



Oversight and Governance

Chief Executive's Department
Plymouth City Council
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CITY COUNCIL

Monday 16 September 2019
2.00 pm
Council House, Plymouth

Members:

Councillor Ball, Chair

Councillor Mrs Beer, Vice Chair

Councillors Allen, Mrs Aspinall, Bowyer, Mrs Bowyer, Mrs Bridgeman, Buchan, Carson, Churchill, Coker, Cook, Corvid, Dann, Darcy, Sam Davey, Deacon, Derrick, Downie, Drear, Evans OBE, Goslin, Haydon, Hendy, James, Mrs Johnson, Jordan, Kelly, Laing, Michael Leaves, Samantha Leaves, Loveridge, Lowry, Mavin, McDonald, Morris, Murphy, Neil, Nicholson, Parker-Delaz-Ajete, Penberthy, Mrs Pengelly, Rennie, Riley, Singh, Pete Smith, Rebecca Smith, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Ms Watkin, Wheeler, Wigen and Winter.

Members are invited to attend the above meeting to consider the items of business overleaf.

This meeting will be webcast and available on-line after the meeting. By entering the Council Chamber, councillors are consenting to being filmed during the meeting and to the use of the recording for the webcast.

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Tracey Lee

Chief Executive

OFFICIAL

City Council

Agenda

1. Apologies

To receive apologies for absence submitted by councillors.

2. Minutes

(Pages 1 - 14)

To approve and sign the minutes of the meeting held on 24 June 2019 as a correct record.

3. Declarations of Interest

4. Appointments to Committees, Outside Bodies etc

The Assistant Chief Executive will submit a schedule of vacancies on committees, outside bodies etc and of changes notified to us.

5. Announcements

(a) To receive announcements from the Lord Mayor, Chief Executive, Assistant Director for Finance or Head of Legal Services;

(b) To receive announcements from the Leader, Cabinet Members or Committee Chairs.

6. Questions by the Public

To receive questions from and provide answers to the public in relation to matters which are about something the council is responsible for or something that directly affects people in the city, in accordance with Part B, paragraph 11 of the Constitution.

Questions, of no longer than 50 words, can be submitted to the Democratic Support Unit, Plymouth City Council, Ballard House, West Hoe Road, Plymouth, PL1 3BJ, or email to democraticsupport@plymouth.gov.uk. Any questions must be received at least five complete working days before the meeting.

7. Polling District and Polling Stations Review

(Pages 15 - 92)

8. Treasury Management 2018/19 Annual Report

(Pages 93 - 112)

9. Motions on notice (to follow)

To consider motions from councillors in accordance with Part B, paragraph 14 of the Constitution.

10. Urgent Decisions to be Reported

(Pages 113 - 126)

11. Questions by Councillors

Questions to the Leader, Cabinet Members and Committee Chairs covering aspects for their areas of responsibility or concern by councillors in accordance with Part B, paragraph 12 of the constitution.

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City Council

Monday 24 June 2019

PRESENT:

Councillor Ball, in the Chair.

Councillor Mrs Beer, Vice Chair.

Councillors Allen, Mrs Aspinall, Bowyer, Mrs Bowyer, Mrs Bridgeman, Buchan, Carson, Churchill, Coker, Cook, Corvid, Dann, Darcy, Deacon, Derrick, Downie, Drear, Evans OBE, Goslin, Haydon, Hendy, James, Mrs Johnson, Jordan, Kelly, Laing, Michael Leaves, Samantha Leaves, Loveridge, Lowry, Mavin, McDonald, Morris, Murphy, Neil, Nicholson, Parker-Delaz-Ajete, Penberthy, Mrs Pengelly, Rennie, Riley, Singh, P Smith, R Smith, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Ms Watkin, Wheeler, Wigen and Winter.

Apologies for absence: Councillors Sam Davey

The meeting started at 2pm and finished at 19.35pm.

Note: The full discussion can be viewed on the webcast of the City Council meeting at www.plymouth.gov.uk. At a future meeting, the Council will consider the accuracy of these draft minutes, so they may be subject to change. Please check the minutes of that meeting to confirm whether these minutes have been amended.

7. Minutes

The minutes of the meetings held on 18 March 2019, the Extraordinary General Meeting on the 26 March 2019 and the Annual General Meeting on 17 May 2019 were agreed as a true and accurate record.

8. Declarations of Interest

The following declarations of interest were made by councillors in accordance with the code of conduct in respect of items under consideration at the meeting –

Name	Minute Number	Reason	Interest
Councillor Rennie	8.1	Armed Forces veteran	Private Interest
Councillor Kate Taylor	8.5	Partner employed by Devon and Cornwall Police	Private Interest
Councillor Murphy	8.1	Son and grandson in the armed forces	Private Interest
Councillor Mavin	8.1	Not stated	Private Interest
Councillor Wheeler	8.4	School Governor	Private Interest
Councillor Tuohy	8.4	School Governor	Private Interest

Councillor Stevens		8.5	Employed by Devon and Cornwall Police	Disclosable Pecuniary Interest
Councillor McDonald		8.5	School Governor	Private
Councillor Derrick		8.1	Armed forces veteran	Private Interest
Councillor Derrick		8.4	School Governor	Private Interest
Councillor Winter		8.1	Veteran of the Royal Navy	Private Interest
Councillor Winter		8.4	School Governor	Private Interest
Councillor Leaves	Sam	8.4	Works for a school (outside Plymouth)	Private Interest
Councillor Downie		8.4	Employee of a Plymouth School	Disclosable Pecuniary Interest
Councillor Bridgeman	Mrs	8.1	Family members serving in armed forces	Private Interest
Councillor Bridgeman	Mrs	8.4	School Governor	Private Interest
Councillor Darcy		8.5	Employment	Disclosable Pecuniary Interest
Councillor Johnson	Mrs	8.1	Family members served in Northern Ireland.	Private Interest
Councillor Johnson	Mrs	8.3	Volunteers at a foodbank	Private Interest
Councillor Johnson	Mrs	8.4	School Governor	Private Interest
Councillor Carson		8.4	School Governor	Private Interest
Councillor Drean		8.1	Family member served in Northern Ireland	Private Interest
Councillor Jordan		8.1	Royal Navy Veteran	Private Interest
Councillor Beer (Deputy Lord Mayor)	Mrs	8.1	Family member served in Northern Ireland	Private Interest
Councillor Ball (Lord Mayor)	Ball	8.1	Royal Navy Veteran	Private Interest
Councillor Haydon		8.1	Not stated	Private Interest
Councillor Pengelly	Mrs	8.5	Son works for Devon and Cornwall Police	Private Interest

9. **Appointments to Committees, Outside Bodies etc**

The following changes to the appointments to Committees or Outside Bodies were noted:

- Plymouth Energy Community Limited will now operate as Plymouth Energy Community Trust following a change in governance structure. Council noted the appointment of Councillor Buchan as a Director of the Trust.
- Councillor Churchill replaces Councillor Drear as the Vice-Chair of the Brexit, Infrastructure and Legislative Change Overview and Scrutiny Committee.
- Councillor Loverage replaces Councillor Mrs Beer on the Corporate Parenting Group.

10. **Announcements**

The Lord Mayor made the following announcements:

- Congratulations were offered to the seven Plymothians who were announced in the Queen's birthday honours;
- The Oceansgate project has won a prestigious South West region award for regeneration from the Royal Institute of Chartered Surveyors. The project will now be put forward to the national finals in November;
- The Council won the Client of the Year Award and the Image of Construction Award for Building Plymouth at the South West Built Environment Awards;
- The Royal Town Planning Institute's Silver Jubilee Cup was awarded to the City Planning Team for the City Change Fund initiative. This is the highest accolade in the planning profession and the third time that the Council has won this award; and
- The efforts of Pete Curgenvin, School Crossing Patroller and Manadon Vale Primary who put himself at risk to protect children crossing the road were commended.

The Leader of the Council, Tudor Evans OBE made the following announcements:

- An update was provided on Barden with the securing of 400 jobs, following the purchase by HQW who have a vision to significantly grow the business in Plymouth;
- The Barcode development at Bretonside is now 70 per cent let with many new restaurants and leisure opportunities. The planning application for Old Town Street has been submitted and this is important in linking the Bretonside Development to the City Centre. This is a £10m public realm investment;
- A bid has been made to the Government's High Street Fund of £25m to support the development of Colin Campbell Court and the Dingles building;
- The £50m scheme at Derry's is on track to have a 110 bedroom city centre hotel;
- The Plymouth Railway Station project continues and a new concourse design will be completed shortly. The University will repurpose Intercity House to a new Medical and Dental School;

- Prestigious events such as the Fastnet Race have been secured for the city and should be maximised;
- Smart Sound has been launched – a proving area for the design, testing and development of cutting edge products and services for the marine sector; and
- Consultants have been engaged on a new plan for live music in the City in conjunction with the Music Venue Trust – ‘Fighback Plymouth’ will celebrate Plymouth’s grassroots music venues.

The Deputy Leader, Councillor Smith made the following announcements:

- All Councillors have received a briefing relating to student registration at the elections held in May 2019. In summary, clarification has been received from the Electoral Commission which highlighted a procedural error which has now been corrected. It was confirmed that no individual that was ineligible to vote was able to do so.
- Work starts on the Elizabethan House to restore this historic building in Plymouth. The current work will see the building fully restored and repaired over 12 months to be reopened in 2020 as part of the Mayflower celebrations;
- Plymouth City Council has secured £605,000 from the Department for Education to coordinate a city wide holiday activity and food programme for summer 2019; and
- A reminder that it is Armed Forces day this coming Saturday and all are encouraged to attend.

Councillor Jon Taylor, Cabinet Member for Education, Transformation and Skills gave the following announcement:

- Plymouth is a STEM city but still needs more engineers, mathematicians and scientists to meet demand. A new annual competition for schools is therefore being launched along with a programme of key events to encourage young people into STEM subjects.

Councillor Haydon, Cabinet Member for Customer Focus and Community Safety made the following announcements:

- The Purple Flag status has been awarded to Plymouth – this deems it to be a safe, diverse and vibrant city to visit in the evening and night time. Partnership working in the city was especially commended; and
- Cabinet gave its full support at the meeting in June to make Plymouth a Trauma informed city, recognising how childhood trauma can impact on people later in life. This new approach marks the city’s commitment to treat those who have suffered trauma with compassion and to help them to heal.

Councillor Penberthy, Cabinet member for Housing and Cooperative Development gave the following announcements:

- Plymouth has been recognised as a world leader in its work with residents to create solutions to improve lives and communities. The ground breaking approach to crowdfunding and the city change fund has made us one of just ten cities to reach the finals of the cities of service engaged cities award; and

- The recent refugees week which was very successful; Plymouth has now achieved 'city of sanctuary status' and all those involved were thanked for their support.

Councillor Dann, Cabinet Member for Environment and Street Scene gave the following announcements:

- Plymouth has achieved Plastic Free Community Status, confirmed by Surfers Against Sewage;
- The National Marine Park continues to progress with ongoing engagement with stakeholders and individuals, A feasibility study will report back in October;
- The Future Parks Accelerator Fund has secured £622k of funding to radically look at how we manage our parks and green spaces going forward; and
- An update on the climate emergency declared in March 2019, including establishing emergency climate change workshops.

11. **Questions by the Public**

There were no questions from members of the public.

12. **Report from the Independent Remuneration Panel**

Councillor Pete Smith introduced the report from the Independent Remuneration Panel. This was seconded by the Leader, Councillor Evans OBE.

Following a debate, Council approved the recommendations as set out in the report to:

- Make no changes to the level of Special Responsibility Allowances or the Lord Mayor's and Deputy Lord Mayor's personal allowances. Reason: there was no significant evidence to justify a change in allowances;
- Ask the Independent Remuneration Panel to convene in summer 2020 (no later than the end of August) to conduct a full review of member allowances. Reason: to ensure a comprehensive review of allowances.

For the motion (31)

Councillors Allen, Mrs Aspinall, Buchan, Coker, Corvid, Dann, Derrick, Evans OBE, Goslin, Haydon, Hendy, Laing, Lowry, Mavin, McDonald, Morris, Murphy, Neil, Parker-Delaz-Ajete, Penberthy, Rennie, Singh, Pete Smith, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Wheeler and Winter

Abstentions (24)

Councillors Mrs Beer, Bowyer, Mrs Bowyer, Mrs Bridgeman, Carson, Churchill, Cook, Darcy, Deacon, Downie, Dreaan, James, Mrs Johnson, Jordan, Kelly, Leaves, Mrs Leaves, Loveridge, Nicholson, Mrs Pengelly, Riley, Rebecca Smith, Watkin and Wiggins

Absent/Did Not Vote (2)

Councillors Davey and Ball (Lord Mayor)

13. **Motions on Notice**

14. **Veterans**

Councillor Jordan moved the Motion on Notice in relation to Veterans. This was seconded by Councillor Rebecca Smith.

An amendment to the Motion was moved by Councillor Derrick and this was seconded by Councillor Murphy.

The amendment proposed was as follows:

SUPPORT FOR ARMED FORCES VETERANS

As a city with strong military links, this Council welcomes the Government commitment for legislation designed to ensure service personnel and veterans are not subjected to repeated investigations on historical operations, many years after the events in question and applaud the hard work that our local MPs Johnny Mercer and Luke Pollard who in their different ways have helped ~~has done in bringing this about. But like Johnny Mercer MP we are disappointed that this legislation will not include Northern Ireland.~~

~~This Council believes that those that served in Northern Ireland should also be included in the legislation, especially in light of the fact that over 200 members of the terrorist organisation the IRA received letters known as ‘comfort letters’, which exempted them from prosecution for their part in the troubles in Northern Ireland.~~ that there is much more to be done in making adequate provision for veterans on a wide range of concerns relating to their former service, and that any additional support and protection should apply irrespective of where and when any veteran has served. We strongly support the views of many veterans of service in Northern Ireland during the “Troubles”, that they are not getting adequate support from the government. We also recognise that the important outcomes of the Good Friday Agreement are under threat currently and that there are increasing tensions in Northern Ireland across both nationalist and loyalist communities.

We are proud that members of our Armed Forces serve the United Kingdom, often in the most difficult and dangerous circumstances, and we know that our Armed Forces personnel having been trained to the highest professional standards, recognise their duty to operate within the law and accept that if allegations of misconduct arise, they must be properly investigated to establish whether a prosecution is necessary.

The Council notes that the government’s current intention is not to extend the provisions of the new legislation that will protect service personnel from repeated investigations to including matters of operational service in Northern Ireland, but believes strongly that our veterans deserve better.

~~Therefore, the The City Council therefore resolves to ask the Chief Executive (or Leader) to write to the new Prime Minister calling on them to end the witch hunt of former service personnel who served in Northern Ireland.~~

That the Leader of the Council should write to our MPs calling on them to continue their efforts to ensure that Armed Forces veterans are supported fully in respect of their needs post-service. Additionally, in order that the government can further consider the extension

of additional protections to include service in Northern Ireland, to ask our MPs to ensure that a clear understanding is established in Parliament of the need for robust new evidence to be the principal precursor for any re-opening of previous investigations.

The meeting was briefly adjourned to consider the amendment.

On recommencement, the meeting was again briefly adjourned to consider a point of order.

Following a debate, the amendment to the motion was agreed.

For (31)

Councillors Allen, Mrs Aspinall, Buchan, Coker, Corvid, Dann, Derrick, Evans OBE, Goslin, Haydon, Hendy, Laing, Lowry, Mavin, McDonald, Morris, Murphy, Neil, Parker-Delaz-Ajete, Penberthy, Rennie, Singh, Pete Smith, Stevens, J Taylor, K Taylor, Tuffin, Tuohy, Vincent, Wheeler and Winter

Against (24)

Councillors Mrs Beer, Mrs Bridgeman, Bowyer, Mrs Bowyer, Carson, Churchill, Cook, Darcy, Deacon, Downie, Drean, James, Mrs Johnson, Jordan, Kelly, Leaves, Mrs Leaves, Loveridge, Nicholson, Mrs Pengelly, Riley, Rebecca Smith, Watkin and Wiggins

Absent/Did Not Vote (2)

Councillors Davey and Ball (Lord Mayor)

Following a debate, Council voted on the motion as amended as follows:

For (55)

Councillors Allen, Mrs Aspinall, Mrs Beer, Bowyer, Mrs Bowyer, Mrs Bridgeman, Buchan, Carson, Churchill, Coker, Cook, Corvid, Dann, Darcy, Davey, Deacon, Derrick, Downie, Drean, Evans OBE, Goslin, Haydon, Hendy, Mrs Johnson, James, Jordan, Kelly, Laing, Michael Leaves, Mrs Leaves, Mrs Loveridge, Lowry, Mavin, McDonald, Morris, Murphy, Neil, Nicholson, Parker-Delaz-Ajete, Penberthy, Mrs Pengelly, Rennie, Riley, Singh, Pete Smith, Rebecca Smith, Stevens, J Taylor, K Taylor, Tuffin, Tuohy, Vincent, Wheeler, Ms Watkin, Wiggins and Winter.

Absent/Did Not Vote (2)

Councillors Davey and Ball (Lord Mayor)

15. **Opposition to the Scrapping of Free TV Licences for Over-75s**

Councillor Kate Taylor introduced the Motion on the opposition of the scrapping of free TV licenses for over 75's. This was seconded by Councillor Mrs Aspinall.

Following a debate, Council resolved to:

1. Ask the Leader of the Council to write to the Government to ask them to reaffirm their commitment to their own manifesto promise to protect free TV licences for over 75s until 2022.
2. Ask the Leader of the Council to write to the three Plymouth MPs to ask them to confirm their commitment to this important measure in tackling loneliness amongst older citizens in Plymouth.

For the motion (54)

Councillors Mrs Aspinall, Haydon, Coker, Dann, Evans OBE, Hendy, Lowry, McDonald, Morris, Murphy, Parker-Delaz-Ajete, Penberthy, Rennie, Singh, Pete Smith, Stevens, J Taylor, K Taylor, Tuffin, Tuohy, Vincent, Wheeler, Mrs Beer, Mrs Bowyer, Bowyer, Churchill, Darcy, Deacon, Downie, Dreaan, Mrs Johnson, James, Jordan, Kelly, Goslin, Leaves, Mrs Leaves, Nicholson, Pengelly, Corvid, Mrs Bridgeman, Buchan, Derrick, Neil, Mavin, Carson, Winter, Mrs Loveridge, Cook, Rebecca Smith, Laing, Riley, Allen and Ms Watkin

Absent/Did Not Vote (3)

Councillors Davey, Ball (Lord Mayor) and Wigens

16. **Food Justice**

Councillor Penberthy moved the motion on Food Justice. This was seconded by Councillor Allen.

Following a debate, Council resolved to:

1. Commit to food justice in Plymouth by nominating a Cabinet Member with responsibility of delivering food justice;
2. Request the Leader to write to the relevant minister (following the appointment of a new Prime Minister and any related Cabinet reshuffle) to ask the government to enshrine its existing commitment to U Sustainable Development Goal 2 into domestic legislation;
3. Ask the Scrutiny Management Board to establish a Select Committee to investigate the extent and causes of hunger in Plymouth and make recommendations about what can be done to tackle it; and
4. Work with existing partnerships in Plymouth to develop and implement a Food Justice Action Plan to eliminate hunger in Plymouth.

For the motion (31)

Councillors Allen, Mrs Aspinall, Buchan, Coker, Corvid , Dann, Derrick, Evans OBE, Goslin, Haydon, Hendy, Laing, Lowry, McDonald, Morris, Murphy, Parker-Delaz-Ajete, Neil, Mavin, Penberthy, Rennie, Singh, Pete Smith, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Wheeler and Winter

Abstentions (23)

Councillors Mrs Beer, Bowyer, Mrs Bowyer, Mrs Bridgeman, Carson, Churchill, Cook, Darcy, Deacon, Downie, Drean, Mrs Johnson, James, Jordan, Kelly, Michael Leaves, Mrs Leaves, Mrs Loveridge, Cllr Nicholson, Mrs Pengelly, Rebecca Smith, Riley and Watkin

Absent/Did Not Vote (3)

Councillors Davey, Ball (Lord Mayor) and Wigens

17. **Inclusive Education and Schools**

Councillor Stevens introduced the motion on inclusive education and schools. This was seconded by Councillor Allen.

An amendment to the motion was proposed by Councillor Jon Taylor, this was seconded by Councillor Mrs Johnson.

The amendment proposed the following additions:

- Issuing advice formulated in accordance with DfE and OFSTED guidance to schools to empower them to teach an inclusive curriculum and develop a whole school approach to embed equality;
- Promoting school Diversity Week (1-5th July) and encouraging Plymouth schools to participate;

Following a debate, the amendment was accepted.

For (54)

Councillors Allen, Mrs Aspinall, Bowyer, Mrs Bowyer, Mrs Bridgeman, Buchan, Carson, Churchill, Coker, Cook, Corvid, Dann, Darcy, Derrick, Davey, Deacon, Downie, Drean, Evans OBE, Goslin, Haydon, Hendy, Mrs Johnson, James, Jordan, Kelly, Laing, Michael Leaves, Mrs Leaves, Mrs Loveridge, Lowry, Mavin, McDonald, Morris, Murphy, Neil, Nicholson, Parker-Delaz-Ajete, Penberthy, Mrs Pengelly, Rennie, Riley, Singh, Pete Smith, Rebecca Smith, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Ms Watkin, Wheeler and Winter

Absent/Did Not Vote (3)

Councillors Davey, Ball (Lord Mayor) and Wigens

Following a further debate, Council then voted on the substantive motion and resolved to:

Request the Cabinet Member for Education, Skills and Transformation to commit to supporting Plymouth schools which undertake this necessary part of preparing young people for the world around them and which don't give in to bigotry of any kind by:

- Issuing advice formulated in accordance with DfE and OFSTED guidance to schools to empower them to teach an inclusive curriculum and develop a whole school approach to embed equality;
- Promoting school Diversity Week (1-5th July) and encouraging Plymouth schools to participate;
- Work with schools and other stakeholders to support and share good practice in promoting and delivering inclusive equality education in all schools;
- Support all those who work with children and young people to carry out their work free from discrimination and harassment.

For (54)

Councillors Allen, Mrs Aspinall, Bowyer, Mrs Bowyer, Mrs Bridgeman, Buchan, Carson, Churchill, Coker, Cook, Corvid, Dann, Darcy, Derrick, Davey, Deacon, Downie, Drear, Evans OBE, Goslin, Haydon, Hendy, Mrs Johnson, James, Jordan, Kelly, Laing, Michael Leaves, Mrs Leaves, Mrs Loveridge, Lowry, Mavin, McDonald, Morris, Murphy, Neil, Nicholson, Parker-Delaz-Ajete, Penberthy, Mrs Pengelly, Rennie, Riley, Singh, Pete Smith, Rebecca Smith, Stevens, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Ms Watkin, Wheeler and Winter

Absent/Did Not Vote (3)

Councillors Davey, Ball (Lord Mayor) and Wigens

18. **South West Forensics**

Councillor Evans (OBE) introduced the motion on South West Forensics. This was seconded by Councillor Derrick.

Following a short debate, Council resolved to:

- I. Ask our representatives on the Devon and Cornwall Police and Crime Panel to review the situation and ensure this topic is scrutinised, with the results reported back.

For (51)

Councillors Allen, Mrs Aspinall, Bowyer, Mrs Bowyer, Mrs Bridgeman, Buchan, Carson, Churchill, Coker, Cook, Corvid, Dann, Derrick, Deacon, Downie, Drear, Evans OBE, Goslin, Haydon, Hendy, Mrs Johnson, James, Jordan, Kelly, Laing, Michael Leaves, Mrs Leaves, Mrs Loveridge, Lowry, Mavin, McDonald, Morris, Murphy, Neil, Nicholson, Parker-Delaz-Ajete, Penberthy, Rennie, Riley, Singh, Pete Smith, Rebecca Smith, Jon Taylor, Kate Taylor, Tuffin, Tuohy, Vincent, Ms Watkin, Wheeler and Winter

Absent/Did Not Vote (6)

Councillors Davey, Stephens, Darcy, Ball (Lord Mayor), Mrs Pengelly, Wigens

19. **Urgent Key Decisions to be reported**

Councillor Coker gave an update on urgent key decisions taken since the last meeting. The update was seconded by Councillor Lowry.

The funding for Tranche 1 of the Transforming Cities Fund needed to be spent within this financial year (2019/20) and spend could not occur before a formal decision was made. The funding was time critical and projects were at an impasse until a formal decision was made. The programme was deemed low risk, only £57,765 of S106/PCC funding will be added to the capital programme compared with the £7,594,850 external award. A decision could not have been taken any earlier as the announcement was just before the pre-election period.

Council noted the urgent key decision taken by the Leader in line with due process and published on 13 June 2019.

20. **Questions by Councillors**

	From	To	Subject
1	Councillor Carson	Councillor Pete Smith	State of bowling greens in Plymouth
	Response: Watering systems on the Hoe have not been operational for a number of years. Work is underway with a contractor to improve conditions in the short term and results will be monitored. Maintenance schedules are also in development.		
2	Councillor Deacon	Councillor Haydon	CCTV on housing estates including areas of Southway
	Response: CCTV has been installed in some areas, if specific areas are identified as requiring CCTV Councillors should raise these – there are however restrictions as to how and where CCTV can be implemented.		
3	Councillor Ms Watkin	Councillor Dann	JennyCliff and MountBatten Beach Closure due to asbestos
	Response: It is believed the source of the asbestos is historic and efforts are ongoing to remove this as soon as possible. A full response will be provided outside of the meeting.		
4	Councillor Rebecca Smith	Councillor Dann	Charges for removal of waste at Charities
	Response: Alliance Contract already provides £8m for charitable work. A full response will be provided outside of the meeting.		
5	Councillor Mrs Bowyer	Councillor Laing	Training for adoptive parents and special guardians
	Response: A full response will be provided outside of the meeting.		
6	Councillor Mrs Loveridge	Councillor Haydon	Drug testing of licensed door staff in Plymouth

	Response: This is the responsibility of the licensed premises		
7	Councillor Drean	Councillor Coker	Abandoned Caravan
	Response: A full response will be provided outside of the meeting.		
8	Councillor Kelly	Councillor Haydon	Dog Fouling
	Response: Non-uniformed enforcement will be in place as well as raising awareness		
9	Councillor Bowyer	Councillor Lowry	Vandalism of play equipment
	Response: We will look at our play parks across the city and what can be done, there are over 100 play parks		
10	Councillor McDonald	Councillor Kate Taylor	Lack of funding in public health directorate
	Response: Statutory services will need to be reviewed		
11	Councillor Kelly	Councillor Lowry	Update on borrowing proposal to balance budget
	Response: Proposal not signed off yet, work is ongoing with external auditors		
12	Councillor Jordan	Councillor Penberthy	Number of student HMO's back into domestic use
	Response: A full response will be provided outside of the meeting.		
13	Councillor Mrs Pengelly	Councillor Dann	Seeds from wildflowers and removal of weeds
	Response: We cannot cut back wildflowers until the end of the season or they will not grow back. There is an issue with weeds and a four week rolling programme is in place around the city		
14	Councillor Penberthy	Councillor Haydon	How to report suspected domestic violence
	Response: If concerned you should contact the police in the first instance. Plymouth Domestic Abuse Service can provide support.		
15	Councillor Nicholson	Councillor Haydon	Access to customer complaints service for the elderly
	Response: We are trying to encourage digital access but customer service agents will help those that can't access these services.		
16	Councillor Mrs Johnson	Councillor Haydon	Customer service standards for answering calls to the service centre

	Response: A full response will be provided outside of the meeting.		
17	Councillor Deacon	Councillor Dann	Waste bin collections
	Governments is looking at waste collection across the country but there are no plans for changes at present. We need to increase recycling.		
18	Councillor Bowyer	Councillor Kate Taylor	Adults with autism or learning disabilities in special units
	Response: A full response will be provided outside of the meeting.		
19	Councillor Rebecca Smith	Councillor Pete Smith	Plans for VE day celebrations 2020
	Events will not be reduced to due to Mayflower celebrations		
20	Councillor Nicholson	Councillor Dann	Rubble facility at Chelson Meadow
	A full response will be provided outside of the meeting.		
21	Councillor Kelly	Councillor Evans OBE	Sutton Lock Bridge and impact of gate closure
	The lock bridge and operation of it is the responsibility of Sutton Harbour		
22	Councillor Drean	Councillor Coker	Review of Living Streets Budget
	Officers have been asked to provide information of what each individual Councillor has spent from the Living Streets Budget so an evaluation of use can take place.		

Please note that questions, answers, supplementary questions and supplementary answers have been summarised.

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Date of meeting:	16 September 2019
Title of Report:	Polling District, Polling Places and Polling Stations Review
Lead Member:	Councillor Peter Smith (Deputy Leader)
Lead Strategic Director:	Giles Perritt (Assistant Chief Executive)
Author:	Emmanuelle Marshall
Contact Email:	Emmanuelle.marshall@plymouth.gov.uk
Your Reference:	PDPR 2020
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

The attached report presents our final recommendations for the Polling Districts, Polling Places and Polling Stations Review for 2019/2020.

Local authorities must comply with legislation about the location and accessibility of polling districts and polling places. The mandatory review process is set out in the Representation of the People Act 1983, and includes a public consultation. We are required to review every five years, and this review must be completed by 31 January 2020.

In compliance with the legislation, the current review of polling places and polling districts began in October 2018, and an initial recommendations report was published for consultation on Monday 5 November 2018. The consultation phase ended on Friday 14 December 2018, and included views from local residents and stakeholders in the city, including any issues with access to premises or facilities for people with disabilities. The review also took into account the impact of the next four years' worth of planned residential developments on existing electoral arrangements.

It is the Returning Officer's role to select the polling stations. Full Council will make decisions on any proposed changes to polling districts or polling places. The boundaries of polling places will continue to represent the same area as the polling districts. The final scheme for polling arrangements will be adopted by the Chief Executive in accordance with the Council's constitution.

The polling districts, polling places and polling stations finally decided on will be used for the May 2020 Local and Police and Crime Commissioner elections.

Recommendations and Reasons

To approve the proposed changes (PD1 to PD30) to polling districts set out in the Polling Districts and Polling Places Review Recommendations Report, starting at page 4 of that report for the reasons set out in that report.

To note the proposed changes to polling stations (PS1 to PS35) set out in the Polling Districts and Polling Places Review Recommendations Report, starting at page 4 of that report.

Alternative options considered and rejected

The review is mandatory, and the recommendations are based on extensive consultation, as required by the Representation of the People Act 1983.

Relevance to the Corporate Plan and/or the Plymouth Plan

This report complies with statutory obligations and requirements and supports Plymouth City Council's corporate values of being democratic, responsible and fair.

Implications for the Medium Term Financial Plan and Resource Implications:

The Council reviewed value for money considerations and is recommending the reduction in the number of mobile polling stations from 13 to 8 which will result in a saving of a maximum of £10k, subject to ongoing monitoring.

Carbon Footprint (Environmental) Implications:

The changes of polling district boundaries are not expected to have environmental implications. Polling stations are located as centrally as possible within each polling district to minimise the need for travel. The reduction in the number of mobile polling stations is expected to improve the environmental impact of each election. Mobile polling stations are powered by petrol generators which emit carbon dioxide, but also cause other environmental issues, such as noise pollution. The installation and recovery of mobile polling station also involves the deployment of large delivery vehicles, and their associated environmental impact. Conversely, permanent polling stations are not expected to generate additional pollution. Replacing mobile polling station by permanent ones will result in a reduction in the carbon footprint of each election.

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

** When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.*

The risk register for this review is available as a background paper to this report. The reduction in the number of mobile polling stations is expected to have positive implications in respect of accessibility and health and safety.

Although mobile polling stations are suitably equipped to enable access for all voters (ramps and handrails for disabled access) there are still ongoing concerns due to inherent characteristics of mobile units, such as their narrow entrance and limited internal area. Reducing the number of mobile units would therefore improve our ability to meet our duties under the Equalities Act 2010.

Although all essential staff welfare facilities are provided in mobile polling stations, transferring some polling stations from a mobile unit to a permanent location is expected to have a positive impact on the welfare of polling station staff during elections.

Appendices

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	OFFICIAL Polling Districts, Polling Places and Polling Stations Recommendations Report							
B	OFFICIAL Equality Impact Assessment Polling Review 2018 v0.1							

Background papers:

*Add rows as required to box below

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7
IA OFFICIAL Briefing Note PDPR 2018							
IB OFFICIAL Business Case PDPR 2018							
2 OFFICIAL PDPR 2018 Risk Register V0.03							
3 OFFICIAL Polling District Review Methodology V3							
4A OFFICIAL 2018 Electorate Numbers for each polling station							
4B OFFICIAL 2018 Projected Electorate per Ward							
4C OFFICIAL 20180817 Future Potential Housing Growth 1st April 2017-2034							
4D OFFICIAL 2018 Polling Stations Costs and Attendance							

Sign off:

Fin	pl.19. 20.92	Leg	lt/321 66/2/ 2808	Mon Off	lt/321 66/2/ 2808	HR	N/A	Assets	N/A	Strat Proc	N/A
Originating Senior Leadership Team member: Glenda Favor Ankersen											
Please confirm the Strategic Director(s) has agreed the report? Yes											
Date agreed: 02/09/2019											

Cabinet Member approval:

A handwritten signature in black ink, appearing to read "P. Smith". The signature is written in a cursive style with a large initial "P".

Date approved: 05/09/2019

POLLING DISTRICTS, PLACES AND STATIONS REVIEW 2018



RECOMMENDATIONS REPORT

INTRODUCTION

Local Authorities must comply with a number of legislative requirements regarding the location and accessibility of Polling Districts and Polling Places. The mandatory review process comprises a number of specified steps set out in Schedule A1 to the Representation of the People Act 1983, which include a public consultation.

This review of polling places and polling districts began in October 2018. An initial recommendations report was published for consultation on Monday 5 November on our website and also made available in libraries. In addition, an event was held at the Council House on Friday 7 December to bring the review to the attention of members of the Plymouth Area Disability Action Network (PADAN). The consultation phase of the Polling District and Polling Station Review ended on Friday 14 December 2018.

The review considered representations from local residents and stakeholders in the city, including any issues regarding access to premises or facilities for persons with disabilities. In addition, the review also took into account the impact of the next four years' worth of planned residential developments on existing electoral arrangements.

During the 6 weeks consultation period, the polling district consultation page on our website was the object of 477 unique visits from members of the public. In total, 50 residents provided extended comments on our recommendations online, by email, phone or face to face. All comments were published on our website.

It is the Returning Officer's role to select the polling stations. It will be Full Council which will make decisions on any proposed changes to polling districts or polling places. The final scheme for polling arrangements will be adopted by the Chief Executive in accordance with the Council's constitution.

The polling districts, polling places and polling stations finally decided on will be used for the May 2020 local and Police and Crime Commissioner elections.

Scope of the review

Plymouth is divided into 116 polling districts each associated with one of 113 polling stations (three of those polling stations are double). Polling districts, geographic subdivisions of each ward, as well as polling stations for each of those districts are within the scope of this review. The review is considering the continued suitability of the existing arrangements and, when necessary, will make proposals for:

- The creation or removal of districts,
- "Change" or "no change" to the boundaries between districts,
- "Change" or "no change" to the referencing of those districts,
- "Change" or "no change" to the polling stations within those districts.

Not in scope

City ward boundaries and parliamentary constituency boundaries are not in scope of this review. The legislation requires that ward boundaries are reviewed by the Boundary Commission, not by Local Authorities themselves. We do not have a mandate to suggest alterations to the boundaries between the wards.

The review will not be able to consider comments regarding local authority boundaries, neighbouring parliamentary constituencies, the names of local authorities or other electoral areas within or bordering Plymouth City.

Glossary of terms

Polling District - A polling district is a geographical sub-division of an electoral area.

Polling Place - A polling place is the area in which the Returning Officer selects the polling station. In Plymouth, polling places represent the same area as the polling district to allow a greater degree of flexibility in deciding where a polling station should be located.

Polling Station - The polling station is the room or building where the poll takes place.

Accessing information

The report presents information for each ward of the city. These are presented in alphabetical order and are listed in a contents table on page 3.

The current arrangements for polling districts and polling stations in each ward, as well as the recommendations are summarized in tables. The rationale for each recommendation is then presented below each table. All the recommendations for changes to polling districts come first, followed by recommendations for changes to polling stations.

Each recommendation has been attributed a reference number. Recommendations concerning Polling Districts are referenced as PDI to PD30. Recommendations concerning Polling Stations are referenced as PSI to PS35. These are listed in numerical order throughout the document.

In order to illustrate those recommendations for each ward, maps of the existing arrangements as well as maps of our proposed arrangements are available on our polling station page:

<https://www.plymouth.gov.uk/votingandelections/pollingdistrictreviewconsultation>

In the polling district information tables provided for each ward, the word “Electorate” refers to the total number of registered voters in the district, as of August 2018.

In the polling station information tables provided for each ward, the expression “Polling Station Electorate” refers to the total number of registered voters in the district who have opted to attend a polling station to vote, as of August 2018. This figure excludes electors from the district who may have opted to vote by other means. This figure informs us of the maximum number of electors who may attend the polling station on polling day.

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BUDSHEAD WARD**Existing Polling Districts**

Polling district	Polling Station	Electorate¹	Recommendations
EA	Mobile Unit at Canterbury Drive	1,415	No change
EB	St. Peters RC Primary School	1,447	No change
EC	Bethany Evangelical Church	1,066	No change
ED	Salvation Army Community Hall	1,410	No change
EE	Mobile Unit at Kirkwall Road	739	No change
EF	Manadon Masonic Hall	854	No change
EG	Derriford United Reformed Church Hall	2,690	Changes of district boundaries

Polling Districts Recommendations

This review recommends the following alterations to polling districts in Budshead ward:

PDI - District EC and ED – Alterations to district boundaries

In order to facilitate access to a polling station for most residents, a small alteration to the boundaries between district EC and ED is suggested.

The residents of the south eastern side of Taunton Avenue, in the portion of the road between Woodfield Primary School and the junction with Lancaster Gardens would now vote at Bethany Evangelical Church in district EC.

One comment was received in support of this change.

The review recommends that this change of district boundaries is implemented.

PD2 - District EG – Alterations to district boundaries

Two members of the public asked the council to review the possibility of splitting district EG into two smaller districts alongside Looseleigh Lane, suggesting that EG be split back to what it was in 2005.

One resident commented that the size of the district should warrant a review of its boundaries. The polling station for EG is a long distance to travel for electors who reside south of Looseleigh Lane. The polling station is at the top of a very long hill which makes it hard to access for residents with reduced mobility.

A suitable polling station for the south of the district was not suggested by the residents during the consultation. None could not be identified during the review. The review will not recommend the creation of a new mobile polling unit.

Due to the large number of the electorate, we recommend the creation of two smaller polling districts, EG and EH. Due to the lack of available locations in the south of the district, the polling station for both districts will remain at Derriford United Reformed Church Hall.

The review recommends that this change of district boundaries is implemented.

Existing Polling Stations

Polling Station	Polling district	Polling station electorate ²	Disabled access	Recommendations
Mobile Unit at Canterbury Drive	EA	1,143	Yes ³	No change
St. Peters RC Primary School	EB	1,204	Yes - ramped	No change
Bethany Evangelical Church	EC	881	Yes	No change
Salvation Army Community Hall	ED	1,117	Yes	No change
Mobile Unit at Kirkwall Road	EE	554	Yes ³	Removal
Manadon Masonic Hall	EF	684	Yes	No change
Derriford United Reformed Church Hall	EG	2,153	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

³ Although mobile polling stations are suitably equipped to enable access for all voters (ramps and handrails for disabled access) there are still ongoing concerns due to inherent characteristics of mobile units, such as their narrow entrance and limited internal area.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Budshead ward:

PS1 - Mobile Unit at Canterbury Drive in district EA – No change

Although mobile polling stations are suitably equipped to enable access for all voters (ramps and handrails for disabled access) there are still ongoing concerns due to inherent characteristics of mobile units, such as their narrow entrance and limited internal area. This review investigates opportunities to remove mobile polling stations whenever circumstances allow. However, this must be balanced against the necessity to provide accessible and convenient polling stations that meet the specific needs of each ward. This mobile polling stations serves a substantial number of electors in a part of the ward where no alternatives could be identified. No suitable alternatives were put forward during the consultation.

This review therefore recommends no change to this polling station.

PS2 - Mobile Unit at Kirkwall Road in district EE - Replacement of polling station

The review investigates opportunities to remove mobile polling stations whenever circumstances allow. However, this must be balanced against the necessity to provide accessible and convenient polling stations that meet the specific needs of each ward.

An alternative polling station has been identified at the Crownhill Community Centre. The Centre is within the polling district, 0.6 miles away from the current polling station. The centre is located on the north east side of Budshead Road. Electors from the south side of Budshead Road would have to cross this main road to access this proposed polling station. The Centre is accessible by public

transport and by car, and offers excellent facilities, including disabled car parking spaces and ramped access to the polling room.

One comment was received in relation to this proposal. One resident suggested using the 1st Crownhill Scouts Headquarters on Dayton Close. The site was visited and the location would be suitable as a replacement. However, the Crownhill Community Centre offers excellent facilities, including excellent access for disabled residents. The centre is deemed more visible and accessible than the Scouts' headquarters.

The review therefore recommends a change of polling station to the Crownhill Community Centre.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate¹	Estimated Polling station electorate²
EA	Mobile Unit at Canterbury Drive	At junction with Budshead Road, PL5 4HH	1,415	1,143
EB	St. Peters RC Primary School	Brentford Avenue, PL5 4HD	1,447	1,204
EC	Bethany Evangelical Church	Budshead Road, PL5 4DT	1,078	891
ED	Salvation Army Community Hall	Whitleigh Court, PL5 4AA	1,397	1,106
EE	Crownhill Family Centre	Crownhill Fort Road, PL6 5BX	739	554
EF	Manadon Masonic Hall	Tavistock Road, PL6 5EL	854	684
EG	Derriford United Reformed Church Hall	Powisland Drive, PL6 6AB	1,390	1,153
EH	Derriford United Reformed Church Hall	Powisland Drive, PL6 6AB	1,300	1,000

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

COMPTON WARD**Existing Polling Districts**

Polling district	Polling station	Electorate ¹	Recommendations
LA	Mobile Unit at Kneelee Gardens	817	No change
LB	Compton C of E Primary School	1,699	No change
LC	Compton Methodist Church Hall	2,765	No change
LD	Emmanuel Parish Hall	1,907	No change
LE	Mutley Baptist Church - Main Hall	2,071	No change

Polling Districts Recommendations

The review recommends no changes of polling districts in Compton ward.

Existing Polling Stations

Polling district	Polling station	Polling station electorate ²	Disabled access	Recommendations
LA	Mobile Unit at Kneelee Gardens	700	Yes ³	No change
LB	Compton C of E Primary School	1,327	Yes	No change
LC	Compton Methodist Church Hall	2,270	Yes	No change
LD	Emmanuel Parish Hall	1,514	Yes	No change
LE	Mutley Baptist Church - Main Hall	1,779	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

³ Although mobile polling stations are suitably equipped to enable access for all voters (ramps and handrails for disabled access) there are still ongoing concerns due to inherent characteristics of mobile units, such as their narrow entrance and limited internal area.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Compton ward:

PS3 - Mobile Unit at Kneelee Gardens in district LA – No change.

Residents around Kneelee Gardens currently have access to a mobile polling station. For reasons stated above, this review investigates opportunities to remove mobile polling stations whenever circumstances allow. However, this must be balanced against the necessity to provide accessible and convenient polling stations that meet the specific needs of each district. On this occasion, an alternative polling station could not be identified, this report therefore does not recommend changes.

One comment was received from a member of the public about the location of the mobile polling station in the centre of the green not being suitable. According to the resident, this requires the crossing of a busy road and for mobility impaired residents is a real obstruction to voting.

Alternative locations were investigated in the district. The Golden Hind pub was dismissed on account of not offering a segregated function room that could be reserved for polling.

The position of the mobile unit on the green will be reviewed to ensure it is as accessible as possible given the circumstances.

This review therefore recommends no change to this polling station.

PS4 - Compton C. of E. Primary School in district LB – No change

Two members of the public expressed an objection to Compton CofE Primary school being used as a polling station. The Church of Jesus Christ of Latter Day Saints was approached as a potential alternative, but this has not resulted in a successful outcome. No alternative polling station was put forward during the consultation, and none other were identified during the review.

This review therefore recommends no change to this polling station.

DEVONPORT WARD**Existing Polling Districts**

Polling district	Polling Station	Electorate ¹	Recommendations
AA	Marlborough Primary Academy	1,541	Change of boundaries with district AE
AB	Salvation Army Hall	2,361	No change
AC	Keyham Green Places Centre	2,377	No change
AD	Keyham Methodist Community Centre	1,649	No change
AE	Mount Wise Neighbourhood Centre	3,026	Change of boundaries with district AA

Polling Districts Recommendations

This review recommends the following alterations to polling districts in Devonport ward:

PD3 - District AA and AE – Alterations to district boundaries

In order to lower the number of electors in district AE, and to facilitate access to a polling station for most residents, the following alterations to the district boundaries are suggested.

The boundaries between ward district AA and AE would move southwards to include more residents into ward district AA. The residents of the following streets would now vote at Marlborough Primary Academy in Morice Square in district AA:

- Fore Street,
- Phelps Street,
- Wall Street,
- Mill Street,
- Mildren Way,
- and St Aubyn Street.

No comments were received on this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

Existing Polling Stations

Polling district	Polling Station	Polling station electorate ²	Disabled access	Recommendations
AA	Marlborough Primary Academy	1,276	Yes	No change
AB	Salvation Army Hall	1,981	Yes	No change
AC	Keyham Green Places Centre	1,938	Yes	No change

AD	Keyham Methodist Community Centre	1,414	Yes	No change
AE	Mount Wise Neighbourhood Centre	2,428	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Stations Recommendations

The review recommends no changes to polling stations in Devonport ward.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate ¹	Estimated Polling station electorate ²
AA	Marlborough Primary Academy	Morice Square, PL1 4NJ	2,117	1,734
AB	Salvation Army Hall	Balfour Terrace, PL2 1RS	2,361	1,981
AC	Keyham Green Places Centre	Renown Street, PL2 2DT	2,377	1,938
AD	Keyham Methodist Community Centre	Admiralty Street, PL2 2BR	1,649	1,414
AE	Mount Wise Neighbourhood Centre	Clowance Street, PL1 4LQ	2,441	1,954

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

DRAKE WARD**Existing Polling Districts**

Polling district	Polling Station	Electorate ¹	Recommendations
MA	Creative Courts on Central Park Avenue	1,725	No change
MB	Sherwell Church Hall	1,053	No change
MC	Charles-with-St Matthias Church	1,084	No change
MD	Mount Street Primary School	1,922	No change

Polling Districts Recommendations

The review recommends no changes to the polling districts in Drake ward.

Existing Polling Stations

Polling district	Polling Station	Polling station electorate ²	Disabled access	Recommendations
MA	Creative Courts on Central Park Avenue	1,484	Yes	No change
MB	Sherwell Church Hall	952	Yes	No change
MC	Charles-with-St Matthias Church	955	Currently out of order	No change
MD	Mount Street Primary School	1,719	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Drake ward:

PS5 - Charles-with-St Matthias Church in district MC – No change

The last elections brought about some comments regarding the continued suitability of this polling station, as the lift which is intended to improve access to the church to disabled electors is not functional.

One comment was received in relation to this proposal. One member of the public suggested approaching Onward House as an alternative to the Church. Attempts at making contact with Onward House were made by email and by telephone on repeated occasions. No response has been received.

A visit was undertaken at the Church on 20 November 2018 to determine whether any action could be taken to support the church. The existing lift is beyond repair. The church has sought quotes to provide an alternative access solution for residents with reduced mobility, but this requires heavy

structural work at a cost beyond what is reasonable for the Council to provide. It is recommended that the polling station remains at the church hall. Residents with impaired mobility who would struggle to get access to the church will be assisted at the door by the polling station staff and a mitigation plan will be implemented to facilitate access.

This review therefore recommends no change to this polling station.

EFFORD AND LIPSON WARD**Existing Polling Districts**

Polling district	Polling station	Electorate¹	Recommendations
PA	Mobile Unit at Kensington Road	1,366	No change
PB	Lipson Vale Primary School	1,369	No change
PC	Laira Green Primary School Children's Centre	1,368	No change
PD	Mobile Unit at the corner of Pike Street and Old Laira Road	1,556	No change
PE	Church of Our Lady of Mount Carmel	708	No change
PF	Mobile Unit near Humber Close	895	No change
PG	St. Pauls Church Community Hall	2,774	No change

Polling Districts Recommendations

This review recommends no changes to the polling districts in Efford and Lipson ward.

Existing Polling Stations

Polling district	Polling station	Polling station electorate²	Disabled access	Recommendations
PA	Mobile Unit at Kensington Road	1,207	Yes ³	No change
PB	Lipson Vale Primary School	1,147	Yes	No change
PC	Laira Green Primary School Children's Centre	1,170	Yes	No change
PD	Mobile Unit at the corner of Pike Street and Old Laira Road	1,241	Yes ³	No change
PE	Church of Our Lady of Mount Carmel	585	Yes	No change
PF	Mobile Unit near Humber Close	717	Yes ³	No change
PG	St. Paul's Church Community Hall	2,279	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

³ Although mobile polling stations are suitably equipped to enable access for all voters (ramps and handrails for disabled access) there are still ongoing concerns due to inherent characteristics of mobile units, such as their narrow entrance and limited internal area.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Efford and Lipson ward:

This review investigates opportunities to remove mobile polling stations whenever circumstances allow. This must be balanced against the necessity to provide accessible and convenient polling stations that meet the specific needs of each ward. The mobile polling stations in this district serve substantial numbers of electors in areas of the ward.

Comments were received from members of the public with regards to the mobile polling stations in this ward.

PS6 - Mobile unit adjacent to Humber Close (near Deer Park Drive).

One resident reported that this mobile unit was difficult to find, and requested consideration be made to use the nearby Austin Farm School or a vacant shopping unit on Frogmore Avenue.

This neighbourhood is removed from the rest of the ward, due to its location on a hillside near the dual carriage way. The two locations suggested are part of a different ward and would not significantly improve access for electors.

The availability of vacant shops cannot be guaranteed for any length of time, therefore vacant premises on Frogmore Avenue cannot be considered as an alternative polling station.

One of the criteria for the review was also to avoid, whenever possible, using schools as polling stations. Creating a new polling station in a school is not recommended.

This review therefore recommends no change to this polling station.

PS7 - Mobile Unit at the corner of Pike Street and Old Laira Road

One resident reported that parking and access were difficult on Pike Road. The resident asked us to consider making use the nearby St Mary the Virgin church, the old library or the supermarket in Marsh Mills.

A visit was undertaken to the area. The location of St Mary the Virgin Church at the end of a narrow cul-de-sac on a steep hill was deemed unsuitable. The large supermarket on Marsh Mills is a long distance away from the majority of electors in the district. The old library building is currently used privately as a nursery.

This review therefore recommends no change to this polling station.

PS8 - Mobile Unit at Kensington Road

One resident informed us that access to this mobile unit was very difficult. The resident asked us to consider using the nearby fire station, or Park Lodge Café in Freedom Fields Park.

The Freedom Park Café is out of ward. Having a polling station out of ward should be avoided unless in exceptional circumstances.

A visit was also carried out to Pure Gym on Alexandra Road. The venue is located on a large road, central to the district, and provides excellent access and car parking facilities. However, the space available within the venue is on a first floor, and no lift is available for disabled residents.

The fire station building at the corner of Longfield Place and Greenbank Road is not deemed a suitable location.

This review therefore recommends no change to this polling station.

EGGBUCKLAND WARD**Existing Polling Districts**

Polling district	Polling station	Electorate ¹	Recommendations
HA	Manadon Vale Primary School	1,987	No change
HB	Crownhill Methodist Church	815	No change
HC	Courtlands Special School Academy	1,702	No change
HD	The Village Hall	1,529	No change
HE	Austin Farm Academy - Nursery	2,287	No change
HF	St. Edwards Primary School	1,846	No change

Polling Districts Recommendations

This review recommends no changes of polling districts in Eggbuckland ward.

Existing Polling Stations

Polling district	Polling station	Polling station electorate ²	Disabled access	Recommendations
HA	Manadon Vale Primary School	1,478	Yes	Change of polling station
HB	Crownhill Methodist Church	652	Yes	No change
HC	Courtlands Special School Academy	1,275	Yes	No change
HD	The Village Hall	1,212	Yes	No change
HE	Austin Farm Academy - Nursery	1,819	Yes	No change
HF	St. Edwards Primary School	1,513	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Eggbuckland ward:

PS9 - Manadon Vale Primary School in district HA

9 comments were received concerning Manadon Vale Primary School. Many residents proposed moving the polling station out of Manadon Vale Primary School due to concerns that the school closure compromises the education of children in the foundation year. The residents expressed concerns as to the safeguarding of children whilst members of the public were allowed to access the site.

Alternative locations suggested by members of the public were investigated. A visit was conducted to the Church of the Ascension Church Hall. The amenities at the hall are excellent, but the Church Hall is located in a part of the district that is difficult to access for residents living in the west of the district.

The Community Hub at Bolitho Park suggested as a replacement to Manadon Vale School, is already being considered as a potential polling station for Honicknowle. The facilities at the Community Hub will be appropriate to accommodate a double polling station.

This review recommends a change of polling station from Manadon Vale Primary School to the Manadon Sports and Community Hub on St Peter's Road.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate ¹	Estimated Polling station electorate ²
HA	Manadon Sports and Community Hub	Bolitho Park, PL5 3JH	1,987	1,478
HB	Crownhill Methodist Church	Crownhill Road, PL6 5AG	815	652
HC	Courtlands Special School Academy	Widely Lane, PL6 5JS	1,702	1,275
HD	The Village Hall	Miles Mitchell Avenue, PL6 5LY	1,529	1,212
HE	Austin Farm Academy - Nursery	Delamere Rad, PL6 5XQ	2,287	1,819
HF	St. Edwards Primary School	Fort Austin Avenue, PL6 5ST	1,846	1,513

HAM WARD**Existing Polling Districts**

Polling district reference	Polling Station	Electorate¹	Proposed changes
BA	St. Philips C of E Church Hall	1,522	No change
BB	Weston Mill Oak Villa Social Club	707	No change
BC	North Prospect Library	2,706	Change of district boundaries
BD	Mobile Unit at Tewkesbury Close ³	561	Merger with BE
BE	Morice Baptist Church	1,703	Merger with BD and change of district boundaries
BF	St. Pancras' Church	3,040	Change of district boundaries

Polling Districts Recommendations

This review recommends the following alterations to polling districts in Ham ward:

PD4 - District BC and BE - Alteration to polling district boundaries

This review proposes alterations to the western side of this district, between the current district BE and BC.

Residents of the following streets would join district BC and would now attend the North Prospect Library to vote:

- Grassendale Avenue,
- Woodville Close,
- Vixen Way,
- Foliot Road,
- Ash Grove,
- Burrator Gardens and
- Overdale Road.

No comments were received in relation to this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

PD5 - District BD and BE – Merger of two districts

District BD is substantially smaller than other districts in the ward. The merger of district BD with district BE is proposed. Morice Baptist Church would become the new polling station for the now larger district. The proposed new district would grow to an estimated size of 1,878 electors.

One comment was received in relation to this proposal. One resident pointed out the difference in size between proposed district BC & BD and the smaller district BB, but acknowledged the difficulty of identifying a suitable polling station in the area.

This review therefore recommends that the proposed changes of boundaries are implemented.

PD6 - District BE and BF - Alteration to polling district boundaries

In order to facilitate access to a polling station for most residents, a small alteration to the boundaries between districts BE and BF is suggested.

The residents of the Conway Gardens would now vote at St Pancras' Church in current district BF.

No comments were received in relation to this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

Existing Polling Stations

Polling district reference	Polling Station	Polling station electorate²	Disabled access	Proposed changes
BA	St. Philip's C of E Church Hall	1,241	Yes	No change
BB	Weston Mill Oak Villa Social Club	552	Yes	No change
BC	North Prospect Library	2,227	Yes	No change
BD	Mobile Unit at Tewkesbury Close	471	Yes ³	Removal
BE	Morice Baptist Church	1,407	Yes	No change
BF	St. Pancras' Church	2,422	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

³ Although mobile polling stations are suitably equipped to enable access for all voters (ramps and handrails for disabled access) there are still ongoing concerns due to their inherent characteristics, such as their narrow entrance and limited internal area.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Ham ward:

PS10 - Mobile Polling Station on Tewkesbury Close – Removal of mobile polling station.

The review investigates opportunities to remove mobile polling stations whenever circumstances allow.

The merger of districts BD and BE would lead to the decommissioning of this mobile polling unit. Residents would now vote at Morice Baptist Church which is located 0.3 miles away from the current polling station. Morice Baptist church is currently used as a polling station and offers good facilities, car parking, and good access.

One comment in support of the proposal was received from a resident.

This review recommends that the mobile polling station on Tweeksbury Close is removed.

PS11 - St Phillip's CofE Church in district BA

One resident questioned the arrangements in place for disabled access to St Phillip's Church on Bridwell Road in Ham district. Access to the Church is limited due to its location on a steep hill. There is a long flight of steps at the entrance to the church. This is mitigated by an electric stair lift, but the resident expressed concerns at its functionality, especially in poor weather condition. The resident asked whether an alternative location could be found either at Weston Mill Primary School or at Oak Villa Sports Club. One of the aims of the review was, whenever possible, to avoid using schools in order to minimise disruption to the education of primary school children in the city. It is therefore not recommended to move back to the school. Oak Villa Sports Club is already a polling station for district BB and is out of the boundaries of district BA.

It is recommended that the polling station remains at the church. Residents with impaired mobility who would struggle to get access to the church will be assisted at the door by the polling station staff and a mitigation plan will be implemented to facilitate access.

This review therefore recommends no change to this polling station.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate¹	Estimated Polling station electorate²
BA	St. Philips C of E Church Hall	Bridwell Road, PL5 IAF	1,522	1,241
BB	Weston Mill Oak Villa Social Club	Ferndale Road, PL2 2EL	707	552
BC*	North Prospect Library	North Prospect Road, PL2 2NE	3,243	2,691
BD*	St. Pancras' Church	Honicknowle Lane, PL2 3QT	3,095	2,456
BE	Morice Baptist Church	Ham Drive, PL2 2NJ	1,667	1,368

* The creation of double polling stations at those venues is proposed in this district to cater for their large electorate.

HONICKNOWLE WARD**Existing Polling Districts**

Polling district	Polling Station	Electorate¹	Recommendations
DA	West Park Library	1,338	No change
DB	Honicknowle Youth & Community Centre	1,837	Change of boundaries with district DG
DC	Mobile Unit at Chaucer Way	1,343	No change
DD	Mobile Unit at Sedley Way	1,342	No change
DE	Ernesettle Community School	1,208	No change
DF	St. Aidan's Church Hall	2,020	No change
DG	Knowle Primary School	1,180	Change of boundaries with district DB

Polling Districts Recommendations

This review recommends the following alterations to polling district boundaries in Honicknowle ward:

PD7 - Districts DB and DG – Alterations to district boundaries

In order to even out the electorate between the two districts, and to simplify access to a polling station, it is proposed that residents from the following streets will move from district DB to DG:

- Shaldon Crescent,
- Marldon Close,
- Modbury Close,
- Kenn Close,
- Haytor Close and
- Foxtor Close.

Those residents would now vote at Knowle Primary School instead of the Honicknowle Youth and Community Centre.

One resident expressed his support for the proposed changes.

This review recommends that the proposed changes of boundaries are implemented.

PD8 - Districts DE and DF – Alterations to district boundaries

In order to even out the electorate between the two districts, and to simplify access to a polling station, it is proposed that residents from the following streets will move from district DF to DE:

- Redhill Close,
- Acklington Place,
- Yelverton Close,
- Culdrose Close and
- Perranporth Close.

Those residents would now vote at Ernesettle Community School instead of St Aidan's Church Hall.

One resident expressed his support for the proposed changes.

This review recommends that the proposed changes of boundaries are implemented.

Existing Polling Stations

Polling district	Polling Station	Polling station electorate ²	Disabled Access	Recommendations
DA	West Park Library	1,132	Yes	Replacement
DB	Honicknowle Youth & Community Centre	1,562	Yes	No change
DC	Mobile Unit at Chaucer Way	1,100	Yes ³	No change
DD	Mobile Unit at Sedley Way	1,131	Yes ³	Removal
DE	Ernesettle Community School	1,002	Yes	No change
DF	St. Aidan's Church Hall	1,649	Yes - ramped	No change
DG	Knowle Primary School	970	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

³ Although mobile polling stations are suitably equipped to enable access for all voters (ramps and handrails for disabled access) there are still ongoing concerns due to inherent characteristics of mobile units, such as their narrow entrance and limited internal area.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Honicknowle ward:

PS12 - West Park Library – Replacement of Polling Station

There is a plan to repurpose the use of West Park Library building in the next few years. As a replacement, this report proposes to move the polling station to St Francis Church on Little Dock Lane in the east of the district. St Francis Church is located 0.4 miles away from the current polling station. Although this proposed polling station is not central to the district, it is very accessible on foot and by public transport.

No comments were received about this proposal.

This review recommends a change of polling station from West Park Library to the St Francis of Assisi Church on Little Dock Lane.

PS13 - Mobile unit at Sedley Way in district DD

This review investigates opportunities to remove mobile polling stations whenever circumstances allow. However, in this instance, no suitable alternatives were identified in the district.

In extreme circumstances, polling stations can be situated outside a polling district. The lack of a suitable accessible location in this district constitutes such a circumstance. An alternative location has been put forward on the boundary between this ward and Eggbuckland ward. The Manadon Sport and Community Hub, on the site of the former Ministry of Defence pitches on St Peter's Road is very close to the current mobile polling station. It is very accessible and visible to residents in this district. The Hub is in its final phase on construction and scheduled to be complete March 2019. Its suitability as a polling station will be investigated further after construction.

One resident expressed his support for the proposed changes. A visit to the site was undertaken and construction plans indicate the site will provide excellent facilities for a polling station in 2020.

This review recommends a change of polling station from the mobile unit at Sedley Way to the Manadon Sports and Community Hub on St Peter's Road.

PS14 - Mobile unit at Chaucer Way in district DC

This review investigates opportunities to remove mobile polling stations whenever circumstances allow. However, in this instance, no suitable alternatives were identified in the area. The review therefore does not recommend a change unless suitable alternative polling arrangements are put forward during the consultation.

One comment was received in relation to this proposal. One resident expressed concerns as to the accessibility of this mobile polling station. The resident suggested considering replacing this mobile unit by a polling station at Shakespeare School or in the supermarket on transit way.

One of the criteria for the review was also to avoid, whenever possible, using schools as polling stations. Creating a new polling station in a school is not recommended. A visit took place to the supermarket but no suitable location was identified.

This review therefore recommends no change to this polling station.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate¹	Estimated Polling station electorate²
DA	St Francis of Assisi Church	Little Dock Lane, PL5 2LP	1,338	1,132
DB	Honicknowle Youth & Community Centre	Honicknowle Green, PL5 3PX	1,471	1,246
DC	Mobile Unit at Chaucer Way	Entrance to Masefield Gardens, PL5 3EF	1,343	1,100
DD	Manadon Sports and Community Hub	St Peters Road, PL5 3FD	1,342	1,131
DE	Ernesettle Community School	Biggin Hill, PL5 2RB	1,442	1,179
DF	St. Aidan's Church Hall	Ernesettle Green, PL5 2SS	1,783	1,467
DG	Knowle Primary School	Ringmore Way, PL5 3QG	1,542	1,276

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

MOOR VIEW WARD**Existing Polling Districts**

Polling district	Polling Station	Electorate¹	Recommendations
GA	Leigham Community Hall	2,233	No change
GB	Mainstone Sports & Social Club	1,206	No change
GC	Elm Community Centre	2,061	Creation of a new district
GD	Thornbury Primary School	2,573	Creation of a new district
GE	St. Anne's Church Hall - Glenholt	1,823	No change

Polling Districts Recommendations

This review recommends the following alterations to polling districts in Moor View ward:

PD9 - Creation of a new district GF

The number of electors in the ward is large. In district GD and GC the number of electors is slightly higher than the recommended 2,000 electors by district. The number of electors in the district could grow beyond this limit in the next five years as the ward is anticipated to welcome 1000 new electors by 2020 due to developments.

The creation of a new District GF is proposed in the western side of the ward. This new district would reduce the size of district GD and GC.

The proposed boundary for this new district would follow a near vertical line across the ward. It would run along Runway Road to the north, down to its junction with Plymbridge lane, then along Derriford Road, down Blunts Lane all the way down to its junction with Forder Valley Road.

Residents in the south west of this new boundary would join the new district GF. This new district would comprise Derriford Hospital and the Plymouth Science Park.

In the north of the ward, residents of the following streets would join the new district GF:

- Runway Road
- Radar Road,
- Albacore Drive,
- Lysander Lane,
- Canberra Road,
- Piper Street,
- Brymon Way,
- Airborne Drive and
- the South East of Plymbridge Lane.

Residents of the new Palmerston Heights and Bircham Combe estates, south of William Prance Road would join the new district GF. This includes:

- Buttercup Road,
- Bluebell Street,

- Sandpiper Road,
- Cornflower Walk,
- Pintail Way and
- Jackdaw Road.

Residents in the north east of the new boundary would continue to be part of district GD and vote at Thornbury Primary School. All estates to the east of Blunts Lane, and adjacent to Miller Way would remain in Ward District GD.

Residents in the south east of the new boundary would continue to be part of district GC and vote at the Elm Community Centre.

One comment was received in relation to this proposal. The resident was appreciative of the need to create a new district in this ward, but expressed his concerns as to the availability of suitable polling stations.

This review recommends the creation of a new district GF.

Existing Polling Stations

Polling district	Polling Station	Polling station electorate ²	Disabled access	Recommendations
GA	Leigham Community Hall	1,857	Yes	No change
GB	Mainstone Sports & Social Club	978	Yes	No change
GC	Elm Community Centre	1,641	Yes	No change
GD	Thornbury Primary School	2,083	Yes	No change
GE	St. Anne's Church Hall - Glenholt	1,412	Yes	No change
GF	A new Polling Station is to be commissioned in the proposed new district			

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Stations Recommendations

This review recommends no changes to existing polling stations in Moor View ward.

This review recommends the creation of a new polling station at the Future Inn hotel on William Prance Road to act as a polling station for the new district GF.

A number of organisations were approached in response to this comment. The medical centres the coroner's office and the army base were dismissed as unsuitable due to the nature of their sectors. The office of DELT Shared Services were visited and deemed unsuitable for holding the election, as were the facilities at Adrenalin Leisure centre due to limited accessibility.

The Future Inn hotel provides excellent facilities to host a polling station, which include a large car park and wide accessible conference rooms.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate¹	Estimated Polling station electorate²
GA	Leigham Community Hall	Thurlestone Walk, PL6 8QG	2,233	1,857
GB	Mainstone Sports & Social Club	Pattinson Drive, PL6 8RU	1,206	978
GC	Elm Community Centre	Leypark Walk, PL6 8UE	1,846	1,447
GD	Thornbury Primary School	Miller Way, PL6 8UL	2,142	1,732
GE	St. Anne's Church Hall - Glenholt	Glenholt Road, PL6 7JA	1,823	1,412
GF	Future Inn Hotel	William Prance Road, PL6 5ZD	637*	530*
*The electorate numbers in this district will increase with the new developments at Palmerston Heights and Bircham Combe.				

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

PEVERELL WARD**Existing Polling Districts**

Polling district	Polling stations	Electorate¹	Recommendations
KA	St. Gabriel The Archangel Church	2,675	Alterations to district boundaries
KB	St. Edward's Church Hall	2,021	Alterations to district boundaries
KC	Montpelier Primary School	2,378	Alterations to district boundaries
KD	Pennycross Methodist Church Hall	2,193	Alterations to district boundaries
KE	Trinity United Reformed Church Hall	1,157	Alterations to district boundaries

Polling Districts Recommendations

This review recommends the following alterations to polling district boundaries in Peverell ward:

PD10 - District KA and KB – changes to district boundaries

The boundary between district KA and KB would move northwards to include more residents into district KB. Residents of the following streets would move to district KB and vote at St Edward's Church on Home Park Avenue:

- Elim Terrace,
- Hawkers Lane,
- Trelorin Gardens and
- Verden Close.

Residents of the whole of Weston Park Road would remain in district KB. Residents of Wesley Avenue and Wesley Cottages would remain in district KA and vote at St Gabriel the Archangel on Peverell Terrace.

No comments were received from residents in relation to this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

PD11 - District KB and KD – changes to district boundaries

The boundary between district KD and KB would move northwards to include more residents into district KB. Residents of Bickham Park Road and Burleigh Park Road would move to district KB and vote at St Edwards' Church Hall. Residents of Torr View Avenue, Pounds Park Road and St Martin's Avenue would remain in district KD and vote at Holy Family Church on Beacon Park Road.

No comments were received from residents in relation to this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

PD12 - District KB and KE – changes to district boundaries

The boundary between district KE and KB would move northward to include more residents into district KB. Residents of Pine Gardens would now join district KB and vote at St Edward's Church on Home Park Avenue.

No comments were received from residents in relation to this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

PDI3 - District KC and KD – changes to district boundaries

In order to ensure the new polling stations are central to the districts, the following alterations to the district boundaries are suggested.

The boundaries between ward district KC and KD would move southwards to include more residents into ward district KD. Residents of the following streets would move to district KD and vote at Holy Family Church on Beacon Park Road:

- Beaconfield Road,
- Elmcroft,
- Birchfield Avenue,
- Oakcroft Road,
- Fircroft Road,
- Cedarcroft Road,
- Beehcroft Road,
- St Boniface Drive,
- Beacon Park Rd (No. 186 to No. 200),
- Belair Villas,
- St Boniface Close and
- Vaughan Close.

Residents of Montpelier Road, Elphinstone Road and all road adjacent to these would remain in district KD and vote at Holy Family Church on Beacon Park Road.

Residents of Northdown Road, Parker Road, Lyndhurst Road, and all roads south of these would remain in district KC and vote at St Bartholomew on Outland Road.

No comments were received from residents in relation to this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

PDI4 - District KD and KE – changes to district boundaries

The boundary between district KD and KE would move northwards to include more residents into districts KE. The new boundary would now run along the west side of West Park Road. Residents of Limetree Road and Chestnut Road would now join district KE and vote at the Trinity United Reformed Church on Torr Lane.

No comments were received from residents in relation to this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

Existing Polling Stations

Polling district	Polling stations	Polling station electorate²	Disabled access	Recommendations
KA	St. Gabriel The Archangel Church	2,191	Yes	No change
KB	St. Edward's Church Hall	1,674	Yes – temporary ramp	No change
KC	Montpelier Primary School	1,850	Yes	Replacement
KD	Pennycross Methodist Church Hall	1,855	Yes	Replacement
KE	Trinity United Reformed Church Hall	931	Yes – temporary ramp	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Peverell ward:

PS15 - Montpelier Primary School in district KC - Replacement of polling station

The last elections brought about comments regarding the continued suitability of this polling station due to the limited size of the polling room and the impact of the poll on the running of the school.

This report proposes to move the polling station to St Bartholomew on Outland Road in the south of the district. St Bartholomew is located 0.5 miles away from the current polling station. Although this proposed polling station is not central to the district, it is very accessible by car, on foot and by public transport. The venue provides good facilities and a car park.

Two comments were received from members of the public in relation with this proposal.

One resident expressed the view that Montpelier Primary School should be retained as a polling station for district KD in Peverell Ward as it is a good location for the many elderly residents in the vicinity who may struggle with mobility.

Another resident expressed some concerns that the elections turnout in district KD may be affected by moving the polling station to the border of the ward, which increases the travelling distance for some residents. The distance between the two polling station being less than 0.5 miles, this is likely to have a minimal effect on voter turnout. The change of polling station will benefit another group of residents in the south of the district.

The changes of district boundaries between district KC and KD also minimise the impact on residents. Most residents north of Montpelier primary school will change district and vote at the Holy Family Catholic Church, which is only 0.2 miles away from the school.

This review recommends a change of polling station from Montpelier Primary School to St Bartholomew Church on Outland Road.

PS16 - Pennycross Methodist Church Hall in district KD - Replacement of polling station

The 2018 elections brought about a comment about the poor accessibility of this polling station, due to its location in a narrow cul-de-sac, and the shortage of amenities for elections staff.

This reports proposes to move the polling station to Holy Family Roman Catholic Church on Beacon Park Road in the north of the district. Holy Family Church is located 0.2 miles away from the current polling station on a main road. Although this proposed polling station is out of the current district boundaries, it provides ramped access throughout and offers good facilities. A redrawing of the district boundaries will be necessary to ensure this station is central to the new district.

No comments were received from residents in relation to this proposal.

This review recommends a change of polling station from Pennycross Methodist to Holy Family Roman Catholic Church on Beacon Park Road.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate ¹	Estimated Polling station electorate ²
KA	St. Gabriel The Archangel Church	Peverell Terrace, PL3 4JJ	2,515	2,058
KB	St. Edward's Church Hall	Home Park Avenue, PL3 4PG	2,370	1,942
KC	St Bartholomew Church	Outland Road, PL2 3BZ	1,688	1,291
KD	Holy Family Catholic Church	Beacon Park Road, PL2 3JR	2,507	2,100
KE	Trinity United Reformed Church Hall	Torr Lane, PL3 5NY	1,313	1,065

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

PLYMPTON CHADDLEWOOD WARD**Existing Polling Districts**

Polling district	Polling Station	Electorate¹	Recommendations
QA	Chaddlewood Primary School	874	Merger with district QB or redrawing of boundaries
QB	Glen Park Primary School	2,727	Merger with district QA or redrawing of boundaries
QC	Chaddlewood Farm Community Centre	2,472	No change

Polling Districts Recommendations

This review recommends the following alterations to polling districts in Plympton Chaddlewood ward:

PD15 - District QA and QB

Three options have been identified with regards to district QA and QB.

Option 1 – Redrawing of the boundaries between district QA and QB

The number of polling station electors in district QB is currently 2,168, which is higher than the recommended number of electors by district. It is adjacent to district QA which is smaller than the recommended size of electorate per district.

A change of district boundaries between district QA and QB is proposed in order to balance the electorate across both wards. Both existing polling stations would be retained.

The new boundary between district QA and QB would move eastwards and run along Hillcrest Drive.

Residents of the following streets would move to district QA and vote at Chaddlewood Primary School:

- Hillcrest Close,
- Kenmare Drive,
- Chelmer Close,
- Beauly Close,
- Deveron Close,
- Wensum Close,
- Wain Park,
- Grange Road,
- Manor Park Road and
- Chaddlewood Close.

No comments were received on this proposal during the consultation.

Option 2 - Merger of districts QA and QB

The merger of district QA and QB and the relocation of the polling station to Glen Park Primary school are proposed. Although the resulting district would become very large, the merger has the

benefit of reducing the number of schools being used as polling stations. However, this new district would be larger than the maximum number of electors recommended by the electoral commission.

No alternative to the primary schools were identified during the consultation and the review.

Three comments were received by members of the public in relation to this proposal. One resident supported the proposal to merge district QA and QB in Plympton Chaddlewood, thus decommissioning one of the schools. One resident supported the proposal to merge districts QA & QB of Plympton Chaddlewood and the use of Glen Park Primary as a polling station central to the new district.

One of the ward councillors suggested using the Chaddlewood Farm Community Centre only as a polling station for all districts of Plympton Chaddlewood, thus freeing both schools. This proposal is not viable in light of the size of the ward.

This review attempted, whenever possible, to limit the impact of elections on schools. On this occasion it was found that the need to comply with Electoral Commission guidance on size of the electoral should take precedence over this objective. Two polling stations could not cater effectively for a large number of electors, especially during national elections when the turnout is more than 70%. The review finds that the total number of electors in the ward warrants the existence of three districts.

Option 3 – No change

This option would maintain the existing polling districts and polling stations in their current state. This would mean that the imbalance in the electorate between district QA and QB would be maintained. The review recommends against this option as this would lead to a less than optimal use of election resources.

This review recommends Option 1, a redrawing of the boundaries between district QA and QB, is implemented.

Existing Polling Stations

Polling district	Polling Station	Polling station electorate ²	Disabled access	Recommendations
QA	Chaddlewood Primary School	715	Yes	Removal or No change
QB	Glen Park Primary School	2,168	Yes	No change
QC	Chaddlewood Farm Community Centre	2,091	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Stations Recommendations

This review recommends no changes to polling stations in Plympton Chaddlewood ward.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate¹	Estimated Polling station electorate²
QA	Chaddlewood Primary School	Hemerdon Heights, PL7 2EU	1,519	1,194
QB	Glen Park Primary School	Glen Road, PL7 2DE	2,069	1,679
QC	Chaddlewood Farm Community Centre	Chaddlewood Centre, PL7 2XS	2,472	2,091

PLYMPTON ERLE WARD**Existing Polling Districts**

Polling district	Polling Station	Electorate ¹	Recommendations
SA	St. Mary's C of E Infants School	1,379	Merger with district SB
SB	Mobile Unit at Merafield Road	1,026	Merger with district SA
SC	Rees Youth & Community Centre	851	No change
SD	Longcause Community School	1,512	No change
SE	Yealmpstone Farm Primary School	2,019	No change

Polling Districts Recommendations

This review recommends the following alterations to polling districts in Plympton Erle ward:

PDI6 - District SA and SB – Merger of the districts

In order, whenever possible, to reduce the number of mobile polling stations, a merger of district SA and district SB is suggested. There is a possibility of creating a large district served by a polling station at St Mary's Church Hall, which is a well-appointed polling station.

Residents of the following streets would now join district SA and vote at St Mary's Church Hall on Market Road:

- Merafield Road,
- Grantham Close,
- Woodland Drive,
- Amados Close,
- Merafield Drive and
- Amados Drive.

The mobile unit at Merafield Road in district SA would be decommissioned as a result of the merger.

No comments were received from residents in relation to this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

Existing Polling Stations

Polling district	Polling Station	Polling station electorate ²	Disabled access	Recommendations
SA	St. Mary's C of E Infants School	1,153	Yes	Replacement
SB	Mobile Unit at Merafield Road	838	Yes ³	Removal
SC	Rees Youth & Community Centre	701	Yes	No change
SD	Longcause Community School	1,177	Yes	Replacement
SE	Yealmpstone Farm Primary School	1,652	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

³ Although mobile polling stations are suitably equipped to enable access for all voters (ramps and handrails for disabled access) there are still ongoing concerns due to inherent characteristics of mobile units, such as their narrow entrance and limited internal area.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Plympton Erle ward:

PS17 - St Mary's C. of E. Infant School in district SA – Replacement of polling station

The last elections brought about concerns regarding the closing of the school on polling day. St Mary's Church Hall is being put forward as an alternative to this polling station. St Mary's Church Hall is located immediately next to the school. Amenities are very good, and include good car parking facilities.

Two comments were received from residents in support of this proposal.

This review recommends a change of polling station from St Mary's C. of E. Infant School to St Mary's Church Hall on Market Road.

PS18 - Longcause Community School in district SD – Replacement of polling station

The last elections brought about a representation from the management of the school regarding the continued suitability of the schools' main hall for use as a polling station. Concerns were raised about the impact of the poll on the running of the school and the wellbeing of its pupils.

The creation of a new polling station in alternative location within the district is proposed. The Brook Inn was put forward during the consultation. This venue is located 0.2 miles away from the school and offers a car park with disabled spaces, and a convenient function room which would need to be ramped on polling day to enable access to disabled residents.

No comments were received from residents in relation to this proposal.

This review recommends a change of polling station from Longcause Community School to the Brook inn in Plympton St Maurice.

PS19 - Mobile Polling Station at Merafield Close – Removal of mobile polling station.

The review investigates opportunities to remove mobile polling stations whenever circumstances allow.

The merger of districts SA and SB would lead to the decommissioning of this mobile polling unit. Residents would now vote at St Mary's Church Hall which is located 0.8 miles away from the current polling station.

This review recommends that the mobile polling station on Merafield Close is removed.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate¹	Estimated Polling station electorate²

SA	St Mary's Church Hall	Market Road, PL7 IQW	2,405	1,991
SB	Rees Youth and Community Centre	Mudge Way, PL7 2PS	851	701
SC	The Brook Inn	Longbrook Street, PL7 1 NJ	1,512	1,177
SD	Yealmpstone Farm Primary School	Meadowfield Place, PL7 1XQ	2,019	1,652

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

PLYMPTON ST MARY WARD**Existing Polling Districts**

Polling district	Polling place	Electorate ¹	Recommendations
RA	Woodford Methodist Church	2,200	No change
RB	St. Peters Lutheran Church	1,721	No change
RC	Boringdon Primary School	2,300	No change
RD	Colebrook Community Centre	1,868	No change
RE	Plympton Fire Station	2,059	No change

Polling Districts Recommendations

This review recommends no changes of polling districts in this ward.

Existing Polling Stations

Polling district	Polling place	Polling station electorate ²	Disabled access	Recommendations
RA	Woodford Methodist Church	1,755	Yes	No change
RB	St. Peters Lutheran Church	1,374	Yes	No change
RC	Boringdon Primary School	1,821	Yes	No change
RD	Colebrook Community Centre	1,518	Yes	No change
RE	Plympton Fire Station	1,653	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Stations Recommendations

This review recommends no changes of polling stations in this ward.

Two comments were received from members of the public in relation to polling stations in this ward.

Plympton Fire Station in district RE

One resident expressed their support for our proposal to retain the Plympton Fire Station as a polling station for district RE in Plympton St Mary ward.

St Peter's Lutheran Church in district RB

One resident expressed their satisfaction with the proposals to continue using St Peter's Lutheran Church as a polling station for district RB in Plympton St Mary ward.

PLYMSTOCK DUNSTONE WARD**Existing Polling Districts**

Polling district	Polling station	Electorate¹	Recommendations
UA	Mobile Unit at Holmwood Avenue	1,112	Merger with district UB
UB	Staddiscombe Club Function Room	1,687	Merger with district UA
UC	Goosewell Primary School	1,949	No change
UD	Elburton Methodist Church	2,220	No change
UE	Morley Youth & Community Centre	1,647	No change
UF	St. Matthews Church	1,177	No change

Polling Districts Recommendations

This review recommends the following alterations to polling districts in Plymstock Dunstone ward:

PD17 - District UA and UB – Merger of the districts

The residents on Holmwood Avenue currently have access to a mobile polling station. One of the criteria for the review was to explore, whenever possible, the possibility to reduce the number of mobile polling stations. Therefore, the merger of district UA and UB and the relocation of the polling station to the Staddiscombe Club on Staddiscombe Road are proposed. This would result in the creation of a large ward, served by a double polling station at the Staddiscombe Club Function Room.

Residents of the following streets would now vote at the Staddiscombe Club Function Room:

- Paddock Close
- Great Orchard Close
- Southgate Avenue
- Southgate Close
- Basinghall Close
- Tudor Close
- Holmwood Avenue
- Hurst Close
- Arnison Close
- Budleigh Close and
- Marlow Gardens
- Cophorn Gardens
- Goosewell Road
- Goswela Gardens
- Long Park Close
- Gowela Close

The Staddiscombe Club is already the polling stations for district UB. There is capacity at the club to cater for the needs of this enlarged ward, with spacious parking facilities and existing arrangements to improve access for people with reduced mobility. There are existing public transport connections to this polling station from both district UA and district UB. Paddock Close, which is the furthest away from the proposed polling station, is a 0.7 miles walking distance away from the Staddiscombe Club.

One comment was received from a member of the public in support of this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

Existing Polling Stations

Polling district	Polling station	Polling station electorate ²	Disabled access	Recommendations
UA	Mobile Unit at Holmwood Avenue	933	Yes ³	Removal
UB	Staddiscombe Club Function Room	1,449	Yes – temporary ramp	No change
UC	Goosewell Primary School	1,459	Yes	No change
UD	Elburton Methodist Church	1,706	Yes	No change
UE	Morley Youth & Community Centre	1,302	Yes	Change
UF	St. Matthews Church	942	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

³ Although mobile polling stations are suitably equipped to enable access for all voters (ramps and handrails for disabled access) there are still ongoing concerns due to inherent characteristics of mobile units, such as their narrow entrance and limited internal area.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Plymstock Dunstone ward:

PS20 - Elburton Methodist Church in district UD

Two resident expressed concerns about the suitability of Elburton Methodist Church as a polling station for district UD in Plymstock Dunstone, due to concerns about its accessibility for disabled residents, as well as issues with the facilities available to polling staff on the day of the poll.

Elburton Village Hall was visited to see whether it would provide a suitable alternative location. The facilities at the Village Hall would be suitable to host a polling station but would not offer a substantial improvement on our current arrangements. A meeting at Elburton Methodist Church took place to discuss mitigation and resolve the issues that arose in the last elections. Elburton Methodist Church provides excellent car parking and access facilities that we will be able to take full advantage of in the next election. This review therefore recommends no change to this polling station.

This review recommends no change to this polling station.

PS21 - Morley Centre in district UE

The Morley Centre is currently owned by Plymouth City Council but is due to be put for sale soon after the 2 May 2019 elections. There is no precise timescale, however, for the sale and redevelopment of the site. The building will remain standing until the redevelopment is complete, which may take a number of months. The site is currently divided between a private children's nursery, which is still running and the disused youth centre's premises where the elections are normally held.

We have assessed the Plymstock Children's Centre, near Dunstone Primary School, to be the most suitable replacement. There will be no disruption to the school. The disruption to families will be minimal, and disruption to electors will also be minimal, due to the new site being so close to the existing location.

This review therefore recommends a change of polling station from the Morley Centre to the Plymstock Children's Centre in Shortwood Crescent.

PS22 - Mobile Polling Station at Holmwood Avenue – Removal of mobile polling station.

The review investigates opportunities to remove mobile polling stations whenever circumstances allow.

The merger of districts UA and UB would lead to the removal of this mobile polling unit. Residents would now vote at Staddiscombe Club Function Rooms which is located 0.7 miles away from the current polling station.

This review recommends that the mobile polling station on Holmwood Avenue is removed.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate¹	Estimated Polling station electorate²
UA	Staddiscombe Club Function Room	Staddiscombe Road, PL9 9LT	2,799	2,382
UB	St. Matthews Church	Sherford Road, PL9 8DQ	1,177	942
UC	Goosewell Primary School	Furzehatt Villas, PL9 9HD	1,949	1,459
UD	Elburton Methodist Church	Springfield Road, PL9 8PR	2,220	1,706
UE	Plymstock Children's centre	Shortwood Crescent, PL9 8TQ	1,647	1,302

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

PLYMSTOCK RADFORD WARD**Existing Polling Districts**

Polling district reference	Polling place	Electorate¹	Recommendations
TA	Oreston Methodist Church	1,543	Change of district boundaries
TB	Hooe Baptist Church	3,761	Change of district boundaries
TC	Goosewell Primary School	1,120	Change of district boundaries
TD	Plymstock Sports Pavilion	2,305	Change of district boundaries
TE	Pomphlett Methodist Church Hall	2,072	No change

Polling Districts Recommendations

This review recommends the following alterations to polling districts in Plymstock Radford ward:

PDI8 - District TB and TC – change of boundaries between districts

The number of polling station electors in district TB is currently 3,002, which is higher than the recommended 2,000 electors by district. It is adjacent to district TC which is smaller than the recommended size of electorate per district.

A change of district boundaries between district TB and TC is proposed in order to balance the electorate across both wards, and facilitate access to a polling station to the greatest number of residents. An alternative polling stations in Radford Park is proposed for the new district TC.

The east of district TB would now be combined with district TC. The following streets would now be included into district TC:

- Homer Park,
- Homer Park Lane,
- Furland Close,
- Broom Park,
- Westcombe Crescent,
- Reddicliff Road,
- Reddicliff Close,
- Rowland Close,
- Barnwood Close,
- White Lady Road,
- Badger View and
- Mitchell Close.

The Beckly Centre near Radford Park is proposed as the new polling station for district TC, as a replacement to Goosewell Primary School.

No comments were received in relation to this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

PDI9 - Districts TD and TA – change of boundaries between districts

In order to even out the electorate between ward TD and TA and improve accessibility to residents some changes of boundary are proposed. Residents of the following streets could join district TA and now vote at Oreston Methodist Church instead of the Plymstock Sports Pavilion:

- Dean Park Road,
- Quarry Park Road and
- Quarry Park Avenue.

No comments were received in relation to this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

PD20 - District TC and TD – change of boundaries between districts

To improve accessibility to residents, moving the boundary between the north of district TC and the south of district TD is proposed.

Residents on both sides of Burrow Hill would move from TC to TD and now vote at the Plymstock Sports Pavilion.

Cobb Lane, and the portion of Furzehatt Road parallel to it would be removed from district TC and included to district TD. Residents of Cobb Lane and this short stretch of Furzehatt Road would now vote at the Plymstock Sports Pavilion.

No comments were received in relation to this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

Existing Polling Stations

Polling district reference	Polling place	Polling station electorate ²	Disabled access	Recommendations
TA	Oreston Methodist Church	1,256	Yes	No change
TB	Hooe Baptist Church	3,002	Yes	No change
TC	Goosewell Primary School	889	Yes - temporary ramp	Replacement
TD	Plymstock Sports Pavilion	1,792	Yes - temporary ramp	No change
TE	Pomphlett Methodist Church Hall	1,775	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Plymstock Radford ward:

PS23 - Goosewell Primary School in district TC – replacement of polling station

The last election brought about some comments from members of the public about the suitability of using this school to hold elections. Goosewell Primary School currently hosts a double polling station, which is inconvenient and confusing for electors. In addition, this polling station is currently out of the boundaries of this ward, which should be avoided unless in extreme circumstances.

The Beckly Centre near Radford Park is proposed as the new polling station for district TC, as a replacement to the school. This change is subject to the changes of district boundaries being approved.

The Beckly Centre is location near the junction between Hooe Road and White Lady Road. Although this is not a central location, this is accessible to all residents of the new district. There are car parking facilities near the centre. There are existing public transport connections to this polling station from across district TC. The west side of Staddon Park Road, which is the furthest away from the proposed polling station, is a 0.7 miles walking distance away from the Beckly Centre.

No comments were received on this proposal.

This review therefore recommends a change of polling station from Goosewell Academy to the Beckly Centre on Mayers Way.

PS24 - Pomphlett Methodist Church in district TE

During the consultation, Pomphlett Methodist Church conveyed their willingness to continue providing their premises for the purposes of Elections.

This review recommends no change to this polling station.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate ¹	Estimated Polling station electorate ²
TA	Oreston Methodist Church	Plymstock Road, PL9 7LL	1,659	1,340
TB	Hooe Baptist Church	Hooe Road, PL9 9RS	2,897	2,337
TC	The Beckly Centre	Mayers Way, PL9 9DF	1,878	1,460
TD	Plymstock Sports Pavilion	Dean Cross Road, PL9 7AZ	2,234	1,725
TE	Pomphlett Methodist Church Hall	Pomphlett Road, PL9 7BL	2,065	1,762

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

SOUTHWAY WARD**Existing Polling Districts**

Polling district	Polling Station	Electorate¹	Recommendations
FA	Mary Dean Primary School	679	Merger with district FA
FAB	Mary Dean Primary School	992	Merger with district FAB
FB	Mobile Unit at Dunnet Road	1,317	No change
FC	Southway Youth Centre	1,165	No change
FD	Beechwood Primary School	1,380	No change
FE	Widewell Primary School	1,451	Changes to boundaries with district FF
FF	Church of the Holy Spirit	2,187	Changes to boundaries with district FE
FG	Mobile Unit at Hessary Drive ³	808	No change

Polling Districts Recommendations

This review recommends the following alterations to polling districts in Southway ward:

PD21 - Districts FA and FAB - Merger of the two districts

The number of electors in each district is currently lower than the numbers recommended by good practice. Residents from both districts vote at the same polling station at Mary Dean's Primary School.

The review recommends the merger of district FA and FAB at Mary Dean's Primary School.

This review therefore recommends that the proposed changes of boundaries are implemented.

PD22 - District FF and District FE – Changes to district boundaries

District FF is the largest district in the ward, and its electorate is anticipated to grow in the next five years. It is adjacent to district FE which has a much smaller electorate. In addition, electors in the east and south east of district FF may have equivalent, or better access to the polling station for district FE, Widewell Primary School.

Redrawing the district boundaries between district FF and district FE will ensure that the electorate is more evenly distributed across both districts. This will create capacity in district FF to sustain growth in the next five years.

The review proposes changes to the district boundary between FF and FE. Other boundaries will not be affected.

The district boundary along the south-east of Southway Drive would be moved. The south-east and east portion of the current district FF could merge with district FE. The south-east boundary of district FF would now run along the watercourse at the back of Barningham Gardens.

Residents of the following streets, known as Birdcage Farm, would now vote at Widewell Primary School:

- Barningham Gardens,
- Corsham Close,
- Davenham Close,
- Barndale Crescent and all streets adjacent to Barndale Crescent.

Residents of the west side of Tavistock Road, up to Widewell Lane, including residents of Boundary Place will now join district FE and vote at Widewell Primary School.

Residents of Frewin Gardens and Butler Close would remain in district FF and continue to vote at the Church of the Holy Spirit.

No comments were received on this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

Existing Polling Stations

Polling district	Polling Station	Polling station electorate ²	Disabled access	Recommendations
FA	Mary Dean's Primary School	522	Yes – temporary ramp	No change
FAB	Mary Dean's Primary School	766	Yes – temporary ramp	No change
FB	Mobile Unit at Dunnet Road	1,005	Yes ³	No change
FC	Southway Youth Centre	968	Yes	No change
FD	Beechwood Primary School	1,074	Yes	No change
FE	Widewell Primary School	1,155	Yes	No change
FF	Church of the Holy Spirit	1,727	Yes	No change
FG	Mobile Unit at Hessary Drive	683	Yes ³	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

³ Although mobile polling stations are suitably equipped to enable access for all voters (ramps and handrails for disabled access) there are still ongoing concerns due to inherent characteristics of mobile units, such as their narrow entrance and limited internal area.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Southway ward:

This review investigates opportunities to remove mobile polling stations whenever circumstances allow. However, this must be balanced against the necessity to provide accessible and convenient polling stations that meet the specific needs of each ward.

PS25 - Mobile Unit at Dunnet Road in district FB – no change

In this instance, no suitable alternative could be identified. The area is residential only, with no suitable alternative polling station. Residential development are taking place in the district on the site of the old Oakwood primary school, and the number of electors is anticipated to grow.

One resident commented that the location of the mobile polling unit in Dunnet Road in district FB (situated at the bottom of a hill, near the junction between Dunnet Road and Tamerton Foliot Road) is not adequate. A visit to the site did not uncover any other suitable alternative location within the district boundaries.

This review therefore recommends no change to this polling station.

PS26 - Mobile Unit at Hessary Drive – FG – no change

District FG is the smallest in the ward with 808 electors, but it is also geographically isolated from the rest of the ward, due to the topography of the area. The only access to the area is via a dual carriage way, and there are few practicable walkways to connect this north-eastern district to others. It is therefore not practicable to suggest a merger with a neighbouring district. No suitable alternative polling stations were identified in the area or its vicinity.

One resident expressed their dissatisfaction with this mobile unit, and proposed the use of Roborough Church. Roborough Church and Roborough Recreation Hall are out of the Local Authority's boundaries. No alternative polling stations could be identified as a replacement.

This review therefore recommends no change to this polling station.

PS27 - Beechwood Primary School in district FD

One resident expresses an objection to Beechwood Primary School being used as a polling station, due to the impact of elections on safeguarding children and the disruption caused to parents.

No alternative to the school could be identified during the review, and none were proposed in response to the consultation.

This review therefore recommends no change to this polling station.

PS28 - Widewell Primary School in district FE

Four residents expressed an objection to Widewell Primary School being used as a polling station, due to the impact of elections on safeguarding children and the disruption caused to parents. As an alternative, the resident suggests using a mobile polling station either to a fenced off area to the side of the school, or at Beverston Green. One of the objective of the review was to reduce, whenever possible, the use of mobile polling stations, the creation of a new mobile unit is therefore not proposed. No alternative to the school could be identified during the review.

This review therefore recommends no change to this polling station.

PS29 - Mary Dean's Primary School in district FA and FAB

Two residents expressed concerns about the continued use of Mary Dean's Primary School as a polling station. Those resident proposes moving the polling station out of Mary Dean's Primary School due to concerns about the suitability of the school building to hold the polling station whilst remaining open for children. One resident suggested the relocation of the polling station to the church hall in Tamerton Foliot.

A visit to St Mary's Church and Church Hall was undertaken in response to these comments in November 2018. Neither the Church nor the Church Hall provide suitable facilities for the conduct of elections: the church itself could be used, but the staff welfare facilities inside were very limited. The church hall provides excellent facilities, but access for residents with disabilities is very limited

due to the topography of the site. There is no direct access from the car park, the route to the venue is a steep slope and there are two steps leading to the front door.

No change to this polling station can take place until a suitable alternative location can be identified.

This review therefore recommends no change to this polling station.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate ¹	Estimated Polling station electorate ²
FA	Mary Dean Primary School	Mary Dean Avenue, PL5 4LS	1,671	1,288
FB	Mobile Unit at Dunnet Road	Near junction with Tamerton Foliot Road, PL6 6LR	1,317	1,005
FC	Southway Youth Centre	Hendwell Close, PL6 6TB	1,165	968
FD	Beechwood Primary School	Rockfield Avenue, PL6 6DX	1,380	1,074
FE	Widewell Primary School	Lulworth Drive, PL6 7ER	2,154	1,676
FF	Church of the Holy Spirit	Clifford Road, PL6 6DJ	1,479	1,192
FG	Mobile Unit at Hessary Drive	Hessary Drive, PL6 7DG	808	683

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

ST BUDEAUX WARD**Existing Polling Districts**

Polling district	Polling Station	Electorate¹	Recommendations
CA	Tamar View Community Resource Centre	1,901	No change
CB	The Barn, Kit Hill Crescent	1,605	No change
CC	St. Boniface Church Hall	1,913	No change
CD	Plaistow Hill Infant and Nursery School	830	Merger of district CD and CE
CE	Kings Tamerton Community Centre	2,009	Merger of district CD and CE
CF	St. Pauls Church Hall - St Budeaux	1,589	No change

Polling District Recommendations

This review recommends the following alterations to polling districts in St Budeaux ward:

PD23 - Districts CD and CE

Two options have been identified with regards to district CD and CE.

- **Option 1 – No change**

Although district CD is smaller than others in the ward, the topography of the district has been a decisive factor in the design of this district. The school is the only suitable location in this district.

Plaistow Hill Primary School provides an accessible polling station to residents in the north of the ward at the top of a steep hill. The school provides good access to residents with reduced mobility, and car parking facilities.

- **Option 2 - Merger of districts CD and CE**

The number of polling station electors in district CE is currently 2,009 which makes it the largest in the ward. It is adjacent to district CD which is smaller than the recommended size of electorate per district.

District CD is substantially smaller than other districts in the ward. To remove the need to use Plaistow Hill infant school as a polling station, the merger of district CD with district CE is proposed. The proposed new district would grow to a size of 2,839 electors, which is larger than the maximum number of electors recommended by the electoral commission. However, the polling station electorate in this district is very low as there is a large proportion of postal voters in this district. The total polling station electorate in this enlarged ward would be 2,239.

Three residents commented on this proposal.

With regards to changes proposed in district CE and CD of St Budeaux ward, one of the ward member expressed his opposition to option 2, due to a number of risks associated with the merger: the creation of a very large polling district, the added distance for residents of current district CE which may impair their ability to vote, the limited capacity of the current polling station and the potential for traffic disruption.

One resident expressed some concerns with regards to moving the polling station for district CE to King's Tamerton Community Centre in district CD which would make it much more difficult to access. The resident proposes St Paul's Church as an alternative as it is on a convenient bus route. However, St Paul's Church is already a polling station for district CF, and is located a considerable distance from district CD and CE.

Another resident expresses his opposition to option 2. As an alternative, the resident suggest increasing the side of district CD at the expense of CE with Trevithick Rd & Weston Mill Road becoming the new boundary. This alternative proposal would result in district CD growing much larger in size and district CE becoming much smaller, thus reversing the current situation. This option has been appraised and would not result in improved accessibility for residents in the south and west of the district.

This review recommends option 1. This review therefore recommends no change to this polling district.

Existing Polling Stations

Polling district	Polling Station	Polling Station Electorate ²	Disabled Access	Recommendations
CA	Tamar View Community Resource Centre	1,703	Yes - Ramped	No change
CB	The Barn, Kit Hill Crescent	1,249	Yes	No change
CC	St. Boniface Church Hall	1,588	Yes	Replacement
CD	Plaistow Hill Infant and Nursery School	644	Yes	Replacement or no change
CE	Kings Tamerton Community Centre	1,595	Yes - ramped	No change
CF	St. Pauls Church Hall - St Budeaux	1,286	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in St Budeaux ward:

PS30 - St Boniface Church Hall in district CC - Replacement of polling station

The 2018 elections brought about a comment about the poor accessibility of this polling station, due to its location at the bottom of a very steep hill, thus preventing access for residents with mobility issues.

St Budeaux Baptist Church on Fletemoor Road was approached as a replacement but declined our request to host a polling station.

The new St Budeaux library which is in development has been put forward as a replacement. The site of the new library is very close to St Boniface Church Hall, and it is likely that residents would experience similar access issues due to the topography of the site.

No comments were received on this proposal and no alternative polling stations were identified during the consultation.

This review recommends no change until the facilities at the new library can be assessed.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate ¹	Estimated Polling station electorate ²
CA	Tamar View Community Resource Centre	Poole Park Road, PL5 IDD	1,901	1,703
CB	The Barn, Kit Hill Crescent	Barne Barton, PL5 IEJ	1,605	1,249
CC	St Boniface Church Hall	Percy Street, PL5 IQH	1,913	1,588
CD	Plaistow Hill Infant and Nursery School	Roman Way, PL5 2DT	830	644
CE	Kings Tamerton Community Centre	Trevithick Road, PL5 2BH	2,009	1,595
CF	St. Paul's Church Hall - St Budeaux	Pemros Road, PL5 INE	1,589	1,286

ST PETER AND THE WATERFRONT WARD**Existing Polling districts**

Polling district	Polling Station	Electorate¹	Recommendations
NA	St. Jude's Church Hall	656	Change of boundaries with district NB
NB	The Burgess Hall	2,408	Change of boundaries with district NA
NC	St. Andrew's C of E Primary School	1,662	Change of boundaries with district NG
ND	St. Paul's Church Hall	1,008	No change
NE	High Street Primary Academy	1,736	No change
NF	Howesons in St. Peter's Church	1,284	Merger with district NG
NG	Frederick Street Centre	1,041	Merger with district NF
NH	Pilgrim Primary School	1,347	Change of boundaries with district NB

Polling Districts Recommendations

This review recommends the following alterations to polling districts in St Peter and the Waterfront ward:

PD24 - District NA and NB – Change of district boundaries

The polling station at St Jude's Church Hall is outside of ward boundaries, which is a situation that must be avoided unless in extreme circumstances. Currently, the polling station caters for a small number of electors. Suitable alternative are being investigated in the new district. We welcome suggestions from residents for alternative polling stations in the new district.

The district is very small, and is adjacent to one much larger. In order to balance the number of electors between the two districts, and to cater for a likely increase of population in both wards, a change of district boundaries is proposed.

The current district NA would merge with the north of district NB. A new polling station in the current district NB would need to be identified and secured, but this part of the district presents many opportunities to identify an accessible polling station.

The new boundaries of an enlarged district NA would run along Exeter Street and Royal Parade to the south. The boundary to the west of the new district NA would run along western approach, Market Avenue and Raleigh Street. The north boundary would follow Cobourg Street, Regent Street and Tothill Avenue. The eastern boundary would follow St Jude's Road.

Residents of the following streets would now join district NA and vote at a location yet to be identified in the new district:

- Courtenay Street,
- New George Street,
- Cornwall Street,
- Mayflower Street and
- Old Town Street.

Two residents commented on this proposal.

One resident conveyed their support for this proposal, suggesting a potential location for a polling station for district NA, namely the Salvation Army Citadel.

This review therefore recommends that the proposed changes of boundaries are implemented.

PD25 - District NG and NH - Change of district boundaries

To facilitate access to a polling station to residents on the south eastern side of Western Approach, a change of district boundaries is proposed. Residents of the following streets would now join the current district NH and vote at Pilgrim Primary School:

- Colin Campbell Court,
- Morley Court,
- Harwell Court,
- and any residents in the flats adjacent to the Colin Campbell Court car park.

No comments were received on this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

PD26 - District NG and NC – Change of district boundaries

To facilitate access to a polling station to residents on the south side of Union Street, a change of district boundaries is proposed between district NG and NC. Residents of the following streets would now join district NC and vote at St Andrews C of E Primary School:

- Martin Street,
- the east of Sawrey Street,
- Bath Lane,
- Bath Place and
- the east of Millbay Road.

No comments were received on this proposal

This review therefore recommends that the proposed changes of boundaries are implemented.

PD27 - District NG and NF – Merger of the two districts

In order to minimise the number of polling stations, the merger of district NG and NF are recommended. The polling station for current district NF, Howesons in St Peter's Church would be retained as the polling station for this enlarged district.

One resident commented on this proposal. The resident welcomed the combination of district NF and NG to reduce the number of districts in St Peter and the Waterfront ward.

This review therefore recommends that the proposed changes of boundaries are implemented. The resulting district will now be referenced NF.

Existing Polling Stations

Polling district	Polling Station	Polling station electorate ²	Disabled access	Recommendations
NA	St. Jude's Church Hall	554	Yes	Replacement
NB	The Burgess Hall	1,931	Yes	No change
NC	St. Andrew's C of E Primary School	1,293	Yes	No change
ND	St. Paul's Church Hall	800	Yes	No change
NE	High Street Primary Academy	1,425	Yes	Replacement
NF	Howesons in St. Peter's Church	1,095	Yes	No change
NG	Frederick Street Centre	822	Yes	Decommissioning
NH	Pilgrim Primary School	1,157	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in St Peter and the Waterfront ward:

PS31- High Street Primary Academy – district NE – Replacement of Polling Station

In order to minimise, wherever possible, the use of schools during elections, a change of polling station is proposed. The new proposed polling station would now be the Millfield Trust's HQ Business Centre on Union Street. The Millfield Trust's HQ Building is conveniently located on a main road, with excellent public transport link, and a car park with disabled spaces. The proposed polling station would be located on the first floor of the building. A lift is available for residents with restricted mobility and the reception of the building will be manned. This venue is central to the district, located less than 0.3 miles away from the current polling station.

No comments were received on this proposal.

This review recommends a change of polling station from High Street Primary School to the Millfield Trust's HQ building on Union Street.

PS32 - St Jude's Church Hall – Replacement of Polling Station

St Jude's Church responded to the proposal of moving the polling station for district NA to an alternative location within St Peter and the Waterfront ward. The church conveyed their willingness to continue providing their premises for the purposes of elections should they be needed in future. A visit took place at the Plymouth College of Art. The college offers excellent facilities for polling staff and is highly accessible and visible.

This review recommends a change of polling station from St Jude's Church to Plymouth College of Art on Tavistock Place.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate¹	Estimated Polling station electorate²
NA	Plymouth College of Art	Tavistock Place, PL4 8AT	703	598
NB	The Burgess Hall	Notte Street, PL1 2HG	2,349	1,877
NC	St. Andrews C of E Primary School	Citadel Road, PL1 3AY	1,657	1,287
ND	St. Pauls Church Hall	Durnford Street, PL1 3QW	1,008	800
NE	The Millfield Trust HQ Business Centre	Union Street, PL1 3HQ	1,736	1,425
NF	Howesons in St. Peters Church	Wyndham Square, PL1 5EG	2,133	1,795
NG	Pilgrim Primary School	Oxford Street, PL1 5BQ	1,530	1,261

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

STOKE WARD**Existing Polling Districts**

Polling district	Polling station	Electorate ¹	Recommendations
JA	St. Barnabas Church (Now Redeemer Church)	2,691	No change
JB	Stoke Damerel Centre	1,835	No change
JC	Stoke Methodist Church	1,499	No change
JD	Pilgrim United Reformed Church	2,808	No change
JE	St. Marks Church	1,213	No change

Polling Districts Recommendations

This review recommends no changes of polling district in Stoke ward.

Existing Polling Stations

Polling district	Polling station	Polling Station Electorate ²	Disabled Access	Recommendations
JA	St. Barnabas Church (Now Redeemer Church)	2,185	Yes	No change
JB	Stoke Damerel Centre	1,477	Yes	No change
JC	Stoke Methodist Church	1,221	Yes	No change
JD	Pilgrim United Reformed Church	2,330	Yes	No change
JE	St. Marks Church	1,042	Yes	No change

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Stations Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Stoke ward:

The following comments were received from residents during the consultation period.

PS33 - St Barnabas' Church in district JA (Now Redeemer Church)

One resident asked us to check the suitability of the disabled access to St Barnabas' Church, now Church of the Redeemer.

A visit was undertaken in December 2018 to St Jude's Church responded to the proposal of moving the polling station for district NA to an alternative location within St Peter and the Waterfront ward. The church conveyed their willingness to continue providing their premises for the purposes of elections should they be needed in future.

A visit took place to evaluate the suitability of the building for the purpose of holding an election. A drop-off point is available near the ramp leading to the church. The entrance to the church is made via

double doors. Car parking facilities are limited and can be restricted to disabled electors on the day of polling.

No alternative locations were put forward during the consultation and none were identified as a replacement.

The review therefore recommends no change to this polling station.

SUTTON AND MOUNT GOULD WARD**Existing Polling Districts**

Polling district	Polling Station	Electorate¹	Recommendations
OA	Mount Gould Methodist Church	1,505	No change
OB	Salisbury Road Primary School	1,488	No change
OC	Salisbury Road Baptist Church Hall	1,482	No change
OD	Tothill Community Centre	1,268	No change
OE	Plymouth & District Table Tennis League HQ	1,067	Merger with district OF
OF	Prince Rock Primary School	1,722	Merger with district OE
OG	Tresillian Street Centre	852	Merger with district OH
OH	Tresillian Street Centre	371	Merger with district OG

Polling Districts Recommendations

This review recommends the following alterations to polling districts in Sutton and Mount Gould ward:

PD28 - Districts OG and OH – merger of the districts

District OG and OH are small adjacent districts which both use the Tresillian Street Centre as a polling place, following the closure of the previous polling station in district OH in 2017. There is a possibility to merge district OG and OH and to retain the Tresillian Street Centre as the polling station for this district.

In order to facilitate access to this polling station, a redrawing of the boundaries of this district is proposed. The new boundary for district OG would now follow Gdynia Way and the Laira Bridge Road. Residents south of these streets would now vote at the Tresillian Street Centre.

This review therefore recommends that the proposed changes of boundaries are implemented.

PD29 - Districts OE and OF – merger of the districts

A recent inspection visit brought about a concern regarding the accessibility of the Plymouth & District Table Tennis League HQ to electors with disabilities. A suitable alternative polling station could not be identified in this district. There is a possibility to merge district OE and OF and to continue using Prince Rock Primary School as a double polling station for an enlarged district. Prince Rock Primary School is already a polling station for district OF. It would be conveniently located in the centre of the proposed new district with good public transport links.

No comments were received on this proposal.

This review therefore recommends that the proposed changes of boundaries are implemented.

PD30 - District OA – Mount Gould Methodist Church

One resident expressed concerns about the ward boundary between Efford and Lipson ward and Sutton and Mount Gould ward. Due to the design of the boundary, the resident has to vote at Mount Gould Methodist Church, which is further away than the polling station on Kensington Road, which services district PA in Efford and Lipson.

As ward boundaries feel outside of the scope of this review and consultation, and are beyond our mandate, this comment could not be taken into account.

This review therefore recommends no change.

Existing Polling Stations

Polling district	Polling Station	Polling station electorate ²	Disabled access	Recommendations
OA	Mount Gould Methodist Church	1,316	Yes	No change
OB	Salisbury Road Primary School	1,313	Yes	Replacement
OC	Salisbury Road Baptist Church Hall	1,291	Yes	No change
OD	Tothill Community Centre	1,047	Yes	No change
OE	Plymouth & District Table Tennis League HQ	942	Yes*	Replacement
OF	Prince Rock Primary School	1,414	Yes	No change
OG	Tresillian Street Centre	726	Yes	No change
OH	Tresillian Street Centre	258	Yes	No change

* Although this polling stations is equipped to enable access for all voters a recent inspection visit brought about a concern regarding the accessibility of this polling station to electors with disabilities.

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

Polling Station Recommendations

This review makes the following recommendations in relation to the polling station arrangements in Sutton and Mount Gould ward:

PS34 - St Jude's Church to become polling station for OB

The church is currently an out of ward polling station for St Peter and the Waterfront ward. This report recommends decommissioning the church in order to identify a location within the ward. St Jude's church is a good location within district OB and is ideally situated to become the new polling station for district OB as a replacement for Salisbury Road Primary School.

This review recommends a change of polling station from Salisbury Road Primary School to St Jude's Church.

PS35 - This review recommends that the Tresillian Street Centre remain as the polling station for the enlarged district resulting from the merger of district OG and OH. The Tresillian street centre is the current polling station for both districts.

Summary of proposed new Polling Districts and Polling Stations

New Polling district	New Polling Station	Address	Estimated Electorate ¹	Estimated Polling station electorate ²
OA	Mount Gould Methodist Church	Faringdon Road, PL4 7NW	1,505	1,316

OB	St Jude's Church	Beaumont Road, PL4 9BJ	1,488	1,313
OC	Salisbury Road Baptist Church Hall	Rosebery Avenue, PL4 8SX	1,482	1,291
OD	Tothill Community Centre	Knighton Road, PL4 9DA	1,268	1,047
OE	Prince Rock Primary School	Embankment Road, PL4 9JF	2,789	2,356
OF	Tresillian Street Centre	Tresillian Street, PL4 0QP	1,223	984

¹ Total number of registered electors in the district.

² Number of registered electors in the district who have opted to vote at a polling station.

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EQUALITY IMPACT ASSESSMENT

Polling Districts, Polling Places and Polling Stations Review 2018



STAGE I: What is being assessed and by whom?

What is being assessed - including a brief description of aims and objectives?

Plymouth City Council has conducted a review of Polling Districts, Polling Places and Polling Stations from 1 October 2018 to date. This review is a mandatory process comprising a number of specified steps set out in Schedule A1 to the Representation of the People Act 1983. Local Authorities must comply with a number of legislative requirements regarding the location and accessibility of Polling Districts and Polling Places. Organisations involved in administering elections are to make reasonable adjustments to enable people sharing a relevant protected characteristic to exercise their vote.

By conducting this assessment, a better understanding of the potential impact of the review process on residents with protected characteristics have been gained. The assessment ensures that the review is conducted in an inclusive manner and complied with the requirements of the Equality Act 2010. Section 149 of the Equality Act 2010 outlines the specific legal duties on public sector to have due regard to the need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act; advance equality of opportunity between people who share a relevant protected characteristic and people who do not share it; and foster good relations between people who share a relevant protected characteristic and people who do not share it.

Sources:

Parts 3 of the Equality Act 2010

Section 149 of the Equality Act 2010

<https://www.equalityhumanrights.com/sites/default/files/equality-and-human-rights-law-during-an-election-period.pdf>

https://www.electoralcommission.org.uk/__data/assets/pdf_file/0008/237194/Accessibility-report-call-for-evidence.pdf

<https://www.electoralcommission.org.uk/i-am-a/electoral-administrator/polling-place-reviews>

Our aim:

Plymouth City Council aims to make voting as accessible to everyone as possible. In conducting a review of Polling Districts, Polling Places and Polling Stations, Plymouth City Council will continue to ensure that due regard is paid to the access needs of all voters, including those with protected characteristics. In doing so,

STAGE 1: What is being assessed and by whom?	
	<p>Plymouth City Council will follow the guidance of the Electoral Commission and the Equality and Human Rights Commission.</p> <p>Our objectives:</p> <ol style="list-style-type: none"> 1. No barriers to voting for people with protected characteristics 2. Everyone can vote on their own and in secret
Responsible Officer	Glenda Favor-Ankersen, Head of Electoral Services
Department and Service	Electoral Registration Office
Date of Assessment	September 2018

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Future Actions	Timescale and who is responsible?
Disability and Health	<p>Mental Health</p> <ul style="list-style-type: none"> • In 2015 there were over 26,200 people in Plymouth estimated to have a common mental health issue including depression, anxiety, and obsessive compulsive disorder. • In 2015 over 11,700 Plymouth residents aged 18-64 years were estimated to have more than one mental health issue, a figure that is projected to decrease to around 11,500 by 2030. <p>Dementia and Memory Loss</p> <ul style="list-style-type: none"> • In 2014, 3,251 people over the age of 65 were estimated 	<p>People with disabilities will have important views and helpful suggestions as to the accessibility of Polling Stations which must be captured by the review. The review is anticipated to have a positive impact on those groups.</p> <p>Mental health:</p> <ul style="list-style-type: none"> • May not understand that their vote and opinions matter • May not have the confidence to share their views • May appear to be angry or aggressive as a result of their confusion, fear or embarrassment • May need support and specific reminding of opportunity to share their views as part of the review 	<ul style="list-style-type: none"> • For each of the following groups, it is recommended that the review calls on views from representative support groups and charities. • Communication and Engagement campaign to promote the review • Consultation with disabled voters, local charities and organisations to ask what we can do to support elections for everyone; capture 	<p>5 November 2018 to 14 December 2018 - publishing of the review's consultation on our website</p> <p>Emmanuelle Marshall</p> <p>May 2020 implementation of the Review's recommendations</p> <p>Glenda Favor-Ankersen, Head of Electoral Services</p>

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Future Actions	Timescale and who is responsible?
	<p>to be living with dementia in Plymouth. By 2030 it is expected that this number will have risen to 4,855</p> <p>Physical Disability (including visual impairment, speech and language impairment, hearing impairment)</p> <ul style="list-style-type: none"> • More people are living with a disability now than in the past because we're living longer and improved medical treatments are enabling more people to manage long-term health problems. There are higher levels of long-term health problems or disability, and lower levels of reported 'good' or 'very good' health in Plymouth compared to England • According to the 2011 Census, 10.0% of Plymouth residents reported having a long-term health problem or disability that limits their day-to-day activities a lot and has lasted, or is expected to last, at least 12 months. The England value was 8.3%. The 2011 Census also reported fewer Plymouth residents 	<ul style="list-style-type: none"> • May need representation from support groups <p>Memory Loss:</p> <ul style="list-style-type: none"> • May need support and specific reminding of opportunity to share their views as part of the review. • May need representation from support groups. <p>Some polling stations face challenges in meeting the physical access needs of disabled people.</p> <p>Physical disability:</p> <ul style="list-style-type: none"> • Difficulty entering and exiting a polling station • Mobility difficulties inside a polling station <p>Visual impairments, vision loss and blindness:</p> <ul style="list-style-type: none"> • May not be able to read the proposals for change and maps • May experience challenges reading information on our website. <p>Speech and Language disorders:</p> <ul style="list-style-type: none"> • May not be able to find or say the words they want to in order to communicate their needs 	<p>experiences of people with disabilities</p> <ul style="list-style-type: none"> • Work with disability organisations to provide information in accessible formats • Use historical information collected from Presiding Officers detailing any advice/help offered to people with disabilities so we can track how many people we have helped to vote and note any issues/procedures we could improve. • Assess options to improve reach and target people with disabilities through use of social media and third sector networks • Invite third sector partners to polling stations visits • Capture experience of staff – able to spot a 	

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Future Actions	Timescale and who is responsible?
	<p>thought their health was 'good' or 'very good', compared to England.</p> <p>Learning Disability</p> <ul style="list-style-type: none"> Overall prevalence of learning disabilities in Plymouth was 0.51% in 2014/15, a value higher than England (0.44%). Data from the same source indicates that in 2014 Plymouth had rates of children with learning disabilities known to schools of 25.3 per 1,000 pupils compared 33.7 per 1,000 in England; and rates of adults (18 to 64 years) with learning disabilities receiving long-term support from Plymouth City Council of 5.3 per 1,000 population compared with 3.7 per 1,000 in England. <p>Chronic Illness</p> <ul style="list-style-type: none"> In England, an estimated 15 million people suffer with a chronic illness. Cancer, heart disease, stroke & respiratory disease account for most deaths in Plymouth. Together they account for 54% of deaths in the city, 	<ul style="list-style-type: none"> May not have the confidence to cast their vote <p>Hearing impairments, hearing loss and deafness:</p> <ul style="list-style-type: none"> People who are British Sign Language users may not have English as a first language. They may struggle to understand signs, posters and instructions written in English. They may have a lower comprehension of complicated instructions written in English. <p>Intellectual disability:</p> <ul style="list-style-type: none"> May experience limitations; <ul style="list-style-type: none"> In learning Thinking Solving problems Making sense of the world Developing everyday life skills Communicating with others May experience challenges reading or understanding the review process May not have the confidence to share their views <p>Learning Disability</p>	<p>need/able to help/ resources /space/venue</p> <ul style="list-style-type: none"> Capture ways to improve communications from feedback – channels/ messages/use of adapted resources/customer care and help 	

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Future Actions	Timescale and who is responsible?
	<p>1,324 out of a total 2,453 registered in 2012.</p> <ul style="list-style-type: none"> Rates for deaths from all four diseases combined are higher in Plymouth than in England (56.6 compared to 52.7 per 10,000 population) <p>Autism The prevalence of autism in the UK population is estimated to be at 157 per 10,000 populations (1.6%) (Baron-Cohen '09)</p> <p>Estimates suggest that up to 80% of those with ASD (Autistic Spectrum Disorder) do not have learning disabilities (Elsabbagh et al 2012) From these figures, it is estimated that 2,700 people living in Plymouth have ASD. The number of adults with the diagnosis of ASD is unknown but likely to be large.</p> <p>The above average level of disability in Plymouth suggests that PCC will be placed under greater pressure than the majority of other Councils.</p> <p>Feedback provided via an Electoral Commission</p>	<ul style="list-style-type: none"> May experience challenges including: <ul style="list-style-type: none"> Problems with reading Spoken language Writing Reasoning ability Coordination, behaviour, and interactions with others may also be affected. May experience challenges accessing information on our website. May experience challenges understanding the voting process May not have the confidence to share their views <p>Chronic Illness:</p> <ul style="list-style-type: none"> May show no external symptoms May have fluctuating symptoms and needs within short periods of time <p>Autism/ (ASD):</p> <ul style="list-style-type: none"> May show no external symptoms May experience challenges when trying to communicate their needs Will have different needs to anyone else with Autism 		

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Future Actions	Timescale and who is responsible?
	<p>questionnaire on the 'Experiences of people with disabilities at the 8 June 2017 UK Parliamentary general election' highlight some key actions and recommendations which can be found via accessing opening the hyperlink below.</p> <p>Data obtained from the Joint Strategic Needs Assessment Plymouth report 2017. https://www.plymouth.gov.uk/sites/default/files/Plymouth%20Report%20October%202017.pdf</p> <p>Data also obtained from Integrated Care Community Needs Assessment. https://www.plymouth.gov.uk/sites/default/files/IntegratedCommissioningCommunityNeedsAssessment.pdf</p> <p>Chronic Illness data obtained from Thrive Plymouth https://www.plymouth.gov.uk/publichealth/thriveplymouth/aboutthriveplymouth/chronicdiseases</p>			

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Future Actions	Timescale and who is responsible?
Age	<p>Age discrimination occurs when someone is treated unfairly because of their age or because they are part of a specific age group.</p> <p>People are living longer and one in three people in our community is aged over 50. It is estimated that Plymouth's population will increase by over 16,000 by 2030 and the largest increase will be seen in those aged 75 years and older (54.6 per cent)i.</p> <p>Older people are particularly vulnerable to social isolation and loneliness. A half of people aged 75 and over live alone (ONS, 2010). An estimated one in six pensioners in the poorest fifth of the population is socially isolated. Older people are less likely to use modern technology than younger people, which can also impact on social isolation as well as being a potential barrier in the workplace. Over 90% of men and 81% of women use the internet frequently at aged 50 but this drops to a third of men and 14% of women by age 80iii.</p> <p>Young people are less likely to vote and are often put off by existing mechanisms for engaging</p>	<p>The way information is accessed may vary between groups of different age. Solely providing information by digital means may prevent some segments of this population from accessing information.</p> <p>For many residents, participating in the polling process is synonymous with attending a polling station. This can be a means of socialising that some residents prefer to postal voting.</p> <p>Old age also brings about physical challenges that are described in the disability paragraph of this report. Those may prevent individuals from accessing polling stations and must be mitigated against.</p>	<p>Access to PDPR information must be facilitated for all age groups. Information on the review will be shared not only on the internet and via social media, but also made available at our library and in the One Stop shop.</p>	<p>November 2018 publishing of the public consultation.</p> <p>September 2019, publishing of the review's outcomes.</p> <p>Glenda Favor-Ankersen, Head of Electoral Services</p>

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Future Actions	Timescale and who is responsible?
	<p>local communities. Young people report lower levels of knowledge about politics than other age groups, are less likely than other age groups to participate in political activities, to be on the electoral register, and to vote. The average age of councillors, candidates and MPs is over 50iv. The proportion of young people (18-24) who voted in 2017 was more than in 2015 but is still less than other age groups.</p>			
Faith, religion or belief	<p>The 2011 census recorded that Christians were still the largest faith community although their numbers had declined significantly since the previous census in 2001. While a majority of people still identify with some religion, our society is becoming more secular: more people than ever before identify with no religion. Some smaller faith communities are growing rapidly, principally because of migration. Islam is the religion with the second largest number of followers and there are small but significant numbers of Buddhists, Hindus, Sikhs, Jews and Ba'hai. Other belief systems with small numbers of followers</p>	<p>Many of the existing polling stations in Plymouth are located in Christian churches or church halls. This may have an impact on residents of other faiths who may not feel welcome or may not want to enter such places.</p>	<ul style="list-style-type: none"> • As much as practicable, ensure that polling stations are located in venues that are secular. • Ensure that churches are used only when strictly necessary, and with awareness of the potential impact on the local community. 	<p>May 2020 implementation of the Review's recommendations</p> <p>Glenda Favor-Ankersen, Head of Electoral Services</p>

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Future Actions	Timescale and who is responsible?
	include Humanists, Pagans and Spiritualists. Some of our smaller faith communities do not have easy access to space in which to worship or to celebrate other religious rituals and occasions. Islamophobia is an ongoing problem which may increase in the current international climate. This can also impact other communities such as the Sikh community.			
Gender, including marriage, pregnancy and maternity	<p>Key issues affecting women include the gender pay gap, issues related to pregnancy and maternity and sexual harassment and violence including domestic abuse. Men are less likely to attend university, have a shorter life expectancy and are also affected by domestic abuse, although to a lesser extent than women.</p> <p>Overall 50.6 per cent of our population are women and 49.4 per cent are men: this reflects the national figure of 50.8 per cent women and 49.2 per cent men.</p> <p>There were 3280 births in 2011. Birth rate trends have been on the increase since 2001, but since</p>	<p>The review is not anticipated to have an adverse impact on any of the issues related to gender, marriage, pregnancy or maternity.</p> <p>Accessibility of polling stations should be the same for families with young children (possibly with pushchairs) as for any other residents.</p>	<p>Where practicable, ensure that our polling station locations are push chair friendly.</p>	<p>May 2020 implementation of the Review's recommendations</p> <p>Glenda Favor-Ankersen, Head of Electoral Services</p>

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Future Actions	Timescale and who is responsible?
	2010 the number of births has stabilised. Areas with highest numbers of births include Stonehouse (142), Whiteleigh (137) and Devonport (137). Of those aged 16 and over, 90,765 people (42.9 per cent) are married. 5,190 (2.5 per cent) are separated and still legally married or legally in a same-sex civil partnership.			
Gender reassignment	The Equality Act 2010 states that “a person has the protected characteristic of gender reassignment if the person is proposing to undergo, is undergoing or has undergone a process (or part of a process) for the purpose of reassigning the person's sex by changing physiological or other attributes of sex.” This means that this person is protected by the law even if they have not undergone surgery or received treatment. Recent surveys have put the prevalence of transgender people between 0.6 and 1% of population (some very recent reports have upped this to 2%). Over the last 8 years the prevalence of transgendered	The review is not anticipated to have an adverse impact on any of the issues related to gender reassignment.	N/A	N/A

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Future Actions	Timescale and who is responsible?
	people in the UK has been increasing at an average rate of 20%+ per annum in adults and 50% for children.			
Race	<p>Our community is slowly becoming more diverse. Whilst the proportion of our community that are White British remains higher than the UK average it is decreasing. At the time of the 2001 census 97 per cent of our population was White British. By 2011 this had decreased to 93 per cent.</p> <p>Local population growth between the 2001 and 2011 census had been driven by migration from outside the UK (63 per cent), most commonly from newly admitted EU countries. We are a dispersal area for asylum seekers: around 300 people will be accommodated in the City at any given time.</p> <p>Our Black and Minority Ethnic (BAME) communities are very diverse. The Polish, Chinese and Kurdish communities are amongst the largest. The census records that there are at least 43 main languages spoken in the city, and nearly 100 different languages</p>	The review is not anticipated to have an adverse impact on any of the issues related to race.	N/A	N/A

STAGE 2: Evidence and Impact				
Protected Characteristics (Equality Act)	Evidence and information (e.g. data and feedback)	Any adverse impact?	Future Actions	Timescale and who is responsible?
	are spoken in our schools. We have a small resident Gypsy and Traveller community.			
Sexual orientation including civil partnership	<p>The 'protected characteristic' of sexual orientation as stated in the Equalities Act 2010 refers to those individuals who are attracted to those of the opposite sex, the same sex or either sex. There is evidence demonstrating that individuals who identify as lesbian, gay, bi-sexual and/or any other sexual orientation (LGB+) experience discrimination and marginalisation in their daily lives compared to their heterosexual counterparts. There are no definitive data on sexual orientation at a local or national level. A recent estimate from the 2015 ONS Annual Population Survey (APS) suggests that 1.7 per cent of the UK population is LGB: if this figure was applied to Plymouth it would mean that there are approximately 3,649 LGB people in the city.</p> <p>There are 464 people in a registered Same-Sex Civil Partnership.</p>	The review is not anticipated to have an adverse impact on any of the issues related to sexual orientation.	N/A	N/A

STAGE 3: Are there any implications for the following? If so, please record 'Actions' to be taken		
Local Priorities	Implications	Timescale and who is responsible?
Reduce the gap in average hourly pay between men and women by 2020.	None	N/A
Increase the number of hate crime incidents reported and maintain good satisfaction rates in dealing with racist, disablist, homophobic, transphobic and faith, religion and belief incidents by 2020.	None	N/A
Good relations between different communities (community cohesion).	None	N/A
Human Rights	The Human Rights Act 1998 conveys the right to participate in free elections and the right not to be discriminated against. The review of Polling District and Polling Stations intends to have positive implications on the exercise of this human right. The actions taken during the review of our polling stations and polling district intend to remove or minimise any barriers to access for residents, thus preventing disenfranchisement.	November 2018 (consultation) until May 2020 (implementation)

STAGE 4: Publication			
Director, Assistant Director/Head of Service approving EIA.	Giles Perritt	Date	26/02/2019

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Date of meeting:	16 September 2019
Title of Report:	Annual Report on Treasury Management Activities for 2018/19
Lead Member:	Councillor Mark Lowry (Cabinet Member for Finance)
Lead Strategic Director:	Andrew Hardingham (Service Director for Finance)
Author:	Chris Flower, Finance Business Partner (Capital and Treasury Management)
Contact Email:	chris.flower@plymouth.gov.uk
Your Reference:	Fin/CF
Key Decision:	No
Confidentiality:	Part I - Official

Purpose of Report

In order to comply with the Code of Practice for Treasury Management, the Council is required to formally report on its treasury management activities for the year, providing information on the progress and outcomes against the Treasury Management Strategy. This report covers the treasury management activities for financial year 2018/19 including the final position on the statutory Prudential Indicators.

This report:

- a) is prepared in accordance with the CIPFA Treasury Management Code and the Prudential Code;
- b) confirms capital financing, borrowing, debt rescheduling and investment transactions for the year 2018/19;
- c) provides an update on the risk inherent in the portfolio and outlines actions taken by the Council during the year to minimise risk;
- d) gives details of the outturn position on Treasury Management transactions in 2018/19;
- e) confirms compliance with treasury limits and Prudential Indicators (PIs) and the outlines the final position on the PI's for the year.

In line with the recommendations in the Code of Practice, this report was submitted to and considered by Audit and Governance Committee on 22 July 2019, as the committee responsible for scrutiny of the treasury management function.

In accordance with Treasury Management Practices note 6, this report is required to be submitted to Full Council for information.

Recommendations and Reasons

That Council, per Part H, Financial Regulations, Section 19.1 of the Constitution, notes the Treasury Management Annual Report 2018/19

Reason: This is to comply with the CIPFA Code of Practice and discharge our statutory requirement.

Alternative options considered and rejected

None - it is a requirement per the Constitution to report to Council on the treasury management activities for the year.

Relevance to the Corporate Plan and/or the Plymouth Plan

Effective financial management is fundamental to the delivery of corporate improvement priorities. Treasury Management activity has a significant impact on the Council's activity both in revenue budget terms and capital investment and is a key factor in facilitating the delivery against a number of corporate priorities.

Implications for the Medium Term Financial Plan and Resource Implications:

Into the medium and longer term the Council is facing significant pressures due to the national economic situation, which has led to a reduction in resources for local authorities over the Government's latest spending period. Effective Treasury Management will be essential in ensuring the Council's cash flows are used to effectively support the challenges ahead.

Carbon Footprint (Environmental) Implications:

None directly arising from this report.

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

** When considering these proposals members have a responsibility to ensure they give due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.*

There is an inherent risk to any Treasury Management activity. The Council continues to manage this risk by ensuring all investments are undertaken in accordance with the approved investment strategy, and keeping the counterparty list under constant review.

Appendices

**Add rows as required to box below*

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable) <i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
		1	2	3	4	5	6	7
A	Annual Report on Treasury Management Activities 2018/19							

Background papers:

**Add rows as required to box below*

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable)						
	<i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

Sign off:

Fin	pl.19. 20.55	Leg	It/328 72/10 07	Mon Off	It/328 72/10 07	HR	Click here to enter text.	Asset s	Click here to enter text.	Strat Proc	Click here to enter text.
Originating Senior Leadership Team member: Andrew Hardingham, Director for Finance											
Please confirm the Strategic Director has agreed the report? Yes											
Date agreed: 10/07/2019											
Cabinet Member approval: Councillor Mark Lowry (via email)											
Date approved: 12/07/2019											

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ANNUAL REPORT ON TREASURY MANAGEMENT ACTIVITIES FOR 2018/19

July 2019



Introduction

The Chartered Institute of Public Finance and Accountancy's Treasury Management (the CIPFA Code) requires the Council to report on the performance of the treasury management function after the financial year end).

The Council's Treasury Management Strategy for 2018/19 was approved by Council on 26 February 2018. The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of risk are therefore central to the Council's treasury management strategy.

External Context

Economic background (as at April 2019): After spiking at over \$85/barrel in October 2018, oil prices fell back sharply by the end of the year, declining to just over \$50 in late December before steadily climbing toward \$70 in April 2019. UK Consumer Price Inflation (CPI) for February 2019 was up 1.9% year/year, just above the consensus forecast but broadly in line with the Bank of England's February Inflation Report. The most recent labour market data for the three months to January 2019 showed the unemployment rate fell to a new low 3.9% while the employment rate of 76.1% was the highest on record. The 3-month average annual growth rate for pay excluding bonuses was 3.4% as wages continue to rise steadily and provide some upward pressure on general inflation. Once adjusted for inflation, real wages were up 1.4%.

After rising to 0.6% in the third calendar quarter from 0.4% in the second, fourth quarter economic growth slowed to 0.2% as weaker expansion in production, construction and services dragged on overall activity. Annual GDP growth at 1.4% continues to remain below trend. Following the Bank of England's decision to increase Bank Rate to 0.75% in August, no changes to monetary policy have been made since.

The US Federal Reserve continued its tightening bias throughout 2018, pushing rates to the 2.25%-2.50% range in December. However, a recent softening in US data caused the Fed to signal a pause in hiking interest rates at the last Federal Open Market Committee (FOMC) meeting in March.

With the 29th March 2019, the original EU 'exit day' now been and gone, having failed to pass a number of meaningful votes in Parliament, including shooting down Theresa May's deal for the third time, MPs voted by a majority of one (313 to 312) to force the prime minister to ask for an extension to the Brexit process beyond 12th April in order to avoid a no-deal scenario. Recent talks between the Conservative and Labour parties to try to reach common ground on a deal which may pass a vote by

MPs have yet to yield any positive results. The EU must grant any extension and its leaders have been clear that the terms of the deal are not up for further negotiation. The ongoing uncertainty continues to weigh on sterling and UK markets.

While the domestic focus has been on Brexit's potential impact on the UK economy, globally the first quarter of 2019 has been overshadowed by a gathering level of broader based economic uncertainty. The US continues to be set on a path of protectionist trade policies and tensions with China in particular, but with the potential for this to spill over into wider trade relationships, most notably with EU. The EU itself appeared to be show signs of a rapid slowdown in economic growth with the major engines of its economy, Germany and France, both suffering misfires from downturns in manufacturing alongside continued domestic/populist unrest in France. The International Monetary Fund downgraded its forecasts for global economic growth in 2019 and beyond as a consequence.

Financial markets: December was a month to forget in terms of performance of riskier asset classes, most notably equities. The FTSE 100 (a good indicator of global corporate sentiment) returned -8.8% assuming dividends were reinvested; in pure price terms it fell around 13%. However, since the beginning of 2019 markets have rallied, and the FTSE 100 and FTSE All share indices were both around 10% higher than at the end of 2018.

Gilt yields continued to display significant volatility over the period on the back of ongoing economic and political uncertainty in the UK and Europe. After rising in October, gilts regained their safe-haven status throughout December and into the new year - the 5-year benchmark gilt yield fell as low as 0.80% and there were similar falls in the 10-year and 20-year gilts over the same period dropping from 1.73% to 1.08% and from 1.90% to 1.55%. The increase in Bank Rate pushed up money markets rates over the year and 1-month, 3-month and 12-month LIBID (London Interbank Bid) rates averaged 0.53%, 0.67% and 0.94% respectively over the period.

Recent activity in the bond markets and PWLB interest rates highlight that weaker economic growth is not just a UK phenomenon but a global risk. During March the US yield curve inverted (10-year Treasury yields were lower than US 3 month money market rates) and German 10-year Bund yields turned negative. The drivers are a significant shift in global economic growth prospects and subsequent official interest rate expectations given its impact on inflation expectations. Further to this is world trade growth which collapsed at the end of 2018 falling by 1.8% year-on-year. A large proportion of this downturn in trade can be ascribed to the ongoing trade tensions between the US and China which despite some moderation in January does suggest that the International Monetary Fund's (IMF) and Organisation for Economic Co-Operation & Development's (OECD) forecasts for global growth in 2019 of 3.5% might need to be revised downwards.

Credit background: Credit Default Swap (CDS) spreads drifted up towards the end of 2018 on the back of Brexit uncertainty before declining again in 2019 and continuing to remain low in historical terms. After hitting around 129 basis points in December 2018, the spread on non-ringfenced bank NatWest Markets plc fell back to around 96bps at the end of March, while for the ringfenced entity, National Westminster Bank plc, the CDS spread held relatively steady around 40bps. The other main UK banks, as yet not separated into ringfenced and non-ringfenced from a CDS perspective, traded

between 33 and 79bps at the end of the period.

The ringfencing of the big four UK banks (Barclays, Bank of Scotland/Lloyds, HSBC and RBS/Natwest Bank plc) transferred their business lines into retail (ringfenced) and investment banking (non-ringfenced) entities.

In February, Fitch put the UK AA sovereign long-term rating on Rating Watch Negative as a result of Brexit uncertainty, following this move with the same treatment for UK banks and a number of government-related entities.

There were minimal other credit rating changes during the period. Moody's revised the outlook on Santander UK to positive from stable to reflect the bank's expected issuance plans which will provide additional protection for the its senior unsecured debt and deposits.

Local Authority Regulatory Changes: Treasury risk management at the Authority is conducted within the framework of the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice 2017 Edition (the CIPFA Code) which requires the Authority to approve a treasury management strategy before the start of each financial year and, as a minimum, a semi-annual and annual treasury outturn report. This report fulfils the Authority's legal obligation under the Local Government Act 2003 to have regard to the CIPFA Code.

The 2017 Prudential Code includes a requirement for local authorities to provide a Capital Strategy, a summary document approved by full Council covering capital expenditure and financing, treasury management and non-treasury investments. The Authority's Capital Strategy, complying with CIPFA's requirement, was approved by full Council in February 2019.

Local Context

On 31st March 2019, the Council had net borrowing of £350m arising from its revenue and capital income and expenditure, an increase on 2018 of £101m. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while usable reserves and working capital are the underlying resources available for investment. These factors and the year-on-year change are summarised in table I below.

Table I: Balance Sheet Summary

	31.3.18	2018/19	31.3.19
	Actual	Movement	Actual
	£m	£m	£m

General Fund CFR	460	100	560
Less: Other debt liabilities *	-121	0	-121
Borrowing CFR	339	100	439
Less: Usable reserves	-60	3	-57
Less: Working capital	-30	-2	-32
Net borrowing	249	101	350

* *finance leases, PFI liabilities and transferred debt that form part of the Council's total debt*

Net borrowing has increased due to a rise in the CFR as new capital expenditure was higher than the financing applied including minimum revenue provision; together with a small decrease in usable reserves and a fall in working capital due to the timing of receipts and payments.

Borrowing Activity

At 31st March 2019, the Council held £461m of loans, (an increase of £103m on 31/03/2018) as part of its strategy for funding previous years' capital programmes. See table 2 below.

The Council's chief objective when borrowing has been to strike an appropriately low risk balance between securing low interest costs and achieving cost certainty over the period for which funds are required, with flexibility to renegotiate loans should the Council's long-term plans change being a secondary objective.

Affordability and the "cost of carry" remained important influences on the Council's borrowing strategy alongside the consideration that, for any borrowing undertaken ahead of need, the proceeds would have to be invested in the money markets at rates of interest significantly lower than the cost of borrowing. As short-term interest rates have started to rise with the likelihood of further rises over the next 12 months.

The benefits of internal borrowing were monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when long-term borrowing rates are forecast to rise. Arlingclose assists the Council with this 'cost of carry' and breakeven analysis. Temporary and short-dated loans borrowed from the markets, predominantly from other local authorities, also remained affordable and attractive.

The Council's Treasury Management Board has determined it was more cost effective in the short-term to borrow short-term loans instead of fixing in at higher long term rates. The Council reviews the situation on a regular basis and also takes advice from its Treasury Management advisors.

Table 2: Borrowing Activity

	Balance on 01/04/2018 £m	Movement £m	Balance on 31/03/2019 £m	Avg Rate %
Public Works Loan Board	44	0	44	5.76%
Banks - LOBOs	82	(18)	64	4.34%
Other Loans	18	12	30	
Short Term Borrowing	214	109	323	1.04%
TOTAL BORROWING	358	103	461	
Other Long Term Liabilities	121	0	121	-
TOTAL EXTERNAL DEBT	479	103	582	-
Increase/ (Decrease) in Borrowing £m			103	

LOBO (Lender's Option Borrower's Option)

During the year the Council refinance £18m LOBOs and now holds £64m (£82m in 2017) of LOBO loans where the lender has the option to propose an increase in the interest rate at set dates. The Council then has the option to either accept the new rate or to repay the loan at no additional cost. During the year £15m of our LOBOs had options, none of which were exercised by the lender.

LGA Bond Agency

UK Municipal Bonds Agency (MBA) plc. was established in 2014 by the Local Government Association as an alternative to the PWLB with plans to issue bonds on the capital markets and lend the proceeds to local authorities. In early 2016 the Agency declared itself open for business, initially only to English local authorities. The Council has analysed the potential rewards and risks of borrowing from the MBA and has approved and signed the Municipal Bond Agencies framework agreement which sets out the terms upon which local authorities will borrow, including details of the joint and several guarantee.

As at 31st March 2019 no bonds have been issued by the Municipal Bonds Agency.

Debt Rescheduling

The PWLB continued to operate a spread of approximately 1% between “premature repayment rate” and “new loan” rates so the premium charge for early repayment of PWLB debt remained relatively expensive for the loans in the Council’s portfolio and therefore unattractive for debt rescheduling activity. No rescheduling activity was undertaken as a consequence.

Other Long Term Liabilities

Although not classified as borrowing, the Council has other capital finance from Private Finance Initiatives and Finance Leases etc. and as at 31st March 2018 this amounted to £125m.

The liability for the PFI scheme has increased our requirement for finance and therefore we increased our Operational Boundary and Authorised limit to allow for this.

Minimum Revenue Provision (MRP)

MRP is a charge to the revenue budget that is made each year for monies to repay the Council's borrowing.

Under regulation 27 of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003 SI 2003/146, as amended, local authorities are required to charge to their revenue account, for each financial year, MRP for the cost of their unfinanced capital expenditure.

Following changes in advice from CIPFA the Council changed its MRP calculations method in 2015/16 to use the annuity method. Prior years involved detailed calculations which were very prescriptive but these were replaced with a requirement that local authorities calculate an amount of MRP which they consider to be prudent.

The Council matches the economic benefits from its assets with the life of those assets. Therefore the Council changed its calculation method to the annuity method which not only spreads the cost of the borrowing over the life of the assets but it also takes into account the time value of money.

The Council's previous method of calculating MRP was to spread the cost of borrowing in a straight line over a maximum of 25 years. The current council tax payers would therefore pay a relative higher charge than council tax payers in the future. For example if an asset cost of £20m to build and has a life of 20 years then there would have been a £1m charged each year on the straight line basis. The annuity method takes into account the time of value because £1m today has a higher value (NPV) than £1m in 20 years' time.

Investment Activity

The Council holds significant invested funds, representing income received in advance of expenditure

plus balances and reserves held. During 2018/19, the Council's investment and cash balances ranged between £70 and £100 million due to timing differences between income and expenditure. The year-end investment position and the year-on-year change in show in table 3 below.

The Guidance on Local Government Investments in England gives priority to security and liquidity and the Council's aim is to achieve a yield commensurate with these principles.

Table 3: Investment Activity in 2017/18

Investments	Balance on 01/04/2018 £m	Movement £m	Balance on 30/03/2019 £m	Avg Rate/Yield (%)
Short term Investments (call accounts etc.)	18	3	21	0.91%
Covered Bonds and Loans	11	(8)	3	1.08%
Money Market Funds	26	0	26	0.68%
Other Pooled Funds	25	10	35	3.34%
TOTAL INVESTMENTS	80	5	85	
Increase/ (Decrease) in Investments £m			5	

Both the CIPFA Code and government guidance require the Council to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income.

During the year the Council invested £10m into the Schroder Income Maximiser Fund which offers higher rates of returns than the Council other short term investments.

The Council has £35m invested in externally managed pooled Funds with the CCLA and Schroder and this has generated a total return for the year of £1.479m (4.2%). Investment income return used to

support services in year. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Council's investment objectives is regularly reviewed.

Security of capital has remained the Council's main investment objective. This has been maintained by following the Council's counterparty policy as set out in its Treasury Management Strategy.

Counterparty credit quality was assessed and monitored with reference to credit ratings (the Council's minimum long-term counterparty rating is A across rating agencies Fitch, S&P and Moody's); for financial institutions analysis of funding structure and susceptibility to bail-in, credit default swap prices, financial statements, information on potential government support and reports in the quality financial press.

Given the increasing risk and falling returns from short-term unsecured bank investments, the Council wants to diversify into higher yielding long term asset classes.

Other Non-Treasury Holdings and Activity

The definition of investments in CIPFA's revised Treasury Management Code now covers all the financial assets of the Authority as well as other non-financial assets which the Authority holds primarily for financial return. This is replicated in MHCLG's Investment Guidance, in which the definition of investments is further broadened to also include all such assets held partially for financial return.

The Council held £164m of direct property investment under its Asset Investment Fund

These non-treasury investments generated £2.794m of investment income for the Council after taking account of direct costs, representing a net revenue return of 2.4% after allowing for payment to a void reserve and payment to a lifecycle maintenance reserve. The gross return is higher than the return earned on treasury investments but reflects the additional risks to the Council of holding such investments.

Treasury Management Outturn 2018/19

Budget Income and Expenditure

Treasury Management Outturn Position 2018/19

	2018/19 Budget	2018/19 Outturn	Year End Variance
	£m	£m	£m
Interest Payable	6.787		
LOBO and other long term loans		3.770	
PWLB (Public Works Loan Board)		2.550	
Temporary loans		1.378	
Other Interest and charges		(0.181)	
Recharge to Departments for Unsupported Borrowing (in accordance with business cases)	(7.979)	(7.855)	
Total Interest Payable	(1.192)	(0.338)	0.854
Interest Receivable	(1.730)		
CCLA Pool Funds		(1.479)	
Money Market Fund		(0.148)	
Other Interest		(1.167)	
Total Interest Receivable	(1.730)	(2.794)	(1.064)
Other Payments	0.130	0.116	
Debt Management	0.080	0.486	
Amortised Premiums	0.497	0.537	
Total Other Charges	0.707	1.139	0.433
Minimum Revenue Provision	7.079	5.999	(1.080)
TOTAL	4.864	4.006	(0.858)

0.406

The Council's Treasury Management Outturn for the year was an underspend of £0.858m. The Council has, however, continued to increase its borrowing to fund the capital programme which means it will pay increased loan interest and loan repayments (MRP) in the coming years while the investment returns remain very low.

The Treasury Management Outturn does not include the returns from the Council's investments in the purchasing of capital assets as this is included in the Place revenue outturn.

The Bank of England increased the Bank Rate by 0.50% to 0.75% in November 2018 and the Bank of England have indicated that there will a further two rises in the next twelve months.

The Treasury Management budget is held as a separate budget under the Finance Department of the Council's General Fund. Whilst interest costs are slightly less than the budget there are a number of factors that contribute to the final position. Whilst the Council not only borrows to finance capital expenditure, it also has to maintain a daily net cash surplus position. The costs of borrowing to finance invest to save capital schemes is charged to departments. The figures above include the borrowing

implications of decisions to utilise the Asset Investment Fund to acquire assets to earn a revenue return which is accounted for in directorate's budgets.

Externally Managed Funds

The Council also has investments in cash plus bond and property funds which allow the Council to diversify into asset classes other than cash with the need to own and manage the underlying investments. The funds which are operated on a variable net asset value (VNAV) basis offer diversification of investment risk, coupled with the services of a professional fund manager; they also offer enhanced returns over the longer term but are more volatile in the short-term. All of the Council's pooled fund investments are in the respective fund's distributing share class which pay out the income generated.

Compliance with Prudential Indicators

The Council confirms compliance with its Prudential Indicators for 2017/18, which were set in February 2017.

The Following indicators are set and monitored each year:

- Estimates of Capital Expenditure;
- Estimates of Capital Financing Requirement;
- Gross Debt and the Capital Financing Requirement;
- Operation Boundary for External Debt;
- Authorised Limit for External Debt;
- Ratio of Financing Costs to Net Revenue Stream ;
- Incremental Impact of Capital Investment Decisions.

Treasury Management Indicators

The Council measures and manages its exposures to treasury management risks using the following indicators.

Interest Rate Exposures: This indicator is set to control the Council's exposure to interest rate risk. The upper limits on fixed and variable rate interest rate exposures, expressed as the proportion of net principal borrowed will be:

	2018/19 Limit	2018/19 Actual	Complied
Upper limit on fixed interest rate exposure	100%	28%	✓
Upper limit on variable interest rate exposure	100%	72%	✓

Fixed rate borrowings are those where the rate of interest is fixed for the whole financial year or more. Instruments that mature during the financial year are classed as variable rate.

Maturity Structure of Borrowing: This indicator is set to control the Council's exposure to refinancing risk. The upper and lower limits on the maturity structure of fixed rate borrowing will be:

	Upper Limit	Lower Limit	31.03.2019 Actual	Complied
Under 12 months	90%	0%	61%	✓
12 months and within 24 months	40%	0%	11%	✓
24 months and within 5 years	40%	0%	0%	✓
5 years and within 10 years	25%	0%	1%	✓
10 years and above	95%	0%	27%	✓

Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.

Principal Sums Invested for Periods Longer than 365 days: The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments. The limits on the total principal sum invested to final maturities beyond the period end will be:

	2018/19	2019/20	2020/21
Limit on principal invested beyond year	£45m	£50m	£50m
Actual	£0m	£0m	£0m
Complied	✓	✓	✓

Security: The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit rating of its investment portfolio. This is calculated by applying a

score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment.

	Target	Actual	Complied
Portfolio average credit rating	A	AA-	✓

Liquidity: The Council does not keep large amounts of cash in call accounts so that it reduces the cost of carrying excess cash. To mitigate the liquidity risk of not having cash available to meet unexpected payments the Council has access to borrow additional, same day, cash from other local authorities.

Investment Training

Officers have undergone the following training during the year:

Arlingclose – Changes to IFRS 9 Impairment of Financial Instruments.

Arlingclose – Principles of Treasury Management Workshop.

CIPFA – Implementing new Treasury Management Regulatory Framework

Arlingclose – Investments workshop 2018.

Arlingclose - Accounts closedown workshop 2018/19.

Grant Thornton - Accounts Closedown Workshops for Local Authority Accountants

Prudential Indicators 2018/19

The Local Government Act 2003 requires the Council to have regard to CIPFA's *Prudential Code for Capital Finance in Local Authorities* (the Prudential Code) when determining how much money it can afford to borrow. The objectives of the Prudential Code are to ensure, within a clear framework, that the capital investment plans of local authorities are affordable, prudent and sustainable and that treasury management decisions are taken in accordance with good professional practice. To demonstrate that the Council has fulfilled these objectives, the Prudential Code sets out the following indicators that must be set and monitored each year.

This report compares the approved indicators with the outturn position for 2018/19. Actual figures have been taken from or prepared on a basis consistent with, the Council's statement of accounts.

Capital Expenditure: The Council's capital expenditure and financing may be summarised as follows.

Capital Expenditure and Financing	2018/19 Actual £m
General Fund	134.005
Total Expenditure	134.005
Capital Receipts	2.325
Grants & Contributions	32.077
Reserves	0.712
Revenue	0.174
Borrowing	98.717
Total Financing	134.005

Capital Financing Requirement: The Capital Financing Requirement (CFR) measures the Council's underlying need to borrow for a capital purpose.

Capital Financing Requirement	31.03.19 Actual £m
General Fund	559.870
Total CFR	559.870

The CFR rose by £100m in the year to £560m (2018 £460m) from capital expenditure financed by debt outweighs resources put aside for debt repayment.

The increase in CFR shows that the Council is increasing its borrowing to pay for capital expenditure in the city.

Gross Debt and the Capital Financing Requirement: In order to ensure that over the medium term debt will only be for a capital purpose, the Council should ensure that debt does not, except in the short term, exceed the total of capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current and next two financial years. This is a key

indicator of prudence.

Actual Debt: The Council's actual debt at 31 March 2019 was as follows:

Debt	31.03.19 Estimate £m	31.03.19 Actual £m	Difference £m
Borrowing	517	461	56
PFI liabilities & other Finance leases	125	121	4
Total Debt	642	582	60

The actual debt levels are monitored against the Operational Boundary and Authorised Limit for External Debt below.

Operational Boundary for External Debt: The operational boundary is based on the Council's estimate of most likely (i.e. prudent, but not worst case) scenario for external debt. It links directly to the Council's estimates of capital expenditure, the capital financing requirement and cash flow requirements, and is a key management tool for in-year monitoring. Other long-term liabilities comprise finance lease, Private Finance Initiative and other liabilities that are not borrowing but form part of the Council's debt.

Operational Boundary	31.03.19 Boundary £m	31.03.19 Actual Debt £m	Complied
Borrowing	540	461	✓
Other long-term liabilities	140	121	✓
Total Debt	680	582	✓

Authorised Limit for External Debt: The authorised limit is the affordable borrowing limit determined in compliance with the Local Government Act 2003

It is the maximum amount of debt that the Council can legally owe. The authorised limit provides headroom over and above the operational boundary for unusual cash movements.

Authorised Limit	31.03.19 Boundary £m	31.03.19 Actual Debt £m	Complied
Borrowing	675	461	✓
Other long-term liabilities	160	121	✓
Total Debt	835	582	✓

Recommendations

That Council **notes** the Treasury Management Annual Report 2018/19.

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City Council

Urgent Decisions to be reported



Date of meeting: 16 September 2019
 Title of Report: **Urgent Decisions to be reported**
 Lead Member: Councillor Tudor Evans OBE (Leader)
 Lead Strategic Director: Giles Perritt (Assistant Chief Executive)
 Author: Claire Daniells, Senior Governance Advisor
 Contact Email: Claire.daniells@plymouth.gov.uk
 Your Reference: CD FC01 19/20
 Key Decision: No
 Confidentiality: Part I - Official

Purpose of Report

As set out in section 4.5 of Part C and section 14 of Part F of the Constitution, urgent decisions are required to be reported to the next ordinary Council meeting after they were taken. This report sets out the urgent decisions taken since the last meeting of Council on 24 June 2019. Copies of the decisions are provided as appendices.

Recommendations and Reasons

Council is requested to note the following decisions taken in line with due process:

- Plymouth Railway Station published 19 June 2019
 - This decision provided the required delegated authority for the relevant Strategic Director to enter into funding and legal agreements in order for the Railway Station Project to progress.
- Bereavement Infrastructure Project published 27 June 2019
 - Whilst funding for the acquisition of the property had been granted previously, this decision included express authority to acquire the property.

Alternative options considered and rejected

Railway Station Project – The Leader could have opted to give approval to the individual agreements; however, as the principle of the property transactions and funding required had already been given, it is usual for authority to be delegated to the relevant Director to enter into legal and funding arrangements.

Bereavement Infrastructure Project – Should the decision have been taken not to proceed with the acquisition, the proposed new crematorium would have been unable to proceed or meet the required timeframe for construction. This site was the only suitable site following two separate site assessments which looked across the city.

Relevance to the Corporate Plan and/or the Plymouth Plan

Plymouth Railway Station – the project is aligned to the Plymouth and South West Devon Joint Local Plan and meets our priority to provide an efficient transport network, increasing accessibility and connectivity between the station and city centre.

Bereavement Infrastructure Project – the Council’s Corporate Plan includes a commitment to delivery of cemetery and crematoria facilities fit for the future, the decision taken enabled this to be met.

Implications for the Medium Term Financial Plan and Resource Implications:

Plymouth Railway Station – there were no additional financial implications that were not considered as part of the Business Case approved in September 2018.

Bereavement Infrastructure Project – there were no additional financial implications that were not considered as part of the Business Case approved in July 2018

Carbon Footprint (Environmental) Implications:

None identified

Other Implications: e.g. Health and Safety, Risk Management, Child Poverty:

** When considering these proposals members have a responsibility to ensure they give due regard to the Council’s duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not.*

None associated with this report

Appendices

**Add rows as required to box below*

Ref.	Title of Appendix	Exemption Paragraph Number (if applicable)						
		1	2	3	4	5	6	7
A	Plymouth Railway Station Executive Decision							
B	Bereavement Infrastructure Project Executive Decision							


Background papers:

**Add rows as required to box below*

Please list all unpublished, background papers relevant to the decision in the table below. Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based.

Title of any background paper(s)	Exemption Paragraph Number (if applicable)						
	<i>If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</i>						
	1	2	3	4	5	6	7

Sign off:

Fin	19.20. 98	Leg	ALT/ 3050 8/05	Mon Off		HR		Asset s		Strat Proc	
Originating Senior Leadership Team member: Giles Perritt											
Please confirm the Strategic Director(s) has agreed the report? Yes											
Date agreed: 05/09/2019											
Cabinet Member approval:											
											
Date approved: 05/09/2019											

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EXECUTIVE DECISION

made by a **Cabinet Member**



REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – L3 19/20

Decision				
1	Title of decision: Plymouth Railway Stations			
2	Decision maker (Cabinet Member): Councillor Tudor Evans OBE (Leader)			
3	Report author and contact details: Matt Ward, Head of Strategic Development Projects, 07966 717018; matt.ward@plymouth.gov.uk			
4	Decision to be taken: Delegate the decision to enter into all funding and legal agreements relating to the railway station project to Anthony Payne, Strategic Director for Place.			
5	Reasons for decision: The Leader of the Council approved the Business Case for the railway station project on 11 September 2018 through Executive Decision reference L15 18/19. The Business Case set out details of the property transactions and funding required in order to secure the redevelopment of the railway station but omitted to delegate authority to enter into funding and legal agreements to the relevant Director. The project has now reached the stage where property-related legal agreements and funding agreements are required to be signed in order for the project to progress. The decision therefore delegates authority to enter into these agreements to the relevant Director.			
6	Alternative options considered and rejected: The Leader could be asked to provide approval to the individual agreements. However, the Leader has already approved the principle of the property transactions and funding required and it is usual for authority to be delegated to the relevant Director to enter into individual legal and funding agreements.			
7	Financial implications: There are no additional financial implications that were not considered as part of the Business Case approved in September 2018			
8	Is the decision a Key Decision? (Contact Democratic Support, 304469 for further advice)	Yes		
		No		
			x	results in the Council spending or raising annual income by more than £1million (or more than £3million if that is the total cost of a contract award/Capital Spend)
			x	results in the Council saving more than

				£1,000,000?
			x	results in the Council saving less than £1,000,000 and the saving will have a material impact upon service provision such as a significant change or a cessation of service delivery and associated staff redundancies or a significant impact on customers?
			x	has a significant impact on communities living or working in two or more wards?
If yes, date of publication of the notice in the Forward Plan				
9	Please specify how this decision is linked to the Council's corporate plan and/or the policy framework and/or the revenue/capital budget:	The budget for the railway station project has been included in the capital programme		
Urgent decisions				
10	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes	x	(If yes, the Lead Scrutiny Officer must be consulted before approaching the Chair of the Overview and Scrutiny Committee. Ensure that the Chair signs the report at section 11a and that section 11b is completed <u>after</u> the sign off codes in Section 17 are completed)
		No		(If no, go to section 12)
11a	Signature	Confirmed by Email Councillor Morris	Date	19 June 2019
	Print Name	Councillor Morris		
11b	Reason for urgency:	If the decision were to be delayed it would lead to significant delays to the project and significant increases in cost of the overall project.		
Consultation				
12	Are any other Cabinet members' portfolios affected by the decision?	Yes		(If yes, go to sections 13 and 14)
		No	x	

13	Which other Cabinet member's portfolio is affected by the decision?			
14	Please confirm that you have consulted this Cabinet member	Yes 10 June 2019	(No is not an option)	
15	Has any Cabinet member declared a conflict of interest?	Yes		Need a note of dispensation granted by the Council's Monitoring Officer
		No	x	
16	Which Corporate Management Team member has been consulted?	Name and title	Anthony Payne Strategic Director for Place 10 June 2019	
17	Please include the sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS9 19/20	
		Finance (mandatory)	pl19.20.28	
		Legal (mandatory)	31126/AC/13/6/19	
		Human Resources		
		Assets		
		IT		
		Procurement		
Other Information				
18	An Equalities Impact Assessment should be attached to the report	Yes	x	(Please attach the EIA to this report)
Briefing report				
19	Is the briefing report attached?	Yes	x	(No is not an option)
	List (and include a hyper link to) <u>published</u> work/information used to prepare the report.			
	Do you need to include any confidential/exempt information?	If yes, prepare a second, Part II, report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box. (Remember to keep as much information as possible in the briefing report that will be in the public domain)		
		Exemption Paragraph Number		

	1	2	3	4	5	6	7
Confidential/exempt briefing report title			x				
Business Case considered as part of Executive Decision L15 18/19							

Background Papers

- 20** Please list all background papers relevant to the decision in the table below.
- Background papers are unpublished works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. A folder or a file should not be cited as a background paper, though individual items within the folder or file may be. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.

Title	Part I	Part II	Exemption Paragraph Number						
			1	2	3	4	5	6	7

Cabinet Member Signature

- 21** I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget.

Signature		Date of decision	18 June 2019
Print Name	Councillor Tudor Evans		


EXECUTIVE DECISIONmade by a **Cabinet Member**
PLYMOUTH
CITY COUNCIL

**REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY
AN INDIVIDUAL CABINET MEMBER**
Executive Decision Reference Number – L6 19/20

Decision			
1	Title of decision:	Bereavement Infrastructure Project – Purchase of land for the proposed new Crematorium at Haye Road/Merafield Road, Plymouth	
2	Decision maker (Cabinet Member):	Councillor Tudor Evans OBE, Leader of Plymouth City Council	
3	Report author and contact details:	Laura Hathaway, MRICS, Principal Surveyor - Land & Property Email: laura.hathaway@plymouth.gov.uk John London, Senior Project and Contract Manager Email: john.london@plymouth.gov.uk	
4	Decision to be taken:	Approve the acquisition of the freehold interest in the property for the new Crematorium	
5	Reasons for decision:	The Leader of the Council approved the Business Case for the Bereavement Infrastructure Project on 23 July 2018 through Executive Decision reference L10 18/19. That decision allocated funding for the acquisition of the property to the Capital Programme but omitted to include express authority to acquire the property. Completion of the acquisition of the site is now imminent and authority to proceed with the acquisition is now required.	
6	Alternative options considered and rejected	Do not proceed with the acquisition. Rejected on the basis that this site was the only suitable site identified following two separate site assessments which looked across the City. Without this site the proposed new Crematorium would be unable to proceed or meet the require timeframe for construction.	
7	Financial implications:	There are no additional financial implications that were not considered as part of the Business Case approved in July 2018.	
8	Is the decision a Key Decision?	Yes	No

	(Contact Democratic Support, 304494 for further advice)		X	results in the Council spending or raising annual income by more than £1million (or more than £3million if that is the total cost of a contract award/Capital Spend)?
			X	results in the Council saving more than £1million
			X	results in the Council saving less than £1million and the saving will have a material impact upon service provision such as a significant change or a cessation of service delivery and associated staff redundancies or a significant impact on customers?
			X	has a significant impact on communities living or working in two or more wards?
If yes, date of publication of the notice in the Forward Plan				
9	Please specify how this decision is linked to the Council's corporate plan and/or the policy framework and/or the revenue/capital budget:	<p>The Council's Corporate Plan includes a commitment to delivery of cemetery and crematoria facilities fit for the future, the decision in this paper enables that commitment to be met.</p> <p>This decision supports a Growing City by investing in facilities that we can be proud to offer and become a destination of choice for remembrance.</p> <p>In addition the provision of a new Crematorium, which this decision supports meets a number of other Corporate Plan values and priorities including:</p> <p>It is Democratic by engaging with the funeral industry and increasing community engagement opportunities through open days and events as well as strengthening work with local schools and charities.</p> <p>It demonstrates Plymouth City Council's is committed to being Co-operative by working with our partners in the funeral industry and developing stronger ties with local bereavement charities</p> <p>It is a Caring Council that reduces health inequality by providing a modern accessible facility that is fit for purpose that meets the needs of the whole city</p> <p>The project supports economy growth as part of a Growing City that benefits as many people as possible</p>		
Urgent decisions				
10	Is the decision urgent and to be	Yes	X	(If yes, the Lead Scrutiny Officer must be

	implemented immediately in the interests of the Council or the public?			consulted before approaching the Chair of the Overview and Scrutiny Committee. Ensure that the Chair signs the report at section 11a and that section 11b is completed <u>after</u> the sign off codes in Section 17 are completed)
		No		(If no, go to section 12)
11a	Signature	Approved by email	Date	27 June 2019
	Print Name	Councillor Nick Kelly Chair		
11b	Reason for urgency: The need to acquire the land on July 01 2019 in order to enable the build to take place within the appropriate timeframe			
Consultation				
12	Are any other Cabinet members' portfolios affected by the decision?	Yes	<input checked="" type="checkbox"/>	(If yes, go to sections 13 and 14)
		No	<input type="checkbox"/>	
13	Which other Cabinet member's portfolio is affected by the decision?	Councillor Sally Haydon, Cabinet Member for Customer Focus, and Community Safety		
14	Please confirm that you have consulted this Cabinet member	Yes	<input type="checkbox"/>	(No is not an option)
15	Has any Cabinet member declared a conflict of interest?	Yes	<input type="checkbox"/>	Need a note of dispensation granted by the Council's Monitoring Officer
		No	<input checked="" type="checkbox"/>	
16	Which Corporate Management Team member has been consulted?	Name and title	Dr Ruth Harrell, Director of Public Health	
17	Please include the sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS15 19/20	
		Finance (mandatory)	pl.19.20.33	
		Legal (mandatory)	25927/AC/26/6/19	
		Human Resources	N/a	
		Assets	7849/LH/27/6/19	
		IT	N/a	
		Procurement	N/a	
Other Information				

18	An Equalities Impact Assessment should be attached to the report	Yes	✓	(Please attach the EIA to this report)						
Briefing report										
19	Is the briefing report attached?	Yes	✓	(No is not an option)						
	List (and include a hyper link to) <u>published</u> work/information used to prepare the report.									
	Do you need to include any confidential/exempt information?	If yes, prepare a second, Part II, report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box. (Remember to keep as much information as possible in the briefing report that will be in the public domain)								
			Exemption Paragraph Number							
			1	2	3	4	5	6	7	
Part II Business Case					X					
Background Papers										
20	Please list all background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. A folder or a file should not be cited as a background paper, though individual items within the folder or file may be. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.									
	Title	Part I	Part II	Exemption Paragraph Number						
				1	2	3	4	5	6	7
Cabinet Member Signature										
21	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget.									
Signature					Date of decision		27/6/19			

Print Name	TUDOR EVANS
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