

Chichester District Council

BOUNDARY REVIEW PANEL

Date – 4 November 2024

Review of Polling Districts and Polling Places in the Chichester District – Final proposals

1. Contacts

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2. Recommendation to Full Council

- 2.1 that the report on the review of Polling Districts, Polling Places and Polling Stations for the Chichester District, as set out in Appendix 1, be agreed.

3. Background

- 3.1. 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. The Electoral Administration Act 2006 introduced a duty for all polling districts and polling places to be reviewed every four years. The Council's first review was carried out in Autumn 2007, and subsequent reviews took place in 2011, 2015 and 2019.
- 3.2. Any changes resulting from this review of Polling Districts and Places will take effect from the publication of the register on 1 December 2024.
- 3.3. 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.
- 3.4. It does not consider ward boundaries, which are determined independently of the Council by the Local Government Boundary Commission for England (LGBCE).
- 3.5. Feedback has now been received from District and County Councillors, Parishes, staff that have worked in polling stations and members of the public and comments have been included in Appendix 1.
- 3.6. Comments were received from two West Sussex County Councillors, six District Councillors and three Parish Councils.

4. Proposal

- 4.1 The Council has 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 a polling district and it is becoming increasingly difficult to find suitable premises as existing locations change or become unavailable. We regularly explore options for new premises, particular in areas where there is new housing development or the provision of additional community facilities.
- 4.2 Appendix 1 lists the full schedule of current polling districts, polling places and polling stations used for each of the electoral areas within the district. Where a comment has been received or further investigation is needed it has been entered in bold.
- 4.3 The majority of polling stations are made available for elections however in some instances alternatives may need to be found if other bookings cannot be moved or building work is being carried out. The main points from the schedule are:
- Sea Cadets Hall, Pound Farm Road, Chichester – an alternative polling station has not been found. Although not ideal due to the condition of the building and lack of facilities for staff, some minor adjustments and improvements will mean it can be used;
 - The White Swan Public House – This part of Bosham prior to 2024 was at the St Nicholas Church Hall, we are now unable to use it, so electors were moved to Bosham Village Hall. We now intend to use the White Swan as a trial for the 2025 elections.
 - Pendean House, West Lavington – this was used as a polling station prior to the Covid Pandemic. When elections were held during the pandemic, the polling station was moved to The Grange Centre. This has worked well but for the election in May 2025 the county divisions are different. Pendean House are keen for the polling station to reopen so for 2025 (and possibly future polls depending on feedback from electors) the polling station will be at Pendean House.

All other comments were in favour of the current arrangements.

- 4.4 In some cases we have considered whether temporary premises would be a solution but this is a much more expensive option with costs for hire in the region of £2,000. This may have to be an option if an election is called at short notice and we are unable to book current polling stations.

5. Resource and legal implications

- 5.1. The Council does not have a specific budget for reviews of this nature, however there is a legal duty to consider the review.
- 5.2. There are some resource implications within Electoral Services which will be met from existing budgets.

6. 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:		x
Climate Change:		x
Human Rights and Equality Impact: Polling stations should be accessible for all electors; in some cases this is not possible so adjustments need to be made such as installing a temporary ramp. Presiding Officers and Poll Clerks receive training on the processes when dealing with electors that have additional needs.	x	
Other (Please specify): e.g. Biodiversity		x

7. Appendices

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