

# **Review of Polling Districts and Polling Places in the District of Staffordshire Moorlands**

## **Consultation Document for the 2023 Review**

**Consultation period runs from  
2<sup>nd</sup> October 2023 – 10<sup>th</sup> November 2023**

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**“The Parliamentary Boundary Commission published its revised proposals for new constituency boundaries. This review takes into account the new boundaries subject to them being approved by Order of the Privy Council”**

**Appendix A – Proposals Document**

**Contact Information:**

Information on who can make representations and comments and where to address them is given on page 5 on this consultation document.

If you want to talk to someone about this review or want further information about any other electoral matter, please contact:

Marion Hancock  
Senior Electoral Services Officer  
Staffordshire Moorlands District Council  
Moorlands House  
Stockwell Street  
Leek  
Staffordshire  
ST13 6HQ  
Tel: 01538 395500

If you would wish to receive this consultation document in an alternative format, such as large print, please let us know by contacting Electoral Services by:

- Email: [electoral.services@staffsmoorlands.gov.uk](mailto:electoral.services@staffsmoorlands.gov.uk)
- Tel: 0345 605 3015

## **1. Introduction to this Review**

The Electoral Administration Act 2006 introduced a duty for all polling districts and polling places to be reviewed every four years. The next compulsory review must be started and completed between 1<sup>st</sup> October 2023 and 31<sup>st</sup> January 2025. The council must carry out a full review of the arrangements under which its area is divided into polling districts and by which polling places are provided within these districts. The review covers both the whole area governed by the District Council and any parliamentary constituencies that come within it. In between full reviews, a review must also be undertaken when a change in a particular polling place is proposed to be made.

The relevant legislation is Sections 18A to 18E and Schedule A1 of the Representation of the People Act 1983 and the Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006. Guidance on the conduct of reviews is published by the Electoral Commission.

This document forms the basis of the consultation on the review. Information about the procedures for making representations is given later in this paper and the draft proposals, including proposals for change, are set out in the appendix.

## **2. Definitions**

“Parliamentary constituency”. The subject of this review is the division of the borough and the parliamentary constituency into polling districts and the provision of polling places; the actual constituency boundaries cannot be changed by this review.

“Polling district”. This is the area created by the division of the constituency or local government electoral area, such as a ward. The district council is responsible for deciding the boundaries of polling districts. In England, each parish must be a separate polling district, although larger parishes can be divided into two or more districts. A parish must not be in a polling district which has a part of different parish within it, or any un-parished part of the local authority area within it.

“Polling place”. This is the building or area in which the Returning Officer will locate polling stations.

“Polling station”. This is the actual area where the process of voting takes place. This must be located within the polling place and designated for the particular polling district. This function of identifying a polling station is the responsibility of the Returning Officer.

### 3. The Review Process

As part of the review process the council must:

- seek to ensure that all electors in the constituency/local government area have such reasonable facilities for voting as are practicable in the circumstances.
- seek to ensure that so far as is reasonable and practicable the polling places are accessible to those who are disabled; and
- when considering or reviewing the designation of a polling place, have regard to the accessibility needs of disabled persons.

The Council is required to publish notice of the holding of a review. Information about the review is made available on the Council's website and can also be obtained from Electoral Services at Moorlands House, Stockwell Street, Leek ST13 6HQ

The consultation document will also be sent to

- the local Members of Parliament
- District and County Councillors
- town and parish clerks
- persons who have particular expertise in relation to access to premises or facilities for persons who have different forms of disability.

The consultation period for this review will run from 2<sup>nd</sup> October 2023 to 10<sup>th</sup> November 2023

The timetable for this review is as follows:

2 <sup>nd</sup> October 2023	Publication of Notice and commencement of the review
2 <sup>nd</sup> October 2023	Council proposals published
2 <sup>nd</sup> October 2023	Commencement of consultation
10 <sup>th</sup> November 2023	End of formal consultation
By 24 <sup>th</sup> November 2023	Consider responses
1 <sup>st</sup> December 2023	Published revised register
15 <sup>th</sup> January 2024	Preparation and Publication of the (Acting) Returning Officer's comments and proposals
5 <sup>th</sup> February 2024	Deadline for receipt of public comments on the (Acting) Returning Officer's comments

8 <sup>th</sup> March 2024	Final proposals considered by the Council's Committee
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#### **4. The role of the Returning Officer**

The council is required to consult the (Acting) Returning Officer for every Parliamentary constituency that is wholly or partly within its area. This consultation document includes any proposals made by the (Acting) Returning Officer for the Staffordshire Moorlands Constituency, notice of which has been given to the (Acting) Returning Officer for the adjoining Stoke-on-Trent South Constituency.

#### **5. The Proposals of this Review**

The publication of this consultation document represents the first stage of the review. The appendix to this consultation document (the proposals document) sets out details of current polling district and polling places for each of the 27 wards in the District of Staffordshire Moorlands and details where changes are proposed. This appendix also provides a breakdown of the number of electors allocated to each polling district.

#### **6. How to comment on the Review**

Any elector in the whole of the District whether they live in the Staffordshire Moorlands Constituency or those parts of the Stoke-on-Trent South Constituency which come within the District may make some representations to the Council. Representations will also be considered from persons who have particular expertise in relation to access to premises or facilities for persons who have different forms of disability.

As part of this first stage you are invited to comment on the existing scheme, and if you feel it appropriate you may suggest changes to polling district boundaries or alternative proposals for polling places. It would help us if you could also give reasons for changes you have suggested.

All representations will be published on the Council's website even if you have already commented on the proposals; you may make further submissions in response to views and comments you see on the website. Anyone making representations is requested to suggest alternative polling districts/places to those proposed where appropriate and to give reasons for the alternative.

All representations should be addressed to:

Electoral Services Section, Moorlands House, Stockwell Street, Leek ST13 6HQ

Those who wish to email their representations should send them to [electoral.services@staffsmoorlands.gov.uk](mailto:electoral.services@staffsmoorlands.gov.uk) (with the words "Polling District Review" in the subject line).

All representations received will be published on the Council's website

## **7. Completion of the Review**

A report containing the findings of the review and proposed changes to polling districts and polling places will be submitted to a meeting of the Council. They will be asked to consider the proposals and representations received and make a final decision. The Council is required to give reasons for its decisions in respect of the designation of both polling districts and polling places.

The new electoral register containing any revised polling districts will be published on completion of the review. Any new polling districts and polling places will become effective at all elections held after this date.

In addition, the Council must publish:

- all correspondence received in connection with the review and all correspondence sent to any person which the Council thinks has particular expertise in relation to access to premises or facilities for persons who have different forms of disability;
- all representations made by any person in connection with the review;
- the minutes of any meetings where details of the review have been considered;
- details of the actual designations of polling districts and polling places agreed as a result of the review; and
- details of where the decision of the review have been published.