



East
Northamptonshire
Council

Council – 18 July 2011

Review of Polling Districts and Places

Purpose of report

This report asks for confirmation of the arrangements for a review of polling districts and places, as required by statute.

Attachment(s)

Appendix 1: Current Polling Stations

Appendix 2: Current Polling Districts

Appendix 3: Equalities Impact Assessment

1. Background

1.1 Sections 18A to C of the Representation of the People Act 1983 (as amended by the Electoral Administration Act 2006) require the council to periodically review polling districts and places. The last review was completed and the outcome put into effect at the end of 2007, and the further review has to be completed by the end of 2011.

1.2 The following rules apply:

- The council must seek to ensure that all electors have reasonable facilities for voting *as are practicable in the circumstances*
- Each parish has to be a separate polling district
- The council must seek to ensure that as far as is reasonable and practicable, every polling place in East Northamptonshire is accessible to electors who are disabled
- The council must have regard to the accessibility to disabled persons of potential polling stations or those under review.

1.3 We must publish notice that we are holding a review and consult the Returning Officers for the Corby & East Northamptonshire and Wellingborough constituencies. There is a statutory obligation on returning officers to make representations to the council. In addition, we must give, to people *having particular expertise in relation to access to premises or facilities for persons who have different forms of disability*, the opportunity to make representations and to comment on the returning officers' representations. Any elector in East Northamptonshire is also able to make representations, and we will also consult district councillors and town and parish councils.

1.4 Any representations made by a returning officer must be published within 30 days by posting a copy of them at East Northamptonshire House, in at least one conspicuous place in the district and on our website.

1.5 When we have completed the review we must give reasons for decisions on polling districts and places and publish:

(a) all correspondence sent to a returning officer in connection with the review;

(b) all correspondence sent to anyone who has particular expertise in relation to access to premises or facilities for persons who have different forms of disability;

(c) all representations made by any person in connection with the review;

(d) the minutes of any council meeting to consider any revision to the designation of polling districts or polling places within its area as a result of the review;

(e) details of the designation of polling districts or polling places within our area as a result of the review;

(f) details of the places where the results of the review have been published.

1.6 It is intended that the current polling districts and places (ie those used for the elections in May 2011) form the starting point for the review. These are shown in **appendices 1 and 2**. The council's website contains maps of all the polling stations and can be viewed on www.east-northamptonshire.gov.uk/pollingstations. The suitability of polling places will need to be assessed in relation to the accessibility needs of all voters and the Association of Electoral Administrators has issued guidance based on a good practice manual published by the Electoral Commission.

2.0 Proposed Timetable

2.1 The following timetable is therefore proposed for the review:-

Publication of Notice of Review <i>(Nene Valley News; Council Website; Council Summons; public notices at 2 Council offices, Parish & Town Council notice boards)</i>	-	21 July 2011
Consultation with Returning Officers and people representing persons with disabilities - notification to Clerks of Town/Parish Councils and Chairmen of Parish meetings; local constituency political parties; Head of Planning Services <i>(not a statutory requirement)</i>		from 21 July 2011 to 15 September 2011
Publication of representations by Returning Officers and further consultation with people representing disabled persons		during September 2011; closing date 10 October 2011
Council meeting to consider any revisions to polling districts or places		31 October 2011

3.0 Equality and Diversity Issues

3.1 The service is a statutory duty which includes a requirement to take account the ease of accessibility to the polling stations for anyone with a disability. An Equality Impact Assessment (EIA) has been prepared to support the approach to the review (see **appendix 3**).

4.0 Legal Implications

4.1 The council is under a statutory duty to complete a review by the end of this year.

5.0 Risk Management

5.1 There are no significant risks to the council in relation to the recommendation. However, failure to undertake the review could result in a legal challenge and therefore it is essential the work goes ahead.

6.0 Financial Implications

6.1 There are no additional financial implications. The work will be accommodated within the workload of the Democratic Services Manager and electoral services staff. There

will be some postage costs but these will be absorbed within the central postages budget.

7.0 Corporate Outcomes

- 7.1 Good quality of life – safe: the prospect of improving access to polling stations for disabled people
- 7.2 High Quality Service Delivery (satisfied residents and enhanced customer experience): supporting the customer by ensuring that all electors have reasonable facilities for voting as *are practicable in the circumstances*

8.0 Recommendations

8.1 It is recommended that

- (1) The arrangements for the review of polling district and places, as outlined in this report, be approved.
- (2) The Equalities Impact Assessment set out in appendix 3 be endorsed.

(Reason – to comply with the requirements of legislation, which requires a review to be conducted every 4 years, and to aim to improve, where reasonable and practicable, accessibility for the disabled)

Legal	Power: Representation of the People Act 1983, as amended by the Electoral Administration Act 2006				
	Other considerations:				
Background Papers: Last review of polling districts and places					
Person Originating Report: Keith Osborne, Democratic Services Manager 01832 742113 (kwosborne@east-northamptonshire.gov.uk)					
Date: 8 June 2011					
CFO		MO		CX	

(Committee Report Normal Rev. 22)



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Appendix 1

Name of Venue	Address
Aldwincle Village Hall	58 Main Street, Aldwincle, Kettering, Northants, NN14 3EL
Barnwell Village Hall	Hemington Road, Barnwell, Peterborough, PE8 5QD
Benefield Village Hall	Main Street, Lower Benefield, Peterborough, PE8 5AF
Brigstock Village Hall	8 Bridge Street, Brigstock, Kettering, Northamptonshire, NN14 3ET
Bulwick Village Centre	Main Street, Bulwick, Corby, Northants, NN17 3DY
Caravan & Hardstanding	5 Lilford, Peterborough, PE8 5SG
Caravan & Hardstanding	The Grange, Manor Farm, Pilton, Peterborough, PE8 5SN
Chelveston Village Hall	Caldecott Road, Chelveston, Wellingborough, Northants, NN9 6AT
College Street Centre	College Street, Irthlingborough, Wellingborough, Northamptonshire, NN9 5TU
Collyweston Village Hall	16 High Street, Collyweston, Stamford, Lincs, PE9 3PW
Cotterstock Village Hall	Main Street, Cotterstock, Peterborough, PE8 5HD
Crow Hill Community Centre	2 Fettleline Road, Irthlingborough, Wellingborough, Northants, NN9 5XF
Deene Village Hall	Deene, Corby, Northants, NN17 3EJ
Denfield Park Junior School	Victoria Road, Rushden, Northants, NN10 0DA
Denford Village Hall	Front Street, Denford, Kettering, Northants, NN14 4EG
Duddington Village Hall	Church Lane, Duddington, Stamford, Lincs, PE9 3QF
Easton-on-the-Hill Village Hall	New Road, Easton-on-the-Hill, Stamford, Lincs, PE9 3NN
Fotheringhay Village Hall	Main Street, Fotheringhay, Peterborough, PE8 5HZ
Garage at Westmoreland	11 Manor Farm, Apethorpe, Peterborough, PE8 5DP
Germain Rooms	Drayton Road, Lowick, Kettering, Northants, NN14 3BG
Glaphorn Village Hall	Main Street, Glaphorn, Peterborough, PE8 5BE
Great Addington Memorial Hall	Woodford Road, Great Addington, Northants, NN14 4BS
Hargrave Village Hall	Church Road, Hargrave, Wellingborough, Northants, NN9 6BQ
Harringworth Village Hall	Gretton Road, Harringworth, Corby, Northants, NN17 3AD
Hayway Infants School	Hayway, Rushden, Northants, NN10 6AG
Hemington Village Hall	Main Street, Hemington, Peterborough, PE8 5QJ
Henry Chichele Primary School	School Lane, Higham Ferrers, Northamptonshire, NN10 8NQ
Hensman Hall	Chichele Street, Higham Ferrers, Rushden, Northants, NN10 8HT
Hope Methodist Church Hall	Park Road, Rushden, Northants, NN10 0RW
Islip Village Hall	2 Old Farm Lane, Islip, Kettering, Northants, NN14 3LY
Joan Strong Centre	Herne Park, East Road, Oundle, Peterborough, PE8 4BZ
Laxton Village Hall	Main Street, Laxton, Corby, Northants, NN17 3AT
Lutton Village Hall	Washingley Road, Lutton, Peterborough, PE8 5ND

MacQueen House	High Street, Twywell, Kettering, Northants, NN14 3AH
Members Room	East Northamptonshire House, Cedar Drive, Thrapston, Northants, NN14 4LZ
Methodist Church Hall	Drummingwell Lane, Oundle
Nassington Village Hall	Church Street, Nassington, Peterborough, PE8 6QG
Newton Bromswold Memorial Hall	Rushden Road, Newton Bromswold, Rushden, Northants, NN10 0SP
Newton Road Community Primary School	Newton Road, Rushden, Northants, NN10 0HH
Office at The Manor House	The Manor House, Main Street, Wakerley, Oakham, Rutland, LE15 8PA
Polebrook Village Hall	Hemington Road, Polebrook, Peterborough, PE8 5LS
Red Lion Lodge	Main Street, Clopton, Kettering, Northants, NN14 3DZ
Ringstead Village Hall	9 High Street, Ringstead, Kettering, Northants, NN14 4DA
Room at Bakehouse Cottage	High Street, Slipton, Kettering, Northamptonshire, NN14 3AS
Room At Blenheim Cottage	48, Deenethorpe, Corby, Northants, NN17 3EP
Room at Brindlethorn	Wadenhoe Road, Stoke Doyle, Peterborough, PE8 5TG
Room At Chancel Cottage	High Street, Little Addington, Northants, NN14 4BD
Saxon Hall	Brook Street, Raunds, Wellingborough, Northants, NN9 6LL
South End Infants School	Wymington Road, Rushden, Northamptonshire, NN10 9JU
South End Junior School	Wymington Road, Rushden, Northamptonshire, NN10 9JU
Southwick Village Hall	Main Street, Southwick, Peterborough, PE8 5BL
St Peter's Church Hall	Midland Road, Rushden, Northants, NN10 9UJ
Sudborough Village Hall	Main Street, Sudborough, Kettering, Northants, NN14 3BX
Tansor Village Hall	Main Street, Tansor, Peterborough, PE8 5HS
Tennyson Road Infant School	Highfield Road, Rushden, Northants, NN10 9QE
The Albert Underwood Room	St Peters Church, Church Street, Irthlingborough, Wellingborough, Northants, NN9 5SE
The Chequered Skipper	The Green, Ashton, Near Oundle, Peterborough, PE8 5LD
The Community Centre	13 Kings Forest, Kings Cliffe, Peterborough, PE8 6XS
The Community Hall (Duchy Suite)	Higham Ferrers Junior School, Saffron Road, Higham Ferrers, Northants, NN10 8ED
The John White Golf Club	Bedford Road, Rushden, Northants, NN10 0SA
The Large Hall	Raunds Windmill School, Windmill Lane, Raunds, Northants, NN9 6LA
The Old School	High Street, Stanwick, Wellingborough, Northants, NN9 6QA
The Thrapston Plaza	Cosy Nook, Thrapston, Kettering, Northants, NN14 4JP
Thurning Village Hall	Clopton Road, Thurning, Peterborough, PE8 5RE
Titchmarsh Village Hall	19 High Street, Titchmarsh, Kettering, Northants, NN14 3DF
Wadenhoe Recreation Hall	Church Street, Wadenhoe, Peterborough, PE8 5ST
Warmington Village Hall	27-29 Church Street, Warmington, Peterborough, PE8 6TE
Whitefriars Junior School	Boughton Drive, Rushden, Northants, NN10 9HX
Woodford Baptist Chapel	Rose Terrace, Woodford, Kettering, Northants, NN14 4HT
Woodnewton Village Hall	Orchard Lane, Woodnewton, Peterborough, PE8 5EE
Yarwell Village Hall	48 Main Street, Yarwell, Peterborough, PE8 6PR



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Appendix 2

Polling districts letters	Polling district
RA	Addington, Great
RB	Addington, Little
RC	Aldwinkle
RD	Apethorpe
RE	Ashton
RF	Barnwell
RG	Benefield
RH	Blatherwycke
RJ	Brigstock
RK	Bulwick
RL	Chelveston-Cum-Caldecott
RM	Clopton
RN	Collyweston
RO	Cotterstock
RP	Deene
RQ	Deenethorpe
RR	Denford
RS	Duddington with Fineshade
RT	Easton-on-the-Hill
RU	Duddington with Fineshade
RV	Fotheringhay
RW	Glaphorn
RX	Hargrave
RY	Harringworth
RZ	Hemington
SA	Higham Ferrers Chichele Ward
SB	Higham Ferrers Lancaster Ward No. 1
SC	Higham Ferrers Lancaster Ward No. 2
SD	Irthlingborough John Pyel Ward
SF	Irthlingborough Waterloo Ward No. 1
SG	Irthlingborough Waterloo Ward No. 2
SH	Islip
SI	Kings Cliffe

SJ	Laxton
SK	Lilford-Cum-Wigsthorpe
SL	Lowick (Lowick Ward)
SM	Lowick (Slipton Ward)
SN	Luddington
SO	Lutton
SP	Nassington
SQ	Newton Bromswold
SR	Oundle No. 1
SS	Oundle No. 2
ST	Pilton
SU	Polebrook
SV	Raunds Saxon Ward
SW	Raunds Windmill Ward
SZ	Ringstead
TA	Rushden Bates Ward No. 1
TB	Rushden Bates Ward No. 2
TC	Rushden Bates Ward No. 3
TD	Rushden Hayden Ward No. 1
TE	Rushden Hayden Ward No. 2
TF	Rushden Hayden Ward No. 3
TH	Rushden Pemberton Ward No. 1
TJ	Rushden Pemberton Ward No. 2
TK	Rushden Pemberton Ward No. 3
TL	Rushden Sartoris Ward No. 1
TM	Rushden Sartoris Ward No. 2
TO	Rushden Spencer Ward No. 1
TP	Rushden Spencer Ward No. 2
TQ	Rushden Spencer Ward No. 3
UA	Southwick
UB	Stanwick
UC	Stoke Doyle
UD	Sudborough
UE	Tansor
UF	Thorpe Achurch
UG	Thrapston Lakes Ward
UJ	Thrapston Market Ward
UK	Thurning



Appendix 3

EIA Initial Screening Form – Committee decision

1. Decision being taken:	To undertake a review of polling districts and places
2. Name and Job title / role of person completing Initial Screening:	Keith Osborne, Democratic Services Manager
3. What is the main purpose of the Service or Policy under discussion?	The service is a statutory duty which includes a requirement to take account the ease of accessibility to the polling stations for anyone with a disability (see main committee report)
4. List the main activities of the Service or Policy under discussion	To review polling districts and places To consult with bodies representing disabled persons To take into account representations received in reaching decisions
5. Who are the main beneficiaries of the Service or Policy under discussion?	Electors
6. How is the success of the Service or Policy under discussion measured?	Feedback from electors, especially disabled people
7. Are equality monitoring systems for the Service or Policy under discussion in place?	When consideration is given to the allocation of new polling stations, an inspection of a proposed station is undertaken by Building Control officers to highlight any difficulties on accessibility, especially in relation to disabled people

	Feedback from Presiding Officers is sought on difficulties experienced at polling stations during an election, and this may include reference to accessibility questions
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8. Use the following table to indicate using a ✓:

- a) Where you think that the decision being taken could have a positive impact on any of the groups or contribute to promoting equality of opportunity or improving relations within equality groups.
- b) Where you think that the decision being taken could have a negative impact on any of the equality groups i.e. it could disadvantage them.
- c) Where you think that the decision being taken could have a neutral impact on any of the equality group i.e. no impact

Equality Group	Positive Impact	Negative Impact	Neutral Impact	Reason
Gender:				
Women/Girls			✓	
Men/Boys			✓	
Transgender people			✓	
Sexual Orientation:				
Lesbians, gay men and bisexuals			✓	
Race/Ethnicity:			✓	
White British people			✓	
White non-British people (including Irish people)			✓	
Asian or Asian British people			✓	
Black or Black British people			✓	
People of mixed heritage			✓	
Chinese people			✓	
Travellers (Gypsy/Roma/Irish heritage)			✓	
People from other ethnic groups			✓	
People who do not have English as their first language			✓	

Equality Group	Positive Impact	Negative Impact	Neutral Impact	Reason
Disability:				
Physical impairment, e.g mobility issues which mean using a wheelchair or crutches.	✓			Carrying out a review of polling stations will alert us to any accessibility issues and we will seek to mitigate these as best we can. Any polling stations not considered accessible will be the subject of a separate EIA
Sensory impairment, e.g blind/having a serious visual impairment, deaf/having a serious hearing impairment.	✓			
Mental health condition, e.g depression or schizophrenia			✓	
Learning disability/difficulty, e.g. Down's syndrome or dyslexia, or cognitive impairment such as autistic spectrum disorder			✓	
Long-standing illness or health condition, e.g. cancer, HIV. Diabetes, chronic heart disease or epilepsy			✓	
Other health problems or impairments (<i>please specify if appropriate</i>)			✓	
Age:				
Older People (60+)	✓			Carrying out a review of polling stations will alert us to any accessibility issues and we will seek to mitigate these as best we can. Any polling stations not considered accessible will be the subject of a separate EIA
Children and Young People (see guidance for definition)			✓	
Religion/Belief:				

Equality Group	Positive Impact	Negative Impact	Neutral Impact	Reason
Christian			✓	
Buddhist			✓	
Hindu			✓	
Jewish			✓	
Muslim			✓	
Sikh			✓	
Other religion (including holding no belief)			✓	
Other Potentially Affected Groups				
Rural Isolation - People who live in rural areas e.g isolated geographically, lack of internet access	✓			Carrying out a review of polling stations will alert us to any accessibility issues and we will seek to mitigate these as best we can. Older people may wish to engage with others more than other age groups and postal voting will not offer this opportunity.
Socio-economic Exclusion – e.g. people who are on benefits, have low educational attainment, single parents, people living in poor quality housing, people who have poor access to services, the unemployed or any combination of these and the other protected strands			✓	
Any other potentially affected groups (<i>please specify</i>)				

Equality Group	Positive Impact	Negative Impact	Neutral Impact	Reason
9. If you have indicated that there is a negative impact on any group:				
a) Is that impact against legislation?	Yes		No	
b) What is the level of impact?	High		Low	
10. Could you minimise or remove any negative impact that is of low significance?	How?			
11. Could you improve a positive impact of the decision?	How?			
12. If there is no evidence that the decision promotes equality of opportunity or improved relations, could it be adapted so that it does?	How?			
Head of Service signature				
Date of Initial Screening:				

NOTE

If a negative impact has been highlighted and it is possibly discriminatory and not intended and/or of high impact you must complete a Full EIA.

If not, you should still consider if completing a Full EIA would be helpful in making a thorough assessment.



Full EIA Assessment Form

<p>14. Looking back at the Initial Screening Form, in what area(s) are there concerns that the decision being taken could have a negative impact?</p> <p style="text-align: right;">(✓ all that apply)</p>	
Gender:	
Sexual orientation:	
Race/Ethnicity	
Disability:	✓
Age	
Religion/Belief	
Rural isolation	
Socio-economic exclusion	
Any other affected groups:	
<p>15. Summarise the likely negative impacts:</p>	<p>If polling stations do not have adequate arrangements for access for the disabled, it could have a negative effect but this should be countered by (a) the alternative to attending the polling station in person (ie postal vote) (b) discretion of the Presiding Officer at a polling station to arrange for voting outside the polling station</p>
<p>16. What consultation on this decision has already taken place with groups/individuals from equality target groups?</p>	<p>Consultation is a statutory requirement and will be undertaken during the review</p>
<p>17. What does it indicate about the negative impact of this decision?</p>	<p>To be done</p>
<p>18. What consultation will be conducted/is planned on this decision with equality target groups?</p>	<p>Covered above</p>

19. Once this consultation activity has taken place, indicate the outcomes:	Final decisions to be taken by full council, after taking account of the representations received
20. What consultation on this decision has already taken place with staff - including those that have, or will have direct experience of implementing the Policy?	Elections staff are fully aware of the legal requirements and the options available
21. What does it indicate about the negative impact of this decision?	Not applicable
22. What consultation will be conducted/is planned on this decision with staff?	Not applicable
23. Once this consultation activity has taken place, indicate the outcomes:	Implementation of decisions – if it is possible to locate alternative, more suitable venues for polling stations, the alternative stations will henceforth be used
24. What relevant research/data/reports concerning the equality target groups have been used in the planning of this decision and what does it tell us about the negative impact?	Guidance from the Electoral Commission and council officers dealing with equalities will be taken into account
25. What research concerning the equality target groups needs to be conducted in relation to this decision?	None
26. Once this has been carried out, what does it tell us about the negative impact?	Not applicable
27. If there are any research gaps, are there any experts/relevant groups that can be contacted to obtain views and evidence on the issues?	Relevant groups have to be consulted
28. Once they have been contacted, what information have we found out?	This cannot be answered until the review is undertaken
29. Is it important that we conduct/commission specific research on this issue? Explain the research required:	No

30. If we need to conduct /commission research what are the likely timescales and resource implications / costs involved?	Not applicable
31. If you require further information, what will you do in the interim to address the negative impact?	Depends of the conclusions of the review
32. List the changes that have been identified which will ensure that the negative impact is addressed:	Not applicable
33. Have you introduced changes you planned, with any necessary training?	Premature question pending the review :
34. Does everyone involved in implementing the decision know and understand what you have done?	Premature question pending the review
Now complete the action planning form which will detail the changes that need to be made to this decision.	

Equality Impact Assessment Action Plan

Action identified	Key activity	How will we know this has been achieved? (measures, milestones and dates)	Officer responsible	Quarterly progress update

Planned date for next EIA exercise | _____