



## Hinckley & Bosworth Borough Council

### FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

COUNCIL 27 November 2018

WARDS AFFECTED: ALL WARDS

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### INTERIM POLLING PLACE & DISTRICT REVIEW 2018

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#### Report of Chief Executive (Returning Officer)

##### 1. PURPOSE OF REPORT

- 1.1. To introduce and seek Council approval of the 2018 Interim Polling District and Polling Place Review so that it may be published.

##### 2. RECOMMENDATION

- 2.1 Council approves the Polling District and Polling Place Review

##### 3. BACKGROUND TO THE REPORT

- 3.1 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 is required to keep these arrangements under review.
- 3.2 This gives the council the opportunity to run interim polling place reviews outside the statutory 4 years. This review will determine the polling stations at the Borough & Parish Elections on 2 May 2018. The statutory review will take place next year to determine the polling places for Parliamentary Elections.
- 3.3 The Polling place is a building or area in which a polling station will be selected by the (Acting) Returning Officer. The Polling Places are currently designated as the polling district or a combination of the polling districts rather than a specific building. This is to allow for flexibility in case the building becomes unavailable.
- 3.4 A polling district is a geographical sub-division of an electoral area, each polling district will be assigned to a polling place. The polling stations listed are those we intend to use, however they may change if the building is unavailable. The change will have to be within the designated polling place.

- 3.5 Council is requested to confirm and agree the Final Report at this meeting, in order to ensure that the review is completed and can be published ahead of 1 December publication of the Electoral Register.

### **3.6 Summary of Changes**

- 3.6.1 Polling District BAA (Barwell) - change of venue from the Barwell Scout Hut to the Jubilee Hall. This is due to various issues the Returning Officer has had booking the venue for elections in 2016 & 2017.
- 3.6.2 Polling District CAA (Burbage St Catherines & Lash Hill) - change of venue from Millennium Hall to Burbage Methodist Church. This is reverting back to the historical venue for CAA.
- 3.6.3 Polling District FAD (Earl Shilton) – change of venue to Heath Lane Academy.
- 3.6.4 Polling District JAF (Cadeby) - change of venue to All Saints Church. Cadeby Church Room is unsuitable to be used due to access issues for disabled voters.
- 3.6.5 Polling District JAF (Cadeby) - change its Polling Place to JAF & JAH combined. The reason for changing the polling place is that in the event of the Church being unavailable there are no suitable alternatives in the village. To allow for greater flexibility we recommend extending the polling place to include Market Bosworth.
- 3.6.6 Polling District JAG (Carlton) – change its polling place to JAA, JAG & JAH combined. The reason for changing this is in the event of the Church being unavailable there are no suitable alternatives in the village. To allow for greater flexibility we recommend extending the polling place to include Market Bosworth & Barton in the Beans.
- 3.6.7 Polling Districts JBE/JBF (Fenny Drayton & Upton) – change polling place to JBE, JBF & JBH combined. The reason for changing this is in the event of the Church being unavailable there are no suitable alternatives in either Village. To allow for greater flexibility we recommend extending the polling place to include Witherley.

### **4. EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION PROCEDURE RULES**

- 4.1 To be taken in open session.

### **5. FINANCIAL IMPLICATIONS [DW]**

- 5.1 Any additional costs arising from the changes can be met from within existing resources.

### **6. LEGAL IMPLICATIONS [MR]**

- 6.1 The council has a legal duty to review polling districts and polling places, as described in this report. Reviews of polling districts and places must take place in accordance with section 18C and Schedule A1 to the Representation of the People Act 1983 [as amended]

## 7. CORPORATE PLAN IMPLICATIONS

- 7.1 The review contributes to the Corporate Aim of strong & distinctive communities by allowing consultation of stakeholders the opportunity for a robust and thorough review of current arrangements

## 8. CONSULTATION

- 8.1 Borough Councillors, Acting Returning Officer for the Bosworth constituency, Acting Returning Officer for the Charnwood constituency, Political Parties, Presiding Officers, Public, Parish Clerks, Disability Groups and other stakeholders. Consultation to close on 22 October.

## 9. RISK IMPLICATIONS

- 9.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.
- 9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.
- 9.3 The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks		
Risk Description	Mitigating actions	Owner
Failure to carry out and publish review within 4 years of the previous review in 2014	Approval by Council and subsequent publication	Mark West

## 10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 10.1 The rural polling districts and places have been considered within the review together with regard to equal access.

## 11. CORPORATE IMPLICATIONS

- 11.1 By submitting this report, the report author has taken the following into account:
- Community Safety implications
  - Environmental implications
  - ICT implications
  - Asset Management implications
  - Procurement implications
  - Human Resources implications
  - Planning implications
  - Data Protection implications
  - Voluntary Sector

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Background papers: Polling District, Polling Place & Polling Station Review – Council Proposals 2018

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