

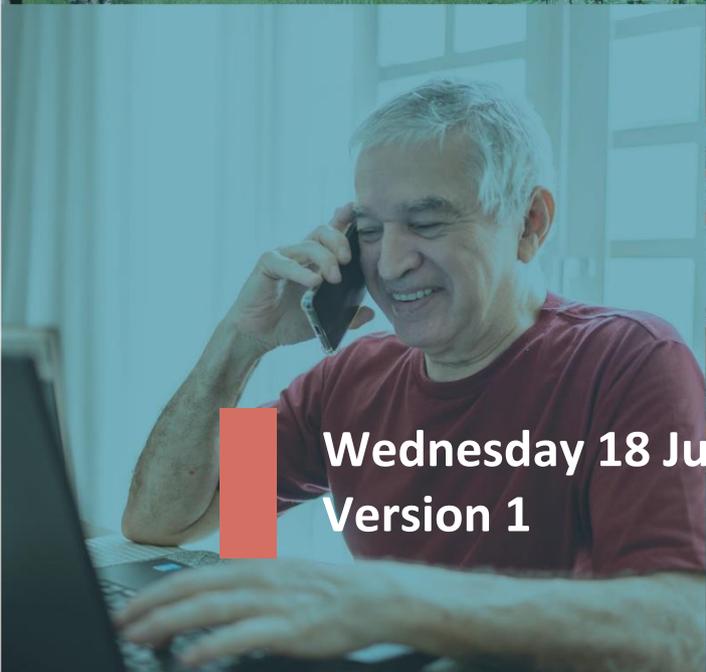


2025 Polling District and Polling Places Review.



Terms of Reference

Peter Taylor – Electoral Services Manager



Wednesday 18 June 2025
Version 1

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1. Introduction

- 1.1 Milton Keynes City Council is carrying out a Polling District and Polling Places Review pursuant to the provisions of Schedule A1 of the Representation of the People Act 1983 (as amended) and the Electoral Registration and Administration Act 2013. This introduced a change to the timing of compulsory reviews of UK Parliamentary polling districts and polling places.
- 1.2 The length of the review process is not prescribed, provided all the steps required by the legislation can be undertaken within it. However, the time allowed for the review should be sufficient to enable interested persons and groups to read and understand the proposals, gather comments, and respond with any alternative arrangements that they may wish to submit.
- 1.3 The Review will have regard to the guidance issued by the Electoral Commission on [Reviews of polling districts, polling places and polling stations](#).
- 1.4 The aim of the review is to ensure that the arrangements of polling districts, polling places and polling stations allow electors to cast their votes as easily and conveniently as is reasonably practicable, taking account of the boundaries of the City wards and Parliamentary Constituencies.
- 1.5 The Review will be conducted in accordance with the terms of reference contained in this document.
- 1.6 Documents referred to, and other useful information, are available on the Council's [website](#).
- 1.7 Definition of Terms:

Parliamentary Constituency: The area designated by the Boundary Commission which is represented by a Member of Parliament (MP) in the House of Commons. This cannot be changed by this review.

Wards: The city is divided into electoral areas known as Wards which are represented by city Councillors. Ward boundaries cannot be changed by this review - it is the polling districts and the polling stations which serve them that are under review.

A polling district is the area created by the separation of a ward into smaller parts, within which a polling place can be determined that is most suitable for the electors.

A polling place is the building or area in which the polling stations will be selected by the (Acting) Returning Officer.

2. What will the Review consider?

- 2.1 The Review will look at:
 - The boundary, name, and references of existing polling districts.
 - The scope for merging polling districts, retain/create new polling districts and/or delete polling districts if considered necessary.
 - The polling places for each polling district.
 - The suitability of existing polling places and stations used for each polling district (including access and suitability for use by disabled electors)
 - Possible alternative polling places which may be more suitable or more convenient than existing polling places.

3. What issues will not be considered as part of the Review?

- 3.1 Representations on matters such as changes to City Ward boundaries and Parliamentary Constituency boundaries cannot be dealt with under this review.

4. What is the area under review?

- 4.1 The whole of Milton Keynes City is included in the scope of the review.

5. Why is the Council carrying out a polling district review?

- 5.1 Changes brought in by the Electoral Registration and Administration Act 2013 mean that the Council is statutorily required to carry out a review of polling districts and polling places.
- 5.2 The Final Proposals will be published and submitted to Full Council for a decision in October 2025.

6. What is the present structure of polling districts?

- 6.1 Milton Keynes currently has 143 polling districts of varying sizes. Maps showing the geographical extent of each district are available on the Council's [website](#).
- 6.2 Details of the name, reference, and elector numbers for each polling district are also detailed on the [website](#).
- 6.3 Each polling district is allocated to a polling station. There are currently 135 polling stations as some stations serve more than one polling district.

7. How will the review work?

- 7.1 The Notice of the Review will be published on Thursday 19 June 2025 and displayed at the Council's offices and on the Council's [webpage](#).
- 7.3 The Notice of Review will be sent to interested parties, including elected representatives, political parties, known disability groups and other stakeholders.
- 7.4 The Council will use its social media feeds to draw attention to the review and the process.
- 7.5 The consultation period will run from 19 June 2025 until 11 September 2025 in accordance with the statutory consultative requirements.
- 7.6 Responses received before the end of the consultation period will be considered as part of a report to Council where it will decide on the most appropriate polling districts and polling places.
- 7.7 If the review results in the alteration of one or more polling districts the Electoral Registration Officer will make the necessary alterations to the electoral register on the 1 December 2025.
- 7.8 Once the Council has agreed the proposals it will publish its conclusions along with all the documents that it is required to publish as set out in guidance from the Electoral Commission.

- 7.9 Electors will be made aware of any changes made to the place they must attend to vote via poll cards prior to an election, online and social media channels.
- 7.10 Following the conclusion of the review the appeals process for any decision made by the Council is set out in guidance from the Electoral Commission. This can be found on their website at www.electoralcommission.org.uk.

8. Who will we consult?

- 8.1 Electors within the authority and the UK Parliamentary constituencies may make representation and the authority welcomes the views of all residents, particularly disabled residents on the authority's proposals, the (Acting) Returning Officer's representation or any other matters.
- 8.2 The authority would also welcome any person or body with expertise in access for persons with any type of disability to comment on the authority's proposals, the (Acting) Returning Officer's representation or any other matters.
- 8.3 The Council is also consulting with elected representatives, City Council Members, political parties, parish and town councils and other parties deemed to have expertise in the process.

9. Timetable for the review

- 9.1 The Polling District and Polling Places Review formally began when the Notice of Review was published.
- 9.2 The revised timetable below outlines the main stages of the review:

Item	Date(s)
Notice of review and draft Council proposals published in Council papers for June Full Council	Papers published Friday 6 June 2025 for Wednesday 18 June meeting
Formal PDR & CGR consultation period (12 weeks)	Thursday 19 June 2025 to 11 September 2025
Final proposals published via meeting agenda and on website	Friday 10 October 2025
Full council meeting to consider and agree final proposals	Wednesday 22 October 2025
Publish electoral register (including any new or amended polling districts)	Monday 1 December 2025
Scheduled all out elections on new polling districts and places	Thursday 7 May 2026

10. How to submit your views

You can respond to the consultation in the following ways:

By an online form available on our website: www.milton-keynes.gov.uk/pdr

By email to: electoralreviews@milton-keynes.gov.uk

By post to:

Polling District and Polling Places Review

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Milton Keynes

City Council