

Subject:	Polling District and Places Review – Final Report	Status:	For Publication
Report to:	Council	Date:	28 September 2011
Report of:	Chief Executive as (Acting) Returning Officer - Parliamentary	Portfolio Holder:	Finance and Resources
Key Decision:	<input checked="" type="checkbox"/> Forward Plan <input type="checkbox"/>	General Exception <input type="checkbox"/>	Special Urgency <input type="checkbox"/>
Community Impact Assessment:	Required:	Yes	Attached: Yes
Biodiversity Impact Assessment	Required:	No	Attached: N/A
Contact Officer:	Joanne Smith	Telephone:	01706 252445
Email:	joannesmith@rossendalebc.gov.uk		

1.	RECOMMENDATION(S)
1.1	That full Council resolve the amendments to polling district boundaries as listed in the report at paragraph 5.7.
1.2	That full Council resolve the merging of polling districts as listed in the report at paragraph 5.7.
1.3	That full Council resolve the re-naming of polling districts as recommended by the Cross Party Working Group and listed in the report at paragraph 5.7.
1.4	That full Council resolve recommendations to the (Acting) Returning Officer regarding the location of polling stations and listed in the report at paragraph 5.7.

2. PURPOSE OF REPORT

- 2.1 To seek approval of the proposals following the Review of Polling Districts and Polling places as required by the Electoral Administration Act 2006.

3. CORPORATE PRIORITIES

- 3.1 The matters discussed in this report impact directly on the following corporate priorities:
- **A healthy and successful Rossendale** – supporting vibrant communities and a strong economy.
 - **Responsive and value for money local services** – responding to and meeting the different needs of customers and improving the cost effectiveness of services.

4. RISK ASSESSMENT IMPLICATIONS

- 4.1 All the issues raised and the recommendation(s) in this report involve risk considerations as set out below:

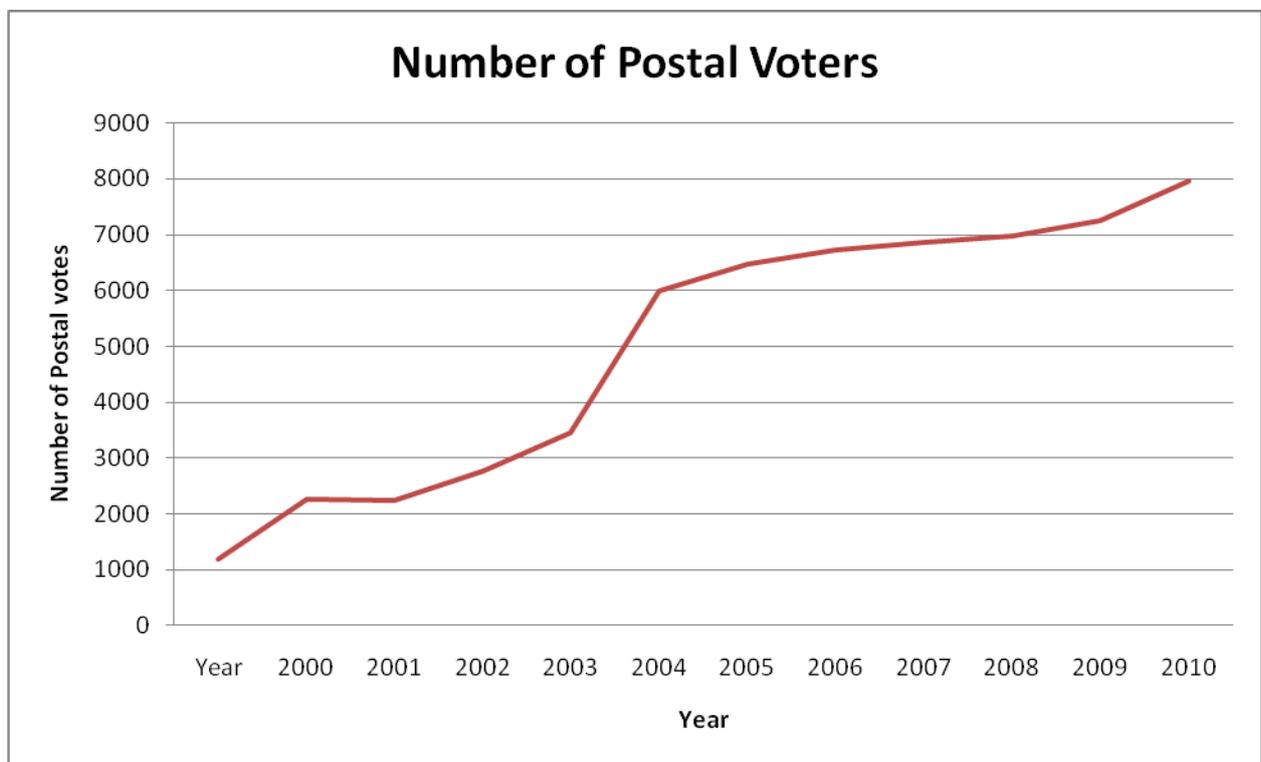
The review is a statutory requirement and the council will be in breach if a review is not undertaken.

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 Section 16 of the Electoral Administration Act 2006, which came into force on 1st January 2007, introduced a number of changes to the Representation of the People Act 1983 in respect of the way in which reviews of polling districts and polling places must be undertaken. Requirements of the Act were set out in the previous report to full Council on 20 July 2011.

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 2011 is 7960, with many further postal voting forms being requested during the annual canvass. As the current number of people on the Register is 52864 that equates to 15% of the electorate voting by post which in turn significantly reduces the number of people attending polling stations. In the May 2011 Referendum 11% of voters chose to vote by post and a further 27% voted in polling stations, therefore when looking at the number of people allocated to a polling station it is necessary to remember that approximately 30% of the people allocated will use the facility. This figure will however increase at Parliamentary elections.



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, Local Community Groups and National Disability Organisations. Comments were invited from any interested parties. Information provided by Polling Station Inspectors and voters held at elections since the last Review held in 2007 were also used.

5.6 Responses

6 representations were received in response to the consultation. These were considered by the Cross Party Working Group along with the (Acting) Returning Officer's comments on the existing arrangements and the proposals for any amendments. The Working Group's suggestions and comments have been summarised in the table below and included in the table at Appendix A. It was noted during a meeting of this Group that members did not wholly agree with the re-naming of polling districts as suggested by the Cross Party Working Group to reflect the Neighbourhood Forum areas. Once any changes have been approved, 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 Polling Stations	Polling District	Information
CRIBDEN		
St Paul's Centre	RD	Propose rename polling district RC1. Recommend one station for Cribden Ward, ideally at St James the Less, if available.
St James the Less	RE	Propose rename polling district RC2.
EDEN		
Stubbins Primary School	ME	Propose rename polling district HE1.
Edenfield CE School	MF	Propose rename polling district HE2.
Bleakholt Animal Sanctuary	MK	Propose rename polling district HE3.
FACIT AND SHAWFORTH		
Whitworth Civic Hall	WA	Propose rename polling district WF2.
Shawforth Methodist	WB	Propose rename polling district WF1.
GOODSHAW		
Goodshaw Baptist Church	RA, RB	Propose merge polling districts. Propose rename RG1.
Rakefoot Methodist Church	RC	Propose rename polling district RG2.
GREENFIELD		
Tor View School	RHH	Propose rename polling district HG1.

Stn 1 Haslingden CP School	RHF	Propose rename polling district HG2
Stn 2 Haslingden CP School	RHG	Propose rename polling district HG3.
GREENSCLOUGH		
Northern School	BA	Propose rename polling district BG1.
Bacup Cricket Club	BB, BC, BE	Propose merge polling districts. Propose rename BG2.
Stubbylee Hall	BD	Propose rename polling district BG3.
Trinity Baptist Church	BF	Propose rename polling district BG4.
HAREHOLME		
Kay Street Baptist Church	RK, RL	Propose merge polling districts. Propose rename RH1.
38 th Rossendale Scout Hut	RM	Propose rename polling district RH2.
St Nicholas School	RN, RP	Propose merge polling districts. Propose rename RH3. Recommend to (A)RO that if polling station remains at St Nicholas School gates at all entrances be kept open to facilitate access to voters; alternatively suggest locations at Woodside Community Centre or Staghills Nursery.
Mencap House	RO	Propose rename polling district RH4. Recommend one polling place for Waterfoot with two polling stations located within. Suggest Old Library if available. Defer to (A)RO to designate polling place for this polling district dependent upon availability of location.
HEALEY AND WHITWORTH		
Tonacliffe Primary School	WD	Propose rename polling district WH2.
Whitworth Childrens' Centre	WC, WE	Propose rename polling district WH1.
HELMSHORE		
Ravencroft Communal Room	HI	Propose rename polling district HH1.
Helmshore CP School	HJ	Propose rename polling district HH2. Confirm the move of Mill Masters House and Helmshore Cottage into HK.
Helmshore Textile Museum	HK	Propose rename polling district HH3.
IRWELL		
The Maden Centre	BG, BI	Propose merge polling districts. Propose rename BI1.
Britannia CP School	BH	Propose rename polling district BI2.
St Mary's RC School	BJ	Propose rename polling district BI3.
LONGHOLME		
Oakenhead Resource	RF	Propose rename polling district RL2.

Centre		
Whitaker Park Museum	RG	Propose rename polling district RL3.
21 st Rossendale Scout Headquarters, Cherry Cres.	RH, RI, RJ	Propose merge polling districts. Propose rename RL1.
STACKSTEADS		
Holy Trinity CE School	BL, BM	Propose merge polling districts. Propose rename BS1. Propose move Folly Farm and Folly Clough Farm from BN to BM.
Stacksteads Methodist Church	BN, BO	Propose merge polling districts. Propose rename BS2.
WHITEWELL		
Waterfoot CP School	RQ, RR	Propose merge polling districts. Propose rename RW1. Recommend one polling place for Waterfoot with two polling stations located within. Suggest Old Library if available. Defer to (A)RO to designate polling place for this polling district dependent upon availability of location.
Edgeside Baptist Church	RS, RT	Propose merge polling districts. Propose rename RW2.
Whitewell Bottom Community Centre	RU	Propose rename polling district RW3.
Lumb Baptist Church	RV	Propose rename polling district RW4.
WORSLEY		
Stonefold CE School	RHA, RHB	Propose merge polling districts. Propose rename HW1.
St James CE School	RHC, RHD	Propose merge polling districts. Propose rename HW2.
Haslingden Community Link	RHE	Propose rename polling district HW3.

COMMENTS FROM STATUTORY OFFICERS:

6. SECTION 151 OFFICER

6.1 Any financial implications will be met from existing budget resources.

7. MONITORING OFFICER

7.1 Legal comments included within the report.

8. HEAD OF PEOPLE AND POLICY (ON BEHALF OF THE HEAD OF PAID SERVICE)

8.1 As part of its deliberations the review needs to consider the equality implications of proposing any changes to existing arrangements. A community impact assessment has been undertaken.

9. CONSULTATION CARRIED OUT

- 9.1 With elected Members, community groups and other interested groups and members of the public in line with statutory requirements.
- 9.2 Policy Overview and Scrutiny Committee.

10. CONCLUSION

- 10.1 That the Council make any comments it wishes to the (Acting) Returning Officer to consider in relation to her 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 2011
- B. Polling District Review 2011 – Financial Implications
- C. Community Impact Assessment

POLLING DISTRICT REVIEW BREAKDOWN 2011

WARDS & POLLING STATIONS	Polling District	Polling Station Voters	Postal Voters	Over 70's	Information
CRIBDEN (BME 8.32%)	Rossendale with Darwen Parliamentary Constituency				
St Paul's Centre RENAME RC1	RD	1610	305	174	This church building has been used as a polling station for the last two years. There is limited parking and access for disabled users, although entrance is quite narrow as is doorway and corridor into voting room. There appears to be no other suitable public building within the polling district that would offer a better alternative.
St. James the Less RENAME RC2	RE	794	124	127	<p>This Church building has been used as a polling station for many years and local people 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 within the polling district that would offer a better alternative.</p> <p>It is proposed that RD (RC1) and RE (RC2) share one polling station due to the compact size of the ward. Recommend to (A)RO that St James the Less to be used for this purpose if available. The two polling stations are 1/5 of a mile apart.</p>
EDEN (BME 1.16%)	Rossendale with Darwen Parliamentary Constituency				
Stubbins CP School RENAME HE1	ME	1365	295	179	This school building has been used as a polling station for many years and local people are used to voting there. The school is closed for elections. There is parking outside the school and facilities for disabled users.

WARDS & POLLING STATIONS	Polling District	Polling Station Voters	Postal Voters	Over 70's	Information
Edenfield CE School RENAME HE2	MF	751	153	116	This school building has been used as a polling station for many years and local people 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 within the polling district that would offer a better alternative.
Bleakholt Animal Sanctuary RENAME HE3	MK	236	78	25	This Visitor Centre has been used as a polling station for many years. Local people are used to voting there and no alternative seems to be available. There is parking at the centre and level access for disabled users.
FACIT AND SHAWFORTH (BME 1.14%)	Rossendale with Darwen Parliamentary Constituency				
Whitworth Civic Hall RENAME WF2	WA	1855	235	319	This public building is new and has good access and parking. There appears to be no better alternative public building within the polling district that would offer a better alternative.
Shawforth Methodist RENAME WF1	WB	709	86	76	This Church building has been used as a polling station for many years and local people 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 within the polling district that would offer a better alternative.
GOODSHAW (BME 1.09%)	Rossendale with Darwen Parliamentary Constituency				
Goodshaw Baptist Church RENAME RG1	RA RB	1859	364	250	This Church building has been used as a polling station for many years and local people 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 within the polling district that would offer a better alternative.

WARDS & POLLING STATIONS	Polling District	Polling Station Voters	Postal Voters	Over 70's	Information
Rakefoot Methodist Church RENAME RG2	RC	834	132	78	This Church building has served as a polling station for many years and local people are used to voting there. There is on street car parking. There are 2 steps to the premises and no disabled access and the path becomes slippery if it rains therefore a warning sign has been suggested. There appears to be no other suitable public building within the polling district that would offer a better alternative.
GREENFIELD (BME 8.39%)	Hyndburn Parliamentary Constituency				
Tor View School RENAME HG1	RHH	687	117	99	This school building has been used as a polling station for many years and local people are used to voting there. The premises are accessible for wheelchair users and there is adequate parking. There appears to be no other suitable public building within the polling district that would offer a better alternative.
Stn 1 Haslingden CP School RENAME HG2	RHF	1535	308	322	This school building has been used as a polling station for many years and local people 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 within the polling district that would offer a better alternative.
Stn 2 Haslingden CP School RENAME HG3	RHG	1539	315	180	This school building has been used as a polling station for many years and local people 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 within the polling district that would offer a better alternative.
GREENSCLOUGH (BME 0.83%)	Rossendale with Darwen Parliamentary Constituency				

WARDS & POLLING STATIONS	Polling District	Polling Station Voters	Postal Voters	Over 70's	Information
Northern School RENAME BG1	BA	1046	218	95	This school building has served as a polling station for many years and local people 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 entrance and also into classroom which may limit accessibility for wheelchair users. There appears to be no other suitable public building within the polling district that would offer a better alternative.
Bacup Cricket Club RENAME BG2	BB BC BE	1348	227	256	This cricket club building has served as a polling station for several years and local people are used to voting there. There is good parking and the building is accessible for wheelchair users or people with mobility problems. There appears to be no other suitable public building within the polling district that would offer a better alternative.
Stubby Lee Hall RENAME BG3	BD	676	154	108	This building has been used as a polling station for the last four years and local people are used to voting there. There is good parking and disabled access. There appears to be no other public building within the polling district that would offer a more suitable alternative.
Trinity Baptist Church RENAME BG4	BF	668	120	103	This Church building has been used as a polling station for many years and local people are used to voting there. Premises are suitable and accessible to disabled users, although wheelchair users may need assistance. There appears to be no other public building within the polling district that would offer a more suitable alternative.
HAREHOLME (BME 5.69%)	Rossendale with Darwen Parliamentary Constituency				
Kay Street Baptist Church RENAME RH1	RK RL	1008	210	154	This church building has been used as a polling station for several 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 within the polling district that would offer a better alternative.

WARDS & POLLING STATIONS	Polling District	Polling Station Voters	Postal Voters	Over 70's	Information
38 th Rossendale Scout Hut RENAME RH2	RM	712	144	141	This scout building has been used as a polling station for four years and local people are used to voting there. There is on-site parking and level access. There appears to be no other suitable public building within the polling district that would offer a better alternative.
St Nicholas CE School RENAME RH3	RN RP	687	60	155	This school building has been used as a polling station for many years and local people are used to voting there. There is adequate parking and disabled access. There appears to be no other suitable public building within the polling district that would offer a better alternative. It is recommended to the (A)RO that the all school entrances be kept open during future elections. Alternatively Staghills Nursery or Woodside Community building be recommended as alternative venues.
Mencap House RENAME RH4	RO	382	90	61	This community building has been used as a polling station for several years and local people are used to voting there. There is good on street parking and disabled access. There appears to be no other suitable public building within the polling district that would offer a better alternative. Recommend to (A)RO one polling place for Waterfoot with two polling stations located within. Suggest Old Library if available. Defer to (A)RO to designate polling place for this polling district dependent upon availability of location.
HEALEY & WHITWORTH (BME 0.65%)	Rossendale with Darwen Parliamentary Constituency				
Tonacliffe Primary School RENAME WH2	WD	847	140	87	This school building has been used as a polling station for many years and local people are used to voting there. The premises are accessible for wheelchair users and there is adequate parking. There appears to be no other suitable public building within the polling district that would offer a better alternative.

WARDS & POLLING STATIONS	Polling District	Polling Station Voters	Postal Voters	Over 70's	Information
Whitworth Children's Centre RENAME WH1	WC WE	1684	293	224	This school building has been used as a polling station for many years and local people are used to voting there. The premises are accessible for wheelchair users and there is adequate parking. There appears to be no other suitable public building within the polling district that would offer a better alternative.
HELMSHORE (BME 3.51%)	Rossendale with Darwen Parliamentary Constituency				
Ravencroft, Communal Room RENAME HH1	HI	1124	208	280	This home for the elderly has been used as a polling station for several years and local people are used to voting there. It has adequate on street parking and is accessible for wheelchair users. There appears to be no other suitable public building within the polling district that would offer a better alternative.
Helmshore CP School RENAME HH2	HJ	1856	316	269	This school building has been used as a polling station for many years and local people are used to voting there. The premises are accessible for wheelchair users and there is adequate parking. There appears to be no other suitable public building within the polling district that would offer a better alternative. Confirm the interim move of Mill Masters House and Helmshore Cottage into HK.
Helmshore Textile Museum RENAME HH3	HK	980	179	78	This museum building has been used for several years as a polling station and local people are used to voting there. The building has recently been renovated to provide good disabled access and parking. There appears to be no other suitable public building within the polling district that would offer a better alternative.
IRWELL (BME 0.95)	Rossendale with Darwen Parliamentary Constituency				

WARDS & POLLING STATIONS	Polling District	Polling Station Voters	Postal Voters	Over 70's	Information
The Maden Centre RENAME BI1	BG BI	1696	366	208	This community building has served as a polling station for four years and local people are used to voting there. There is car parking on site and disabled access. There appears to be no other suitable public building within the polling district that would offer a better alternative.
Britannia CP School RENAME BI2	BH	723	138	90	This school building has served as a polling station for many years and local people 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 although the Headmaster has expressed concerns about electors driving to this during school hours. There appears to be no other suitable public building within the polling district that would offer a better alternative.
St Mary's RC School RENAME BI3	BJ	977	144	81	This school building has served as a polling station for many years and local people are used to voting there. There is an entrance to the polling station separate to that used by children which has level access with one low step. There appears to be no other suitable public building within the polling district that would offer a better alternative.
LONGHOLME (BME 5.85%)	Rossendale with Darwen Parliamentary Constituency				
Oakenhead Resource Centre RENAME RL2	RF	1056	156	136	This community building has been used as a polling station for several years and local people are used to voting there. It has good parking and disabled access. There appears to be no other suitable public building within the polling district that would offer a better alternative.
Whitaker Park Museum RENAME RL3	RG	543	158	105	This museum building has been used as a polling station for several years and local people are used to voting there. There is adequate parking and the building has disabled access. There appears to be no other suitable public building within the polling district that would offer a better alternative.

WARDS & POLLING STATIONS	Polling District	Polling Station Voters	Postal Voters	Over 70's	Information
Scout Headquarters – Cherry Crescent RENAME RL1	RH RI RJ	1960	334	334	This scout building has been used for many years as a polling station and local people are used to voting there. There is on street parking and disabled access. There appears to be no other suitable public building within the polling district that would offer a better alternative.
STACKSTEADS (BME 1.12%)	Rossendale with Darwen Parliamentary Constituency				
Holy Trinity CE School RENAME BS1	BL BM	1485	251	193	This school building has been used for many years as a polling station and local people are used to voting there. There is adequate parking and good disabled access. There appears to be no other suitable public building within the polling district that would offer a better alternative.
Stacksteads Methodist Church RENAME BS2	BN BO	982	137	166	This church building has been used for several years as a polling station and local people are used to voting there. There is adequate parking and good disabled access. There appears to be no other suitable public building within the polling district that would offer a better alternative.
WHITEWELL (BME 0.79%)	Rossendale with Darwen Parliamentary Constituency				
Waterfoot CP School RENAME RW1	RQ RR	1040	213	178	This school building has been used as a polling station for many years and local people 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 within the polling district that would offer a better alternative. Recommend to (A)RO one polling place for Waterfoot with two polling stations located within. Suggest Old Library if available. Defer to

WARDS & POLLING STATIONS	Polling District	Polling Station Voters	Postal Voters	Over 70's	Information
					(A)RO to designate polling place for this polling district dependent upon availability of location.
Edgeside Baptist Church RENAME RW2	RS RT	1304	206	174	This church building has been used as a polling station for several years and local people 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 within the polling district that would offer a suitable alternative.
Whitewell Bottom Community Centre RENAME RW3	RU	687	75	68	This community building has been used for several years and local residents are used to voting there. There is parking available at the Centre and level access to the polling station. There appears to be no other suitable alternative public building within the polling district that would offer a suitable alternative.
Lumb Baptist Church RENAME RW4	RV	722	141	73	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 access to the station. There appears to be no other suitable alternative public building within the polling district that would offer a suitable alternative.
WORSLEY (BME 12.01%)	Hyndburn Parliamentary Constituency				
Stonefold CE School RENAME HW1	RHA RHB	1042	200	166	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 within the polling district that would offer a suitable alternative.

WARDS & POLLING STATIONS	Polling District	Polling Station Voters	Postal Voters	Over 70's	Information
St James CE School RENAME HW2	RHC RHD	1571	294	220	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 within the polling district that would offer a suitable alternative.
Haslingden Community Link RENAME HW3	RHE	1156	179	103	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 within the polling district that would offer a suitable alternative.

POLLING DISTRICT REVIEW 2011 – FINANCIAL IMPLICATIONS

Ward	Removed Poll Stations	Saving	Number of Stations after Review
Cribden	St Paul's Centre	£320.00	1
Eden	-		3
Facit & Shawforth	-		2
Goodshaw	-		2
Greenfield	-		3
Greensclough	-		4
Hareholme	-		4
Healey & Whitworth	-		2
Helmshore	-		3
Irwell	-		3
Longholme	-		3
Stacksteads	-		2
Whitewell	-		4
Worsley	-		3
14		£320.00	39

Community Impact Assessment Form

Name of Strategy/Policy:	Polling District Review 2011	
Officer Name(s):	Joanne Smith	
Job Title & Location:	Elections Manager, Futures Park	
Department/Service Area:	Legal and Democratic Services	
Telephone & E-mail Contact:	01706 252445 joannesmith@rossendalebc.gov.uk	
Date Assessment:	Commenced: 5 August 2011	Completed: 30 August 2011

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 made to polling district boundaries are proposed to Stacksteads ward to enable two farms to vote in the polling station closer to their properties;
- Cribden only requires one polling station for the number of electors served, and therefore recommends the closure of one polling station. It is suggested that St James the Less site be used if it is available. If it isn't available St Paul's Centre may be used instead. The two polling stations are 1/5 of a mile apart so electors to the north of St Paul's centre will have an additional 1/5 of a mile to travel to St James the Less or vice versa if St Paul's Centre is used the electors who currently vote at St James the Less will have to travel the 1/5 of a mile if they are south of that polling station.

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 four years and the allocation of polling stations is made by the Returning Officer annually prior to elections.

Responsible Section/Team	Legal & Democratic	Version	3
Responsible Author	Joanne Smith	Due for review	2015
Date last amended	12 Sept 2011	Page 2 of 7	

- 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 2001)
- Polling station building data (collected May 2011 by Polling Station Inspectors)
- Customer complaint feedback (collected since last Review 2007)
- Responses from consultation held between 1st – 31st August 2011
- Consultation with Councillors and MP's

- 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 2013.

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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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