



Worcester
CITY COUNCIL

COUNCIL

AGENDA

Date: Tuesday, 19th November, 2019

Time: 7.00 pm

Venue: Council Chamber, Guildhall

COUNCIL

Information for Members of the Public

Access to the Guildhall is via the front entrance in the High Street. The nearest car park is Copenhagen Street (pay and display). If you are a wheelchair user or have restricted mobility, access to the Guildhall can be gained either through the door on the right side of the forecourt as you face the Guildhall, or through the sliding doors at the rear of the Guildhall. There is dedicated disabled parking space at the rear (access via Copenhagen Street). Most meetings are held on the ground floor, which can be reached by using a lift. If you are a wheelchair user or have restricted mobility and you wish to attend a meeting, please telephone or email the officer mentioned below in advance and we will make any necessary arrangements to assist your visit.

Part I of the Agenda includes items for discussion in public. You have the right to inspect copies of Minutes and reports on this part of the Agenda as well as background documents used in the preparation of these reports. Details of the background papers appear at the foot of each report. Part II of the Agenda (if applicable) deals with items of 'Exempt Information' for which it is anticipated that the public may be excluded from the meeting and neither reports nor background papers are open to public inspection.

Please note that this is a public meeting and members of the public and press are permitted to report on the proceedings. "Reporting" includes filming, photographing, making an audio recording and providing commentary on proceedings. Any communicative method can be used to report on the proceedings, including the internet, to publish, post or share the proceedings. Accordingly, the attendance of members of the public at this meeting may be recorded and broadcast. By choosing to attend this public meeting you are deemed to have given your consent to being filmed or recorded and for any footage to be broadcast or published.

Please note the Council audio records and live streams many of its meetings. These recordings are published on the relevant meeting pages of the Council's website. A notice to this effect will be posted in the meeting room. If a member of the public chooses to speak at a meeting of the City Council he/she will be deemed to have given their consent to being recorded and audio being published live to the Council's website. The Chairman of the meeting, can at their discretion, terminate or suspend recording, if in their opinion, continuing to do so would prejudice the proceedings of the meeting or if they consider that continued recording might infringe the rights of any individual, or breach any statutory provision

At the start of the meeting under the item 'Public Participation' up to fifteen minutes in total is allowed for members of the public to present a petition, ask a question or comment on any matter on the Agenda or within the remit of the Council in accordance with Council Procedure Rule 10. **Participants need to indicate that they wish to speak by 12 noon on the working day before the meeting by writing, emailing or telephoning the officer mentioned below.**

If you have any queries about this Agenda or to discuss the arrangements for the taking of photographs, film, video or sound recording please contact **Claire Chaplin, Democratic and Civic Services Manager, Democratic Services, Guildhall, Worcester WR1 2EY. Telephone: 01905 722005 (direct line); E-Mail Address: committeeadministration@worcester.gov.uk**

This agenda can be made available in large print, braille, on PC disk, tape or in a number of ethnic minority languages. Please contact the above named officer for further information. Agendas and minutes relating to all City Council Committees and Council Meetings are also available electronically, click on the option "Committee Minutes and Documents", Website Address: worcester.gov.uk

Council
Tuesday, 19 November 2019

Members of the Council:-

Chairman: The Mayor

Councillor Patricia Agar (LCo)	Councillor Nida Hassan (C)
Councillor Mel Allcott (LD)	Councillor Jo Hodges (L)
Councillor Mohammad Altaf (C)	Councillor Mrs. Lucy Hodgson (C)
Councillor Alan Amos (C)	Councillor Stephen Hodgson (C)
Councillor Bill Amos (C)	Councillor Mike Johnson (C)
Councillor Jenny Barnes (LCo)	Councillor Matthew Lamb (L)
Councillor Marc Bayliss (C)	Councillor Neil Laurenson (G)
Councillor Roger Berry (LCo)	Councillor Steve Mackay (C)
Councillor Tracey Biggs (L)	Councillor Chris Mitchell (C)
Councillor Marjory Bisset (G)	Councillor Jabba Riaz (L)
Councillor Chris Cawthorne (L)	Councillor Andrew Roberts (C)
Councillor Tom Collins (L)	Councillor Joy Squires (L)
Councillor Simon Cronin (L)	Councillor Andy Stafford (C)
Councillor Lynn Denham (L)	Councillor Ceri Marie Stalker (L)
Councillor Allah Ditta (C)	Councillor James Stanley (C)
Councillor Simon Geraghty (C)	Councillor Louis Stephen (G)
Councillor Adrian Gregson (L)	Councillor Richard Udall (L)
Councillor Louise Griffiths (C)	

C = Conservative G = Green L = Labour LCo = Labour and Co-Operative
LD = Liberal Democrat

You are hereby summoned to attend the meeting of the Worcester City Council to be held at the Council Chamber, Guildhall on Tuesday, 19th November, 2019 at 7.00 pm at which meeting the following business is proposed to be transacted.

AGENDA

Part 1
(ITEMS FOR DISCUSSION AND DECISION IN PUBLIC)

- | | |
|--------------------------------------|--|
| 1. APOLOGIES FOR ABSENCE | |
| 2. DECLARATIONS OF INTEREST | To receive any declarations of interest. |
| 3. MINUTES
Page(s): 1 - 16 | Of the meeting held on 22 nd October 2019 to be approved and signed. |
| 4. MAYOR'S COMMUNICATIONS | To receive any communications the Mayor may wish to make. |
| 5. PUBLIC PARTICIPATION | Up to a total of fifteen minutes can be allowed, each speaker being allocated a maximum of five minutes, for members of the public to present a petition, ask a question or comment on any matter on the Agenda or within the remit of the Council in accordance with Council Procedure Rule 10. |

6. **QUESTIONS**

The Leader of the Council, the Deputy Leader of the Council or the Chair of any Committee or Sub-Committee to take any questions that may be submitted in accordance with Council Procedure Rule 9.

7. **NOTICE OF MOTION**

To consider any Notices of Motion submitted in accordance with Council Procedure Rule 8.

Former Councillor Stuart Denlegh-Maxwell

Councillor Stuart Denlegh-Maxwell died suddenly on the 10th June 2019, when he was just sixty years old.

Stuart first represented Claines Ward from 1988 to 1994 and returned, some twenty-four years later, through success at the May 2018 elections.

The River Severn was of particular significance to Stuart, in his childhood he would swim in the river, he had a long term association with the rowing club, and would regularly walk his dog Daisy along the riverside. Stuart was a strong supporter of the Riverside Park and took a keen interest in its development.

In order to provide a tribute to Stuart and to mark the City's appreciation of his service, Council requests that a bench in the newly created Riverside Park is dedicated to his memory.

Proposed by: Councillor Stafford

8. **AMENDMENT TO THE CAPITAL PROGRAMME 2018/19-2023/24**

Page(s): 17 - 24

Ward(s): All Wards

Contact Officer: Shane Flynn,
Corporate
Director, Finance
and Resources
Tel: 01905
722536

That the Council approves the revised Capital Programme as set out in the report.

9. **REPORT FROM THE RELEVANT COMMITTEE ON MATTERS WHICH ARE REFERRED TO COUNCIL FOR DECISION**

Page(s): 25 - 132

To receive reports on matters which by law or in accordance with the Constitution are referred to Council for decision.

1. **Treasury Management Annual Report 2018/19 – Referral Report from Policy and Resources Committee 31st July 2019**

That the Council receives the Treasury Management Annual Report 2018/19.

Contact Officer: Mark Baldwin, Head of Finance
Tel: 01905 722007

2. **Audit and Governance Committee Annual Report 2018/19 – Referral Report from Audit and Governance Committee 18th September 2019**

That the Council receives the Audit and Governance Committee Annual Report 2018/19.

Contact Officer: Sian Stroud, Deputy Director – Governance
Tel: 01905 722019

3. **Proposed Fees and Charges for 2020 – Freedom Leisure Contract – Referral Report from Income Generation Sub-Committee 15th October 2019**

That the Council approve the Fees and Charges submitted by Freedom Leisure for 2020 (covering the period 1st January 2020 to 31st December 2020 inclusive).

Contact Officer: Alan New, Contracts and Performance Manager
Tel: 01905 721122

4. **Review of Polling Districts, Polling Places and Polling Stations 2019 – Referral Report from Personnel and General Purposes Sub-Committee 4th November 2019**

That the Council approve the proposed changes to polling districts as set out in paragraph 3.3 of the report and Appendix 1.

Contact Officer: Claire Chaplin,
Democratic and Electoral Services
Manager and Deputy Returning
Officer
Tel: 01905 722005

10. **REPORT FROM THE LEADER OF THE COUNCIL ON ANY MATTERS WHICH HE IS OF THE OPINION REQUIRE URGENT CONSIDERATION BY THE COUNCIL**

To receive a report, if necessary.

11. **ITEMS INVOLVING THE DISCLOSURE OF EXEMPT INFORMATION**

The Council is invited to pass the following resolution:-

That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of information as defined in Schedule 12A of the said Act.

**PART II
(ITEMS FOR DISCUSSION AND DECISION IN PRIVATE)**

12. **ANY EXEMPT ISSUES**

To consider any exempt matters which might arise.

David Blake
Managing Director
Guildhall
Worcester WR1 2EY
Date: 11th November 2019



Report to: Council, 19th November 2019

Report of: Chairman, Personnel and General Purposes Sub-Committee

Subject: REFERRAL REPORT FROM PERSONNEL AND GENERAL PURPOSES SUB-COMMITTEE, 4TH NOVEMBER 2019 - REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS 2019

1. Recommendation

1.1 That the Council approve the proposed changes to polling districts as set out in paragraph 3.3 below and Appendix 1.

2. Background

- 2.1 At its meeting on 4th November 2019, the Personnel and General Purposes Sub-Committee considered a report on the findings of the Review of the Polling Districts, Polling Places and Polling Stations in the Parliamentary Constituency of Worcester which has been carried out in accordance with the Representation of the People Act 1983.
- 2.2 In accordance with the Council's Constitution it is the responsibility of the Personnel and General Purposes Sub-Committee to approve changes to polling places and the responsibility of Full Council to approve changes to polling districts.
- 2.3 A copy of the full Sub-Committee report is attached.

3. Proposals

- 3.1 In summary, ten proposals for a change to polling places or polling districts were recommended. These are identified in paragraph 5.2 and Appendix 1 of the attached report together with the rationale for each proposal.
- 3.2 The Sub-Committee unanimously approved the proposed polling places as set out in the report.
- 3.3 The Sub-Committee agreed to recommend the Council to approve the proposals for changes to polling districts, as set out in the report. These are:

No	Ward	Polling District	Proposed Change	Rationale
1.	Nunnery	G5 G6	To merge polling districts G5 and G6 and rename the merged polling district G5.	The current polling place/station for polling district G5 is Nunnery Wood Sports Complex which is located in polling district G6 and is a suitable and available venue.

2.	St. John	K1 K3	To merge polling districts K1 and K3 and rename the merged polling district K1.	The current polling place for polling district K3, The Green Centre, Gresham Road is located in polling district K1. The Green Centre is a suitable and available venue.
3.	St. Stephen	M1 M3	To change the polling district boundary to take out the following from polling district M1, and include them within the polling district M3: Gregorys Bank Brickwharf Drive Gregorys Court Kiln Crescent Tile Court, on Kiln Crescent Brick Court, on Kiln Crescent Merriman's Hill (Part)	Polling district M3 is relatively small in comparison to polling districts M1 and M2. The identified electorate are closer to the existing polling place/station, St George's C of E Primary School, St George's Lane which is located within M3.
4.	Warndon	N2 N3	To merge polling districts N2 and N3 and rename the merged polling district N2.	The current polling place/station for polling district N2, St. Wulstan's Church Hall, Cranham Drive is located in polling district N3 and is a suitable and available venue.

4. Alternative Options Considered

- 4.1 Where available, other venues were assessed for their suitability in accordance with the legislative framework and the check-list provided by the Electoral Commission. Those venues assessed were determined as not suitable as they did not meet the necessary criteria to the equivalent level as the recommended proposals.

5. Implications

- 5.1 Financial and Budgetary Implications
See paragraph 7.1 of the attached report.
- 5.2 Legal and Governance Implications
See paragraph 7.2 of the attached report.
- 5.3 Risk Implications
See paragraph 7.3 of the attached report.
- 5.4 Corporate/Policy Implications
See paragraph 7.4 of the attached report
- 5.5 Equality Implications
See paragraph 7.5 of the attached report.

- 5.6 Human Resources Implications
See paragraph 7.6 of the attached report.
- 5.7 Health and Safety Implications
See paragraph 7.7 of the attached report.
- 5.8 Social, Environmental and Economic Implications
See paragraph 7.8 of the attached report.

Ward(s): ALL
Contact Officer: Democratic and Electoral Services Manager & Deputy
Returning Officer- Claire Chaplin
Email: Claire.chaplin@worchester.gov.uk
Tel: 01905 722005
Background Papers: The Electoral Commission: Reviews of polling district,
polling places and polling stations
Equality Impact Assessment.

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Report to: Personnel & General Purposes Sub-Committee, 4th November 2019

Report of: The (Acting) Returning Officer

Subject: REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS 2019

1. Recommendation

- 1.1 To consider and approve the proposed polling places as set out in Appendix 1 and Section 5.1 of this report;**
- 1.2 To note the proposed polling districts and refer the proposals to Council for consideration and approval as set out in Appendix 1 and Section 5.1 of this report; and**
- 1.3 Subject to approval by Council, to authorise the Returning Officer and Deputy Returning Officer to take all necessary steps to implement these recommendations.**

2. Background

- 2.1 This report details the findings of the Review of the Polling Districts, Polling Places and Polling Stations in the Parliamentary Constituency of Worcester which has been carried out in accordance with the Representation of the People Act 1983.
- 2.2 Local authorities have a statutory responsibility for reviewing UK Parliamentary polling districts, polling places and polling stations every five years. The previous review was carried out in 2014 and in accordance with the Representation of the People Act 1983 this review must be completed by 31 January 2020.
- 2.3 For this occasion, it was considered beneficial to commence the review sometime after the European Parliamentary Election and City Council Elections in May 2019. The reason for this timescale was that detailed inspections were carried out of existing polling stations and polling places by electoral officers employed to deliver both elections. Feedback regarding election arrangements was also gained from those persons responsible for inspecting the polling arrangements for both elections and from electors entitled to vote at their respective polling station.
- 2.4 The timing of the review was also considered by the Regional Electoral Administrators Group in the West Mercia Area, of which the City Council is a member. The consensus decision being that represented authorities would commence their respective reviews around the 1st August 2019 in order to benefit from a coordinated approach to training and support from the Electoral Commission and Cabinet Office and to share best practice in carrying out the review.
- 2.5 As part of on-going monitoring and reviewing of polling districts, polling places and polling stations carried out by the City Council, any feedback and concerns received

from stakeholders during previous elections has been considered and, where appropriate, factored into existing and proposed future arrangements as set out in **Appendix 1**.

- 2.6 It is proposed to implement the changes to polling arrangement as identified in this report in time for the May 2020 Local Election. However the proposed changes relating to the use of the Alma Tavern in polling district M2 and the Riverside Building, University of Worcester, Severn Campus in polling districts JCA/JCB as polling stations can be implemented with immediate effect as both venues are available.

3. Overview of the Legislative Requirements of the Review

- 3.1 Local authorities must comply with the following legislative requirements regarding the designation of polling districts, polling places and polling stations:
- (a) Each parish in England is to be a separate polling district, unless special circumstances apply.
 - (b) The council must designate a polling place for each polling district, unless the size or other circumstances of a polling district are such that the situation of the polling stations does not materially affect the convenience of the electors.
 - (c) The polling place must be an area in the district, unless special circumstances make it desirable to designate an area wholly or partly outside the district (for example, if no accessible polling place can be identified in the district).
 - (d) The polling place must be small enough to indicate to electors in different parts of the polling district how they will be able to reach the polling station.
- 3.2 Local authorities must also comply with the following access requirements. As part of the review, they must:
- (a) Seek to ensure that all electors in a constituency in the local authority area have such reasonable facilities for voting as are practicable in the circumstances.
 - (b) Seek to ensure that so far as is reasonable and practicable every polling place for which it is responsible is accessible to electors who are disabled.

4. The Review Process

- 4.1 Guidance issued by the Electoral Commission stipulates that reviews should be conducted in the following four stages:

Stage 1 – Notification of the Review

This stage requires the Council to give public notice of its intention to conduct the review. The notice was published on the Council's website on 1st August 2019, and also advertised by the local media and on the Council's social media sites.

Stage 2 – Consultation

The consultation stage is for representations and comments to be made on the existing and proposed arrangements for polling districts, polling places and polling stations. There are two aspects of this stage:

- A compulsory submission from the (Acting) Returning Officer of the UK Parliamentary constituency, which must be published by the local authority. The submission must comment on both the existing polling arrangements and any proposed polling places and polling stations identified as part of the review. The submissions made by the (Acting) Returning Officer were published on 12th September 2019 with a further five proposed changes to polling arrangements being published on 10th October 2019.
- Submissions from electors and other interested persons and bodies, including elected representatives and those with expertise in relation to access to premises or facilities for disabled people. Fifteen organisations across Worcestershire who provide support and services to disabled persons were contacted separately and asked for their comments and feedback.

At the close of the consultation stage on Wednesday 16th October, 554 responses had been received.

Stage 3 – Concluding the Review

After considering all of the representations, the local authority must decide on the most appropriate polling districts, polling places and polling stations, which must be approved by the Council. Personnel and General Purposes Sub Committee has responsibility for approving polling places and Council has responsibility for approving the division of wards into polling districts.

Stage 4 – Publishing the Conclusions of the Review

On completion of the review, the Council must give reasons for its decisions and publish:

- (a) All correspondence sent to an (Acting) Returning Officer in connection with the review.
- (b) All correspondence sent to any person whom the authority thinks 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 meeting held by the Council 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 and polling places within the local authority area as a result of the review.
- (f) Details of the places where the results of the review have been published.

5. Preferred Option

- 5.1 The Electoral Commission provides a checklist of criteria for use in evaluating the suitability of buildings as polling places and polling stations which have been completed as part of the review process. The checklist provided by the Electoral Commission is set out at **Appendix 2**. In addition to the checklist for evaluating suitability all comments, suggestions and requests received as part of the consultation process from the (Acting) Returning Officer and other interested persons and bodies have been considered and the proposed polling districts, polling places and polling stations are set out in detail at **Appendix 1**.

5.2 In summary, ten proposals for a change to polling places or polling districts are recommended. These are identified below together with the rationale for the proposal.

No	Ward	Polling District	Proposed Change	Rationale
1.	Battenhall	B2 B3	That Cherry Orchard Primary School, Timberdine Close is designated as the permanent polling place for polling districts B2 and B3.	The current polling place is St Marks Church which is located in Cathedral Ward in polling district D1. The proposed polling place and polling station are located approximately in the middle of B2 and B3 combined.
2.	Cathedral	D1	That St Marks Church, Orchard Street is designated as the permanent polling place for polling district D1.	The current polling place is the Car Park Adjoining Play Area, Waverley Street. Portakabins are only used when no other suitable alternative venue is available and there is a suitable location within the polling district to accommodate a portakabin. It is proposed that the polling place/station for polling districts B2 and B3, which is currently St Marks Church, be changed to Cherry Orchard Primary School, thus making St Marks Church available for the electorate of polling district D1.
3.	Claines	E1	That Worcester Lawn Tennis Club, Northwick Close is designated as the permanent polling place for polling district E1.	This would be more accessible and/or closer for electors in polling district E1 as the existing polling place, Claines Royal British Legion, Cornmeadow Lane is located within polling district E4.
4.	Claines	E3	That Gheluvelt Sons of Rest Building, Lavender Road be designated as the permanent polling place for polling district E3.	The existing polling place, Ombersley Road Methodist Church, presents access issues due to the gradient of the car park and permanent ramp structure leading from the pavement to the polling place in its entirety. The proposal, Gheluvelt Sons of Rest Building, Lavender Road, provides level disabled access into the polling station and is readily

				available for election purposes and is located in the polling district.
5.	Nunnery	G5 G6	To merge polling districts G5 and G6 and rename the merged polling district G5.	The current polling place/station for polling district G5 is Nunnery Wood Sports Complex which is located in polling district G6 and is a suitable and available venue.
6.	St. Clement	J3A J3B	That the Riverside Building, University of Worcester, Severn Campus, Hylton Road, is designated as the permanent polling place for polling district J3A/J3B.	The Y.M.C.A building has recently been sold and its future intended use is unknown. The Riverside Building is a suitable and available venue.
7.	St. John	K1 K3	To merge polling districts K1 and K3 and rename the merged polling district K1.	The current polling place for polling district K3, The Green Centre, Gresham Road is located in polling district K1. The Green Centre is a suitable and available venue.
8.	St. Stephen	M1 M3	To change the polling district boundary to take out the following from polling district M1, and include them within the polling district M3: Gregorys Bank Brickwharf Drive Gregorys Court Kiln Crescent Tile Court, on Kiln Crescent Brick Court, on Kiln Crescent Merriman's Hill (Part)	Polling district M3 is relatively small in comparison to polling districts M1 and M2. The identified electorate are closer to the existing polling place/station, St George's C of E Primary School, St George's Lane which is located within M3.
9.	St. Stephen	M2	That the Alma Tavern, 74 Droitwich Road be designated as the permanent polling place for polling district M2.	The recent renovation of the Alma Tavern has provided a suitable and available venue as a polling place/station for polling district M2 which will eliminate the need to use Perdiswell Primary School as the polling place.
10.	Warndon	N2 N3	To merge polling districts N2 and N3 and rename the merged polling district N2.	The current polling place/station for polling district N2, St. Wulstan's Church Hall, Cranham Drive is located in polling district N3 and is a suitable and available venue.

6. Alternative Options Considered

- 6.1 Where available, other venues were assessed for their suitability in accordance with the legislative framework and the check-list provided by the Electoral Commission. Those venues assessed were determined as not suitable as they did not meet the necessary criteria to the equivalent level as the recommended proposals.

7. Implications

7.1 Financial and Budgetary Implications

The recommended changes result in a reduction of one portakabin needing to be hired in Cathedral Ward and a slight reduction in staffing levels due to the merging of polling stations in Nunnery and St. John Wards, achieving a cost saving of approximately £1,500.

7.2 Legal and Governance Implications

The Council has a statutory responsibility for reviewing UK Parliamentary polling districts, polling places and polling stations as specified in Schedule A1 to the Representation of the People Act 1983. The Electoral Registration and Administration Act 2013 states that the review must be completed by 31st January 2020.

In accordance with the Council's Constitution it is the responsibility of the Personnel and General Purposes Sub-Committee to approve changes to polling places and the responsibility of Full Council to approve changes to polling districts.

7.3 Risk Implications

The existing risk management plans for polling arrangements that are currently in place are considered to be sufficient and are required and updated on a regular basis.

7.4 Corporate/Policy Implications

As well as being a statutory requirement, the review addresses several priorities within the City Plan, including the aims and objectives to improve voter turnout and to provide services which are accessible to all communities.

7.5 Equality Implications

The recommended changes to polling districts and polling places take into account the provisions of the Equalities Act 2010, Representation of the People Act 1983 and the Equalities and Human Rights Commission guidance relating to the duty to make reasonable adjustments to polling places.

The Electoral Commission guidance relating to reviews of polling districts, polling places and polling stations also states that local authorities have a duty to review the accessibility of all polling places to disabled voters and ensure that every polling place, and prospective polling place, for which it is responsible is accessible to disabled voters so far as is reasonable and practicable.

An Equality Impact Assessment has been carried out on the review. The key findings are that:

- All polling places identified in the review are able to meet necessary accessibility standards for those with disabilities;
- It is not possible to eliminate the need to use certain types of venues which may have some equality implications- for example, use of pubs, places of worship and schools. However it is possible to put measures in place at

individual polling places to ensure that any adverse impact is mitigated as far as possible;

- The ability to vote by post or by proxy provides a degree of mitigation for any voters who may prefer not to use their designated polling place;
- Electoral law establishes a stringent regime to protect the rights of voters, including as to their privacy and proximity to a polling place. Therefore within the constraints of this electoral regime, the available resources and sites and the geographic boundaries, the polling places identified in the review are considered appropriate to meet the needs of the communities of Worcester City.

7.6 Human Resources Implications

A slight reduction in staffing levels for polling staff is identified in the Financial Implications section above.

7.7 Health and Safety Implications

The health and safety implications of each polling place have been assessed as part of the review.

7.8 Social, Environmental and Economic Implications

As identified above, the review should assist the Council in demonstrating several City Plan priorities to improve outcomes for the communities of Worcester.

Ward(s): ALL
Contact Officer: Democratic and Electoral Services Manager & Deputy Returning Officer- Claire Chaplin
Email: Claire.chaplin@worcester.gov.uk
Tel: 01905 722005
Background Papers: The Electoral Commission: Reviews of polling district, polling places and polling stations
Equality Impact Assessment.

Parliamentary Constituency of Worcester
Review of Polling Districts, Polling Places and Polling Stations
August 2019
Proposals

Key: Proposed Change

*** No change proposed for the following reasons:**

The polling district boundary is well-defined and there are suitable transport links within the polling district. The location of the polling place is reasonably accessible within the polling district and the size of the polling place is capable of accommodating all voters going into and out of the polling station including where there is a high turnout.

The building is readily available in the event of any unscheduled elections and there is no possibility that the building may be demolished at the time of publication of this document as part of a new development. The building is also accessible to all entitled to attend the polling place.

The polling station is of an appropriate size to allow for an effective throughput of voters, including in those instances where there is a high number of electors in the polling station at any one time on polling day. The polling station provides suitable conditions for the elector to vote in private and for staff to conduct elections in an efficient and effective manner and for those entitled to observe the voting process to do so without compromising the secrecy of the ballot.

As part of on-going monitoring and reviewing of polling districts, polling places and polling stations carried out by the City Council, any feedback and concerns received from stakeholders during previous elections has been addressed, and where appropriate factored in to existing and proposed future arrangements. Assessments carried out by Electoral Officers on election days have also been taken into consideration.

~ Change proposed for the following reasons in accordance with the legislative requirements regarding the designation of polling districts and polling places:

The Council must designate a polling place for each polling district, unless the size of other circumstances of a polling district are such that the situation of the polling stations does not materially affect the convenience of the electors.

The polling place must be an area in the district, unless special circumstances make it desirable to designate an area wholly or partly outside the district (for example, if no accessible polling place can be identified in the district).

The polling place must be small enough to indicate to electors in different parts of the district how they will be able to reach the polling station.

The Council must seek to ensure that all electors in a consistency in the local authority area have such reasonable facilities for voting as are practicable in the circumstances.

The Council must seek to ensure that so far as reasonable and practicable every polling place for which it is responsible is accessible to electors who are disabled.

The Council must have regard to the accessibility to disabled persons of potential polling stations in any place which it is considering designating as a polling place or the designation of which as a polling place it is reviewing.

Ward: Arboretum

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
A1	St, George's Church, St George's Square WR1 1HX	The Magdalene Room	1099	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Satisfied and 4 Very Satisfied.

Ward: Arboretum

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
A2	St Mary's Church, Northfield Street WR1 1NS	The Church Hall	1557	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting)Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

7 Very Satisfied.

Ward: Arboretum

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
A3	Goodrest Tavern, Barker St/Gillam St WR3 8NP	The Skittle Alley	1100	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting)Returning Officer's Comments:

* No change proposed.

While the polling place and polling station are located just outside of the polling district and electoral ward boundary, there are currently no suitable, available alternative venues within the polling district boundary. The location of the Goodrest Tavern is closer to the majority of the polling district's (A3) electorate than other existing polling places/stations within the Arboretum Ward. The location of this polling place also avoids the barrier of a canal which would require crossing should other existing polling stations within the Ward be used. Access to the polling station is via a separate entrance to that of the main bar.

Comments Received from Electors and Other Interested Persons and Bodies:

2 Satisfied and 7 Very Satisfied.

Ward: Arboretum

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
A4	Sharman Close, Somers Road WR1 3LB	The Club Room	989	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting)Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Neither Satisfied nor Dissatisfied, 1 Satisfied and 5 Very Satisfied.

Ward: Battenhall

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
B1	Redhill Primary School, Midhurst Close WR5 2HX	The Community Room	939	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting)Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

- 1 Neither Satisfied nor Dissatisfied, 3 Satisfied and 5 very satisfied.
- 1 Dissatisfied with the use of schools in general as polling places/stations.

Ward: Battenhall

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
B2 B3	St Marks Church, Orchard Street WR5 3DW	The Church	B2 – 1416 B3 – 1246	2	Cherry Orchard Primary School, Timberdine Close, WR5 2DD	St Marks Church is located within polling district D1 in Cathedral Ward and the proposed polling place and polling station are located approximately in the middle of B2 and B3 combined.

(Acting)Returning Officer's Comments:

~ Proposal to use Cherry Orchard Primary School as St Marks Church is located outside the ward and district boundary in D1. Cherry Orchard Primary School is located within polling district B2. There are currently no suitable, available alternative venues within the polling district boundary of B3. However, the school is approximately located in the middle of polling districts B2 and B3 combined. The proposed use of Cherry Orchard Primary School meets all/most of criteria set by the Electoral Commission. Electors comments received to date have identified that the previously used polling place of Blessed Edward Oldcorne Catholic College which is located next to Cherry Orchard Primary School was within walking distance and therefore easier to get to.

Comments Received from Electors and Other Interested Persons and Bodies:

Comments received for existing arrangement: 1 Dissatisfied, 1 Satisfied and 3 Very Satisfied

Comments received for future arrangements: 34 Very Dissatisfied, 2 Dissatisfied, 4 Neither Satisfied nor Dissatisfied, 3 Satisfied, 5 Very Satisfied.

Very dissatisfied comments received in relation to the perceived disruption to the running of the school.

Ward: Battenhall

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
B4	Redhill Social Club, Foxwell Street WR5 2ET	The Annex	509	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting)Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Very Dissatisfied and 4 Very Satisfied.

Ward: Bedwardine

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
C1	St John's Youth Centre, Swanpool Walk WR2 4EL	The Main Hall	795	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting)Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Neither Satisfied nor Dissatisfied, 2 Satisfied and 5 Very Satisfied.

Ward: Bedwardine

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
C2	Bromwich Road Mission Free Church, Bromwich Road WR2 4AS	Sunday School Hall	1116	1	Change polling station to The Garden Room.	The Garden Room provides level disabled access without the need of a temporary ramp and meets all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No Change proposed to the polling district and polling place.

~ It is proposed that, as the existing polling station requires the installation of a temporary ramp for every election, the Garden Room is used as the polling station as the room is of adequate size and provides level disabled assess.

Comments Received from Electors and Other Interested Persons and Bodies:

3 Very Satisfied.

1 Very Dissatisfied.

Ward: Bedwardine

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
C3	Pitmaston Primary School, Bromwich Road WR2 4ZF	KS2 Hall	838	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Satisfied and 3 Very Satisfied.

1 Very dissatisfied with the use of schools as polling places/stations.

Ward: Bedwardine

Existing Temporary Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
C4	Portobello Public House, Bransford Road WR2 4EZ	The Skittle Alley	1002	2	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

~ The Skittle Alley at the Portobello Public House, Bransford Road was used as a temporary polling station in 2019 and it is proposed that it will remain in place as a permanent arrangement. The previous polling place/station used was a portakabin located in the car park of the Berkeley Arms Public House. The polling place is accessible within the polling district and the Skittle Alley has adequate space to accommodate two polling stations and provides level access. Electors comments received to date have identified that the polling place provides ample car parking facilities, is easier to access with a pushchair and is a better arrangement than the use of the previous portakabin.

Comments Received from Electors and Other Interested Persons and Bodies:

2 Satisfied and 7 Very Satisfied.
1 Dissatisfied, too far to walk.

Ward: Bedwardine

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
C5	The Church of Jesus Christ of Latter Day Saints, Canada Way WR2 4ED	The Cultural Hall	1627	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

2 Very satisfied.

1 Very Dissatisfied with using religious establishments as polling places.

Ward: Bedwardine

Existing Temporary Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
C6A C6B	Portobello Public House, Bransford Road	The Skittle Alley	C6A – 950 C6B – 7	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

*No change proposed.

While the polling place and polling station are located just outside of the polling district boundary, in polling district C4, there are currently no suitable, available alternative venues within the polling district boundary. The Skittle Alley located within the Portobello Public House is currently used as a polling station for polling district C4, the room has level access and is of adequate size to accommodate two polling stations.

Comments Received from Electors and Other Interested Persons and Bodies:

2 Very Satisfied.

Ward: Cathedral

Existing Temporary Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
D1	Car Park Adjoining Play Area, Waverley Street WR5 3DH	Portakabin	1869	1	Change polling place and polling station to St Marks Church Orchard Street WR5 3DW.	St Marks Church meets all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

~ St Marks Church is within the polling district boundary of D1 and meets all/most of criteria set by the Electoral Commission. Portakabins are only used when no other suitable alternative venue is available and there is a suitable location within the polling district to accommodate a portakabin. It is proposed that the polling place/station for polling districts B2 and B3, which is currently St Marks Church, be changed to Cherry Orchard Primary School, thus making St Marks Church available for the electorate of polling district D1. Electors' comments received to date have recommended the use of St Marks Church as the polling place/station for the electorate of polling district D1.

The portakabin on the car park adjoining the play area, Waverley Street, has been used as a temporary polling place/station until such time as a suitable alternative was identified.

Comments Received from Electors and Other Interested Persons and Bodies:

Comments received for existing arrangement: 1 Very Dissatisfied, 2 Dissatisfied, 1 Satisfied and 3 Very Satisfied
 Comments received for proposed future arrangement: 1 Very Dissatisfied, 1 Satisfied and 7 Very Satisfied.
 Very dissatisfied with the use of schools as polling places/stations.

Ward: Cathedral

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
D2	Guildhall, High Street	The Green Room,	1808	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Dissatisfied, 1 Neither Satisfied nor Dissatisfied, 2 Satisfied and 6 Very Satisfied.

Ward: Cathedral

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
D3 D4A D4B	Horizon Community Centre, Midland Road WR5 1DS	Meeting Room 1 – D3 Meeting Room 2 – D4A D4B	D3 – 1850 D4A – 1378 D4B – 246	2	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

While the polling place and polling station are located just outside of the polling district boundary for D4A and D4B and are located in D3, there are currently no suitable, available alternative venues within the polling district boundaries of D4A and D4B. The Horizon Community Centre is located approximately in the middle of polling districts D3, D4A and D4B combined.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Neither Satisfied nor Dissatisfied, 3 Satisfied and 7 Very Satisfied.

1 Very dissatisfied with distance to travel and steep hill walk.

Ward: Cathedral

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
D5	Swan Theatre, The Moors WR1 3ED	The Sama Room	1081	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Proposal:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Satisfied and 4 Very Satisfied.

Ward: Claines

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
E1	Claines Royal British Legion, Cornmeadow Lane	The Main Hall	1206	1	Worcester Lawn Tennis Club, Club House, Northwick Close WR3 7EF	More accessible/closer for electors in polling district E1 as the existing polling place is located within polling district E4.

(Acting) Returning Officer's Comments:

~ It is proposed that the polling place/station be changed to Worcester Lawn Tennis Club, Club House which is located in polling district E2 and is currently used as polling place/station for polling district E2. The location of the Tennis Club is closer to the majority of the electorate in polling district E1 than the location of Claines Royal British Legion. The Main Hall of the Tennis Club is of appropriate size to accommodate two polling stations.

Electors' comments received to date, particularly by the electorate within the Northwick area of the polling district, have indicated a preference to use Worcester Lawn Tennis Club, as the venue is considered to be closer and more accessible than the existing polling station.

Comments Received from Electors and Other Interested Persons and Bodies:

Comments received for existing arrangement: 4 Dissatisfied

Dissatisfied with existing arrangement, would prefer proposed future arrangement as closer to those electors living in the Northwick area of the polling district.

Comments received for proposed future arrangement: 1 Dissatisfied, 1 Neither Satisfied nor Dissatisfied and 2 Very Satisfied.

Ward: Claines

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
E2	Worcester Lawn Tennis Club, Northwick Close WR3 7EF	The Club House	1112	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Satisfied and 6 Very Satisfied.

1 Dissatisfied with no public transport directly to polling place.

Ward: Claines

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
E3	Ombersley Road Methodist Church, Ombersley Road WR3 7BW	The Church Hall	919	1	Gheluvelt Sons of Rest Building, Lavender Road WR1 3EX	The proposed polling place/station provides improved access for electors who are disabled.

(Acting) Returning Officer's Comments:

~ The existing polling place presents access issues due to the gradient of the car park and permanent ramp structure leading from the pavement to the polling place in its entirety. It is proposed to use the Gheluvelt Sons of Rest Building, Lavender Road, as the building provides level disabled access into the polling station. The proposed building is located within the polling district within the prominent and well known Gheluvelt Park and meets all/most of criteria set by the Electoral Commission.

Electors' comments received to date have identified that the existing polling place/station arrangements are not suitable for electors using manual wheelchairs.

Comments Received from Electors and Other Interested Persons and Bodies:

Comments received for existing arrangement: 1 Neither Satisfied nor Dissatisfied, 1 Satisfied and 2 Very Satisfied.

Comments received for proposed future arrangement: 2 Satisfied and 4 Very Satisfied.

Ward: Claines

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
E4 E5	Claines Church Hall, Cornmeadow Lane WR3 7NY	The Church Hall	E4 – 1178 E5 – 1104	2	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

While the polling place and polling station are located within polling district E4, there are currently no suitable, available venues within the polling district boundary of E5.

Comments Received from Electors and Other Interested Persons and Bodies:

3 Satisfied and 5 Very Satisfied.

Ward: Claines

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
E6	Bishop Allenby Hall (Adjoining St Stephen's Church), Droitwich Road WR3 7HS	Bishop Allenby Hall	954	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

Returning Officer's Comments:

* No change proposed. However in response to comments received regarding the level of lighting, improved temporary lighting to be used.

Comments Received from Electors and Other Interested Persons and Bodies:

- 1 Neither Satisfied nor Dissatisfied, 1 Satisfied and 5 Very Satisfied.
- 1 Dissatisfied as Hall is not available for other functions on polling day.

Ward: Gorse Hill

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
F1	Warndon Community Centre, Shap Drive WR4 9NX	Hall 1	562	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Very Satisfied.

Ward: Gorse Hill

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
F2	Keswick and Langdale, Communal Room, Off Langdale Close WR4 9UL	Keswick and Langdale, Communal Room, Off Langdale Close	836	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

None.

Ward: Gorse Hill

Existing Temporary Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
F3	Car Park, Frontage of Shops, Ambleside Drive WR4 9DA	Portakabin	1007	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

The portakabin on the car frontage of shops, Ambleside Drive, has been used as a polling place/station since 2015 and it is proposed that this will remain in place as a permanent arrangement as there is currently no available, suitable venue within the polling district boundary. Measures to identify an available, suitable polling place/station will continue.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Satisfied.

Ward: Gorse Hill

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
F4	Car Park, The Virgin Tavern, Tolladine Road WR4 9BJ	Portakabin	1514	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission

(Acting) Returning Officer's Comments:

* No change proposed.

The portakabin on the car park of the Virgin Tavern, Tolladine Road has been used as a polling place/station since 2015 and it is proposed that this will remain in place as a permanent arrangement as there is currently no available, suitable venue within the polling district boundary. Measures to identify an available, suitable polling place/station will continue.

Comments Received from Electors and Other Interested Persons and Bodies:

2 Neither Satisfied nor Dissatisfied and 2 Very Satisfied.

Ward: Nunnery

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
G1 G2	Medway Youth Club, The Old Scout Hut, 16 Medway Road WR5 1LN	The Hall	G1 - 832 G2 - 1263	2	No change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission

(Acting) Returning Officer's Comments:

*No change proposed.

While the polling place and polling station are located within the polling district boundary of G1, there are currently no suitable, available alternative venues within the polling district boundary of G2. The Medway Youth Club is of adequate size to easily accommodate two polling stations.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Satisfied.

1 Dissatisfied and 1 Very Dissatisfied with parking facility and external lighting level.

Ward: Nunnery

Existing Temporary Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
G3	MGM Philadelphia Christian Assembly, Norwich Road WR5 1NX	The Hall	1224	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

~ The use of the Hall, Christian Assembly, Norwich Road has been used as a temporary polling place/station in 2019 and it is proposed that it will remain in place as a permanent arrangement. The previous polling place/station used was the Punch Bowl Public House, Lichfield Avenue and was deemed unsuitable following comments made by Polling Station Inspectors in 2018.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Very Satisfied.

Ward: Nunnery

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
G4	Lincoln Green, Off Chelmsford Drive WR5 1QU	Community Room	976	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Neither Satisfied nor Dissatisfied and 1 Very Satisfied.

Ward: Nunnery

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
G5 G6	Nunnery Wood Sports Complex, Spetchley Road WR5 2NL	Squash Court 1 Squash Court 2	786 1016	2	To merge polling districts G5 and G6 and rename merged polling district G5.	Following consideration of comments received.

(Acting) Returning Officer's Comments:

The merging of polling districts G5 and G6 will give a total electorate of 1802 which is considered by the Electoral Commission to be an appropriate number of electors to vote at one polling station. Therefore one polling station will be required at Nunnery Wood Sports Complex where a suitable polling station is already in existence.

Comments Received from Electors and Other Interested Persons and Bodies:

- 2 Neither Satisfied nor Dissatisfied, 4 Satisfied and 4 Very Satisfied.
- 1 Dissatisfied with parking facility and distance to polling station.

Ward: Rainbow Hill

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
H1	St Barnabas Church, Green Lane WR3 8NY	The Church Hall	1022	2	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Satisfied and 1 Very Satisfied.

Ward: Rainbow Hill

Existing Temporary Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
H2	St Barnabas Church Green Lane WR3 8NY	The Church Hall	536	2	No Change.	Existing temporary arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

~ St Barnabas Church, Green Lane which is location in polling district H1 has been used as a temporary polling place/station in 2019 for polling district H2 and it is proposed that it will remain in place. The Church Hall is currently used as a polling station for polling district H1 and is of adequate size to accommodate two polling stations. The previous polling place/station used was the Baptist Church, Rainbow Hill which closed in 2018 and at the current time there is no available, suitable venue within the polling district boundary.

An elector comment received to date has identified that walking up and down a hill to the Church may be an issue for electors with mobility problems. Measures to identify an available, suitable polling place/station will continue.

Comments Received from Electors and Other Interested Persons and Bodies:

2 Neither Satisfied nor Dissatisfied, 1 Satisfied and 1 Very Satisfied.

Ward: Rainbow Hill

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
H3A H3B	Tolly Centre, Rowan Avenue WR4 9QW	The Play Room	H3A – 850 H3B – 414	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Very satisfied.

1 Very dissatisfied with the condition of the building and safety of the surrounding area.

Ward: Rainbow Hill

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
H4	Furness Close, Off Langdale Drive WR4 9DX	The Community Room	649	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Very Satisfied.

Ward: Rainbow Hill

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
H5	King George V Community Centre, Ash Avenue WR4 9TL	The Meeting Room	647	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

While, the polling place and polling station are located within polling district H4, there are currently no suitable, available venues within the polling district boundary of H5.

Comments Received from Electors and Other Interested Persons and Bodies:

None.

Ward: St. Clement

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
J1	Comer Gardens Institute, Comer Gardens WR2 6JH	The Hall	850	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Neither Satisfied nor Dissatisfied and 1 Very Satisfied.

Ward: St. Clement

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
J2	Himbleton House Sheltered Accommodation, Himbleton Road WR2 6HS	The Community Room	2022	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

5 Very Satisfied and 1 Dissatisfied.

Ward: St. Clement

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
J3A J3B	Y.M.C.A, Henwick Road	Teme/ Badminton Room, Y.M.C.A, Henwick Road	J3A – 461 J3B – 336	1	Change polling place and polling station to Learning Space, Riverside Building, University of Worcester, Severn Campus, Hylton Road, Worcester, WR2 5JN	The Y.M.C.A building has recently been sold and its future intended use is unknown.

(Acting) Returning Officer's Comments:

The proposed polling place and polling station provide a suitable venue as they are located within the polling district boundary and are accessible to electors who are disabled.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Very satisfied.

Ward: St. Clement

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
J4	Oldbury Park Primary School, Oldbury Road WR2 6AA	Main Hall	418	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed. However additional measures will be put in place to ensure the segregation of voters and children attending the school.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Very satisfied.

Safeguarding concerns raised by the Head Teacher which have been considered and addressed by the(Acting) Returning Officer to the satisfaction of the Head Teacher.

Ward: St. John

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
K1 K2 K3	The Green Centre, Gresham Road	The Hall – K1 & K2 Doris Hunt Room – K3	K1 – 918 K2 – 1130 K3 – 1140	3	K2 - No Change. To merge polling districts K1 and K3 and rename merged polling district K1.	Following consideration of comments received.

(Acting) Returning Officer's Comments:

The merging of polling districts K1 and K3 will give a total electorate of 2058 which is considered by the Electoral Commission to be an appropriate number of electors to vote at one polling station. Therefore two polling stations will be required at The Green Centre where a suitable polling station is already in existence to accommodate the existing polling district K2 and the proposed new polling district K1.

Comments Received from Electors and Other Interested Persons and Bodies:

2 Neither Satisfied nor Dissatisfied, 3 Satisfied and 1 Very Satisfied.

Ward: St. John

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
K4	Dancox House, St Clement's Gardens WR2 5DZ	The Community Room	706	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

3 Very Satisfied.

Ward: St. John

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
K5A K5B	The Methodist Church, Bromyard Road WR2 5DL	The Sunshine Room	K5A – 520 K5B – 365	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

3 Very Satisfied and 1 Satisfied.

Ward: St. John

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
K6	The Bedwardine Inn, Bromyard Road WR2 5DJ	Portakabin	1267	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

Returning Officer's Comments:

* No change proposed.

While the polling place/station are located in polling district K5B, there is currently no available, suitable venue within the polling district boundary of K6. The portakabin on the car park of the Bedwardine Inn, Bromyard Road has been used as a polling place/station since 2015 and it is proposed that this will remain in place as a permanent arrangement. Measures to identify an available, suitable polling place/station will continue.

Comments Received from Electors and Other Interested Persons and Bodies:

1 Neither Satisfied nor Dissatisfied, 2 Satisfied and 1 Very Satisfied.

1 Very dissatisfied with walking distance and parking facility.

Ward: St. Peter's

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
L1 L2 L3	St Peter's Village Hall, St Peter's Drive WR5 3TA	St Peter's Village Hall, St Peter's Drive	L1 – 1666 L2 – 1301 L3 – 1571	3	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

While the polling place and polling station are located in the polling district boundary for L2, there are currently no suitable, available alternative venues within the polling district boundaries of L1 and L3. The Village Hall is located approximately in the middle of polling districts L1, L2 and L3 combined.

Comments Received from Electors and Other Interested Persons and Bodies:

3 Neither Satisfied nor Dissatisfied, 5 Satisfied and 29 Very Satisfied.

Negative comments received in relation to the proposed future arrangement to use Cherry Orchard Primary School as a Polling Place for Polling District B2 and B3.

Ward: St. Stephen

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
M1	Bilford Court, Off Southdown Road WR3 8HY	Community Room	2093	1	<p>No Change to polling place/station.</p> <p>Change polling district boundary to take out the following from polling district M1, and include them within the polling district M3:</p> <p>Gregorys Bank Brickwharf Drive Gregorys Court Kiln Crescent Tile Court, on Kiln Crescent Brick Court, on Kiln Crescent Merriman’s Hill (Part)</p>	<p>Polling place/station - Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.</p> <p>Polling district – Polling district M3 is relatively small in comparison to polling districts M1 and M2. The identified electorate are closer to the existing polling place/station located within M3.</p>

(Acting) Returning Officer’s Comments:

* No change proposed to the polling place and polling station.

~ It is proposed to change the district boundary of M1 to take out the addresses identified above and include the addresses within polling district M3. Comments received to date from electors within Gregory’s Bank estate and Local Councillors have identified that the existing polling place/station is too far travel and that public transport links from the estate are not sufficient.

Comments Received from Electors and Other Interested Persons and Bodies:

Comments received for existing arrangement: 3 Very Dissatisfied, 3 Dissatisfied and 2 Neither Satisfied nor Dissatisfied.

Comments received for proposed future arrangements: 1 Very Satisfied.

Concerns raised regarding limiting resident’s use of the Community Room during polling day.

Ward: St. Stephen

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
M2	Perdiswell Primary School, Bilford Road WR3 8QA	Stanbrook Hall, Perdiswell Primary School, Bilford Road	1615	1	Alma Tavern, 74 Droitwich Road WR3 7HT	Where an alternative suitable, available polling place/station is available within the polling district, in order to minimise any disruption to the operation of the school the alternative is used.

(Acting) Returning Officer's Comments:

~ It is proposed to use the Alma Tavern located on Droitwich Road within the polling district of M2 as the polling place, with the use the Skittle Alley within the Tavern as the polling station. The Skittle Alley has a separate entrance to that of the main bar and also has purpose built disabled access. The Tavern also meets all/most of criteria set by the Electoral Commission and has recently been refurbished and reopened after a period of being closed.

Comments received to date from electors have identified their dissatisfaction with the use of the existing polling place/station due to the disruption caused by the school closing on polling day. Until the current time, following continuous assessments of the polling district area, a suitable alternative polling place/station that meets with the criteria set out by the Electoral Commission has not been available with the polling district boundary of M2.

Comments Received from Electors and Other Interested Persons and Bodies:

Comments received for existing arrangement: 24 Very Dissatisfied, 6 Dissatisfied, 1 Neither Satisfied nor Dissatisfied and 1 Satisfied.
Comments received for proposed future arrangement: 5 Very Satisfied.

Ward: St. Stephen

Existing Arrangements							Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why		
M3	St George's C of E Primary School, St George's Lane WR1 1RD	Class Room, St George's C of E Primary School, St George's Lane	720	1	<p>No Change to polling place/station.</p> <p>Change polling district boundary of M3 to include the following addresses which are currently situated in polling district M1:</p> <p>Gregorys Bank Brickwharf Drive Gregorys Court Kiln Crescent Tile Court, on Kiln Crescent Brick Court, on Kiln Crescent Merriman's Hill (Part)</p>	<p>Polling place/station - Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.</p> <p>Polling district - Polling district M3 is relatively small in comparison to polling districts M1 and M2. The identified electorate currently situated within polling district M1 are closer to the existing polling place/station located within polling district M3.</p>		

(Acting) Returning Officer's Comments:

* No change proposed to the polling place and polling station.

~ It is proposed to change the district boundary of M3 to include the addresses identified above which are currently situated in polling district M1. (See proposals made for polling district boundary M1).

Comments Received from Electors and Other Interested Persons and Bodies:

1 Very Satisfied.

Ward: Warndon

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
N1	Fairfield Centre, Carnforth Drive WR4 9HG	Seminar 2, Fairfield Centre, Carnforth Drive	1296	1	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

4 Satisfied and 4 Very Satisfied.

Ward: Warndon

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
N2 N3	St Wulstan's Church Hall, Cranham Drive WR4 9PA	Church Hall	N2 – 1713 N3 – 923	2	To merge polling districts N2 and N3 and rename merged polling district N2.	Following consideration of comments received.

(Acting) Returning Officer's Comments:

The merging of polling districts N2 and N3 will give a total electorate of 2636 which is considered by the Electoral Commission to be slightly above the appropriate number of electors to vote at one polling station. However, as the existing polling place is a suitable venue and has the capacity to locate two polling stations in addition to providing access to electors who are disabled, the proposal allows for the existing arrangements to remain in place.

Comments Received from Electors and Other Interested Persons and Bodies:

2 Neither Satisfied nor Dissatisfied, 1 Satisfied and 3 Very Satisfied.

Ward: Warndon Parish North

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
P1	Woodgreen Evangelical Church, Hastings Drive	Main Hall, Woodgreen Evangelical Church Hall, Hastings Drive	4089	3	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

3 Satisfied and 25 Very Satisfied.

1 Dissatisfied and 2 Very Dissatisfied with using religious establishments as polling places.

Ward: Warndon Parish South

Existing Arrangements					Proposed Future Arrangements	
Polling District	Polling Place	Polling Station	No. of Electors	No. of Stations at Polling Place	Recommended Proposal for Change to Polling District/Place/Station	Reason(s) Why
Q1 Q2	Lyppard Grange Community Centre, Ankerage Green, Off Millwood Drive WR4 0DZ	Hall 1, Lyppard Grange Community Centre, Ankerage Green, Off Millwood Drive	Q1 – 4088 Q2 – 226	3	No Change.	Existing arrangements for Polling District/Place/Station meet all/most of criteria set by the Electoral Commission.

(Acting) Returning Officer's Comments:

* No change proposed.

Comments Received from Electors and Other Interested Persons and Bodies:

13 Very Satisfied and 1 Satisfied.

1 Dissatisfied with walking distance to polling place.

1 Very Dissatisfied.

The Electoral Commission
Polling Place / Polling Station – Evaluation Checklist

Polling place review		
Check	√	Comment
• Are there suitable transport links?		
• Are there any access issues regarding main/busy roads, railways, rivers, etc.?		
• Is the polling place capable of accommodating more than one polling station together with the necessary staff and equipment? If so, could it accommodate all allocated voters going in and out of the polling stations, even where there is a high turnout?		
• Is the building readily available in the event of any unscheduled elections?		
• Is there any possibility that the building may be demolished as part of a new development?		

External areas access and facilities		
Check	(√)	Comments
• Are there good public transport links to the polling place?		
• Is the approach to the building safe and free from obstructions and does it have a dropped kerb?		
• Is the building clearly identifiable?		
• Is additional signage required between street and entrance?		
• Is there the facility to put up the required signage for polling day?		
• Are there parking facilities for disabled people?		
• Are there parking facilities for polling staff?		
• Does the approach to the building have external lighting?		
• Does the building have level access? Yes/No. If no –		
• Has a purpose built ramp been installed?		
• If so, does it have a handrail?		
• Does the ramp have a gentle slope?		
• Does the building require a temporary ramp or is there an alternative disabled access?		
• Is the entrance door wide enough for a disabled person using a motorised wheelchair?		
• Are the doors light enough for frail/elderly voters to open?		
• Can the 'Guidance for voters' notice be clearly displayed outside the premises, as required by the election rules?		
• Are there any external security concerns?		
• Can tellers be accommodated outside the building?		

Internal areas access and facilities		
Check	(√)	Comments
• Are all doors easy to open (including by wheelchair users) or do they need to be permanently locked back?		
• Are there any internal steps or obstructions/hazards?		
• Are any doormats level with the floor?		
• Is the floor covering non-slip (including in wet weather)?		
• Are there any corridors that may cause access problems?		
• Is there adequate lighting in the corridors?		
• Are there toilet facilities?		
• Is there a kitchen that staff can use?		
• Is the area adequately lit for day and night time?		
• Is there adequate space for signage?		
• How many polling stations can the building accommodate?		
• Does the building have a telephone available (land line) in the event of mobile network problems?		

The polling station(s)		
Check	(√)	Comments
• Is there sufficient space to accommodate and manage the flow of a high volume of electors in the case of a high turnout of electors?		
• If multiple polling stations need to be provided, are there other rooms available, or can the space be clearly divided to provide adequate room for more than one polling station?		
• Is there sufficient space inside the polling station to comfortably accommodate staff, voters, polling agents and observers?		
• Could ballot booths be positioned in a way that would preserve the secrecy of the ballot, even where there may be a high volume of electors?		
• Is there adequate lighting for day and night time?		
• Is there suitable furniture (tables and chairs) available for all types of election for polling staff and for those voters who may need to rest?		
• Could motorised wheelchairs be accommodated?		
• Can the official notices be clearly displayed, including the large-print version of the ballot paper(s)?		