

Chichester District Council
BOUNDARY REVIEW PANEL

Date – 22 March 2024

Review of Polling Districts, Polling Places and Polling Stations

1. Contacts

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2. Recommendation

- 2.1. the Returning Officer's schedule, as set out in Appendix 1 be consulted on with District Councillors, Parish Councils and any other interested parties**
- 2.2. A further report be tabled to the Boundary Review Panel at its next meeting to assess any representations received.**
- 2.3. the review be concluded by October 2024; and**
- 2.4. a report on the representations received, with recommendations, be made to the Council Meeting in November 2024.**

3. Background

4.1 Under the Representation of the People Act 1983, local authorities are required to divide their area into polling districts, to designate polling places for those polling districts, and to keep their electoral arrangements under review.

4.2 The review must focus on polling districts, which are the areas comprising of a number of roads and houses allocated to a polling place or polling station within a ward, and locations and venues used as polling stations.

4.3 The last formal review that took place in 2019 but we have continued to review arrangements for polling districts and polling stations following each election.

4.4 Other persons, including Members, electors, Parish Councils, community groups and other bodies may submit proposals to the local authority during the review process.

4.5 Polling districts and polling places for local government elections are not automatically included in the review, however, it seems sensible to undertake a review of the district rather than just within the parliamentary boundary.

4. Proposal

5.1 We have always aimed to locate polling stations within a convenient distance from the majority of electors homes, with the premises being easy

to find and accessible to all. However, it does not always prove easy to find premises that are located in the centre of the polling district and it is becoming increasingly difficult to find suitable premises as existing locations change or become unavailable. The Elections team are regularly exploring options for new premises, particularly in areas where there is new housing development.

- 5.2 There are 93 polling districts within the Chichester District. Appendix 1 lists the full schedule of current polling districts, polling places and polling stations used for each of the electoral areas within Chichester District. It also sets out comments from the Returning Officer, on whether there should be any change to current arrangements.

5. Consultation

- 6.1 At each election, staff at the polling stations are asked to complete a comment sheet on the polling place consisting of various questions relating to health and safety, access issues and the facilities available to both staff and electors and any comments are acted upon where possible.
- 6.2 It is suggested that all District Council Members and all Parish Council Clerks are given the opportunity to comment on the current polling stations. Members of the public and other interested parties are also able to make comment and a notice will be placed on the Council's website inviting representations. The focus of which being on constructive suggestions that can improve the current position and not just a critique of known problems.

6. Resource and legal implications

- 6.1. The Council does not have a specific budget for reviews of this nature, however there is a legal duty to undertake the review.
- 6.2. There will be some resource implications within Electoral Services and postage costs which will be met from existing budgets.

7. Other Implications

Are there any implications for the following?		
If you tick "Yes", list your impact assessment as a background paper in paragraph 13 and explain any major risks in paragraph 9		
	Yes	No
Crime & Disorder: The Council has a duty "to exercise its functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area". Do the proposals in the report have any implications for increasing or reducing crime and disorder?		X
Climate Change: Are there any implications for the mitigation of or adaptation to climate change? If in doubt, seek advice from the Environmental Strategy Unit (ESU).		X
Human Rights and Equality Impact: All polling stations are compliant	X	

with DDA regulations.		
Other (Please specify): e.g. Biodiversity		X

8. Appendices

- 8.1. Appendix 1 – Schedule of Polling Districts, Polling Places and Polling Stations

9. Background Papers

- 9.1. Electoral Commission’s polling district review guidance
<https://www.electoralcommission.org.uk/reviews-polling-districts-polling-places-and-polling-stations>