



Hinckley & Bosworth Borough Council

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

COUNCIL

5 NOVEMBER 2019

WARDS AFFECTED: ALL WARDS

POLLING PLACE REVIEW

Report of Chief Executive (Returning Officer)

1. PURPOSE OF REPORT

- 1.1 To introduce and seek Council approval of the 2019 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 The Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews of UK Parliamentary Polling Districts. This means that this Polling Place review must be started and completed between the 1 October 2018 and 31 January 2020.
- 3.3 The length of the review process is not prescribed, provided all the steps required by the legislation can be undertaken within it. However, the time allowed for consultation should be sufficient to enable interested persons and groups to read and understand the proposals, gather comments and respond with any alternative arrangements that they may wish to submit. The local authority may wish to have regard to any council guidelines on public consultation when carrying out the review.
- 3.4 The attached report gives details of the review undertaken in 2019 and has been produced following an extensive consultation period, whereby Members, Political Parties, Parish Clerks, members of the public, stakeholders, disability groups. Presiding Officers and Returning Officers have had opportunity to comment on current arrangements and future proposals. The final report brings together these representations and proposes arrangements for the future.

- 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.

Summary of Changes

- 3.6 HCA/ HCB – Change venue to use either the current polling station (Barlestone C of E Primary School) or Barlestone Community Hall.
- 3.7 JAF – Change venue to use either the current polling station (Cadeby All Saints Church) or Cadeby Church Hall
- 3.8 FAA – Change polling place to FAA, FAB, FAC & FAD combined to allow for Flexibility.
- 3.9 FAB - Change polling place to FAA, FAB, FAC & FAD combined to allow for Flexibility.
- 3.10 FAC - Change polling place to FAA, FAB, FAC & FAD combined to allow for Flexibility.
- 3.11 FAD – Change Venue to use either the Portacabin at Heath Lane Academy or Newlands Community Primary School. Change polling place to FAA, FAB, FAC & FAD combined to allow for Flexibility.
- 3.12 EAB – Change venue to use either current polling venue (Hope Community Church) or the Gateway Centre Hope Community Church.
- 3.13 ACC – Change Venue to use Hope Community Church

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 Minimal additional costs are expected as a result of the review arising solely from potential changes to polling station fees which due to the profile of expected elections would in the main be borne by external bodies.

6. LEGAL IMPLICATIONS [MR]

- 6.1 The review must be completed which requires Council to approve the Polling District and Polling Place review by 31 January 2020 at the latest to meet statutory requirements, although, as the report indicates, approval is sought prior to the publication of the Register on 1 December 2019.

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

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 the statutory period (by 31 January 2020)	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

Background papers: Polling District, Polling Place & Polling Station Review – Council Proposals 2019

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