

APPENDIX 2

Review of Polling District, Polling Places and Polling Stations 2019-20		
Task	Action By	Completed On
1. Publish Notice of Review		
Publish Notice of Review to ADC Website, Council Offices, Library and Post Offices and Parish Council Noticeboards.		18 July 2019
Send Review Notice to MP's , Cllrs, EROs of Worthing & Adur & Horsham Councils, Disability Groups.		18 July 2019
2. First Stage Report		
First Stage report for Electoral Review Sub Committee	deadline 28 June for 16 July meeting	
3. Consultation		
Collate feedback from District and Town/Parish Elections on 2 May 2019 and European Parliamentary election on 23 May 2019		June/July 2019
Consultation - Seek views of MP's , Cllrs, EROs of Worthing & Adur & Horsham Councils, Disability Groups and residents		18 July - 28 August 2019
Visit Polling stations when necessary using Evaluation Checklist		18 July - mid September 2019
Write to all candidates and agents for the May elections and include polling station feedback form		18 July - 28 August 2019
4. Concluding the Review		
All consultation material produced and reviewed		29 August - 30 September 2019
4.1 Second Stage Reports		
Report proposals to Electoral Sub Committee	deadline 30 September for 16 October meeting	
Report proposals from Electoral Sub Committee to Full Council		13 November 2019
5. Conclusion - Publish Results of Review		
Details of agreed proposals be made available to the public		1 December 2019 in line with publication of new electoral register