

Title of Report	REVIEW OF POLLING DISTRICTS AND POLLING PLACES	
Presented by	Councillor Robert Ashman, Deputy Leader	
Background Papers	The Electoral Registration and Administration Act 2013 Schedule of current polling districts and polling places Draft recommendations for consultation	Public Report: Yes
		Key Decision: No
Financial Implications	The average cost for hiring a building for use as a polling station is currently £179.40. The cost of providing a mobile polling station is significantly higher at approximately £2,300. The proposals do not include the use of any mobile polling stations, thus if approved, there are no financial implications.	
	Signed off by the Section 151 Officer: Yes	
Legal Implications	Failure to undertake a compulsory review will see the Council failing in its duties under the Representation of the People Act 1983, as amended by the Electoral Registration and Administration Act 2013.	
	Signed off by the Monitoring Officer: Yes	
Staffing & Corporate Implications	None were identified.	
	Signed off by the Head of Paid Service: Yes	
Purpose of Report	To approve the final proposals for the review of polling districts and polling places.	
Recommendations	IT IS RECOMMENDED THAT COUNCIL: 1. APPROVES THE FINAL PROPOSALS IN RESPECT OF THE REVIEW, AS SET OUT IN APPENDIX A TO THE REPORT; 2. DELEGATES AUTHORITY TO THE RETURNING OFFICER TO MAKE, WHERE NECESSARY, ALTERATIONS TO THE DESIGNATION OF ANY POLLING PLACE PRIOR TO THE NEXT FULL REVIEW IN CONSULTATION WITH WARD MEMBERS AND GROUP LEADERS	

1. BACKGROUND

- 1.1 In accordance with the Electoral Registration and Administration Act 2013, every council in England and Wales must undertake and complete a review of all of the polling districts and polling places in its area every five years.
- 1.2 An interim review was carried out in 2018 ahead of the Local Elections, which were held on 2 May 2019. It should be noted that as part of the 2018 review, it was agreed that schools should not be used where there is an alternative, and that costs should be kept down by minimising the use of mobile polling stations. With that in mind, a number of alternative premises were identified and used for the first time.
- 1.3. Following the local elections held on 2 May and the European elections held on 23 May, comments made by the electorate, the staff, candidates and agents have been captured and the Returning Officer's actions against these were subject to a consultation exercise between 19 June to 26 July 2019.
- 1.4 The Electoral Review Working Group met on 16 July to make suggestions in response to the comments made to date, and it met again on 24 September to consider the actions taken and the consequential recommendations.
- 1.5 The outcome of the consultation and the views of the Electoral Review Working Party have been used to inform the final recommendations.

2. TERMINOLOGY

- 2.1 **Polling district:** the area created by the division of a constituency, ward or European Parliamentary electoral region into smaller parts, within which a polling place can be determined, which is convenient to electors. In North West Leicestershire, each ward is divided into a number of polling districts which each have a two or three letter code e.g. AC, ABA based on the ward in which they are located.
- 2.2 **Polling place:** the location (normally the building) in which polling stations will be sited by the Returning Officer.
- 2.3 **Polling station:** the room where the poll takes place (e.g. community room), which must be located within the polling place. The polling station is chosen by the Returning Officer. It is publicised in the Notice of Situation of Polling Stations and communicated to electors via their poll cards and is also published on the Council's website.
- 2.4 Where possible, every polling district should have its own dedicated polling place and all electors in that polling district are assigned to vote at the polling station located in that place.
- 2.5 It should be noted that the terms 'polling place' and 'polling station' are often used interchangeably and most people consider the polling place (such as a community centre) to be the polling station. However, it is possible to have more than one polling station per polling place (e.g. two sets of staff, two ballot boxes, two electoral registers); and these double stations are often provided in polling districts with a large number of electors or where there is a high turnout or a large number of people voting at certain times of the day.

3. THE DESIGNATION OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS

- 3.1 The designation of the district's polling districts and places is the responsibility of the Council.

- 3.2 The allocation of polling stations within polling places is not a Council function and is the responsibility of the Returning Officer for the election concerned. However, in practice, the location of likely polling stations is a key consideration when identifying polling places and the boundaries of polling districts, particularly in those areas of the district where there are no suitable premises.
- 3.3 Polling districts for local government elections are not automatically part of the statutory review. However, the Electoral Commission advises that the polling districts for UK parliamentary and local government elections should always be the same, and it therefore follows that any review of parliamentary polling arrangements should be conducted simultaneously with one of local government arrangements. Consequently, polling districts and polling places adopted by the Council for parliamentary elections will also be effective for local government elections.

4. AIMS OF THE REVIEW

- 4.1 In conducting a review the Council must:
- (a) seek to ensure that all the electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances;
 - (b) seek to ensure that so far as is reasonable and practicable, the polling places it is responsible for are accessible to all electors;
 - (c) have regard to the accessibility of disabled persons to potential polling stations in the polling place;
 - (d) other than in special circumstances, locate the polling place in the polling district it serves; and
 - (e) ensure the polling place is small enough to indicate to electors in different parts of the polling district how they will be able to reach the polling station.
- 4.2 The focus of the review was to identify wherever possible polling places/polling stations which met set criteria, relating to:
- Location
 - Facilities
 - Accessibility
 - Health and Safety

5. POLLING PLACE/STATION VISITS

- 5.1 Officers undertook visits to polling places/stations between July and September 2019. The purpose of these visits was to assess the suitability of existing arrangements and to evaluate alternative polling stations in light of comments and representations received throughout the consultation process.
- 5.2 When assessing the suitability of polling places/stations an assessment of the following issues are taken into account:
- Location and accessibility to electors within the polling district
 - Size – can it accommodate more than one polling station if required?
 - Accessibility – is the building accessible to all those entitled to vote at the polling station?
 - Availability – is the building readily available in the event of an unscheduled election?

- Facilities available in the venue including parking, heating, lighting, toilet facilities and security

6. FUTURE REVIEWS

- 6.1 The next statutory review needs to be undertaken before January 2025.
- 6.2 However, on occasion, it may be necessary to change the designation of a polling place outside of the statutory review process. This can arise as a result of premises being closed, or where better facilities are identified.
- 6.3 The Council is therefore requested to authorise the Returning Officer, in consultation with group leaders and ward members to make changes to the designation of polling places which occur outside of the formal review process.

Policies and other considerations, as appropriate	
Council Priorities:	Our communities are safe, healthy and connected.
Policy Considerations:	None
Safeguarding:	Attempts are made to avoid the use of schools. Where unavoidable, close liaison with the schools ensures a clear separation between the children and the polling station.
Equalities/Diversity:	In determining where polling places should be located, the Council must seek to ensure that all electors have reasonable facilities for voting and that as far as is reasonable and practical, polling places are accessible to all electors. These issues were considered when making the recommendations.
Customer Impact:	The key aims of the recommendations are to meet the needs of our customers as identified through the consultation process.
Environment and Climate Change:	No issues identified.
Economic and Social Impact:	No issues identified.
Consultation/Community Engagement:	Consultations were carried out with the MP, all elected members of the Council, polling station staff, parish councils and the electorate of North West Leicestershire.
Risks:	No risks identified.
Officer Contact	Bev Smith Returning Officer Bev.smith@nwleicestershire.gov.uk

Polling Places Schedule 2020-2025

Ward No.	Ward	Polling District	Polling Place/ Station
1	Appleby	ABA	Church Hall, Church Street, Appleby Magna
		ABB	Old Schoolroom, Chilcote
		ABC	Church Hall, Church Street, Appleby Magna
		ABD	Parish Church, Snarestone
		ABE	Church Hall, Newton Road, Sweystone
		ABF	Newton Burgoland Congregational Church
2	Ashby Castle	AC	Legion House, South Street, Ashby de la Zouch
3	Ashby Holywell	AHA	Beeches Public House, Burton Road, Ashby de la Zouch
		AHB	Beeches Public House, Burton Road, Ashby de la Zouch
4	Ashby Ivanhoe	AIA	Ashby Hill Top Primary School, Ashby de la Zouch
		AIB	Browns Court, Ashby de la Zouch
5	Ashby Money Hill	AM	Ashby Museum, North Street, Ashby de la Zouch
6	Ashby Willesley	ASA	Willesley Recreation Ground Building, Ridgway Road, Ashby de la Zouch
		ASB	Ashby Hastings Scout HQ, Wilfred Gardens, Ashby de la Zouch
7	Ashby Woulds	AWA	Moira Replan Offices, Ashby Road, Moira
		AWB	Mushroom Hall, Main Street, Albert Village
8	Bardon	BAA & BAB	Bardon Hill Sports Club, Bardon Close, Coalville
9	Blackfordby	BLA	Blackfordby Village Hall, Sandtop Lane, Blackfordby
		BLB	Moira Sure Start Centre, Moira Primary School, Blackfordby Lane, Moira
		BLC	Blackfordby Village Hall, Sandtop Lane, Blackfordby
10	Broom Leys	BRA	Hall Lane Methodist Church, Hall Lane, Whitwick
		BRB & BRC	Greenacres Community Centre, Linford Crescent, Coalville
11	Castle Donington Castle	CA	Sure Start Centre, Mount Pleasant, Castle Donington
12	Castle Donington Central	CE	Community Hub, Bondgate, Castle Donington
13	Castle Donington Park	CP	Community Hub, Bondgate, Castle Donington
14	Castle Rock	CRA	Oak Storer Hall, Oaks in Charnwood
		CRB	Agar Nook Community Centre, Belgrave Close, Coalville
15	Coalville East	CTA & CTB	Broom Leys School, Broom Leys Road, Coalville
16	Coalville West	CWA	Community Room, Central Court, Avenue Road, Coalville
		CWB	Christ Church Hall, London Road, Coalville
17	Daleacre Hill	DHA	Village Hall, Nottingham Road, Kegworth
		DHB	Lockington Village Hall, Hemington Lane, Lockington
		DHC	Function Room the Jolly Sailor PH, 21 Main Street, Hemington
18	Ellistown & Battleflat	EB	Community Centre, Whitehill Road, Ellistown

Ward No.	Ward	Polling District	Polling Place/ Station
19	Greenhill	GR	Greenhill Community Church, Charnborough Road, Coalville
20	Hermitage	HE	Hermitage Leisure Centre, Whitwick
21	Holly Hayes	HH	Whitwick Methodist Church, Nr. Market Place, Whitwick
22	Hugglescote St John's	HJ	Hugglescote Community Centre, Grange Road, Hugglescote
23	Hugglescote St Mary's	HMA	Hugglescote Community Centre, Grange Road, Hugglescote
		HMB	Community Room, Central Court, Avenue Road, Coalville
24	ibstock East	IEA	Meeting Room, Baptist Chapel, Chapel Street, Ibstock
		IEB	Community Centre, Whitehill Road, Ellistown
25	ibstock West	IW	The Schoolroom, Wesleyan Reform Church, Melbourne Road, Ibstock
26	Kegworth	KE	Kegworth Library, High Street, Kegworth
27	Long Whatton & Diseworth	LDA	The Guide Friendship Centre, Main Street, Long Whatton
		LDB	Village Hall, Hall Gate, Diseworth
		LDC	Belton Village Hall, School Lane, Belton
28	Measham North	MN	St Laurence Measham Church Hall, High Street, Measham
29	Measham South	MS	Measham Leisure Centre, High Street, Measham
30	Oakthorpe & Donisthorpe	ODA	Donisthorpe Woodlands Centre, Church Street, Donisthorpe
		ODB	Methodist Schoolroom, Acresford
		ODC	Leisure Centre, Measham Road, Oakthorpe
31	Ravenstone & Packington	RPA	The Pavilion, Ravenslea, Ravenstone
		RPB & RPC	Memorial Hall, High Street, Packington
32	Sence Valley	SEA	Heather Village Hall, Swebstone Road, Heather
		SEB	The Schoolroom, Wesleyan Reform Church, Melbourne Road, Ibstock
33	Snibston North	SNA & SNB	Century Theatre, Chiswell Road, Coalville
34	Snibston South	SS	Full Gospel Mission Pentecostal Church, James Street, Coalville
35	Thornborough	TBA	Community Room, Howe Court, Howe Road, Whitwick
		TBB	Holy Cross Parish Rooms, Parsonwood Hill, Whitwick
36	Thringstone	TS	Thringstone Miners Social Centre, Homestead Road, Thringstone
37	Valley	VAA	Swannington Institute, Main Street, Swannington
		VAB	Viscount Beaumont Primary School, Ashby Road, Coleorton
		VAC	Village Hall, Church Lane, Osgathorpe
38	Worthington & Breedon	WBA	St Matthews Church, Church Street, Worthington
		WBB & WBC & WBD	C of E Primary School, School Lane, Newbold
		WBE & WBF	C of E Primary School, Main Street, Breedon on the Hill
		WBG	Beaumont Centre, Nottingham Road, Peggs Green.