



East Cambridgeshire District Council

Review of Polling Districts, Polling Places and Polling Stations 2023

East Cambridgeshire District Council

Review of Polling Districts, Polling Places and Polling Stations 2023

Background information and the Returning Officer's proposals

John Hill, Returning Officer

Consultation Period: Ends 31 October 2023

If you have any comments or questions please contact:

Adrian Scaites-Stokes
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The Grange
Nutholt Lane
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1. Background

The Representation of the People Act places a duty on the Council to divide the District into polling districts and to designate polling places for each district. The Council also has a duty to keep those arrangements under review. In doing so, the Council must seek to ensure all electors have reasonable facilities for voting and the polling places are accessible for disabled voters.

The Electoral Registration and Administration Act 2013 introduced a change to the timing of compulsory reviews of UK Parliamentary polling places, with a compulsory review having to be started and completed between 1 October 2013 and 31 January 2015.

Subsequent reviews must be started and completed within the period of 16 months that starts on 1 October of every fifth year after 1 October 2013. However, this does not prevent changes being made at any time before the next full review.

Relevant legislation:

The Representation of the People Act 1983.

The Electoral Administration Act 2006.

The Review of Polling District and Polling Places (Parliamentary Elections) Regulations 2006.

The Electoral Registration and Administration Act 2013.

2. Review of polling districts, polling places and polling stations in the district of East Cambridgeshire.

How the Review is conducted.

The Council has delegated authority to conduct the review, and the legislation lays down how the review is to be conducted. On commencement of the review the Returning Officer will be asked to make his representations on existing and proposed polling arrangements. The Council will publish the Returning Officer's proposals and will invite comments.

This document will be used during the consultation period and will be used to seek comments from relevant organisations or people, in particular those with expertise in relation to access to premises or facilities for persons who have disabilities. Any elector may also make representations.

It is proposed that the consultation will also include local political parties, district ward councillors, county councillors for East Cambridgeshire divisions, the Access Group, local members of parliament, returning officers for parliamentary constituencies that fall within East Cambridgeshire boundaries and parish councils. A full list is shown in Appendix 1.

Timetable for this Review.

Notice of start of review – 2 October 2023.

Council publishes the Returning Officer's proposals – 2 October 2023.

Consultation on these proposals ends on – 31 October 2023.

Report to full Council – 20 February 2024.

Adoption by Council – 21 February 2024.

Arrangements come into force at the publication of the next revised register of electors – 1 March 2024.

Making Comments.

Anyone intending to make comments is strongly urged to read the introductory comments to the Returning Officer's proposals. The Returning Officer has found that, by and large, the boundaries of our polling districts are co-terminous with the existing district and parish ward boundaries.

All comments are welcomed, either with suggestions for changes or in support of the Returning Officer's proposals. A comments form is attached at Appendix 2, which can be forwarded by mail or email. Please note that all comments received will be published anonymously, on the council's website, and will be published with the report that will go to a full council meeting, where the final decision will be made. Throughout the review, all working papers, minutes of meetings and correspondence will be available for public inspection at the elections office. All items will be published when the review has been completed.

Any suggestions for potential alternatives to the existing polling stations would be appreciated. Any suggestions should explain the reasons why these alternatives would be suitable. They must provide convenient access to electors within its polling district/place, be within easy reach of transport links and be particularly suitable for any disabled elector.

Comments should be made in writing to:

Adrian Scaites-Stokes
Electoral Services Team Leader
The Grange
Nutholt Lane
Ely
Cambs
CB7 4EE

elections@eastcambs.gov.uk or adrian.scaites-stokes@eastcambs.gov.uk

Or, alternatively, you can use the online form at www.eastcambs.gov.uk/elections-voting/polling-district-review-2023

3. The Returning Officer's Proposals.

Introduction.

The pattern of polling districts and polling places in the district of East Cambridgeshire has evolved to meet previous boundary changes to district and parish wards, county divisions and for the two previous Parliamentary Constituencies. The recent change to the Parliamentary Constituencies boundaries does not affect the polling district boundaries within East Cambridgeshire.

The convenience of electors across the district was paramount in ensuring that electors had reasonable facilities for voting. Furthermore, in line with the Council's policies, every attempt had been made to ensure that polling stations are accessible to electors with disabilities.

Guidelines.

The Returning Officer has taken the following assumptions into account when drawing up the proposals. The first four are requirements laid down in the Representation of the People Act; the remainder are guidelines only.

- The Council must seek to ensure that all electors have such reasonable facilities for voting as are practicable in the circumstances;
- The Council must seek to ensure that, so far as is reasonable and practicable, every polling place is accessible to electors with disabilities;
- Every parish shall be in a separate polling district;
- Ideally the polling place should be in the polling district;
- No polling station should be shared by two wards, because of the risks associated with holding different elections in the same polling station;
- Ideally there should be no more than 2,500 electors per polling place, although the number of postal voters in the district (presently around 8100 in an electorate of 67000 (12.1%)) is a further consideration.
- Polling district boundaries should be co-terminous with existing parish ward or district ward boundaries.
- Where existing polling districts serve no necessary function, because the electors for each polling district already vote at the same polling station, the polling districts should be merged;
- A polling station costs about £3,000 to hire, equip and staff for polling day;
- The proposals have been mindful of further development in the district, as identified in the Local Development Framework, and the requirements of the Elections Act 2022 and subsequent secondary legislation.

4. District Ward Details.

Each District Ward is dealt with separately. The tables below detail the polling arrangements for each Ward and include:

- The identity letters of each polling district within each Ward;
- The polling place for that polling district;
- The polling station at that polling place;
- The geographical areas covered by the polling district;
- The number of current electors;
- The estimated potential future electorate figures;
- The Returning Officer's proposals;
- Any general comments.

A set of maps, showing some of the polling districts in areas where the community is split into several different polling districts, is included below (section 8).

5. Glossary of terms.

Polling Districts

An area in a Parliamentary Constituency, where electors in the same geographical area vote. Each area is divided to accommodate similar numbers of electors, where possible. Parishes are automatically designated as a polling district in their own right and larger ones may be split depending on elector numbers. The district of East Cambridgeshire is divided into 57 polling districts.

Polling Places

These are buildings or areas within a polling district where polling stations can be located. Each polling district must have one designated polling place within its area unless, under special circumstances, it is designate outside that polling district.

Polling Stations

A location within a polling place where the actual voting takes place. This can be the whole polling place or somewhere within it.

Polling District Code

Each polling district is allocated reference letters and a number, which are used to identify each polling district.

Current Electors

Maximum number of electors currently, i.e. as of 1st September 2023, eligible to attend the polling station. Includes all existing postal and proxy voters.

Potential Electors

Estimated maximum number of electors eligible to attend the polling station in 5 years time. Includes estimated postal and proxy voters. Does not include for the reduction of ineligible European electors that will be removed from electoral registers, following the implementation of Schedule 8 of the Election Act 2022.

Dual Station

A polling place where the polling station has been split into two separate stations. Usually found where the electorate numbers are high. The electoral register is split between the two stations by street names in alphabetical order, with electorate numbers as equal as possible, e.g. A to M for one station, N to Z for the other.

6. Summary of proposed changes.

Number	Ward	Polling Districts	Proposal
1	Bottisham	KA1, KC1, KD1, KE1, KF1, MB1 and MI6	No changes to polling districts, places or stations.
2	Burwell	KB1 and KB2	No changes to polling districts, places or stations.
3	Downham	IA1, IB1 and ID1	No changes to polling districts, places or stations.
4	Ely East	HA6, HG1, HF1 and HK1	No changes to polling districts, places or stations.
5	Ely North	HC1, HD6, HF2 and HJ6	No changes to polling districts, places or stations, except for polling district HF2 which is to be designated as its polling place.
6	Ely West	HH1, HI1, HI2 & HI3	Amalgamate HI3 into HI1. No changes to polling places or stations.
7	Fordham and Isleham	LA1, LB1, LE1, LI6 and LC1	No changes to polling districts, places or stations.
8	Haddenham	JA1 and JB1	No changes to polling districts, places or stations.
9	Littleport	IE1, IF1 & IG1	No changes to polling districts, places or stations.
10	Soham North	LF1, LG1	No changes to polling districts, places or stations.
11	Soham South	LG2, LG3 and LJ1	No changes to polling districts, places or stations.
12	Stretham	JD1, JF1, JH1 and JJ1	No changes to polling districts, places or stations.
13	Sutton	JC1, JE1, JG1 and JI1	No changes to polling districts, places or stations.
14	Woodditton	MA1, MC1, MD1, ME1, MF1, MG1, MH1, MJ1, MK1 and MK2.	No changes to polling districts, places or stations.

7. Existing polling district, polling places and polling stations and the Returning Officer's proposals.

BOTTISHAM WARD.

Polling District	Polling Place	Polling Station	Areas Covered	Current Electors	Potential Electors
KA1	Bottisham	Community Sports and Social Club, Downing Close, Bottisham	The Parish of Bottisham.	1790	1900
KC1	Lode	Fassage Hall, Station Road, Lode	The Parish of Lode.	670	700
KD1	Reach	Reach Village Hall, Fair Green, Reach	The Parish of Reach.	289	300
KE1	Swaffham Bulbeck	Downing Court, Communal Room	The Parish of Swaffham Bulbeck.	642	700
KF1	Swaffham Prior	Swaffham Prior Village Hall, High Street	The Parish of Swaffham Prior.	669	700
MB1	Brinkley	Brinkley Memorial Hall, High Street, Brinkley	The Parish of Brinkley.	273	300
MI6	Westley Waterless	Village Hall, Main Street, Westley Waterless	The Parish of Westley Waterless.	150	175

Returning Officer's Proposals

No changes to polling places or polling stations.

BURWELL WARD

Polling District	Polling Place	Polling Station	Areas Covered See Map 1	Current Electors	Potential Electors
KB1	Burwell	Baptist Church, North Street, Burwell [Dual Station]	Part of the Parish of Burwell.	2300	2500
KB2	Burwell	The Gardiner Memorial Hall, High Street, Burwell [Dual Station]	Part of the Parish of Burwell.	2507	3100

Returning Officer's Proposals

No changes to polling places or polling stations.

DOWNHAM WARD

Polling District	Polling Place	Polling Station	Areas Covered	Current Electors	Potential Electors
IA1	Coveney	Coveney Village Hall, School Lane	The Parish of Coveney.	366	400
IB1	Downham	Village Centre, Main Street, Little Downham	The Parish of Little Downham, excluding Pymoor.	1714	1800
ID1	Pymoor	Methodist Church, Main Street, Pymoor	The part of the Parish of Downham covering the village of Pymoor.	358	400

Returning Officer's Proposals

No changes to polling places or polling stations.

ELY EAST WARD

Polling District	Polling Place	Polling Station	Areas Covered See Map 2	Current Electors	Potential Electors
HA6	Stuntney	Village Hall, Soham Road, Stuntney	The East part of the Ely parish that covers Stuntney.	212	250
HF1	Ely East	Ely Community Centre, High Barns, Ely	Part of the East part of the Ely parish.	2588	2650
HG1	Ely East	St Peters Hall, Broad Street, Ely	Part of the East part of the Ely parish.	662	670
HK1	Ely East	The Paradise Centre, Newnham Street, Ely	Part of the East part of the Ely parish.	930	1000

Returning Officer's Proposals

No changes to polling places or polling stations.

ELY NORTH

Polling District	Polling Place	Polling Station	Areas Covered See Map 3	Current Electors	Potential Electors
HC1	Prickwillow	Village Hall, Main Street, Prickwillow	The part of the Parish of Ely North covering Prickwillow.	419	450
HD6	Queen Adelaide	Village Hall, Prickwillow Road, Queen Adelaide	The part of the Parish of Ely North covering Queen Adelaide.	168	200
HF2	Ely North	Portacabin, Heaton Drive, Ely [Dual Station]	Part of the North part of the Ely parish.	3080	4400
HJ6	Chettisham	St Michael and All Angels Church, Chettisham	The part of the Parish of Ely North covering Chettisham.	135	150

Returning Officer's Proposals

No changes to polling places or polling stations except, due to the difficulty in obtaining a suitable polling place for polling district HF2, it is proposed to change the polling place for HF2 to the whole of polling district HF2¹. This would give flexibility to use any suitable polling station that may become available in that polling district in the future.

General Comments

Portacabins can be used on Heaton Drive but are not particularly convenient for our disabled voters, even though a ramp is provided for access. Also, the facilities provided are not to the high standards expected. Heaton Drive is not the most convenient place for voters to access and there have been complaints about lack of parking available. So any viable and better alternatives that are found in the future should be used instead. Due to this exceptional circumstance, a venue in an adjacent polling district would be permitted, so could also be considered.

¹ In accordance with the Representation of the People Act, s18B(5)

ELY WEST WARD

Polling District	Polling Place	Polling Station	Areas Covered See Map 4	Current Electors	Potential Electors
HH1	Ely West	Centre E, Barton Road, Ely	Part of the West part of the Ely parish.	678	700
HI1/HI3	Ely West	Methodist Church, Chapel Street, Ely [Dual Station]	Part of the West part of the Ely parish.	3292	3350
HI2	Ely West	Scout Hall, St Johns Road, Ely [Dual Station]	Part of the West part of the Ely parish.	3129	3200

Returning Officer's Proposals

No changes to polling places or polling stations.

It is proposed to merge polling district HI3 with HI1, due to the small number of electors in HI3 who already use the same polling station as electors from HI1.

FORDHAM & ISLEHAM WARD

Polling District	Polling Place	Polling Station	Areas Covered	Current Electors	Potential Electors
LA1	Chippenham	Village Hall, High Street, Chippenham	The Parish of Chippenham.	369	400
LB1	Fordham	Victoria Hall, Carter Street, Fordham	The Parish of Fordham.	2361	3100
LC1	Isleham	The Beeches, 32 Mill Street, Isleham	The Parish of Isleham.	1986	2500
LE1	Kennett	Village Hall, Station Road, Kennett	The Parish of Kennett.	265	900
LI6	Snailwell	The George & Dragon Public House, Snailwell	The Parish of Snailwell.	134	150

Returning Officer's Proposals

No changes to polling places or polling stations.

General Comments

Although Kennett will be affected by its large housing development, it is anticipated that the current polling station would be able to cope with the projected increase in numbers of electors.

HADDENHAM WARD

Polling District	Polling Place	Polling Station	Areas Covered	Current Electors	Potential Electors
JA1	Haddenham	Arkenstall Centre, Station Road, Haddenham [Dual Station]	The Parish of Haddenham, excluding Aldreth.	2477	2900
JB1	Aldreth	Village Centre, High Street, Aldreth	The part of the Parish of Haddenham covering Aldreth.	194	210

Returning Officer's Proposals

No changes to polling places or polling stations.

LITTLEPORT WARD

Polling District	Polling Place	Polling Station	Areas Covered See Map 5	Current Electors	Potential Electors
IE1	Littleport	The Vine Community Rooms , Globe Lane, Littleport	Part of the Parish of Littleport.	3301	4500
IF1	Littleport	Village Hall, Victoria Street, Littleport [Dual Station]	Part of the Parish of Littleport.	3733	4700
IG1	Littleport	The Community Centre, Black Horse Drove, Littleport	The part of the Parish of Littleport covering Black Horse Drove.	137	150

Returning Officer's Proposals

No changes to polling places or polling stations.

SOHAM NORTH WARD

Polling District	Polling Place	Polling Station	Areas Covered See Map 6	Current Electors	Potential Electors
LF1	Soham	Town Rangers Football Club, Julius Martin Lane, Soham [Dual Station]	North part of the Parish of Soham.	3854	4000
LG1	Soham	The Walter Gidney Pavilion, Recreation Ground, Soham	North part of the Parish of Soham.	944	1050

Returning Officer's Proposals

No changes to polling places or polling stations.

SOHAM SOUTH WARD

Polling District	Polling Place	Polling Station	Areas Covered See Map 6	Current Electors	Potential Electors
LG2	Soham	The Coach House, 17 High Street, Soham	South part of the Parish of Soham.	2365	3000
LG3	Soham	The Walter Gidney Pavilion, Recreation Ground, Soham [Dual Station]	South part of the Parish of Soham.	1526	1560
LJ1	Wicken	The Mission Hall, High Street, Wicken	The Parish of Wicken.	682	760

Returning Officer's Proposals

No changes to polling places or polling stations.

STRETHAM WARD

Polling District	Polling Place	Polling Station	Areas Covered	Current Electors	Potential Electors
JD1	Stretham	Village Hall, 42 High Street, Stretham	The Parish of Stretham.	1599	1630
JF1	Thetford	Village Hall, The Wyches, Little Thetford	The Parish of Little Thetford.	589	610
JH1	Wilburton	St Peters Hall, High Street, Wilburton	The Parish of Wilburton.	1023	1200
JJ1	Witchford	St Andrews Hall, Main Street, Witchford [Dual Station]	The Parish of Witchford.	2185	2300

Returning Officer's Proposals

No changes to polling places or polling stations.

SUTTON WARD

Polling District	Polling Place	Polling Station	Areas Covered	Current Electors	Potential Electors
JC1	Mepal	Village Hall, School Lane, Mepal	The Parish of Mepal.	816	870
JE1	Sutton	Royal British Legion Hall, The Brook, Sutton [Dual Station]	The Parish of Sutton.	3038	3700
JG1	Wentworth	Wentworth Hall, Church Road, Wentworth	The Parish of Wentworth.	124	150
Jl1	Witcham	Village Hall, Martins Lane, Witcham	The Parish of Witcham.	370	400

Returning Officer's Proposals

No changes to polling places or polling stations.

WOODDITTON WARD

Polling District	Polling Place	Polling Station	Areas Covered	Current Electors	Potential Electors
MA1	Ashley	Village Hall, High Street, Ashley	The Parish of Ashley.	442	500
MC1	Burrough Green	Village Hall, Bradley Road, Burrough Green	The Parish of Burrough Green.	268	280
MD1	Cheveley	Newmarket Town Football Club, Cricket Field Road	The north part of the Parish of Cheveley. See Map 7.	690	700
ME1	Cheveley	Cheveley Parish Hall, High Street, Cheveley	The south part of the Parish of Cheveley. See Map 8.	812	900
MF1	Dullingham	The Taylor Hall, Church Close, Dullingham	The Parish of Dullingham.	574	650
MG1	Kirtling	Village Hall, The Street, Kirtling	The Parish of Kirtling.	260	280
MH1	Stetchworth	Ellesmere Centre, Ley Road, Stetchworth	The Parish of Stetchworth.	497	520
MJ1	Woodditton Urban	Newmarket Town Football Club, Cricket Field Road	The urban part of the Parish of Woodditton in Newmarket. See Map 9.	867	880
MK1	Woodditton Rural	Parsonage Farm Barns, Parsonage Farm Lane, Woodditton	The rural part of the Parish of Woodditton outside Newmarket. See Map 10.	213	230
MK2	Woodditton Rural	Methodist Church, Saxon Street	The village of Saxon Street.	249	260

Returning Officer's Proposals

No changes to polling places or polling stations.

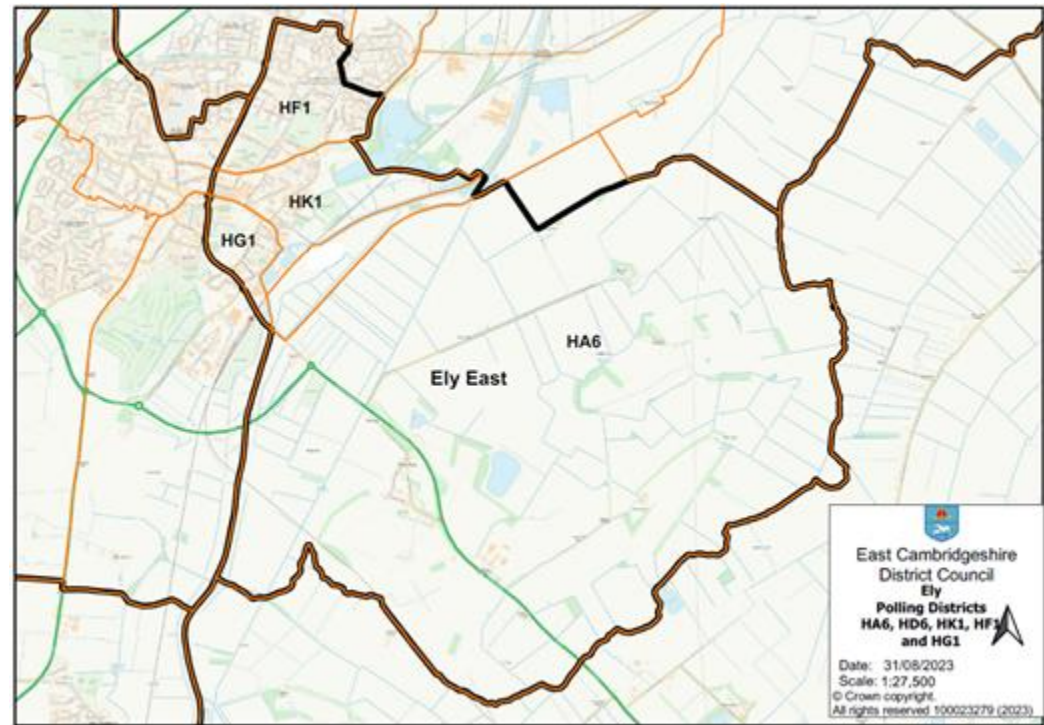
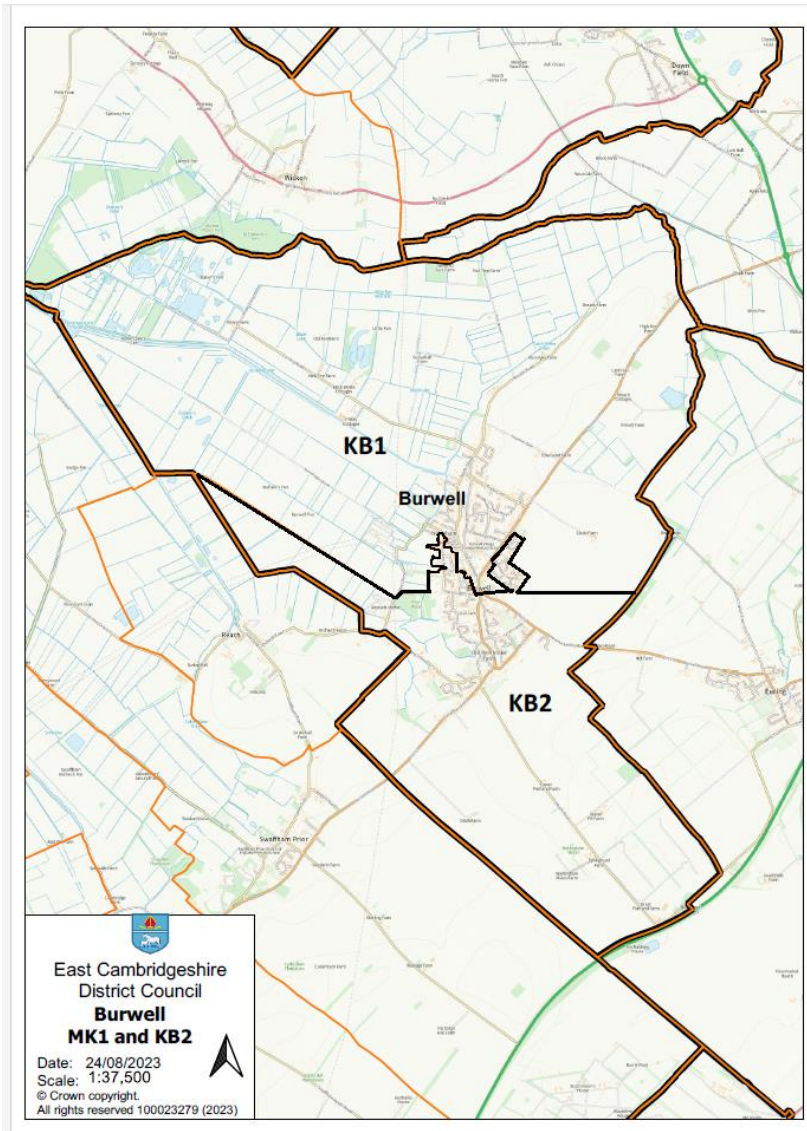
8. MAPS OF CERTAIN POLLING DISTRICTS IN EAST CAMBRIDGESHIRE

- Map 1 Burwell - Polling Districts KB1, KB2
- Map 2 Ely East – Polling District HF1, HG1, HK1
- Map 3 Ely North – Polling District HC1, HD6, HF2, HJ6
- Map 4 Ely West – Polling Districts HH1, HI1, HI2
- Map 5 Littleport – Polling Districts IE1, IF1
- Map 6 Soham - Polling Districts LF1, LG1, LG2, LG3, LJ1
- Map 7 Cheveley – Polling District MD1
- Map 8 Cheveley – Polling District ME1
- Map 9 Woodditton – Polling District MJ1
- Map 10 Woodditton – Polling District MK1

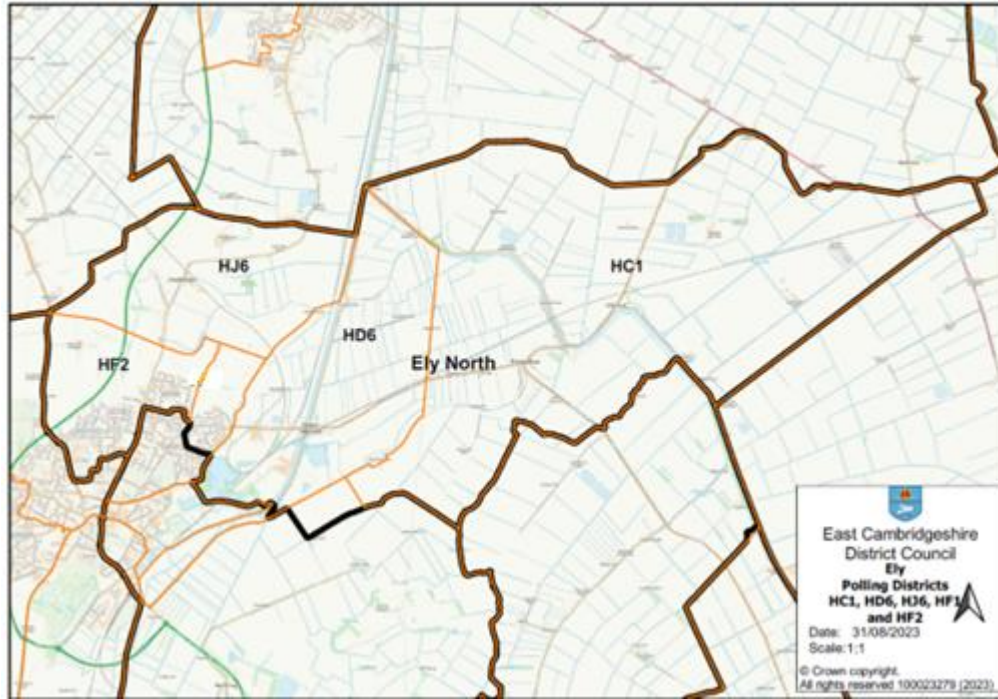
Please note: maps are also available for viewing on the Council’s website at www.eastcambs.gov.uk

MAP 1 Burwell: Polling Districts KB1, KB2

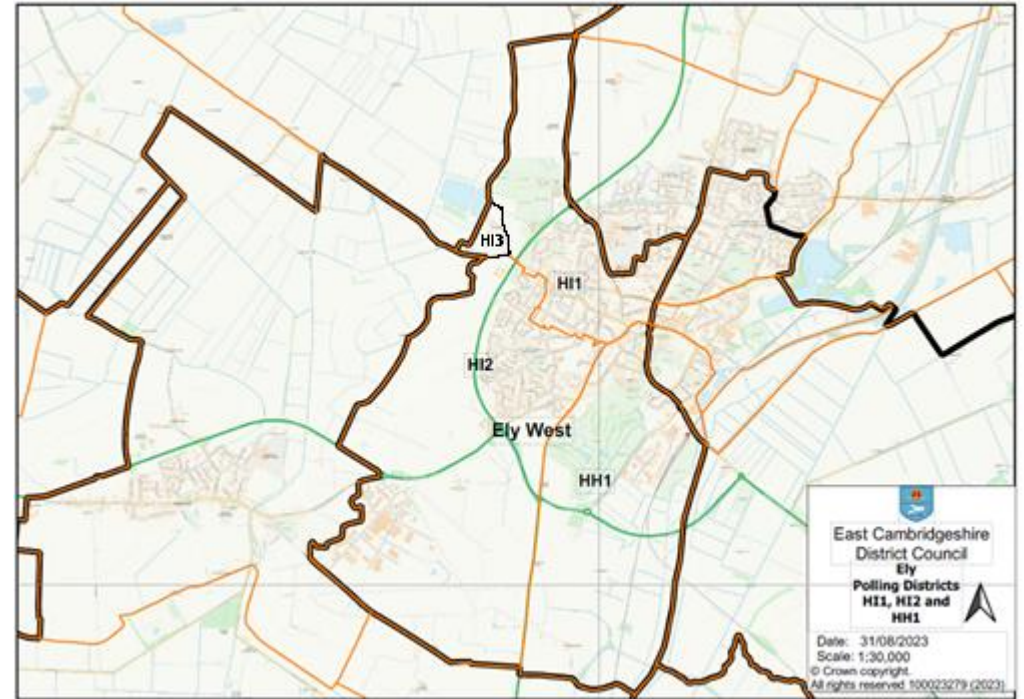
MAP 2 Ely East: Polling Districts HA6, HF1, HG1, HK1



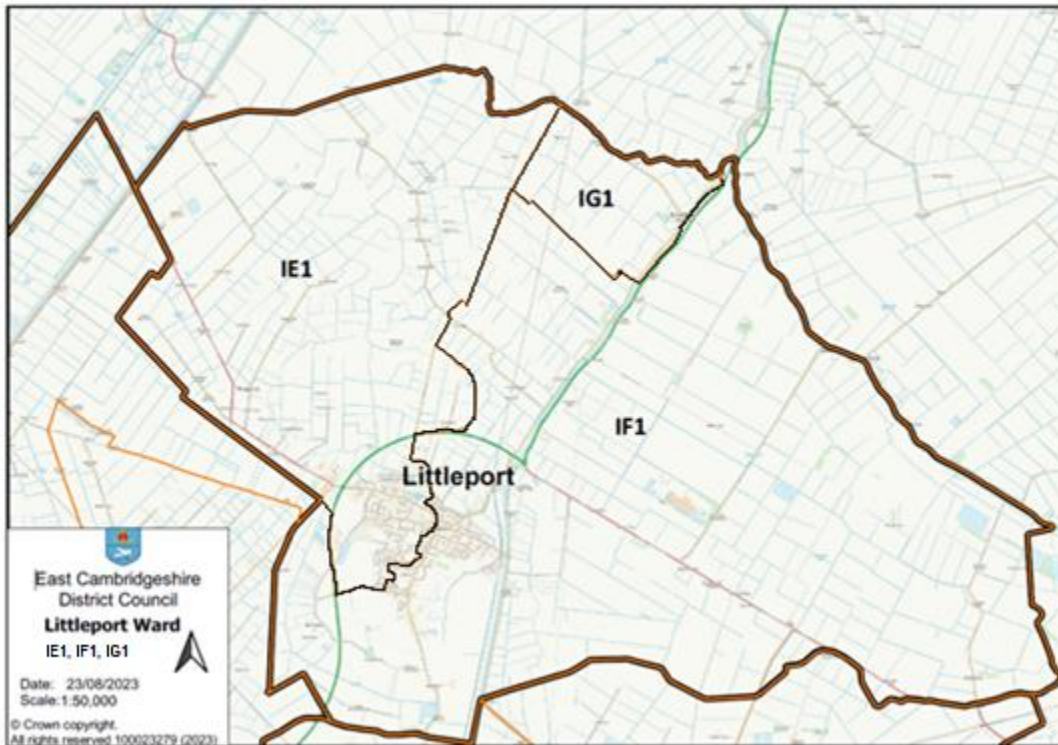
MAP 3 Ely North: Polling District HC1, HD6, HF2, HJ6



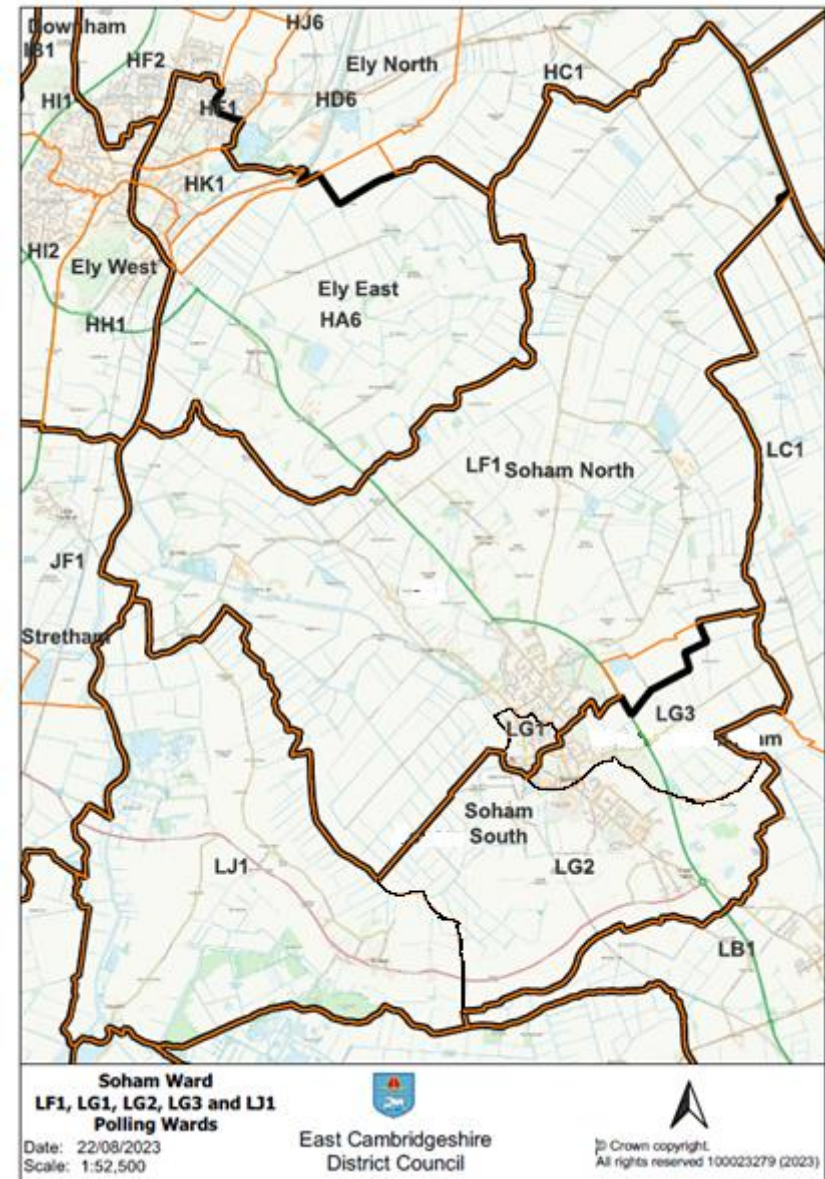
MAP 4 Ely West: Polling Districts HH1, HI1, HI2, (HI3)



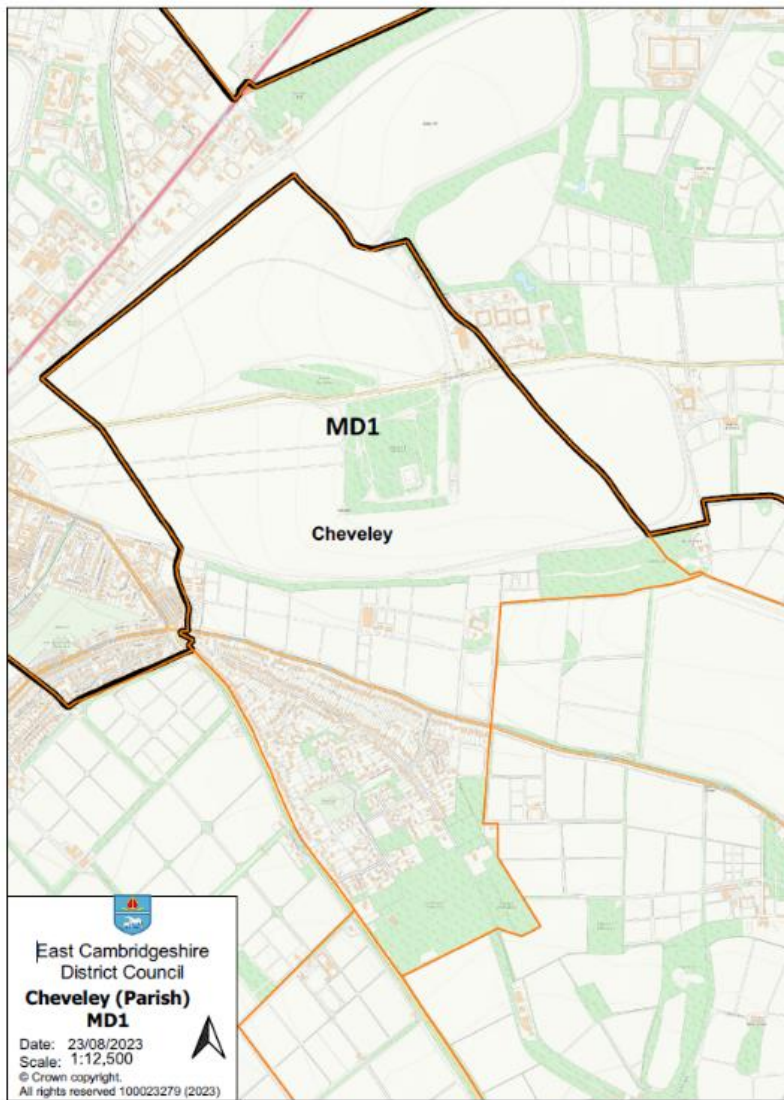
MAP 5 Littleport: Polling Districts IE1, IF1, IG1



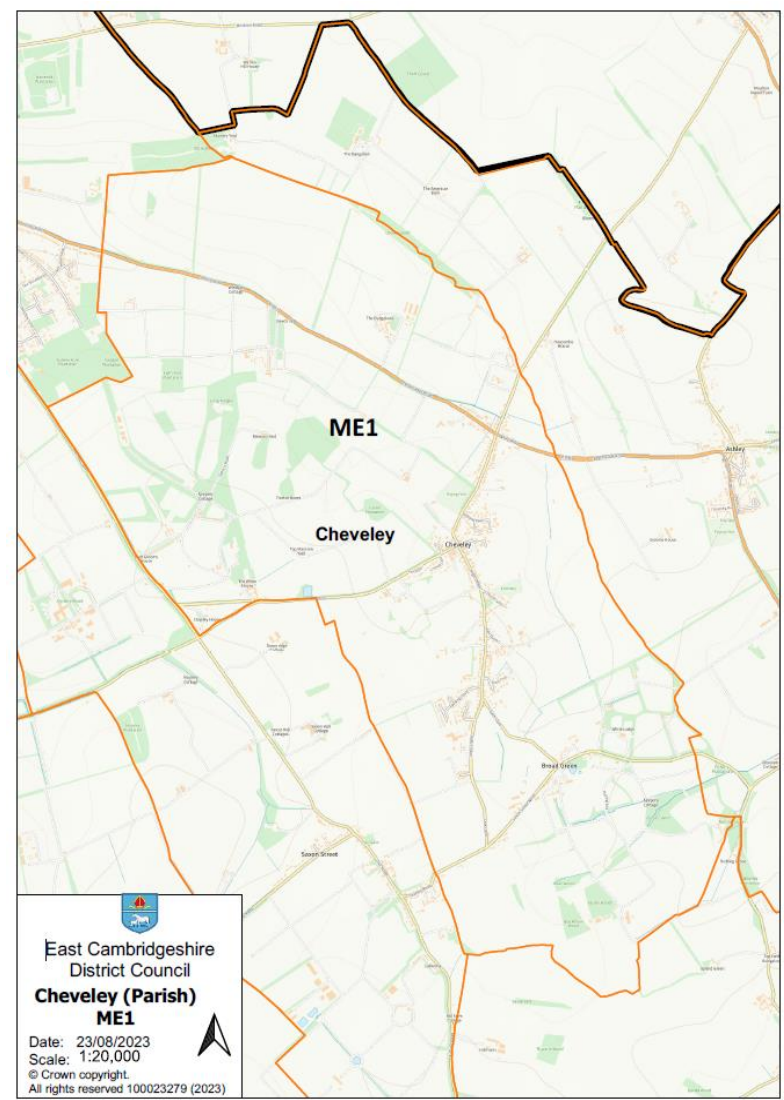
MAP 6 Soham: Polling Districts LF1, LG1, LG2, LG3, LJ1



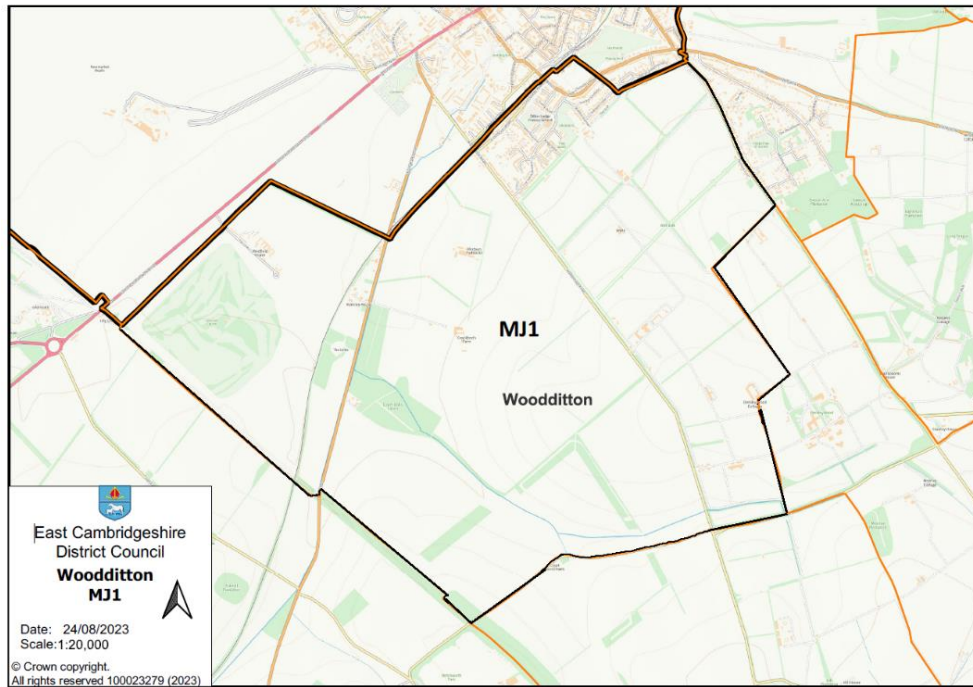
MAP 7 Cheveley: Polling District MD1



MAP 8 Cheveley: Polling District ME1



MAP 9 Woodditton: Polling District MJ1



MAP 10 Woodditton: Polling District MK1



Appendix 1 Consultees List

Consultees

AccessAble
Age Concern Cambridgeshire
Brain Injury/Complex Disabilities
Cambridge Campaign for Tackling Acquired Deafness
Cambridgeshire County Council
Cambridgeshire Deaf Association
Cambridgeshire Hearing Help
Camsight
Community Safety Partnership
Conservative & Unionist party
Countess Free Church
Deafblind UK
Disability Cambridgeshire
East Cambridgeshire District Council Register of Consultees
East Cambridgeshire Green Party
East Cambridgeshire Learning Disability Partnership
Lighthouse
Little Miracles Cambridge, Ely and Newmarket
Local Campaigners for the Protection of Rural Ely
National Autistic Society
Pos+ability
Re-Engage
Rowan Humberstone
Stroke UK

Consultees

The Access Group
The Atrium Health & Fitness Club
The Labour Party
The Liberal Democrats
The Salvation Army
Voluntary & Community Action East Cambridgeshire

Public Representatives:

Member of Parliament Lucy Frazer
Cambridgeshire & Peterborough Combined Authority Mayor
Police & Crime Commissioner
East Cambridgeshire County Councillors
East Cambridgeshire District Councillors
Parish Councillors

East Cambridgeshire District Council Departments:

Building Control
Communications
Development Services
Forward Planning
Health & Safety
Housing & Community Service
Licensing
Parks & Open Spaces
Planning

Appendix 2 Comments Form

Which polling station would you like to comment on?

Is the polling station accessible for all voters?

Yes

No

Is the polling station of a sufficient size to accommodate all voters?

Yes

No

Are there suitable transport links to the polling station?

Yes

No

Are you aware of any potential places that could be used as an alternative polling station?

Yes

No

If yes, please state in the comments box below the name and location of the potential polling station and the reasons you believe it to be suitable.

Comments

Name:	
Address:	
Email Address:	

Please return this Comments Form to: Elections Department, East Cambridgeshire District Council, The Grange, Nutholt Lane, Ely, CB7 4EE by **31st October 2023**. Email: Elections@eastcambs.gov.uk

Consultation Responses

All Polling Districts

I am in support of all the proposals as presented. It all looks totally sensible to me.

Polling Districts KA1, KC1, KD1, KE1, KF1, MB1, MJ6 (Bottisham Ward)

As regards the location of the polling stations in our ward, I think that they are in the right place and serve our residents well.

Polling District LG2 (Soham South Ward)

Thank you, no comments, glad it is back at the Pavilion.²

Subsequent comment: Thank you, what a shame given the Pavilion is a publicly funded building!

Polling District LJ1 (Soham South Ward)

I only have one observation which involves a lack of transport links to the polling station for LJ1 (Wicken Mission Hall). Residents of the hamlet of Upware and the farm at Padney expressed concerns before the election that anyone without access to a car during polling hours (or a very great deal of motivation to go for a walk) is unable to access the station. I realise a polling station in Upware is not feasible, not least due to the low population - approx. 100 people, a few swans and a very friendly cat at the pub - but wanted to raise it as a concern for some residents unable to access transport. I will endeavour to ensure they are aware of how to sign up for a **postal vote**, as many have done in Upware; I feel this should be the primary solution to this issue.

Polling Districts (Ely North Ward) – comments received from the City of Ely Council

The Council would urge ECDC to consider redoing the polling district boundaries as some of the houses beyond the Princess of Wales site are clearly nearer Chettisham than, say, Larkfield. If the church has the capacity (which we think it does) perhaps those people could be moved into Chettisham for polling purposes. There is a footway all the way and it is effectively, in view from their homes on the West side of Lynn Road. Having reviewed the proposals it seems like a very important point of why Ely North urgently needs progress on the construction of the community centre as there currently does not seem to be a facility fit for purpose as an accessible polling station for a large part of the ward.

The proposal in the document is a request that the whole ward area be classified a polling place so that there is flexibility for the polling station to be located in any suitable building should one be found/built. Which seems like a pragmatic approach in an area of extensive current construction, but also potentially challenging as to voters having consistency and awareness of where their polling station may be located at future elections.

² N.B. This comment was received prior to the correction made to the consultation document, that the polling station for LG2 is the Coach House in Soham. All consultees were informed of the correction.

SECTION 1: Proposal Details

1. Proposal name (eg the title of the report to Committee):

Polling Districts, Polling Places and Polling Stations Review 2023

2. Please indicate who the decision maker will be (eg name of Committee, or Full Council):

Full Council

3. Please provide a brief description of the proposal including the proposed outcomes:

Retain current arrangements for polling districts, polling places and polling stations excepting a few minor amendments, i.e. redesignation of one polling place, merging of two polling districts.

4. Project or Proposal end or completion date (if applicable):

Implemented spring 2024.

SECTION 2: Proposal Impact

5. Now consider whether any of the following aspects will be affected

(Note: the questions are split into any impact on the Council and then any impact on the wider District):

Aspect	Likely carbon impact			Commentary <i>Please explain why it is likely to have this effect</i>
	+ve	-ve	neutral	
Buildings Energy				
Will the proposal have an impact on the COUNCIL's energy consumption via buildings (consider electricity, gas, oil & heating of buildings/water)? If the proposal involves the acquisition or sale of a building or equipment, in the commentary box explain energy efficiency been considered?			✓	No Council buildings used.
Will the proposal have an impact on the DISTRICT's energy consumption via buildings (consider electricity, gas, oil & heating of buildings/water)?			✓	No different buildings used.

Travel				
Will the proposal have an impact on the COUNCIL's energy consumption via travel (e.g. petrol/diesel usage)?			✓	No change in energy consumption.
Will the proposal have an impact on the DISTRICT's energy consumption via travel (e.g. petrol/diesel usage)?			✓	No change in energy consumption.
Water				
Will the proposal have an impact on the COUNCIL's water usage?			✓	No change in water consumption.
Will the proposal have an impact on the DISTRICT's water usage?			✓	No change in water consumption.
Renewable Energy				
Will the proposal have an impact on the COUNCIL's creation or use of renewable energy?			✓	No change in renewable energy usage.
Will the proposal have an impact on the DISTRICT's creation or use of renewable energy?			✓	No change in renewable energy usage.
Embodied Carbon (sometimes referred to as embodied energy)				
Does the proposal include the construction of buildings or other significant infrastructure, or the significant production of equipment (eg a vehicle)?			✓	No new buildings being constructed.
Will measures be included to procure buildings/infrastructure/ products which are known to have a lower embodied carbon content?			✓	No procurement required.
Natural Environment				
Are there any further ways in which your proposal will have an impact on the natural environment? For example, biodiversity, tree planting, land management etc.			✓	No impact.

SECTION 3: Actions

6. Have any of the above impacts identified been quantified and if not, is this possible as part of the project?

No additional impacts.

7. Can any negative carbon impacts identified be justified as appropriate or necessary when considering other benefits of the project?

No negative impact expected.

8. What steps, if any, will you take to reduce any negative carbon impact of the project?

No negative impact expected.

9. Carbon impacts should be monitored as the project progresses. If you have identified any impacts, what information will you use to manage this process?

No impacts expected.

10. Provide an overall summary to be included in your covering report.

Equality Impact Assessment (INRA) completed. Neutral impacts of these proposals expected.

11. Officer details and assessment approval

Assessment completed by:	Adrian Scaites-Stokes, Electoral Services Team Leader
Service Lead sign off:	Tracy Couper - DSM
Date Initial Assessment completed:	1 st November 2023
Approval	
Date approved by Richard Kay together with any additional comments:	2 nd November 2023 Yes, happy with this assessment.

