access copy</b>
None	N/A

#### **Corporate Consultation**

<b>Equalities</b>	Claire Grant, Information Governance and Equalities officer
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**Electoral Registration stats @ 15.08.2016**

Polling District Code	Polling District Area	Number of properties canvassed 2015	Electors @ 01.09.2015	electors @ 01.12.2015	electors @ 01.01.2016	electors @ 01.02.2016	electors @ 01.03.2016	Electors @ 01.04.2016	Electors @ 01.05.2016	Electors @ 01.06.2016	Electors @ 01.07.2016	Electors @ 01.08.2016
BSA	Kingsgate	1040	1742	1725	1728	1693	1696	1699	1690	1687	1737	1739
BSB	Beacon Road	1317	2241	2267	2272	2229	2241	2244	2232	2247	2309	2307
BSC	Beacon Road	654	1214	1170	1171	1150	1151	1157	1157	1155	1181	1183
BSD	Bradstowe	2286	3305	3279	3320	3233	3238	3251	3245	3249	3340	3346
BSE	St Peters	1804	2845	2848	2853	2785	2800	2800	2811	2825	2902	2910
BSF	St Peters	1481	2702	2664	2675	2610	2613	2625	2613	2627	2662	2663
BSG	Viking	1604	2795	2796	2805	2764	2768	2769	2771	2792	2841	2847
BSH	Viking	2141	2904	2845	2906	2853	2852	2868	2890	2917	3036	3044
BTA	Birchington North	1312	2031	2033	2043	2004	2013	2022	2040	2035	2090	2096
BTB	Birchington North	741	1266	1254	1257	1235	1239	1253	1252	1268	1277	1276
BTC	Birchington South	1748	2840	2868	2875	2828	2842	2848	2844	2852	2892	2894
BTD	Birchington South	1547	2407	2381	2393	2336	2347	2356	2354	2342	2415	2415
MA	Westgate on sea	2067	2635	2506	2554	2511	2528	2544	2514	2517	2616	2615
MB	Westgate on sea	1670	2767	2746	2756	2717	2722	2742	2720	2729	2808	2810
MC	Westbrook	1638	2354	2292	2304	2252	2244	2252	2259	2278	2338	2344
MD	Westbrook	521	963	943	954	957	956	952	948	949	967	965
ME	Garlinge	1404	2444	2426	2433	2382	2367	2380	2380	2399	2471	2468
MF	Garlinge	700	1345	1322	1328	1299	1295	1300	1298	1291	1305	1313
MG	Margate Central	2391	1995	1959	1970	1905	1905	1924	1928	1951	2074	2078
MH	Margate Central	1019	1447	1433	1438	1417	1425	1432	1419	1445	1514	1516
MI	Cliftonville West	1775	1614	1563	1577	1543	1578	1586	1582	1601	1671	1671
MJ1	Cliftonville West	1790	1796	1732	1756	1680	1753	1757	1730	1750	1836	1845
MJ2	Cliftonville West	1363	1659	1703	1713	1638	1686	1692	1682	1670	1734	1726
MK	Cliftonville East	1169	1895	1908	1913	1890	1891	1891	1890	1886	1950	1953
ML	Cliftonville East	1447	2384	2374	2381	2344	2351	2369	2371	2370	2425	2429
MM	Cliftonville East	493	905	916	917	892	893	902	909	915	928	931
MN	Dane Valley	1200	2028	2016	2019	1972	1981	1992	2007	2001	2092	2095
MO1	Dane Valley	713	1007	1001	1002	983	987	992	986	988	1004	1015
MO2	Dane Valley	1452	2385	2351	2354	2311	2321	2316	2304	2325	2380	2375
MP1	Salmestone	2213	3449	3355	3377	3285	3302	3306	3288	3313	3419	3424
MP2	Salmestone	335	602	597	599	586	594	595	595	594	601	603
RA	Northwood	1669	2767	2753	2762	2697	2688	2692	2699	2714	2761	2766
RB	Northwood	1309	2299	2227	2233	2195	2197	2189	2205	2206	2254	2262
RC	Sir Moses Montefiore	784	1261	1236	1246	1229	1234	1232	1239	1239	1268	1274
RD	Sir Moses Montefiore	1478	2484	2442	2450	2397	2395	2389	2372	2378	2433	2441
RE1	Eastcliff	1498	2304	2287	2304	2265	2262	2270	2276	2284	2384	2390
RE2	Eastcliff	763	768	758	760	735	739	739	743	751	795	796
RF	Eastcliff	2088	2148	2067	2079	2018	2043	2070	2076	2095	2206	2215
RG	Central Harbour	1799	2784	2694	2723	2662	2666	2667	2644	2661	2771	2780
RH	Central Harbour	2614	3159	3034	3051	2972	2960	2994	2975	2990	3166	3175
RI	Newington	2278	3766	3618	3619	3561	3587	3588	3585	3599	3715	3719
RJ	Nethercourt	1087	1865	1862	1866	1837	1838	1845	1848	1852	1890	1892
RK	Nethercourt	1064	1739	1675	1683	1653	1656	1665	1658	1674	1740	1741
RL	Cliffsend and Pegwell	804	1554	1534	1532	1500	1512	1520	1525	1523	1564	1563
RM	Cliffsend and Pegwell	1466	2403	2369	2375	2324	2323	2329	2335	2346	2435	2443
VAC	Thanet Villages	136	236	237	237	232	228	230	226	227	238	240
VMA	Thanet Villages	512	809	802	805	785	788	789	786	791	835	841
VMI	Thanet Villages	1658	2871	2833	2839	2790	2801	2815	2828	2833	2894	2901
VMK	Thanet Villages	310	549	544	545	541	543	544	537	535	547	548
VSA	Thanet Villages	98	172	167	167	164	163	159	159	159	168	172
VSN	Thanet Villages	384	659	647	651	637	637	639	637	642	660	657
		66834	100563	99059	99570	97478	97839	98181	98062	98467	101539	101712

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Annex 2

<b>Polling District</b>	<b>Ward</b>	<b>Polling District Name</b>
BSA	Kingsgate	Kingsgate
BSB	Beacon Road	Beacon Road (Westover)
BSC	Beacon Road	Beacon Road (Reading Street)
BSD	Bradstowe	Bradstowe
BSE	St Peters	St Peters (Village)
BSF	St Peters	St Peters (Bromstone)
BSG	Viking	Viking (Upton)
BSH	Viking	Viking (Dumpton Gap)
BTA	Birchington North	Birchington North (Minnis Bay)
BTB	Birchington North	Birchington North (Epple Bay)
BTC	Birchington South	Birchington South (Brooksend)
BTD	Birchington South	Birchington South (Quex)
MA	Westgate on sea	Westgate on Sea (Westgate Bay)
MB	Westgate on sea	Westgate on Sea (Lymington Road)
MC	Westbrook	Westbrook (Westbrook Bay)
MD	Westbrook	Westbrook (St James)
ME	Garlinge	Garlinge (Dent-de-Lion)
MF	Garlinge	Garlinge (Hartsdown)
MG	Margate Central	Margate Central (Harbour)
MH	Margate Central	Margate Central (St John)
MI	Cliftonville West	Cliftonville West (Lido)
MJ1	Cliftonville West	Cliftonville West (Newgate)
MJ2	Cliftonville West	Cliftonville West (Walpole Bay)
MK	Cliftonville East	Cliftonville East (Hodges Gap)
ML	Cliftonville East	Cliftonville East (Palm Bay)
MM	Cliftonville East	Cliftonville East (Northdown Park)
MN	Dane Valley	Dane Valley (Dane Park)
MO1	Dane Valley	Dane Valley (Millmead)
MO2	Dane Valley	Dane Valley (Millmead South)
MP1	Salmestone	Salmestone (Yoakley)
MP2	Salmestone	Salmestone (Westwood)
RA	Northwood	Northwood (Pysons Road)
RB	Northwood	Northwood (Whitehall)
RC	Sir Moses Montefiore	Sir Moses Montefiore (West Dumpton)
RD	Sir Moses Montefiore	Sir Moses Montefiore (St Ethelbert)
RE1	Eastcliff	Eastcliff (St Lukes)
RE2	Eastcliff	Eastcliff (Brunswick)
RF	Eastcliff	Eastcliff (Granville)
RG	Central Harbour	Central Harbour (Station)
RH	Central Harbour	Central harbour (Royal Harbour)
RI	Newington	Newington
RJ	Nethercourt	Nethercourt (Nethercourt Park)
RK	Nethercourt	Nethercourt (Southwood)
RL	Cliffsend and Pegwell	Cliffsend and Pegwell (Cliffsend)
RM	Cliffsend and Pegwell	Cliffsend and Pegwell (Pegwell)
VAC	Thanet Villages	Acol
VMA	Thanet Villages	Manston
VMI	Thanet Villages	Minster
VMK	Thanet Villages	Monkton
VSA	Thanet Villages	Sarre
VSN	Thanet Villages	St Nicholas at Wade

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# Thanet District Council

## Canvass Form & Remote Registration Return Statistics

Reference	Total Properties	Canvassed Properties	Uncanvassed Properties	Responded Properties	Changes	Out-standing	Postal Response	Telephone Response	Internet Response	SMS Response
BSA	1,043	1,040	3	840	142	200	547	92	189	8
% of Canvassed Properties				80.77	13.65	19.23	52.60	8.85	18.17	0.77
% of Responded Properties					16.90		65.12	10.95	22.50	0.95
BSB	1,318	1,318	0	945	156	373	609	111	192	28
% of Canvassed Properties				71.70	11.84	28.30	46.21	8.42	14.57	2.12
% of Responded Properties					16.51		64.44	11.75	20.32	2.96
BSC	654	653	1	514	72	139	336	62	105	8
% of Canvassed Properties				78.71	11.03	21.29	51.45	9.49	16.08	1.23
% of Responded Properties					14.01		65.37	12.06	20.43	1.56
BSD	2,287	2,285	2	1,800	258	485	1,167	243	345	35
% of Canvassed Properties				78.77	11.29	21.23	51.07	10.63	15.10	1.53
% of Responded Properties					14.33		64.83	13.50	19.17	1.94
BSE	1,824	1,819	5	1,436	241	383	939	175	284	28
% of Canvassed Properties				78.94	13.25	21.06	51.62	9.62	15.61	1.54
% of Responded Properties					16.78		65.39	12.19	19.78	1.95
BSF	1,481	1,479	2	1,183	181	296	751	147	253	23
% of Canvassed Properties				79.99	12.24	20.01	50.78	9.94	17.11	1.56
% of Responded Properties					15.30		63.48	12.43	21.39	1.94
BSG	1,603	1,602	1	1,342	184	260	857	190	269	17
% of Canvassed Properties				83.77	11.49	16.23	53.50	11.86	16.79	1.06
% of Responded Properties					13.71		63.86	14.16	20.04	1.27
BSH	2,191	2,185	6	1,624	265	561	1,083	197	313	23
% of Canvassed Properties				74.32	12.13	25.68	49.57	9.02	14.32	1.05
% of Responded Properties					16.32		66.69	12.13	19.27	1.42

Annex 3  
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# Thanet District Council

## Canvass Form & Remote Registration Return Statistics

Reference	Total Properties	Canvassed Properties	Uncanvassed Properties	Responded Properties	Changes	Out-standing	Postal Response	Telephone Response	Internet Response	SMS Response
BTA	1,313	1,311	2	1,102	163	209	706	165	206	16
% of Canvassed Properties				84.06	12.43	15.94	53.85	12.59	15.71	1.22
% of Responded Properties					14.79		64.07	14.97	18.69	1.45
BTB	742	740	2	575	74	165	401	68	95	6
% of Canvassed Properties				77.70	10.00	22.30	54.19	9.19	12.84	0.81
% of Responded Properties					12.87		69.74	11.83	16.52	1.04
BTC	1,752	1,752	0	1,445	171	307	959	214	241	24
% of Canvassed Properties				82.48	9.76	17.52	54.74	12.21	13.76	1.37
% of Responded Properties					11.83		66.37	14.81	16.68	1.66
BTD	1,549	1,548	1	1,243	172	305	887	143	195	14
% of Canvassed Properties				80.30	11.11	19.70	57.30	9.24	12.60	0.90
% of Responded Properties					13.84		71.36	11.50	15.69	1.13
MA	2,086	2,074	12	1,466	281	608	1,025	162	240	28
% of Canvassed Properties				70.68	13.55	29.32	49.42	7.81	11.57	1.35
% of Responded Properties					19.17		69.92	11.05	16.37	1.91
MB	1,670	1,669	1	1,261	215	408	806	156	269	18
% of Canvassed Properties				75.55	12.88	24.45	48.29	9.35	16.12	1.08
% of Responded Properties					17.05		63.92	12.37	21.33	1.43
MC	1,640	1,637	3	1,024	173	613	694	93	211	22
% of Canvassed Properties				62.55	10.57	37.45	42.39	5.68	12.89	1.34
% of Responded Properties					16.89		67.77	9.08	20.61	2.15
MD	521	520	1	402	73	118	271	45	78	6
% of Canvassed Properties				77.31	14.04	22.69	52.12	8.65	15.00	1.15
% of Responded Properties					18.16		67.41	11.19	19.40	1.49

# Thanet District Council

## Canvass Form & Remote Registration Return Statistics

Reference	Total Properties	Canvassed Properties	Uncanvassed Properties	Responded Properties	Changes	Out-standing	Postal Response	Telephone Response	Internet Response	SMS Response
ME	1,405	1,405	0	1,072	152	333	734	106	206	20
% of Canvassed Properties				76.30	10.82	23.70	52.24	7.54	14.66	1.42
% of Responded Properties					14.18		68.47	9.89	19.22	1.87
MF	700	700	0	521	85	179	332	68	110	11
% of Canvassed Properties				74.43	12.14	25.57	47.43	9.71	15.71	1.57
% of Responded Properties					16.31		63.72	13.05	21.11	2.11
MG	2,406	2,398	8	1,306	258	1,092	1,036	101	146	11
% of Canvassed Properties				54.46	10.76	45.54	43.20	4.21	6.09	0.46
% of Responded Properties					19.75		79.33	7.73	11.18	0.84
MH	1,022	1,020	2	571	121	449	390	61	113	6
% of Canvassed Properties				55.98	11.86	44.02	38.24	5.98	11.08	0.59
% of Responded Properties					21.19		68.30	10.68	19.79	1.05
MI	1,788	1,786	2	927	177	859	713	65	129	13
% of Canvassed Properties				51.90	9.91	48.10	39.92	3.64	7.22	0.73
% of Responded Properties					19.09		76.91	7.01	13.92	1.40
MJ1	1,795	1,793	2	982	215	811	710	103	147	13
% of Canvassed Properties				54.77	11.99	45.23	39.60	5.74	8.20	0.73
% of Responded Properties					21.89		72.30	10.49	14.97	1.32
MJ2	1,373	1,364	9	734	152	630	525	79	114	11
% of Canvassed Properties				53.81	11.14	46.19	38.49	5.79	8.36	0.81
% of Responded Properties					20.71		71.53	10.76	15.53	1.50
MK	1,170	1,169	1	940	136	229	622	118	176	20
% of Canvassed Properties				80.41	11.63	19.59	53.21	10.09	15.06	1.71
% of Responded Properties					14.47		66.17	12.55	18.72	2.13

# Thanet District Council

## Canvass Form & Remote Registration Return Statistics

Reference	Total Properties	Canvassed Properties	Uncanvassed Properties	Responded Properties	Changes	Out-standing	Postal Response	Telephone Response	Internet Response	SMS Response
ML	1,447	1,447	0	1,195	178	252	770	180	222	18
% of Canvassed Properties				82.58	12.30	17.42	53.21	12.44	15.34	1.24
% of Responded Properties					14.90		64.44	15.06	18.58	1.51
MM	493	493	0	414	67	79	255	54	99	4
% of Canvassed Properties				83.98	13.59	16.02	51.72	10.95	20.08	0.81
% of Responded Properties					16.18		61.59	13.04	23.91	0.97
MN	1,200	1,200	0	822	165	378	509	102	182	23
% of Canvassed Properties				68.50	13.75	31.50	42.42	8.50	15.17	1.92
% of Responded Properties					20.07		61.92	12.41	22.14	2.80
MO1	713	713	0	562	73	151	412	71	72	4
% of Canvassed Properties				78.82	10.24	21.18	57.78	9.96	10.10	0.56
% of Responded Properties					12.99		73.31	12.63	12.81	0.71
MO2	1,452	1,452	0	872	134	580	596	104	160	9
% of Canvassed Properties				60.06	9.23	39.94	41.05	7.16	11.02	0.62
% of Responded Properties					15.37		68.35	11.93	18.35	1.03
MP1	2,213	2,210	3	1,407	246	803	955	147	268	30
% of Canvassed Properties				63.67	11.13	36.33	43.21	6.65	12.13	1.36
% of Responded Properties					17.48		67.87	10.45	19.05	2.13
MP2	339	336	3	251	31	85	171	27	47	3
% of Canvassed Properties				74.70	9.23	25.30	50.89	8.04	13.99	0.89
% of Responded Properties					12.35		68.13	10.76	18.73	1.20
RA	1,670	1,670	0	1,269	177	401	859	172	204	21
% of Canvassed Properties				75.99	10.60	24.01	51.44	10.30	12.22	1.26
% of Responded Properties					13.95		67.69	13.55	16.08	1.65



# Thanet District Council

## Canvass Form & Remote Registration Return Statistics

Reference	Total Properties	Canvassed Properties	Uncanvassed Properties	Responded Properties	Changes	Out-standing	Postal Response	Telephone Response	Internet Response	SMS Response
RB	1,310	1,309	1	916	152	393	628	102	161	17
% of Canvassed Properties				69.98	11.61	30.02	47.98	7.79	12.30	1.30
% of Responded Properties					16.59		68.56	11.14	17.58	1.86
RC	784	784	0	501	76	283	339	50	100	10
% of Canvassed Properties				63.90	9.69	36.10	43.24	6.38	12.76	1.28
% of Responded Properties					15.17		67.66	9.98	19.96	2.00
RD	1,482	1,478	4	1,045	177	433	664	111	235	25
% of Canvassed Properties				70.70	11.98	29.30	44.93	7.51	15.90	1.69
% of Responded Properties					16.94		63.54	10.62	22.49	2.39
RE1	1,500	1,498	2	993	192	505	640	121	195	31
% of Canvassed Properties				66.29	12.82	33.71	42.72	8.08	13.02	2.07
% of Responded Properties					19.34		64.45	12.19	19.64	3.12
RE2	772	769	3	429	86	340	311	34	64	16
% of Canvassed Properties				55.79	11.18	44.21	40.44	4.42	8.32	2.08
% of Responded Properties					20.05		72.49	7.93	14.92	3.73
RF	2,102	2,098	4	1,163	225	935	807	129	201	21
% of Canvassed Properties				55.43	10.72	44.57	38.47	6.15	9.58	1.00
% of Responded Properties					19.35		69.39	11.09	17.28	1.81
RG	1,807	1,806	1	1,214	240	592	820	136	234	17
% of Canvassed Properties				67.22	13.29	32.78	45.40	7.53	12.96	0.94
% of Responded Properties					19.77		67.55	11.20	19.28	1.40
RH	2,633	2,632	1	1,634	352	998	1,125	149	309	41
% of Canvassed Properties				62.08	13.37	37.92	42.74	5.66	11.74	1.56
% of Responded Properties					21.54		68.85	9.12	18.91	2.51

# Thanet District Council

## Canvass Form & Remote Registration Return Statistics

Reference	Total Properties	Canvassed Properties	Uncanvassed Properties	Responded Properties	Changes	Out-standing	Postal Response	Telephone Response	Internet Response	SMS Response
RI	2,350	2,311	39	1,527	293	784	1,073	159	263	28
% of Canvassed Properties				66.08	12.68	33.92	46.43	6.88	11.38	1.21
% of Responded Properties					19.19		70.27	10.41	17.22	1.83
RJ	1,087	1,087	0	935	110	152	639	118	156	18
% of Canvassed Properties				86.02	10.12	13.98	58.79	10.86	14.35	1.66
% of Responded Properties					11.76		68.34	12.62	16.68	1.93
RK	1,084	1,078	6	748	142	330	492	77	165	8
% of Canvassed Properties				69.39	13.17	30.61	45.64	7.14	15.31	0.74
% of Responded Properties					18.98		65.78	10.29	22.06	1.07
RL	806	805	1	688	93	117	447	77	149	13
% of Canvassed Properties				85.47	11.55	14.53	55.53	9.57	18.51	1.61
% of Responded Properties					13.52		64.97	11.19	21.66	1.89
RM	1,473	1,472	1	1,163	171	309	736	171	231	17
% of Canvassed Properties				79.01	11.62	20.99	50.00	11.62	15.69	1.15
% of Responded Properties					14.70		63.28	14.70	19.86	1.46
VAC	136	136	0	105	12	31	66	13	23	2
% of Canvassed Properties				77.21	8.82	22.79	48.53	9.56	16.91	1.47
% of Responded Properties					11.43		62.86	12.38	21.90	1.90
PSMA	541	541	0	408	71	133	280	36	77	12
% of Canvassed Properties				75.42	13.12	24.58	51.76	6.65	14.23	2.22
% of Responded Properties					17.40		68.63	8.82	18.87	2.94
VMI	1,663	1,663	0	1,303	204	360	845	155	275	23
% of Canvassed Properties				78.35	12.27	21.65	50.81	9.32	16.54	1.38
% of Responded Properties					15.66		64.85	11.90	21.11	1.77

Canvass Form & Remote Registration Return Statistics

Reference	Total Properties	Canvassed Properties	Uncanvassed Properties	Responded Properties	Changes	Out-standing	Postal Response	Telephone Response	Internet Response	SMS Response
VMK	311	311	0	255	43	56	159	31	60	4
% of Canvassed Properties				81.99	13.83	18.01	51.13	9.97	19.29	1.29
% of Responded Properties					16.86		62.35	12.16	23.53	1.57
VSA	99	99	0	83	16	16	56	7	17	2
% of Canvassed Properties				83.84	16.16	16.16	56.57	7.07	17.17	2.02
% of Responded Properties					19.28		67.47	8.43	20.48	2.41
VSN	386	386	0	308	46	78	212	26	65	4
% of Canvassed Properties				79.79	11.92	20.21	54.92	6.74	16.84	1.04
% of Responded Properties					14.94		68.83	8.44	21.10	1.30
Totals	67,186	67,051	135	47,465	7,889	19,586	31,966	5,523	8,860	830
% of Canvassed Properties				70.79	11.77	29.21	47.67	8.24	13.21	1.24
% of Responded Properties					16.62		67.35	11.64	18.67	1.75

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## THANET DISTRICT COUNCIL DECLARATION OF INTEREST FORM

### Do I have a Disclosable Pecuniary Interest and if so what action should I take?

Your Disclosable Pecuniary Interests (DPI) are those interests that are, or should be, listed on your Register of Interest Form.

If you are at a meeting and the subject relating to one of your DPIs is to be discussed, in so far as you are aware of the DPI, you **must** declare the existence **and** explain the nature of the DPI during the declarations of interest agenda item, at the commencement of the item under discussion, or when the interest has become apparent

Once you have declared that you have a DPI (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must:-**

1. Not speak or vote on the matter;
2. Withdraw from the meeting room during the consideration of the matter;
3. Not seek to improperly influence the decision on the matter.

### Do I have a significant interest and if so what action should I take?

A significant interest is an interest (other than a DPI or an interest in an Authority Function) which:

1. Affects the financial position of yourself and/or an associated person; or Relates to the determination of your application for any approval, consent, licence, permission or registration made by, or on your behalf of, you and/or an associated person;
2. And which, in either case, a member of the public with knowledge of the relevant facts would reasonably regard as being so significant that it is likely to prejudice your judgment of the public interest.

An associated person is defined as:

- A family member or any other person with whom you have a close association, including your spouse, civil partner, or somebody with whom you are living as a husband or wife, or as if you are civil partners; or
- Any person or body who employs or has appointed such persons, any firm in which they are a partner, or any company of which they are directors; or
- Any person or body in whom such persons have a beneficial interest in a class of securities exceeding the nominal value of £25,000;
- Any body of which you are in a position of general control or management and to which you are appointed or nominated by the Authority; or
- any body in respect of which you are in a position of general control or management and which:
  - exercises functions of a public nature; or
  - is directed to charitable purposes; or
  - has as its principal purpose or one of its principal purposes the influence of public opinion or policy (including any political party or trade union)

An Authority Function is defined as: -

- Housing - where you are a tenant of the Council provided that those functions do not relate particularly to your tenancy or lease; or
- Any allowance, payment or indemnity given to members of the Council;
- Any ceremonial honour given to members of the Council
- Setting the Council Tax or a precept under the Local Government Finance Act 1992

If you are at a meeting and you think that you have a significant interest then you **must** declare the existence **and** nature of the significant interest at the commencement of the

matter, or when the interest has become apparent, or the declarations of interest agenda item.

Once you have declared that you have a significant interest (unless you have been granted a dispensation by the Standards Committee or the Monitoring Officer, for which you will have applied to the Monitoring Officer prior to the meeting) you **must**:-

1. Not speak or vote (unless the public have speaking rights, or you are present to make representations, answer questions or to give evidence relating to the business being discussed in which case you can speak only)
2. Withdraw from the meeting during consideration of the matter or immediately after speaking.
3. Not seek to improperly influence the decision.

### **Gifts, Benefits and Hospitality**

Councillors must declare at meetings any gift, benefit or hospitality with an estimated value (or cumulative value if a series of gifts etc.) of £25 or more. You **must**, at the commencement of the meeting or when the interest becomes apparent, disclose the existence and nature of the gift, benefit or hospitality, the identity of the donor and how the business under consideration relates to that person or body. However you can stay in the meeting unless it constitutes a significant interest, in which case it should be declared as outlined above.

### **What if I am unsure?**

If you are in any doubt, Members are strongly advised to seek advice from the Monitoring Officer or the Committee Services Manager well in advance of the meeting.

## **DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS, SIGNIFICANT INTERESTS AND GIFTS, BENEFITS AND HOSPITALITY**

**MEETING** .....

**DATE**..... **AGENDA ITEM** .....

**DISCRETIONARY PECUNIARY INTEREST**

**SIGNIFICANT INTEREST**

**GIFTS, BENEFITS AND HOSPITALITY**

**THE NATURE OF THE INTEREST, GIFT, BENEFITS OR HOSPITALITY:**

.....  
.....  
.....

**NAME (PRINT):** .....

**SIGNATURE:** .....

Please detach and hand this form to the Democratic Services Officer when you are asked to declare any interests.