

# Cheltenham Borough Council

Council – 19 October 2015

## Review of Polling Districts, Polling Places and Polling Stations for Lansdown Ward

### Report of the Electoral Registration Officer (ERO)

<b>Accountable member</b>	<b>Cabinet Member for Corporate Services, Councillor Jon Walklett</b>
<b>Accountable officer</b>	<b>Chief Executive, Andrew North</b>
<b>Ward(s) affected</b>	<b>Lansdown Ward</b>
<b>Key/Significant Decision</b>	<b>Yes</b>
<b>Executive summary</b>	<p>The council has a duty to ensure that all electors have such reasonable facilities for voting as are practicable and to ensure that the polling stations are accessible to all electors including those with special needs.</p> <p>A consultation exercise has been completed for Lansdown Ward.</p>
<b>Recommendations</b>	<p><b>That the following changes to polling districts HA and HB be approved:</b></p> <p><b>Move Douro Road, Drakes Place, Lansdown Terrace, Lansdown Terrace Lane, Malvern Place and Malvern Road from Polling District HB to Polling District HA</b></p>
<b>Financial implications</b>	<p>There are no direct financial implications arising from this report.</p> <p><b>Contact officer: Des Knight, des.knight@cheltenham.gov.uk, 01242 264124</b></p>
<b>Legal implications</b>	<p>There are no legal implications arising from this report.</p> <p><b>Contact officer: John Teasdale, john.teasdale@tewkesbury.gov.uk, 01684 272699</b></p>
<b>HR implications (including learning and organisational development)</b>	<p>There are no HR implications arising from the recommendation.</p> <p><b>Contact officer: Carmel Togher, carmel.togher@cheltenham.gov.uk, 01242 775215</b></p>
<b>Key risks</b>	<p><b>There is a risk that individuals who have been used to voting in St Andrews Church Hall (HB) attempt to vote there instead of Christ Church Church Hall (HA). The Returning Officer issues poll cards which will state the new location on the card.</b></p>

<b>Corporate and community plan Implications</b>	There are no community and corporate plan implications
<b>Environmental and climate change implications</b>	
<b>Property/Asset Implications</b>	<b>Contact officer: David Roberts@cheltenham.gov.uk</b>

## **1. Background**

- 1.1 Following a request from Councillor Diggory Seacome an interim review was undertaken to ensure that all electors in the Lansdown Ward have reasonable facilities for voting as are practicable and to ensure that the polling stations are accessible to all electors, including those with special needs. Councillor Seacome suggested that Douro Road, Drakes Place, Lansdown Terrace, Lansdown Terrace Lane, Malvern Place and Malvern Road in Polling District HB are nearer to Polling Station Christ Church Church Hall, Malvern Road (HA) than to St Andrews Church Hall, Montpellier Street (HB) and to therefore move these electors from Polling District HB to Polling District HA

## **2. Responses from interested parties**

- 2.1 No responses have been received.

## **3. Response from the Acting Returning Officer (ARO)**

- 3.1 Although I have not received complaints from electors in polling district HB, Councillor Seacome observed that electors living in particular roads in the north of Polling District HB would have less distance to travel to cast their vote if they were to vote at Christ Church Church Hall in Polling District HA. It is proposed that the electors living in Douro Road, Drakes Place, Lansdown Terrace, Lansdown Terrace Lane, Malvern Place and Malvern Road vote at Christ Church Church Hall (HA) instead of St Andrews Church Hall.

## **4. Reasons for recommendation**

- 4.1 To improve accessibility to the polling station for the electors currently living in the north of polling district HB.

## **5. Alternative options considered**

- 5.1 No alternative options have been considered.

## **6. Consultation and feedback**

- 6.1 A consultation exercise was carried out and proposals and comments on the review were requested. Views were requested from the following:

- MP for Cheltenham
- Borough Councillors for Lansdown Ward
- County Councillor for Lansdown and Park Electoral Division
- Party Election Agents

## **7. Performance management –monitoring and review**

- 7.1 The Electoral team always undertake an informal review of polling stations after each election to identify any issues which may arise from time to time.

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**Appendices**

1. Risk Assessment
2. Plan of Polling Districts HA and HB

The risk				Original risk score (impact x likelihood)			Managing risk				
Risk ref.	Risk description	Risk Owner	Date raised	Impact 1-5	Likelihood 1-6	Score	Control	Action	Deadline	Responsible officer	Transferred to risk register
	Elector unsure of location of polling station	RO	18 September	1	1	2	A	Poll card with note highlighting Polling Station location may have changed. Helpline and office contact details on poll card.	Next election	Electoral Registration Manager	Divisional risk register

**Explanatory notes**

**Impact** – an assessment of the impact if the risk occurs on a scale of 1-5 (1 being least impact and 5 being major or critical)

**Likelihood** – how likely is it that the risk will occur on a scale of 1-6

(1 being almost impossible, 2 is very low, 3 is low, 4 significant, 5 high and 6 a very high probability)

**Control** - Either: Reduce / Accept / Transfer to 3rd party / Close