

<b>Subject:</b>	Polling District and Places Review – Final Report	<b>Status:</b>	For Publication
<b>Report to:</b>	Council	<b>Date:</b>	30 <sup>th</sup> September 2015
<b>Report of:</b>	Chief Executive as (Acting) Returning Officer – Parliamentary Elections	<b>Portfolio Holder:</b>	Finance and Resources
<b>Key Decision:</b>	<input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception <input type="checkbox"/>	Special Urgency <input type="checkbox"/>
<b>Equality Impact Assessment:</b>	Required:	Yes	Attached: Yes
<b>Biodiversity Impact Assessment</b>	Required:	No	Attached: N/A
<b>Contact Officer:</b>	Joanne Smith	<b>Telephone:</b>	01706 252445
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1.	<b>RECOMMENDATION(S)</b>
1.1	That full Council resolve the proposed amendments to polling district boundaries in Eden Ward as listed in the report at paragraph 5.
1.2	That full Council resolve the proposed amendments to polling district boundaries in Greenslough Ward as listed in the report at paragraph 5.
1.3	That full Council resolve the proposed amendments to polling district boundaries in Irwell Ward as listed in the report at paragraph 5.
1.4	That full Council resolve the proposed amendments to polling district boundaries in Stacksteads Ward as listed in the report at paragraph 5.

## 2. PURPOSE OF REPORT

- 2.1 To seek a decision regarding proposals following the Interim Review of Polling Districts and Polling places requested by full Council on 15 July 2015.

## 3. CORPORATE PRIORITIES

- 3.1 The matters discussed in this report impact directly on the following corporate priorities:
- **Regenerating Rossendale:** This priority focuses on regeneration in its broadest sense, so it means supporting communities that get on well together, attracting sustainable investment, promoting Rossendale, as well as working as an enabler to promote the physical regeneration of Rossendale.
  - **Responsive Value for Money Services:** This priority is about the Council working collaboratively, being a provider, procurer and a commissioner of services that are efficient and that meet the needs of local people.

## 4. RISK ASSESSMENT IMPLICATIONS

- 4.1 There are no specific risk issues for members to consider arising from this report.

## 5. BACKGROUND AND OPTIONS

- 5.1 Under the Representation of the People Act 1983, the Council has a duty to divide the borough into polling districts and to designate a polling place for each district. It also has to keep the polling places and polling districts under review.

5.2 The Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews of UK parliamentary polling districts and polling places. The last compulsory review was to be started and completed between 1 October 2013 and 31 January 2015. Subsequent compulsory reviews must be started and completed within the period of 16 months that starts on 1 October of every fifth year after 1 October 2013. The current interim review was requested by full Council on 15 July 2015 and is in addition to the statutory reviews. Because the Act is set out in relation to Parliamentary elections the (Acting) Returning Officer will be named on documents.

A polling district is a section of a Ward and a polling place must be allocated for each polling district. A polling place can be a geographical area, or it can be a specific building or premises. If no specific polling place is designated then the polling district will be the polling place by default. In addition, and unless there are special circumstances that lead the authority to determine otherwise, each parish must be in a separate polling district.

Councillors should be aware of the distinction between polling districts, places and polling stations. The designation of polling districts and places are a matter for the Council, whereas decisions regarding polling stations are the remit of the (Acting) Returning Officer for each election. The (Acting) Returning Officer is responsible for deciding the arrangement and number of polling stations necessary within each Ward. In doing so he has to have regard for the number of electors, type of election, availability of staff and equipment, previous voter turnout and any other relevant matters. Consequently, the detailed arrangements in each Ward may vary from election to election. The (Acting) Returning Officer is grateful for comments and suggestions regarding polling stations which will assist him in making these provisions.

The interim review began with a notice being displayed at Council offices, on the Council's website and a copy published in a press release. This explained who was to be consulted, where documents relating to the review were available and invited representation and comments from any interested persons. Consultation took place during August 2015 and changes arising from the review will be included in the annually revised Register of Electors to be published on 1 December 2015.

5.3 When conducting the Review it was important to take into consideration the effect of postal voting on the turnout at polling stations. Since changes in legislation in 2000, allowing all voters the option to vote by post, the number of permanent postal voters in the borough has risen annually. In 2000 there were 1197 postal voters and the latest figure in 2015 was 8681, with further postal voting forms being requested during the annual canvass. As the current number of people on the Register is 52572 that equates to 16.5% of the electorate voting by post which in turn significantly reduces the number of people attending polling stations.

#### 5.4 *The Review Process*

A considerable amount of background information was necessary to inform the decision to be made by the (Acting) Returning Officer, including the following:

- Electorate figures, broken down to polling district level
- Details of existing polling places and an indication as to their overall suitability for the purpose
- Details of potential alternative polling places and locations which might appear suitable
- Maps detailing polling stations and polling district boundaries

## 5.5 Consultation

Notice of the Review and supporting information was placed on the Council's website, in the One Stop Shop and in local libraries. It was sent to the (Acting) Returning Officer for Hyndburn Constituency, Borough and County Councillors, MP's, Parish Office and National Disability Organisations. A cross party Consultation Working Group was also established. Comments were invited from any other interested parties. Information provided by Polling Station Inspectors and voters held at elections since the last Review held in 2013 were also used.

## 5.6 Responses

7 representations were received in response to the consultation from: the Cross Party Working Group; five Councillors; and the (Acting) Returning Officer for Hyndburn. The cross party Consultation Working Group's suggestions and comments have been summarised in the table below and included in the table at Appendix A. Once any changes have been resolved, the findings of the Review will be published, in line with legislation, together with the designation of polling places, suggested proposals for the (Acting) Returning Officer regarding the location of polling stations and the reasons for any changes.

## 5.7 Proposals

Each Ward is dealt with separately and the (Acting) Returning Officer's proposals for polling districts, polling places and polling stations are shown in Appendix A. To summarise, it is proposed that the existing polling districts and places (not stations) remain the same, except for the following: -

Wards and Proposed Polling Stations	Polling District	Changes Resolved
EDEN		
Stubbins Primary School	HE1	Reduction in area with east section removed and included in additional polling district HE3 as below
Edenfield CE School	HE2	Reduction in area with the south section from intersection of Bury Road, Market Street and Rochdale Road removed and included in HE3 as below
Edenfield Methodist Church (if available)	HE3	HE1 split along motorway and east section named HE3 along with the southern part of HE1 from junction of Bury Road, Market Street and Rochdale Road as above

<b>GREENSCLOUGH</b>		
Northern School	BG1	
Bacup Cricket Club	BG2	Reduction in polling district with west section being removed and included into BG4 as below.
Bacup Scout Group	BG3	Additional polling district formed from east section of BG4.
Bacup Scout Group	BG4	Increase in polling district to take in west portion of BG2 and north portion of current BG3 (Bankside Lane) and move existing polling station from Trinity Baptist Church
Futures Park	BG5	Reduction in area with properties on Bankside Lane included in BG4 as set out above and rename from BG3 to BG5
<b>IRWELL</b>		
The Maden Centre	BI1	Reduction in area with south section forming BI2 below
Bacup Family Centre	BI2	Mid section of Irwell ward to form an additional polling district and named BI2
Britannia CP School	BI3	Reduction in area with north section included in BI2 above. Rename BI3
<b>STACKSTEADS</b>		
Acre Mill Baptist Church	BS1	Reduction in polling district with west section being removed and included in BS3 below.
Stacksteads Band Room	BS2	Reduction in polling district with north section being removed and included in BS3 below.
Holy Trinity School	BS3	West section of BS1 (from Holy Trinity School) and north section of BS2 (Newchurch Road and above) forming additional polling district of BS3.

## **COMMENTS FROM STATUTORY OFFICERS:**

### **6. SECTION 151 OFFICER**

- 6.1 The financial implications of the report, should the recommendations be approved, are an additional annual budget pressure of £1,650. Members should consider this pressure in the context of the Council's wider Medium Term Financial Strategy.

### **7. MONITORING OFFICER**

- 7.1 Legal comments included within the report.

### **8. POLICY IMPLICATIONS AND CONSULTATION CARRIED OUT**

- 8.1 The review has considered the equality implications of proposing any changes to existing arrangements. A community impact assessment has been undertaken.

8.2 Consultation has been carried out directly with elected Members, other interested groups and members of the public in line with statutory requirements. A consultation working group also fed into the review.

## 9. CONCLUSION

9.1 That the Council make a decision regarding proposed amendments to polling districts and any comments it wishes to the (Acting) Returning Officer to consider in relation to his proposals for the citing of polling stations.

Background Papers	
Document	Place of Inspection
The Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006	Elections Office, Futures Park, Bacup

### Appendices

- A. Polling District Review Breakdown 2015
- B. Polling District Review 2015 – Financial Implications
- C. Community Impact Assessment
- D. Responses Received to Consultation

## POLLING DISTRICT REVIEW BREAKDOWN 2015

### Final Recommendations

WARDS & POLLING STATIONS	Polling District	Polling Station Electors	2015 Polling Station Turnout	Postal Vote Electors	Electors aged over 70	Information
<b>CRIBDEN (BME 11%) 5.3% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
St. James the Less	RC1 / 2	2339	69%	504	303	This Church building has been used as a polling station for many years and residents are used to voting there. There is good car parking space and there is level access to the polling station. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
<b>EDEN (BME 2%) 1.4% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
Stubbins CP School	HE1	600 (approx)	68%	359	195	This school building has been used as a polling station for many years and residents are used to voting there. The school is closed during election day. There is parking outside the school and facilities for disabled users. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Edenfield CE School	HE2	900 (approx)	75%	249	145	This school building has been used as a polling station for many years and residents are used to voting there. There is parking outside the school and level access for disabled users. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.

<b>WARDS &amp; POLLING STATIONS</b>	<b>Polling District</b>	<b>Polling Station Electors</b>	<b>2015 Polling Station Turnout</b>	<b>Postal Vote Electors</b>	<b>Electors aged over 70</b>	<b>Information</b>
Edenfield Methodist Church (if available)	HE3	775 (approx)	Unknown as is new station			This Church building has not been used as a polling station previously. If available it will be assessed prior to use as a polling station. There appears to be no other public building in the polling district that could be used as a polling station.
<b>FACIT AND SHAWFORTH (BME 2%) 1% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
Shawforth Methodist	WF1	664	58%	105	73	This Church building has been used as a polling station for many years and residents are used to voting there. There is parking available on the roadside and an alternative entrance for disabled users. There appears to be no alternative suitable public building in the polling district that would be a better alternative for voters.
Whitworth Civic Hall	WF2	1843	60%	292	340	This public building has been used as a polling station for several years and residents are used to voting there. There is ample parking on the site and there is good disabled access. There appears to be no better alternative public building in the polling district that would be a better alternative for voters.
<b>GOODSHAW (BME 2%) 1.6% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
Goodshaw Baptist Church	RG1	1814	69%	403	258	This Church building has been used as a polling station for many years and residents are used to voting there. There is parking available on the roadside and an alternative entrance for disabled users. There appears to be no alternative suitable public building in the polling district that would be a better alternative for voters.

<b>WARDS &amp; POLLING STATIONS</b>	<b>Polling District</b>	<b>Polling Station Electors</b>	<b>2015 Polling Station Turnout</b>	<b>Postal Vote Electors</b>	<b>Electors aged over 70</b>	<b>Information</b>
Rakefoot Methodist Church	RG2	842	67%	146	80	This Church building has been used as a polling station for many years and residents are used to voting there. There is on street car parking. There is a small step and ramp to the premises providing disabled access. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
<b>GREENFIELD (BME 12%) 4.9% English 2<sup>nd</sup> language</b>	Hyndburn Parliamentary Constituency					
Tor View School, The Ewood Centre	HG1	677	71%	120	113	This school building has been used as a polling station for many years and residents are used to voting there. The Ewood Centre is a new building which is accessible for wheelchair users and has adequate parking. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Station 1: Haslingden CP School	HG2	1474	62%	326	328	This school building has been used as a polling station for many years and residents are used to voting there. The premises are accessible for wheelchair users and there is adequate roadside parking. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Station 2: Haslingden CP School	HG3	1477	62%	357	165	This school building has been used as a polling station for many years and residents are used to voting there. The premises are accessible for wheelchair users and there is adequate roadside parking. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.

WARDS & POLLING STATIONS	Polling District	Polling Station Electors	2015 Polling Station Turnout	Postal Vote Electors	Electors aged over 70	Information
<b>GREENSCLOUGH (BME 2%) 1.6% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
Northern School	BG1	1025	62%	234	102	This school building has served as a polling station for many years and residents are used to voting there. The school remains open on election days. There is roadside parking outside the school but access is not ideal due to a small step at the entrance and also into the classroom which may limit accessibility for wheelchair users. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Bacup Cricket Club	BG2	600 (approx)	58%	318 (May 2015)	218 (May 2015)	The cricket club building has served as a polling station for many years and residents are used to voting there. There is good parking and the building is accessible for wheelchair users. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Futures Park	BG3	500 (approx)	64%	161 (May 2015)	116 (May 2015)	This building has been used as a polling station for several years and local residents are used to voting there. There is good parking and disabled access. There appears to be no other public building in the polling district that would be a better alternative for voters.
Bacup Scout Building	BG4 & BG5	1392 (approx)	55%	120 (May 2015)	98 (May 2015)	This scout building not been used for voting for several years however it is in a visible roadside and visible location and has parking and disabled access. There appears to be no other public building in the polling district that would offer a better alternative for voters.

WARDS & POLLING STATIONS	Polling District	Polling Station Electors	2015 Polling Station Turnout	Postal Vote Electors	Electors aged over 70	Information
<b>HAREHOLME (BME 9%) 4% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
Kay Street Baptist Church	RH1	986	71%	235	163	This church building has been used as a polling station for many years and residents are used to voting there. There is roadside parking and level access for disabled users. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
38 <sup>th</sup> Rossendale Scout Hut	RH2	700	64%	185	132	This scout building has been used as a polling station for several years and residents are used to voting there. There is on-site parking and level access for disabled users. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
St Nicholas CE School	RH3	1330	62%	309	252	This school building has been used as a polling station for many years and residents are used to voting there. There is adequate parking and disabled access however the lane approaching the school is unlit which is not ideal outside daylight hours. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Station 1: Mencap House	RH4	364	58%	95	64	This community building has been used as a polling station for numerous elections historically and polling returned in 2015 as the Horse and Bamboo Theatre (which was used previously) was not available. There is on street parking and disabled access. There appears to be no other suitable public building in the polling district that would be a

<b>WARDS &amp; POLLING STATIONS</b>	<b>Polling District</b>	<b>Polling Station Electors</b>	<b>2015 Polling Station Turnout</b>	<b>Postal Vote Electors</b>	<b>Electors aged over 70</b>	<b>Information</b>
						better alternative for voters.
<b>HEALEY &amp; WHITWORTH (BME 2%) 1.3% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
Whitworth Children's Centre	WH1	1787	55%	214	318	This community building has been used as a polling station for many years and residents are used to voting there. The premises are accessible for disabled users and there is adequate parking. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Tonacliffe Primary School	WH2	780	64%	180	116	This school building has been used as a polling station for many years and residents are used to voting there. The premises are accessible for disabled users and there is adequate parking. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
<b>HELMSHORE (BME 3%) 1.7% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
Ravencroft, Communal Room	HH1	1226	61%	301	337	This community building has been used as a polling station for several years and residents are used to voting there. It has adequate on street parking and is accessible for disabled users. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Helmshore CP School	HH2	1550	76%	364	261	This school building has been used as a polling station for many years and residents are used to voting there. The

WARDS & POLLING STATIONS	Polling District	Polling Station Electors	2015 Polling Station Turnout	Postal Vote Electors	Electors aged over 70	Information
						premises are accessible for wheelchair users and there is adequate parking. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Helmshore Textile Museum	HH3	1106	75%	252	102	This museum building has been used for many years as a polling station and residents are used to voting there. The premises have disabled access and parking. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
<b>IRWELL (BME 2%) 1.4% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
The Maden Centre	BI1	1000	49%	283 (May 2015)	198 (May 2015)	This community building has served as a polling station for several years and residents are used to voting there. There is car parking on site and disabled access. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Bacup Family Centre	BI2	1500	Unknown as is new station			This community building was previously been used as a polling station several years ago. It has roadside parking and disabled access. There appears to be no other more suitable public building in the polling district that would be a better alternative for voters.
Britannia CP School	BI3	900	61%	436 (May 2015)	199 (May 2015)	This school building has served as a polling station for many years and residents are used to voting there. There is a separate entrance to the polling station which provides disabled access. There is adequate car parking in the school playground. There appears to be no other suitable

WARDS & POLLING STATIONS	Polling District	Polling Station Electors	2015 Polling Station Turnout	Postal Vote Electors	Electors aged over 70	Information
						public building in the polling district that would be a better alternative for voters.
<b>LONGHOLME (BME 9%)</b> <b>3.9% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
21 <sup>st</sup> Scout Headquarters – Cherry Crescent	RL1	1867	61%	350	297	This scout building has been used for many years as a polling station and residents are used to voting there. There is on street parking and disabled access. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Rawtenstall Library	RL2	1053	69%	200	130	This library building has been used as a polling station for two years. There is limited on street parking and the building has disabled access. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Rossendale Museum	RL3	537	77%	137	111	This museum building has been used as a polling station for several years and residents are used to voting there. There is adequate on site parking and the building has disabled access. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
<b>STACKSTEADS (BME 3%)</b> <b>1.7% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
Acre Mill Baptist Church	BS1	1000 (approx.)	52%	303 (May 2015)	193 (May 2015)	This church building has been used for a polling station for three years. There is adequate parking and good disabled access. There appears to be no other suitable public

<b>WARDS &amp; POLLING STATIONS</b>	<b>Polling District</b>	<b>Polling Station Electors</b>	<b>2015 Polling Station Turnout</b>	<b>Postal Vote Electors</b>	<b>Electors aged over 70</b>	<b>Information</b>
						building in the polling district that would be a better alternative for voters.
Stacksteads Band Room	BS2	735 (approx.)	61%	194 (May 2015)	151 (May 2015)	This band room building has been used as a polling station for two years. There is adequate on street parking and good disabled access. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Holy Trinity School	BS3	668 (approx.)	Unknown as is new station			This school building has been used previously as a polling station. There is on street parking and disabled access. Although the Headmaster does not want us to use the building there appears to be no other suitable public building in the polling district that would be a better alternative for voters.
<b>WHITEWELL (BME 2%) 1.2% English 2<sup>nd</sup> language</b>	Rossendale with Darwen Parliamentary Constituency					
Station 2: Mencap House	RW1	986	62%	240	157	This community building has been used as a polling station for numerous elections historically and polling returned in 2015 as the Horse and Bamboo Theatre (which had been used previously) was not available. There is on street parking and disabled access. There appears to be no other suitable public building in the polling district that would be a better alternative for voters.
Edgeside Baptist Church	RW2	1220	59%	238	147	This church building has been used as a polling station for many years and residents are used to voting there. There is on street parking and disabled access to the building. There appears to be no other suitable public building in the

<b>WARDS &amp; POLLING STATIONS</b>	<b>Polling District</b>	<b>Polling Station Electors</b>	<b>2015 Polling Station Turnout</b>	<b>Postal Vote Electors</b>	<b>Electors aged over 70</b>	<b>Information</b>
						polling district that would be a better alternative for voters.
Whitewell Bottom Community Centre	RW3	695	60%	67	97	This community building has been used for many years and local residents are used to voting there. There is parking available at the Centre and disabled access to the polling station. There appears to be no other suitable alternative public building in the polling district that would be a better alternative for voters.
Lumb Baptist Church	RW4	720	65%	138	81	This church building has been used as a polling station for many years by local residents who are used to voting there. There is good parking and disabled access to the station. There appears to be no other suitable alternative public building in the polling district that would be a better alternative for voters.
<b>WORSLEY (BME 19%) 8.8% English 2<sup>nd</sup> language</b>	Hyndburn Parliamentary Constituency					
St John's CE School	HW1	998	62%	175	162	This school building has been used as a polling station for many years and local residents are used to voting there. There is adequate on street parking and good disabled access. There appears to be no other suitable alternative public building in the polling district that would be a better alternative for voters.
Haslingden Community Link	HW2	1303	57%	146	98	This community building has been used as a polling station for many years and local residents are used to voting there. There is good parking and disabled access. There appears to be no other suitable alternative public building in the polling district that would be a better alternative for

WARDS & POLLING STATIONS	Polling District	Polling Station Electors	2015 Polling Station Turnout	Postal Vote Electors	Electors aged over 70	Information
						voters.
St James CE School	HW3	1547	53%	276	194	This school building has been used as a polling station for many years and local residents are used to voting there. There is adequate on street parking and good disabled access. There appears to be no other suitable alternative public building in the polling district that would be a better alternative for voters.

POLLING DISTRICT REVIEW 2015 – FINANCIAL IMPLICATIONS

Ward	Polling Station Electorate	Additional Poll Station	Budget Increase	Number of Stations after Review
Cribden	2339	-		1
Eden	2317	Edenfield Methodist Church	£550	3
Facit & Shawforth	2507	-		2
Goodshaw	2683	-		2
Greenfield	3628	-		3
Greensclough	3542	-		4
Hareholme	3550	-		4
Healey & Whitworth	2567	-		2
Helmshore	3882	-		3
Irwell	3435	Bacup Family Centre	£550	3
Longholme	3457	-		3
Stacksteads	2403	Holy Trinity School	£550	2
Whitewell	3621	-		4
Worsley	3848	-		3
14			£1650	39

## Community Impact Assessment Form

<b>Name of Strategy/Policy:</b>	Interim Polling District Review 2015	
<b>Officer Name(s):</b>	Joanne Smith	
<b>Job Title &amp; Location:</b>	Elections Manager, Futures Park	
<b>Department/Service Area:</b>	Legal and Democratic Services	
<b>Telephone &amp; E-mail Contact:</b>	01706 252445 joannesmith@rossendalebc.gov.uk	
<b>Date Assessment:</b>	<b>Commenced:</b> 1 August 2015	<b>Completed:</b> 31 August 2015

### 1. Impact Assessment – Policy and Target Outcomes

- a) Summarise the main aims/objectives of the strategy, policy, procedure, project or decision (refer to “**Notes for Guidance**” for details).

A polling district review is a legal requirement and must be carried out by the (Acting) Returning Officer within four years of the previous review.

The review looks at polling districts (the sub sectioning of wards) and their boundaries. Associated as part of the review is to consider the location of polling stations and their use by electors. Changes to boundaries must be passed by full Council and recommendations may be made to the (Acting) Returning Officer in relation to polling stations.

The report recommends that:

- Changes to polling district boundaries are proposed to Eden ward to increase the number of polling stations from two to three with an additional station at Edenfield Methodist Church, if the building is available;
- Changes to polling district boundaries are proposed to Greensclough ward which will move one polling station to allow more level access for elderly residents.
- Changes to polling district boundaries are proposed to Irwell ward to increase the number of polling stations from two to three with an additional station at Bacup Family Centre.
- Changes to polling district boundaries are proposed to Stacksteads ward to increase the number of polling stations from two to three with an additional station at Holy Trinity School.

If additional changes are recommended an additional community impact assessment will be undertaken as appropriate to consider impact.

- b) Is the policy or decision under review?

The decision regarding polling districts is reviewed every five years (within 18 months prior to a Parliamentary election) and the allocation of polling stations is made by the Returning Officer annually prior to elections.

<b>Responsible Section/Team</b>	Legal & Democratic	<b>Version</b>	1
<b>Responsible Author</b>	Joanne Smith	<b>Due for review</b>	2018
<b>Date last amended</b>	1 October 2013	<b>Page 1 of 6</b>	

- c) Main or intended groups identified as beneficiaries, targets or users of (or affected in any other way) this strategy, policy, project, procedure or decision?  
Please specify in box below:

Main beneficiaries:

- Registered electors
- Staff

- d) Please detail below specific equality groups who will be the main beneficiaries, targets and users of this strategy, policy, project, procedure or decision, or who will be affected in any other way.

Key equality groups as main beneficiaries or affected in any other way (where appropriate):

- The polling district review considers access of polling stations and intends to provide accessible buildings to disabled users where possible.

- e) Information considered in making this decision / recommendation regarding the communities affected by this.

- Over 70's statistics (gained from Register of Electors)
- Ethnicity data (from Census 2011)
- Polling station building data (collected May 2015 by Polling Station Inspectors)
- Customer complaint feedback (collected since last Review 2013)
- Responses from consultation held between 1<sup>st</sup> – 31<sup>st</sup> August 2015
- Consultation with elected members

- f) Is further consultation, data collection or research still required?

Yes

No ✓

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## 2. Impact – Evidence

Using the table below please tick whether you have evidence that the policy/strategy/decision has a negative, positive or neutral impact **from an equalities perspective** on any of the equality groups listed below. **Throughout this document please also give consideration to the wider community cohesion impacts within and between the groups identified.**

Equality		Positive Impact (It could benefit)	Negative Impact (It could disadvantage)	Reason and any mitigating actions already in place (to reduce any adverse /negative impacts <u>or</u> reasons why it will be of positive benefit or contribution)	No Impact
Age	Older people (60+)			The review may benefit disabled people as access at polling stations is considered during the Review and buildings with better access will be chosen over those with less suitable access.	X
	Younger people (17-25), and children				X
Disability	Physical/learning/mental health	x			X
Race (Ethnicity or Nationality)	Asian or Asian British people				X
	Black or black British people				X
	Chinese or other ethnic people				X
	Irish people				X
	White people				X
	Chinese people				X
	Gypsies & Travellers				X
	Other minority communities not listed above (please state)				X
Gender	Women				X
	Men				X
Sexual Orientation	Lesbian women, gay men and bisexual people				X

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Equality		Positive Impact (It could benefit)	Negative Impact (It could disadvantage)	Reason and any mitigating actions already in place (to reduce any adverse /negative impacts <u>or</u> reasons why it will be of positive benefit or contribution)	No Impact
Belief or Religion					X
Gender Reassignment	Transsexual people				X
Pregnancy and Maternity					X
Marriage and Civil Partnership (employment only)					X

**Notes:**

\* Faith groups cover a wide range of groupings, the most common of which are Muslims, Buddhists, Jews, Christians, Sikhs, Hindus. Consider faith categories individually and collectively when considering positive and negative impacts

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### 3. Impact – Nature/Type

- a) Could you further improve the strategy, project, policy, procedure or decision's positive or neutral impact? If “Yes”, this should be detailed in the Action Plan.

YES

No ✓

- b) Actions arising from the impact assessment should form part of the Service Planning Process.

**Key Actions:**

- Continue to monitor all polling stations annually to ensure they are accessible
- Continue to promote postal voting as an option to all electors

### 4. Impact Assessment - Summary

**Key Findings**

Please list the major outcomes/results/findings of this assessment in relation to equality which require action by the Council detailing these in the Action Plan at the back at this document. If no specific actions have been identified please detail your key findings below:

- The majority of polling districts will have no changes made as a result of the polling district review.
- No significant negative equality impacts have been identified should the recommended changes of the Polling District review be approved.

### 5. Impact Assessment – Further Action

Please give the details of the monitoring/evaluation/review process that has/will be set up to check the successful implementation of the policy, project, strategy or decision including improved outcomes/impact and identify the review date.

**Evaluation/ monitoring/ review process:**

- Polling stations will continue to be reviewed annually by the Returning Officer's staff
- Complaints by electors/others will be dealt with by the Returning Officer's staff as they arise
- Issues regarding polling districts will be logged and included in the next polling district review

Review Date: Next Polling District Review to be completed by 1 December 2018.

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## 6. IMPACT ASSESSMENT ACTION PLAN

Please list below any recommendations for action that you plan to take as a result of this impact assessment (refer to Sections 3 & 4).

Issue	Action required	Lead officer	Timescale	Resource implications	Comments
NA					

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