



5 December 2023

RUGBY BOROUGH COUNCIL

A meeting of Rugby Borough Council will be held in the Council Chamber at the Town Hall, Rugby at 7.00pm on Wednesday 13 December 2023.

Members of the public may also view the meeting via the livestream available on the Council's website.

Mannie Ketley
Chief Executive

A G E N D A

PART 1 – PUBLIC BUSINESS

1. Apologies for absence.
2. Minutes.

To approve the minutes of the meeting held on 25 October 2023.
3. Declaration of Interests.

To receive declarations of -
 - (a) non-pecuniary interests as defined by the Council's Code of Conduct for Councillors;
 - (b) pecuniary interests as defined by the Council's Code of Conduct for Councillors; and
 - (c) notice under Section 106 Local Government Finance Act 1992 - non-payment of Community Charge or Council Tax.
4. To receive the Mayor's Announcements.
5. Questions pursuant to Standing Order 10.

6. To receive the reports of Cabinet and Committees which have met since the last meeting of the Council and to pass such resolutions and to make such orders thereon as may be necessary:

(a) Cabinet – 4 December 2023

(1) Modification of the Willoughby Neighbourhood Plan and agreement of the Schedule of Changes – Growth and Investment Portfolio.

(2) Creation of Duty Manager post at The Benn Hall – Leisure and Wellbeing Portfolio.

(3) Football Pitch Improvement Programme – Leisure and Wellbeing Portfolio.

(4) Finance and Performance Monitoring 2023/24 – Quarter 2 – Finance, Performance, Legal and Governance Portfolio.

(5) Additional Disabled Facilities Grant Funding 2023/24 – Communities and Homes Portfolio.

(6) Support of the Voluntary and Community Sector 2024/25 – Communities and Homes Portfolio.

(7) Housing Revenue Stock Condition survey – Communities and Homes Portfolio.

7. To receive and consider the report of officers.

(a) Localism Act – Pay Policy Statement – report of the Chief Officer – Legal and Governance (report to follow).

(b) Appointments to Outside Bodies – Miscellaneous Appointments - report of the Chief Officer – Legal and Governance.

(c) Polling Districts and Places Review 2023 – report of the Returning Officer.

8. Notices of Motion pursuant to Standing Order 11.

(a) "Rugby Borough Council has declared a Climate Emergency. Government policy is for heat source air pumps to be used.

The Government definition for noise policy standards is that "the noise has no adverse effect so long as the exposure does not cause any change in behaviour, attitude or other physiological responses of those affected by it" the policy is unclear regarding community buildings /churches etc. A domestic dwelling installation is a permitted development if it meets the noise standard of MCS20. On the other hand, community buildings must incur the cost of planning permission, and on top of that this Councils practice is to require a sound survey to BS4142 – although this standard is not appropriate for non-residential premises such as offices, schools, churches.

This condition adds extra cost to organisations and need only be made known to the community group at the end of the consultation period leading to further delays and unnecessary hindrance to the implementation of CO2 reduction technology and so is not in line with the declared climate emergency.

Council requests that the Climate Emergency Working group review this Council's policy regarding this matter with the view to making it more appropriate to apply the noise requirements of MCS20 to community buildings."

Proposer: Councillor Mrs McKenzie
Seconder: Councillor Roodhouse

(b) "Recent evidence demonstrates that the Borough of Rugby is seeing increasing number of families and individuals in food poverty. Data from the Rugby Foodbank shows that there has been a 34% rise in the number of users this year compared to a similar period last year, and many of those are people in work. Figures from BRANCAB show that in the quarter April- June this year 634 people needed help with debt, 1086 with benefits and tax credits, 264 with Universal Credit and 417 with help for food banks.

The Council's recently adopted Corporate delivery plan included tackling health inequalities as a priority:

3.8 Health & Wellbeing

para 3.8D calls for the identifying and removal of barriers to health inequality. It is also well recognised that healthy eating is better for your general and mental health.

Council therefore requests that a task and finish group be established and such group make recommendations to the joint Town Centre Regeneration and Asset Management Members' Group to come forward with proposals for the establishment of a community supermarket. With the involvement of stakeholders (including the foodbank) and the community this would be a way of providing fresh food at an affordable price over a sustained period of time rather than the emergency service provided by the foodbank. The shop will ideally be in the town centre for ease of access and provide fresh food from suppliers such as Fare Share to those people who struggle to afford high costs of food. Such projects also provide signposting to other support services, advice on healthy eating and cookery classes. There are different models we can learn from in Leamington and Coventry. Evidence from similar projects elsewhere have shown that they are very effective way of engaging with residents and of addressing health inequalities.

In 2020 Rugby Borough Council started to develop a plan to open such a project. It is now time to revisit that plan and involve registered social landlords and the wider community in the work to provide a community supermarket in our borough. This work should be aligned with any existing work that is currently underway."

Proposer: Cllr Barbara Brown
Seconder: Cllr Isabelle McKenzie

(c) "Council requests that officers prepare an options appraisal presenting the pros and cons of different options for Rugby Borough Council's cycle, namely:

1. Elections by thirds; three annual elections over a four-year cycle (current model).
2. Elections by halves; with half the councillors being elected every other year.

3. Whole of Council elections; all councillors elected once every four years.

The scope of the paper should include:

- a) Quantitative cost benefit analysis based on estimates of election costs and demands on officers' time for each option.
- b) Quantitative/Qualitative evidence from other councils of the realised pros/cons of each option.
- c) An outline of the likely timing and content of guidance from the electoral commission on ward/boundary changes.
- d) The statutory requirements in respect of any proposed change to the electoral cycle.
- e) Any other information the officer responsible considers relevant to include.

The purpose of the options appraisal is to provide evidence that Council can use as a basis for public consultation and decision-making. The paper should outline the consultation requirements in respect of any electoral change from the status quo.

The paper should be delivered within 2 months from the date of the Council meeting (or by the Council meeting on 21 February 2024)."

Proposer: Councillor Ms Livesey

Seconder: Councillor Mistry

(d) "Council requests that Officers prepare a detailed assessment of take-up and participation levels for the current Rugby Local Plan Issues & Options consultation phase once concluded and that this analysis is reported back to Full Council for consideration.

There exists a concern that many residents are unaware of the Local Plan consultation process at all, how it works and the difference between informal consultations and statutory consultations.

Effective consultation is the lifeblood of any healthy local democracy, not only in its delivery but also its public perception to honestly engender and maintain the trust of communities.

Residents have complained about lack of awareness of consultations due: to poor communications, badly targeted advertising and / or ineffective media being used. Council acknowledges the primary objective of any public consultation should be to gather the opinions and views of residents and take these into account in any decision-making process. There are residents who believe their opinions may well be ignored or dismissed. Council further acknowledges it should be made clear whether the outcome of a consultation is advisory or binding.

There also exists significant concern that many sections of our society are being excluded from the Local Plan consultation process and officers are asked to report back on how engagement levels are being monitored by, for example, age group, urban/rural status, ethnic minority groups, special interest groups, sports and recreation clubs, socio economic standing, education, and religious bodies as well as other key stakeholder groups across the Borough.

Council further acknowledges that trusted and effective consultation is needed now more than ever and therefore commits to re-consulting on the Rugby Local Plan if the initial phase is deemed to be unsatisfactory by Full Council.

The paper should be delivered within one month from the date of the conclusion of the Consultation phase (or by the Council meeting on 21 February 2024).

Beyond this Local Plan process Officers are asked to commit to the highest levels of effective consultation and other forms of public engagement such as focus groups, co-production etc, where appropriate in all major future engagements. These targets should be explicitly communicated to Council at the outset of any future work.”

Proposer: Councillor Moran

Seconder: Councillor Slinger

9. Correspondence.

10. Common Seal.

To order the affixing of the Common Seal to the various orders, deeds and documents to be made or entered into for carrying into effect the several decisions, matters and things approved by the Council and more particularly set out in the reports adopted at this meeting.

PART 2 – EXEMPT INFORMATION

There is no business involving exempt information to be considered.

QUESTIONS AT COUNCIL

A Councillor may ask a question at the meeting by giving notice in writing of the question to the Chief Executive no later than midday on Thursday 7 December 2023. The rules relating to Questions are set out in Part 3A of the Council's Constitution.

REPORT OF CABINET

4 December 2023

PRESENT:

Councillors Poole (Chair), Daly, Picker, Ms Robbins, Ms Watson-Merret and Willis.

Councillors Mistry and Roodhouse were also in attendance.

1. MODIFICATION OF THE WILLOUGHBY NEIGHBOURHOOD PLAN AND AGREEMENT OF THE SCHEDULE OF CHANGES

Cabinet considered a report concerning the proposed approval of the Willoughby Neighbourhood Development Plan in accordance with the schedule of modifications submitted and the issuing of a Schedule of Changes (Modification Document) detailing the changes. The report is available here:

<https://www.rugby.gov.uk/documents/20124/6934107/Agenda+Item+5+-+Willoughby+Neighbourhood+Plan+and+Schedule+of+Changes.pdf/bc69586f-1c08-97fd-e1a6-f345f0f407fe?version=1.0&t=1701363583207>

Recommendation of Cabinet

Cabinet recommended to Council that –

- (1) the modifications to the Willoughby Neighbourhood Development Plan be accepted in accordance with Section 61M(4) of the Town and Country Planning Act 1990 (as applied by Section 38C of the Town and Country Planning Act 2004);
- (2) the Modification Document (Schedule of Changes) required under regulation 30 of the Neighbourhood Planning (General) Regulations 2012 be approved (draft document included in Appendix 1); and
- (3) both the Willoughby Neighbourhood Development Plan and the Schedule of Changes Document be published on the Council's website and any required notifications issued.

Recommended that – the recommendation of Cabinet be approved.

2. CREATION OF DUTY MANAGER POST AT THE BENN HALL

Cabinet considered a report concerning the proposed creation of the post of Duty Manager at the Benn Hall. The report is available here:

<https://www.rugby.gov.uk/documents/20124/6934107/Agenda+item+6+-+Duty+manager+post+at+the+Benn+Hall.pdf/fc86286f-e1d6-2ed8-3aea-8afdc3a8dc15?version=1.0&t=1701363583987>

Recommendation of Cabinet

Cabinet decided to recommend to Council that –

- (1) the post of Duty Manager be added to the establishment;
- (2) a temporary staffing budget of £9,083 be introduced for 2023/24 which will be funded from additional income from fees and charges; and
- (3) a permanent staffing budget of £31,140 be introduced for 2024/25 which will be funded from additional income from fees and charges be approved.

Recommended that – the recommendation of Cabinet be approved.

3. FOOTBALL PITCH IMPROVEMENT PROGRAMME

Cabinet considered a report concerning the use of Section 106 funding to be grant funded to Rugby & District Sunday League as match funding towards football pitch improvement programme projects on Council managed public football pitches. The report is available here:

<https://www.rugby.gov.uk/documents/20124/6934107/Agenda+item+7+-+Football+Pitch+Improvement+Programme.pdf/429958fd-09eb-718f-7a20-b131532b92ed?version=1.0&t=1701363584662>

Recommendation of Cabinet

Cabinet decided to recommend to Council that the use of Section 106 funding to be grant funded to Rugby & District Sunday League as match funding towards football pitch improvement programme projects on Council managed public football pitches.

Recommended that – the recommendation of Cabinet be approved.

4. FINANCE AND PERFORMANCE MONITORING 2023/24 – QUARTER 2

Cabinet considered a report together with a supplementary report concerning the anticipated 2023/24 financial and performance position for the Council based on data at 30 September 2023 (Quarter 2) together with proposed 2023/24 budget adjustments for approval as required by Financial Standing Orders. Both the report and supplementary report are available here:

<https://www.rugby.gov.uk/documents/20124/6934107/Agenda+item+8+-+Finance+and+Performance+Monitoring+%28Quarter+2%2C+2023-24%29.pdf/7e868f37-a973-d4ba-1d91-877f283a9c4d?version=2.0&t=1701445478484>

<https://www.rugby.gov.uk/documents/20124/6934107/Supplementary+Report+-+Agenda+item+8+-+Finance+and+Performance+Monitoring+2023-24+Q2.pdf/4bc5056f-f0e8-f418-f301-307a23333c0a?version=2.0&t=1701710094812>

Recommendation of Cabinet

Cabinet decided to recommend to Council that a supplementary budget of £0.485m be established to support with the additional costs of Council house voids repairs as per Appendix 3 of the report.

Recommended that – the recommendation of Cabinet be approved.

5. ADDITIONAL DISABLED FACILITIES GRANT FUNDING 2023/24

Cabinet considered a report concerning proposals to transfer the allocation of additional funding for Disabled Facilities Grants for 2023/24 to the HEART partnership who deliver these services on behalf of the Council. The report is available here:

<https://www.rugby.gov.uk/documents/20124/6934107/Agenda+item+10+-+Additional+DFG+grant+funding+2023-24.pdf/4dc02746-0c29-36d1-68ff-77046a900630?version=1.0&t=1701363586049>

Recommendation of Cabinet

Cabinet decided to recommend to Council that the capital programme relating to the DFG capital project be increased with a supplementary budget of £62,586 for 2023/24 to enable the funds to be allocated to HEART to administer on the Council's behalf.

Recommended that – the recommendation of Cabinet be approved.

6. SUPPORT OF THE VOLUNTARY AND COMMUNITY SECTOR 2024/25

Cabinet considered a report concerning proposals for the Council's continued funding of the local voluntary and community sector for 2024/25. The report is available here:

<https://www.rugby.gov.uk/documents/20124/6934107/Agenda+item+11+-+Support+of+the+Voluntary+and+Community+Sector+2024-25.pdf/3a02cf4f-2aaa-588d-d3eb-a1c194909253?version=1.0&t=1701363586912>

Recommendation of Cabinet

Cabinet decided to recommend to Council that –

- (1) the grant funding of the community associations and Foodbank, as detailed in table 1.0 of the report, be considered as part of budget setting for 2024/25;
- (2) delegated authority be given to the Chief Officer of Communities and Homes and the Chief Officer of Legal and Governance to determine the

final grant terms;

- (3) a ringfenced reserve of £10,000 be set aside for funding projects, which are in the interests of the Council to see delivered, that are unable to attract funding from another source. WCAVA, in consultation with the Communities and Projects Manager, will refer potential projects for consideration by the Grants Working Group; and
- (4) further work be undertaken in 2024/25 to develop proposals for the future funding of the voluntary and community sector.

Recommended that – the recommendation of Cabinet be approved.

7. HOUSING REVENUE ACCOUNT STOCK CONDITION SURVEY

Cabinet considered a report concerning proposals for the commissioning of a stock condition survey to provide an evidence base for determining future investment in the Council's portfolio of Housing Revenue Account properties. . The report is available here:

<https://www.rugby.gov.uk/documents/20124/6934107/Agenda+item+12+-+HRA+Stock+Condition+Survey.pdf/9cbc8c2b-bbf8-4784-6670-804614ef6f12?version=1.0&t=1701363587592>

Recommendation of Cabinet

Cabinet decided to recommend to Council that –

- (1) the proposed phase 1 (as outlined in section 3.2 of the report) stock condition survey be approved;
- (2) a supplementary budget of £283,000 from Housing Revenue Account reserves be established for phase 1 of the stock condition survey; and
- (3) provision be made at Housing Revenue Account budget setting for 2024/25 onwards for a rolling programme of 20% stock condition surveys and 350 Energy Performance Certificates per annum, or in compliance with the prevailing requirements of the Regulator for social housing, or its equivalent.

Recommended that – the recommendation of Cabinet be approved.

**COUNCILLOR D POOLE
CHAIR**

AGENDA MANAGEMENT SHEET

Report Title:	Appointments to Outside Bodies - Miscellaneous Appointments
Name of Committee:	Council
Date of Meeting:	13 December 2023
Report Director:	Chief Officer – Legal and Governance
Portfolio:	Finance, Performance, Legal and Governance
Ward Relevance:	All Wards
Prior Consultation:	Trustees of Lawrence Sheriff Almshouses
Contact Officer:	Linn Ashmore, Democratic Services Officer linn.ashmore@rugby.gov.uk
Public or Private:	Public
Report Subject to Call-In:	No
Report En-Bloc:	No
Forward Plan:	Yes
Corporate Priorities:	This report relates to the following priority(ies): <input type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C) <input type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E) <input type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC) <input checked="" type="checkbox"/> Rugby Borough Council is a responsible, effective and efficient organisation. (O) Corporate Strategy 2021-2024 <input type="checkbox"/> This report does not specifically relate to any Council priorities but
Summary:	Two appointments to the Trustees of Lawrence Sheriff Almshouses require re-appointments.
Financial Implications:	There are no financial implications arising from this report.

Risk Management/Health and Safety Implications:	There are no significant risk management implications arising from this report.
Environmental Implications:	There are no environmental implications arising from this report.
Legal Implications:	There are no legal implications arising from this report.
Equality and Diversity:	There are no equality and diversity considerations arising from this report.
Options:	To approve or not approve the recommendation to re-appoint Councillors Mrs Roodhouse and J Roodhouse.
Recommendation:	Councillors Mrs Roodhouse and J Roodhouse be re-appointed to the Trustees of Lawrence Sheriff Almshouses for a term of office expiring on 13 December 2026.
Reasons for Recommendation:	To ensure continuation of representations made by Rugby Borough Council.

Council - 13 December 2023

Appointments to Outside Bodies - Miscellaneous Appointments

Public Report of the Chief Officer for Legal and Governance

Recommendation

Councillors Mrs Roodhouse and J Roodhouse be re-appointed to the Trustees of Lawrence Sheriff Almshouses for a term of office expiring on 13 December 2026

1. EXECUTIVE SUMMARY

- 1.1 In order that appointments can be made to key outside bodies such as charitable bodies, local partnerships and other organisations, a schedule of appointments is produced.
- 1.2 Some appointments are renewed at the beginning of each municipal year and some are renewed in line with the constitutions or aims and objects of the individual organisations.
- 1.3 Two appointments to the Trustees of Lawrence Sheriff Almshouses require reappointments.

2. TRUSTEES OF LAWRENCE SHERIFF ALMSHOUSES

- 2.1 The Trustees have been contacted and have confirmed that the reappointments should be approved.

Name of Meeting: Council

Date of Meeting: 13 December 2023

Subject Matter: Appointments to Outside Bodies - Miscellaneous
Appointments

Originating Department: Democratic Services

DO ANY BACKGROUND PAPERS APPLY YES NO

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

The background papers relating to reports on planning applications and which are open to public inspection under Section 100D of the Local Government Act 1972, consist of the planning applications, referred to in the reports, and all written responses to consultations made by the Local Planning Authority, in connection with those applications.

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A

AGENDA MANAGEMENT SHEET

Report Title:	Polling District and Places Review 2023
Name of Committee:	Council
Date of Meeting:	13 December 2023
Report Director:	Returning Officer
Portfolio:	Finance, Performance, Legal & Governance
Ward Relevance:	All
Prior Consultation:	All Group Leaders
Contact Officer:	Aftab Razzaq
Public or Private:	Public
Report Subject to Call-In:	Yes
Report En-Bloc:	No
Forward Plan:	Yes
Corporate Priorities:	This report relates to the following priority(ies): <input type="checkbox"/> Rugby is an environmentally sustainable place, where we work together to reduce and mitigate the effects of climate change. (C) <input type="checkbox"/> Rugby has a diverse and resilient economy that benefits and enables opportunities for all residents. (E) <input type="checkbox"/> Residents live healthy, independent lives, with the most vulnerable protected. (HC) <input checked="" type="checkbox"/> Rugby Borough Council is a responsible, effective and efficient organisation. (O) Corporate Strategy 2021-2024 <input type="checkbox"/> This report does not specifically relate to any Council priorities but
(C) Climate (E) Economy (HC) Health and Communities (O) Organisation	
Summary:	This report seeks recommendation from Council for approval of plans for a statutory review of polling districts and polling places within the borough.
Financial Implications:	None arising direct from this report.

Risk Management/Health and Safety Implications:	The background report referred to within the body of the report sets out the legal requirements and the basis of a polling district and places review. The failure to undertake and approved these recommendations would result in the Council and the Returning Officer not discharging their statutory responsibilities.
Environmental Implications:	None.
Legal Implications:	As detailed within the report.
Equality and Diversity:	The Council has duly considered the relevant Equality and Diversity implications, and none are directly arising. This is detailed within the attached Impact Assessment (Appendix 2)
Options:	To approve or reject the recommendation.
Recommendation:	The Polling Districts and Places, as set out in Appendix 1 to the report, be adopted.
Reasons for Recommendation:	To ensure the Returning Officer and Electoral Registration Officer is able to discharge the responsibilities as detailed within the report.

Council - 13 December 2023

Polling District and Places Review 2023

Public Report of the Returning Officer

Recommendation

The Polling Districts and Places, as set out in Appendix 1 to the report, be adopted.

1. INTRODUCTION

- 1.1 At the September Full Council meeting a resolution was approved for the Council to undertake a Polling District and Places Review. A copy of the report can be found at the following link:

<https://www.rugby.gov.uk/documents/20124/6621617/Agenda+item+7%28a%29+-+Polling+Districts+and+Places+Review+2023.pdf/00f16ebc-409c-3ab3-034d-4813f983537f?version=1.0&t=1701779062424>

2. POLLING DISTRICTS AND POLLING PLACES REVIEW

- 2.1 The Electoral Registration and Administration Act 2013 amended the Representation of the People Act 1983 and introduced a change to the timing of compulsory reviews of UK Parliamentary polling districts and places. This must be undertaken every five years and ahead of the upcoming General Election a resolution was passed that the Council undertook the required consultation at its Council meeting in September.
- 2.2 The aim of any such review as outlined in electoral guidance is:
- Seek to ensure that all electors in a constituency in the local authority area have such reasonable facilities as are practicable in the circumstances
 - Seek to ensure that, so far as is reasonable and practicable, every polling place which the local authority is responsible for is accessible to electors who are disabled

3. THE REVIEW

- 3.1 The consultation period ran from the 2 October to 31 October 2023.
- 3.2 A copy of the responses are set out in Appendix 1 and are highlighted in blue.
- 3.3 Following due consideration of both the consultation responses and the overall review the Returning Officer has proposed changes to the Polling Districts and Places as highlighted in yellow in Appendix 1.

- 3.4 A copy of the various ward maps can be found at the following link;
[Review of Polling Districts and Polling Places - Rugby Borough Council](#)

4. CONCLUSION

- 4.1 As set out within this report and the previous report to Full Council, this is a statutory requirement and due consideration has been given by the Council's Returning Officer. The proposed recommendation seeks Council approval for the changes set out in Appendix 1.

Name of Meeting: Council

Date of Meeting: 13 December 2023

Subject Matter: Polling District and Places Review 2023

Originating Department: Legal and Governance

DO ANY BACKGROUND PAPERS APPLY YES NO

LIST OF BACKGROUND PAPERS

Doc No	Title of Document and Hyperlink

The background papers relating to reports on planning applications and which are open to public inspection under Section 100D of the Local Government Act 1972, consist of the planning applications, referred to in the reports, and all written responses to consultations made by the Local Planning Authority, in connection with those applications.

Exempt information is contained in the following documents:

Doc No	Relevant Paragraph of Schedule 12A

Rugby Constituency

Polling District	Consisting of (old PD letters)	Parish	Constituency	County Division	Polling station and polling place	Electorate (September 2023)	Accessibility	Comments Received During Consultation	Acting Returning Officer Comment	Recommendation
Admirals & Cawston										
ADC1	AA and AB (part)		Rugby	Admirals & Cawston	Henry Hinde Junior School, Cornwallis Road, Bilton	1244	✓		Well known building situated within the polling district AA. Polling districts AA, AB and AC have been reconfigured to provide a more even electorate split across the polling stations at this venue. Use of a school is not desirable but previous reviews recorded no other suitable premises within the polling districts.	Henry Hinde Junior School should remain as the polling place for these polling districts.
ADC2	AC and AB (part)		Rugby	Admirals & Cawston	Henry Hinde Junior School, Cornwallis Road, Bilton	1180				
ADC3	AD1	Cawston	Rugby	Admirals & Cawston	Cawston Community Hall, Scholars Drive, Cawston	1958	✓		Well known building situated within the parish of Cawston and the polling district and convenient for voters.	Cawston Community Hall should remain as the polling place for this polling district
ADC5	AE		Rugby	Admirals & Cawston	Bilton Methodist Church, Lawford Lane, Bilton	730	Limited parking		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Bilton Methodist Church should remain as the polling place for this polling district
Benn										
BEN1	BA and BB (part)		Rugby	Benn	Benn Hall, Newbold Road, Rugby	483	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	The Benn Hall should remain as the polling place for this polling district
BEN2	BA (part), BB (part), BC (part) and BD (part)		Rugby	Benn	Benn Hall, Newbold Road, Rugby	1049	✓		Well known building situated within the polling district and convenient for voters.	The Benn Hall should remain as the polling place for this polling district
BEN3	BC		Rugby	Benn	Benn Partnership Centre, Railway Terrace, Rugby	856	Car park is situated away from venue. Limited on street parking. Narrow corridor provides tight access		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	The Benn Partnership Centre should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
BEN4	BD (part) and BF		Rugby	Benn	Benn Partnership Centre, Railway Terrace, Rugby	1189	Car park is situated away from venue. Limited on street parking. Narrow corridor provides tight access		Well known building situated within the polling district and convenient for voters.	The Benn Partnership Centre should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
BEN5	BE (part), BG and BH (part)		Rugby	Benn	Pakistani Community Centre, Cambridge Street, Rugby	1229	Limited on street parking		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Pakistani Community Centre should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
BEN6	BH (part) and BI		Rugby	Benn	Pakistani Community Centre, Cambridge Street, Rugby	1017	Limited on street parking		Well known building situated within the polling district and convenient for voters.	Pakistani Community Centre should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
BEN7	BJ		Rugby	Eastlands	Pakistani Community Centre, Cambridge Street, Rugby	66	Limited on street parking		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Pakistani Community Centre should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
Bilton										
BIL1	CA, CB and CC (part)		Rugby	Admirals & Cawston	Bilton Bowling Club, Bawnmore Road, Bilton	597	Limited parking. Narrow corridor provides tight access		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Bilton Bowling Club should remain as the polling place for these polling districts. Officers will continue to seek an alternate venue
BIL2	CC (part) and CD		Rugby	Admirals & Cawston	Bilton Bowling Club, Bawnmore Road, Bilton	804	Limited parking. Narrow corridor provides tight access			

Appendix 1

BIL3	CE and CL		Rugby	Bilton & Hillside	Bilton Methodist Church, Lawford Lane, Bilton	803	Limited parking		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Bilton Methodist Church should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
BIL4	CF and CG		Rugby	Bilton & Hillside	Bilton Bowling Club, Bawnmore Road, Bilton	772	Limited parking. Narrow corridor provides tight access		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Bilton Bowling Club should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
BIL5	CH and CI		Rugby	Bilton & Hillside	Bilton Bowling Club, Bawnmore Road, Bilton	569	Limited parking. Narrow corridor provides tight access		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Bilton Bowling Club should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
BIL6	CJ		Rugby	Bilton & Hillside	The Woodlands Centre, Cymbeline Way, Bilton	372	Portable ramp. Gravel surface in car park provides difficult access		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	The Woodlands Centre should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
BIL7	CK		Rugby	Bilton & Hillside	The Woodlands Centre, Cymbeline Way, Bilton	1363	Portable ramp. Gravel surface in car park provides difficult access		Well known building situated within the polling district and convenient for voters.	The Woodlands Centre should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
Clifton, Newton and Churchover										
CNC1	KJ1	Churchover (Churchover North ward)	Rugby	Fosse	Churchover Community Centre, Churchover	342	✓		Well known building situated within the parish of Churchover and the polling district and convenient for voters.	Churchover Community Centre should remain as the polling place for this polling district
CNC2	KK1	Clifton upon Dunsmore (Clifton Upon Dunsmore ward)	Rugby	Fosse	Townsend Memorial Hall, Clifton upon Dunsmore	1016	✓		Well known building situated within the parish of Clifton upon Dunsmore and the polling district and convenient for voters.	Townsend Memorial Hall should remain as the polling place for this polling district
CNC3	LA	Newton & Biggin	Rugby	Fosse	Newton Village Hall, Newton	963	✓		Well known building situated within the parish of Newton & Biggin and the polling district and convenient for voters.	Newton Village Hall should remain as the polling place for this polling district
Coton and Boughton										
CBO1	KJ2	Churchover (Churchover South ward)	Rugby	Brownsover & Coton Park	Propose move to The Griffin School, Lower Lodge Avenue, Rugby instead of Brownsover Community School	1023	✓		The Griffin Primary School has been identified as a suitable venue within the new development of Eden Park. It is situated within the parish of Churchover and the polling district. This venue is considered to be a more easily accessible and convenient venue for polling, and will have the capacity to accommodate the future housing development within this polling district.	The Griffin School should be adopted as the polling place for this polling district
CBO2	DA		Rugby	Brownsover & Coton Park	Brownsover Community School, Webb Drive, Brownsover	711	✓	Our current polling station is Brownsover Community School. I would like to make the suggestion that schools are not used for polling stations. My justification for this is the disruption to learning it causes. We would all agree the importance of education, and missing school is considered very significant by the school itself and the local education authority. The use of a school building by the electoral services completely contradicts this position. I appreciate the difficulties which occur as a result of no other suitable buildings for polling stations in the electoral patch, but my personal opinion is that school should be avoided - even if that means having voters using buildings in different areas or changing the boundaries to include suitable buildings. For your information my address is REDACTED. I have a conflict of interest in that my REDACTED attends brownsover community school. I appreciate your consideration on this matter.	Well known building situated within the polling district DC. Use of a school is not desirable but previous reviews recorded no other suitable premises within the polling districts.	Brownsover Community School should remain as the polling place for these polling districts. Officers will continue to seek an alternate venue
CBO3	DB		Rugby	Brownsover & Coton Park	Brownsover Community School, Webb Drive, Brownsover	1070				
CBO4	DC		Rugby	Brownsover & Coton Park	Brownsover Community School, Webb Drive, Brownsover	1161				

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CBO5	DD		Rugby	Brownsover & Coton Park	Main Chapel, Christ Church, Brownsover	810	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Main Chapel, Christ Church should remain as the polling place for this polling district
CBO6	DE		Rugby	Brownsover & Coton Park	Main Chapel, Christ Church, Brownsover	917	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Main Chapel, Christ Church should remain as the polling place for this polling district
Dunsmore										
DUN9	KP3 and KP1 (part)	Dunchurch	Rugby	Dunsmore & Leam Valley	Dunchurch Sportsfield & Village Hall, Rugby Road, Dunchurch	950	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	The Sacred Heart Catholic Church has been identified as a suitable and more convenient polling place for this polling district and should be adopted
DUN10	KO		Rugby	Dunsmore & Leam Valley	Dunchurch Sportsfield & Village Hall, Rugby Road, Dunchurch	337	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Dunchurch Sportsfield & Village Hall should remain as the polling place for this polling district
Eastlands										
EAS1	JA, JB (part) and JC (part)		Rugby	New Bilton & Overslade	Propose move to Community Room, Alfred Green Close, Dunchurch Road, Rugby instead of The Arnold House	634	✓	We seem to have a very low turnout at this polling station [Masonic Lodge Eastlands]. Can we consider moving it to the Percival Guildhouse or RAGM	The Community Room at Alfred Green Close is a well known building situated within the polling district and convenient for voters.	Community Room at Alfred Green Close should be adopted as the polling place for this polling district
EAS2	JB (part) and JC (part)		Rugby	New Bilton & Overslade	The Arnold House, Elsee Road, Rugby	435	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	The Arnold House should remain as the polling place for this polling district
EAS3	JK		Rugby	Benn	The Arnold House, Elsee Road, Rugby	170	✓		Well known building situated within the polling district and convenient for voters.	The Arnold House should remain as the polling place for this polling district
EAS4	JD and JI		Rugby	Eastlands	St Margarets Hall, Rugby United Reformed Church, Hillmorton Road, Rugby	1686	✓		Well known building situated within the polling district and convenient for voters.	St Margarets Hall, Rugby United Reformed Church should remain as the polling place for this polling district
EAS5	JE		Rugby	Eastlands	St Peter's & St John's Church Hall, St Peters Road, Rugby	249	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	St Peter's & St John's Church Hall should remain as the polling place for this polling district
EAS6	JF and JJ		Rugby	Eastlands	St Peter's & St John's Church Hall, St Peters Road, Rugby	1294	✓		Well known building situated within the polling district and convenient for voters.	St Peter's & St John's Church Hall should remain as the polling place for this polling district
EAS7	JG and JH		Rugby	Eastlands	St Peter's & St John's Church Hall, St Peters Road, Rugby	1175	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	St Peter's & St John's Church Hall should remain as the polling place for this polling district
Hillmorton										
HIL1	EA		Rugby	Hillmorton	Rogers Hall, Deerings Road, Hillmorton	1430	✓		Well known building situated within the polling district and convenient for voters.	To adopt Rogers Hall as the polling place for this polling district
HIL2	EB		Rugby	Hillmorton	Hillmorton Manor Hotel, High Street, Hillmorton	1058	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Hillmorton Manor Hotel should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
HIL3	EC		Rugby	Hillmorton	Hillmorton Manor Hotel, High Street, Hillmorton	1802	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Hillmorton Manor Hotel should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
HIL4	KK2	Clifton upon Dunsmore (Rugby Radio Station)	Rugby	Hillmorton	The Barn, Houlton	2083	✓		Well known building situated within the parish of Clifton on Dunsmore and the polling district and convenient for voters.	The Barn should remain as the polling place for this polling district
New Bilton										
NEW1	FA		Rugby	New Bilton & Overslade	Indian Community Centre, Edward Street, Rugby	1237	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	The Indian Community Centre should remain as the polling place for this polling district
NEW2	FB		Rugby	New Bilton & Overslade	Indian Community Centre, Edward Street, Rugby	627	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	The Indian Community Centre should remain as the polling place for this polling district

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NEW3	FC		Rugby	New Bilton & Overslade	Indian Community Centre, Edward Street, Rugby	544	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	The Indian Community Centre should remain as the polling place for this polling district
NEW4	FD		Rugby	New Bilton & Overslade	The Church of Jesus Christ of Latter Day Saints, Oliver Street, Rugby	242	✓		Well known building situated within the polling district and convenient for voters.	The Church of Jesus Christ of Latter Day Saints should remain as the polling place for this polling district
NEW5	FE		Rugby	Admirals & Cawston	Propose move to Community Room at Dryden Place, New Bilton instead of St Matthews & St Oswalds Church	677	✓		During Covid, the polling station moved to St Matthews & St Oswalds Church due to public health concerns. It is considered that the polling station should now move back to the Community Room at Dryden Place. It is a well known building situated within the polling district and convenient for voters.	Community Room at Dryden Place should be adopted as the polling place for this polling district
NEW6	FF		Rugby	New Bilton & Overslade	St Matthews & St Oswalds Church, New Bilton	791	✓		Well known building situated within the polling district and convenient for voters.	St Matthews & St Oswalds Church should remain as the polling place for this polling district
NEW7	FG		Rugby	Admirals & Cawston	Rugby Lions RFC Clubhouse, Webb Ellis Drive, Rugby	656	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Rugby Lions RFC Clubhouse should remain as the polling place for this polling district
NEW8	FH		Rugby	New Bilton & Overslade	Rugby Lions RFC Clubhouse, Webb Ellis Drive, Rugby	420	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Rugby Lions RFC Clubhouse should remain as the polling place for this polling district
NEW9	FI		Rugby	New Bilton & Overslade	Rugby Lions RFC Clubhouse, Webb Ellis Drive, Rugby	44	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Rugby Lions RFC Clubhouse should remain as the polling place for this polling district
Newbold & Brownsover										
NEB1	GA		Rugby	Fosse	The Foyer, Newbold Methodist Church, Newbold	1121	Limited parking		Well known building situated within the polling district and convenient for voters.	The Foyer, Newbold Methodist Church should remain as the polling place for this polling district
NEB2	KN	Cosford	Rugby	Brownsover & Coton Park	The Foyer, Newbold Methodist Church, Newbold	13	Limited parking		Not situated within the polling district. However, currently no other suitable premises have been identified within the parish or the polling district.	The Foyer, Newbold Methodist Church should remain as the polling place for this polling district
NEB3	GD		Rugby	Fosse	Community Room, Robotham Close, Newbold	775	✓		Well known building situated within the polling district and convenient for voters.	The Community Room at Robotham Close should remain as the polling place for this polling district
NEB4	GB		Rugby	Brownsover & Coton Park	Brownsover Community Centre, Bow Fell, Rugby	83	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Brownsover Community Centre should remain as the polling place for this polling district
NEB5	GC		Rugby	Brownsover & Coton Park	Brownsover Community Centre, Bow Fell, Rugby	834	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Brownsover Community Centre should remain as the polling place for this polling district
NEB6	GE		Rugby	Benn	Rugby College, Technology Drive, Rugby	2137	✓		Well known building situated within the polling district and convenient for voters.	Rugby College should remain as the polling place for this polling district
NEB7	GF		Rugby	Brownsover & Coton Park	Main Chapel, Christ Church, Helvellyn Way, Rugby	1229	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Main Chapel, Christ Church should remain as the polling place for this polling district
Paddox										
PAD1	HA, HC (part) and HD (part)		Rugby	Eastlands	Abbots Farm Junior School, Abbots Way, Rugby	946	Limited parking. Portable ramp access.		Well known building situated within the polling district. Use of a school is not desirable but previous reviews recorded no other suitable premises within the polling district.	Abbots Farm Junior School should remain as the polling place for this polling district
PAD2	HE		Rugby	Hillmorton	Abbots Farm Junior School, Abbots Way, Rugby	650	Limited parking. Portable ramp access.		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Abbots Farm Junior School should remain as the polling place for this polling district

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PAD3	HB (part), HC (part), HD (part) and HG (part)		Rugby	Eastlands	St George's Church Hall, St Johns Avenue, Hillmorton	1575	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	St George's Church Hall should remain as the polling place for this polling district
PAD4	HB (part), HC (part) and HG (part)		Rugby	Eastlands	St George's Church Hall, St Johns Avenue, Hillmorton	1463	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	To adopt St George's Church Hall as the polling place for this polling district
PAD5	HF		Rugby	Hillmorton	St Andrews RFC Clubhouse, Hillmorton	799	✓		Well known building situated within the polling district and convenient for voters.	St Andrews RFC Clubhouse should remain as the polling place for this polling district
Revel & Binley Woods										
RBW1	KA	Ansty	Rugby	Fosse	Ansty Social Club, Ansty	244	✓		Well known building situated within the parish of Ansty and the polling district and convenient for voters.	Ansty Social Club should remain as the polling place for this polling district
RBW2	KB1	Binley Woods	Rugby	Earl Craven	Binley Woods Village Hall, Binley Woods	983	✓		Well known building situated within the parish of Binley Woods and the polling district and convenient for voters.	Binley Woods Village Hall should remain as the polling place for this polling district
RBW3	KB2	Binley Woods	Rugby	Earl Craven	Binley Woods Village Hall, Binley Woods	1062	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Binley Woods Village Hall should remain as the polling place for this polling district
RBW4	KF	Brinklow	Rugby	Fosse	Brinklow Community Hall, Brinklow	889	✓		Well known building situated within the parish of Brinklow and the polling district and convenient for voters.	Brinklow Community Hall should remain as the polling place for this polling district
RBW5	KL	Combe Fields	Rugby	Fosse	Brinklow Community Hall, Brinklow	104	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Brinklow Community Hall should remain as the polling place for this polling district
RBW6	KQ	Easehall	Rugby	Fosse	Harborough Magna Village Hall, Harborough Magna	173	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Harborough Magna Village Hall should remain as the polling place for this polling district
RBW7	KT	Harborough Magna	Rugby	Fosse	Harborough Magna Village Hall, Harborough Magna	367	✓		Well known building situated within the parish of Harborough Magna and the polling district and convenient for voters.	Harborough Magna Village Hall should remain as the polling place for this polling district
RBW8	KZ	Monks Kirby	Rugby	Fosse	Monks Kirby Village Hall, Monks Kirby	352	✓		Well known building situated within the parish of Monks Kirby and the polling district and convenient for voters.	Monks Kirby Village Hall should remain as the polling place for this polling district
RBW9	LB	Pailton	Rugby	Fosse	Pailton Village Hall, Pailton	396	✓		Well known building situated within the parish of Pailton and the polling district and convenient for voters.	Pailton Village Hall should remain as the polling place for this polling district
RBW10	LH	Stretton under Fosse	Rugby	Fosse	Stretton under Fosse Village Hall, Stretton under Fosse	158	✓		Well known building situated within the parish of Stretton under Fosse and the polling district and convenient for voters.	Stretton under Fosse Village Hall should remain as the polling place for this polling district
RBW11	LJ	Wibtoft	Rugby	Fosse	Monks Kirby Village Hall, Monks Kirby	41	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Monks Kirby Village Hall should remain as the polling place for this polling district
RBW12	LK	Willey	Rugby	Fosse	Monks Kirby Village Hall, Monks Kirby	65	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Monks Kirby Village Hall should remain as the polling place for this polling district
RBW13	LM	Withybrook	Rugby	Fosse	Withybrook Village Hall, Withybrook	210	✓		Well known building situated within the parish of Withybrook and the polling district and convenient for voters.	Withybrook Village Hall should remain as the polling place for this polling district
Rokey & Overslade										
ROV1	IA (part) and IB		Rugby	New Bilton & Overslade	Main Hall, Overslade Community Centre, Overslade	921	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district. Polling district IA, IB and IC will be reconfigured to provide a more even electorate split across the polling stations at this venue.	The Main Hall, Overslade Community Centre should remain as the polling place for this polling district

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ROV2	IA (part) and IC		Rugby	New Bilton & Overslade	Main Hall, Overslade Community Centre, Overslade	1131	✓		Well known building situated within the polling district and convenient for voters. Polling district IA, IB and IC will be reconfigured to provide a more even electorate split across the polling stations at this venue.	The Main Hall, Overslade Community Centre should remain as the polling place for this polling district
ROV3	ID		Rugby	Bilton & Hillside	Main Hall, Overslade Community Centre, Overslade	551	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	The Main Hall, Overslade Community Centre should remain as the polling place for this polling district
ROV4	IE		Rugby	Bilton & Hillside	The Woodlands Centre, Cymbeline Way, Bilton	863		Portable ramp. Gravel surface in car park provides difficult access	Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	The Woodlands Centre should remain as the polling place for this polling district. Officers will continue to seek an alternate venue
ROV5	IF		Rugby	Bilton & Hillside	Rugby Free Secondary School, Anderson Avenue, Rugby	946	✓		Well known building situated within the polling district IF. Use of a school is not desirable but previous reviews recorded no other suitable premises within the polling district.	Rugby Free Secondary School should remain as the polling place for these polling districts
ROV6	IG		Rugby	Bilton & Hillside	Rugby Free Secondary School, Anderson Avenue, Rugby	1201	✓			
ROV7	IH		Rugby	New Bilton & Overslade	Rugby Free Secondary School, Anderson Avenue, Rugby	103	✓			
Wolston & The Lawfords										
WTL1	KE1	Brandon & Bretford	Rugby	Earl Craven	Brandon & Wolston Village Hall, Wolston	451	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Brandon & Wolston Village Hall should remain as the polling place for this polling district
WTL2	KE2	Brandon & Bretford	Rugby	Earl Craven	Brandon & Wolston Village Hall, Wolston	83	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Brandon & Wolston Village Hall should remain as the polling place for this polling district
WTL3	KH	Church Lawford	Rugby	Earl Craven	Church Lawford Village Hall, Church Lawford	288	✓		Well known building situated within the parish of Church Lawford and the polling district and convenient for voters.	Church Lawford Village Hall should remain as the polling place for this polling district
WTL4	KU	Kings Newnham	Rugby	Earl Craven	Church Lawford Village Hall, Church Lawford	59	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Church Lawford Village Hall should remain as the polling place for this polling district
WTL5	KW	Long Lawford	Rugby	Earl Craven	Long Lawford Memorial Hall, Long Lawford	33	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	The Community Room at Round Avenue should be adopted as the polling place for this polling district
WTL6	KX1	Long Lawford	Rugby	Earl Craven	Propose move to Community Room at Round Avenue, Long Lawford instead of Long Lawford Memorial Hall	1068	✓		During Covid, the polling station moved to the Memorial Hall due to public health concerns. It is considered that the polling station should now move back to the Community Room. Polling district KX1 will be reconfigured to provide a more even electorate split across the polling stations in Long Lawford.	The Community Room at Round Avenue should be adopted as the polling place for this polling district
WTL7	KX2	Long Lawford	Rugby	Earl Craven	Long Lawford Memorial Hall, Long Lawford	1913	✓		Well know building situated within the parish of Long Lawford and the polling district and convenient for voters. Polling district KX2 will be reconfigured in line with KX1 above and to accommodate the future housing development within this polling district.	Long Lawford Memorial Hall should remain as the polling place for this polling district
WTL8	LO1	Wolston	Rugby	Earl Craven	Wolston Leisure & Community Centre, Wolston	790	✓		Well known building situated within the parish of Wolston and the polling district and convenient for voters.	Wolston Leisure & Community Centre should remain as the polling place for this polling district
WTL9	LO2	Wolston	Rugby	Earl Craven	Brandon & Wolston Village Hall, Wolston	1222	✓		Well known building situated within the parish of Wolston and the polling district and convenient for voters.	Brandon & Wolston Village Hall should remain as the polling place for this polling district
Wolvey & Shilton										

WSH1	LF	Stretton Baskerville	Rugby	Fosse	Propose move to St Botolphs Church, Burton Hastings instead of Wolvey Village Hall	14	✓		During Covid, the polling station moved to Wolvey Village Hall due to public health concerns. It is considered that the polling station should now move back to St Botolphs Church. The venue is not situated within the polling district. However, currently no other suitable premises have been identified within the parish or the polling district.	St Botolphs Church should be adopted as the polling place for this polling district
WSH2	KG	Burton Hastings	Rugby	Fosse	Propose move to St Botolphs Church, Burton Hastings instead of Wolvey Village Hall	169	✓		During Covid, the polling station moved to Wolvey Village Hall due to public health concerns. It is considered that the polling station should now move back to St Botolphs Church. It is a well known building situated within the parish of Burton Hastings and the polling district and convenient for voters.	St Botolphs Church should be adopted as the polling place for this polling district
WSH3	KM	Copston Magna	Rugby	Fosse	Wolvey Village Hall, Wolvey	37	✓		Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.	Wolvey Village Hall should remain as the polling place for this polling district
WSH4	LP	Wolvey	Rugby	Fosse	Wolvey Village Hall, Wolvey	1104	✓		Well known building situated within the parish of Wolvey and the polling district and convenient for voters.	Wolvey Village Hall should remain as the polling place for this polling district
WSH5	LE1	Shilton & Barnacle	Rugby	Fosse	Shilton Village Hall, Shilton	458	✓		Well known building situated within the parish of Shilton & Barnacle and the polling district and convenient for voters.	Shilton Village Hall should remain as the polling place for this polling district
WSH6	LE2	Shilton & Barnacle	Rugby	Fosse	Barnacle Village Hall, Barnacle	192	✓		Well known building situated within the parish of Shilton & Barnacle and the polling district and convenient for voters.	Barnacle Village Hall should remain as the polling place for this polling district

Kenilworth & Southam Constituency

Polling District	Consisting of (old PD letters)	Parish	Constituency	County Division	Polling station and polling place	Electorate (September 2023)	Accessibility	Comment
Admirals & Cawston								
ADC4	AD2	Cawston	Kenilworth & Southam	Admirals & Cawston	Cawston Community Hall, Scholars Drive, Cawston	1802	✓	Not situated within the polling district. However, currently no other suitable premises have been identified within the polling district.
Dunsmore								
DUN1	LD	Ryton upon Dunsmore	Kenilworth & Southam	Dunsmore & Leam Valley	Ryton on Dunsmore Village Hall, Ryton on Dunsmore	1414	✓	Well known building situated within the parish of Ryton on Dunsmore and the polling district and convenient for voters.
DUN2	LG	Stretton on Dunsmore	Kenilworth & Southam	Dunsmore & Leam Valley	Stretton on Dunsmore Village Hall, Stretton on Dunsmore	914	✓	Well known building situated within the parish of Stretton on Dunsmore and the polling district and convenient for voters.
DUN3	LC	Princethorpe	Kenilworth & Southam	Dunsmore & Leam Valley	Our Lady's Catholic Primary School, Princethorpe	307	Limited parking. Narrow doorway provides tight access.	Well known building situated within the parish and polling district. Use of a school is not desirable but previous reviews recorded no other suitable premises within the
DUN4	KR	Frankton	Kenilworth & Southam	Dunsmore & Leam Valley	Bourton, Draycote & Frankton Village Hall, Bourton	289	✓	Not situated within the polling district or the parish. However, currently no other suitable premises have been identified within the polling district.
DUN5	KD	Bourton & Draycote	Kenilworth & Southam	Dunsmore & Leam Valley	Bourton, Draycote & Frankton Village Hall, Bourton	236	✓	Well known building situated within the parish of Bourton & Draycote and the polling district and convenient for voters.
DUN6	LI	Thurlaston	Kenilworth & Southam	Dunsmore & Leam Valley	Thurlaston Village Hall, Thurlaston	289	✓	Well known building situated within the parish of Thurlaston and the polling district and convenient for voters.
DUN7	KP2	Dunchurch	Kenilworth & Southam	Dunsmore & Leam Valley	Dunchurch Community Library, Dunchurch	775	✓	Well known building situated within the parish of Dunchurch and the polling district and convenient for voters.
DUN8	KP1	Dunchurch	Kenilworth & Southam	Dunsmore & Leam Valley	Dunchurch Sportsfield & Village Hall, Rugby Road, Dunchurch	1275	✓	Well known building situated within the parish of Dunchurch and the polling district.
Leam Valley								
LEV1	KC	Birdingbury	Kenilworth & Southam	Dunsmore & Leam Valley	Birdingbury Community Room, Birdingbury	292	✓	Well known building situated within the parish of Birdingbury and the polling district and convenient for voters.

LEV2	KS	Grandborough	Kenilworth & Southam	Dunsmore & Leam Valley	Grandborough Village Hall, Grandborough	356	✓	Well known building situated within the parish of Grandborough and the polling district and convenient for voters.
LEV3	KV	Leamington Hastings	Kenilworth & Southam	Dunsmore & Leam Valley	Leamington Hastings Parish Hall, Hill	379	✓	Well known building situated within the parish of Leamington Hastings and the polling district and convenient for voters.
LEV4	KY	Marton	Kenilworth & Southam	Dunsmore & Leam Valley	Marton Village Hall, Marton	370	✓	Well known building situated within the parish of Marton and the polling district and convenient for voters.
LEV5	LL	Willoughby	Kenilworth & Southam	Dunsmore & Leam Valley	Willoughby Village Hall, Willoughby	328	✓	Well known building situated within the parish of Willoughby and the polling district and convenient for voters.
LEV6	LN	Wolfhampcote	Kenilworth & Southam	Dunsmore & Leam Valley	Flecknoe Village Hall, Flecknoe	233	✓	Well known building situated within the parish of Wolfhampcote and the polling district and convenient for voters.

Appendix 2 - EQUALITY IMPACT ASSESSMENT (EqIA)

Context

1. The Public Sector Equality Duty as set out under section 149 of the Equality Act 2010 requires Rugby Borough Council when making decisions to have due regard to the following:
 - eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the Act,
 - advancing equality of opportunity between people who share a protected characteristic and those who do not,
 - fostering good relations between people who share a protected characteristic and those who do not, including tackling prejudice and promoting understanding.
2. The characteristics protected by the Equality Act are:
 - age
 - disability
 - gender reassignment
 - marriage/civil partnership
 - pregnancy/maternity
 - race
 - religion/belief
 - sex/gender
 - sexual orientation
3. In addition to the above-protected characteristics, you should consider the crosscutting elements of the proposed policy, such as impact on social inequalities and impact on carers who look after older people or people with disabilities as part of this assessment.
4. The Equality Impact Assessment (EqIA) document is a tool that enables RBC to test and analyse the nature and impact of what it is currently doing or is planning to do in the future. It can be used flexibly for reviewing existing arrangements but in particular should enable identification where further consultation, engagement and data is required.
5. The questions will enable you to record your findings.
6. Where the EqIA relates to a continuing project, it must be reviewed and updated at each stage of the decision.
7. Once completed and signed off the EqIA will be published online.
8. An EqIA must accompany all **Key Decisions** and **Cabinet Reports**.
9. For further information, refer to the EqIA guidance for staff.
10. For advice and support, contact:
Aftab Razzaq, Chief Officer – Legal and Governance
aftab.razzaq@rugby.gov.uk

Equality Impact Assessment

Service Area	Electoral Services
Policy/Service being assessed	Polling District and Places
Is this is a new or existing policy/service? If existing policy/service please state date of last assessment	Legal requirement as set out within the report.
EqIA Review team – List of members	Sara Bolderston-Bowers- Electoral Services Team Leader
Date of this assessment	7 th November 2023
Signature of responsible officer (to be signed after the EqIA has been completed)	Aftab Razzaq

A copy of this Equality Impact Assessment report, including relevant data and information to be forwarded to the Chief Officer – Legal and Governance.

Details of Strategy/ Service/ Policy to be analysed

Stage 1 – Scoping and Defining	
(1) Describe the main aims, objectives and purpose of the Strategy/Service/Policy (or decision)?	<p>As set out within the report the council has a duty to divide its area into polling districts and to designate a polling place for each district.</p> <p>It is important that the polling district and places review is carried out as early as possible, so that the Council has agreed polling districts and places to be used for the next parliamentary election, as well as the scheduled local elections and Police and Crime Commissioner elections in May 2024 and has a polling scheme in place which reflects the new constituencies</p>
(2) How does it fit with Rugby Borough Council's Corporate priorities and your service area priorities?	<p>It primarily fits in with priorities on:</p> <ul style="list-style-type: none"> • Rugby Borough Council is a responsible, effective and efficient organisation.
(3) What are the expected outcomes you are hoping to achieve?	<p>To ensure the required legal requirements are discharged.</p> <p>The polling district and places review and parliamentary boundary changes results in new polling districts being created or existing polling district boundaries being amended.</p> <p>This supports the overriding responsibility of the Returning Officer to ensure the electorate has the required accessibility to vote.</p>
(4) Does or will the policy or decision affect: <ul style="list-style-type: none"> • Customers • Employees • Wider community or groups 	<p>The polling district and places review and parliamentary boundary changes results in new polling districts being created or existing polling district boundaries being amended.</p> <p>This supports the overriding responsibility of the Returning Officer to ensure the electorate has the required accessibility to vote.</p>

<u>Stage 2 - Information Gathering</u>	As a minimum you must consider what is known about the population likely to be affected which will support your understanding of the impact of the policy, e.g service uptake/usage, customer satisfaction surveys, staffing data, performance data, research information (national, regional and local data sources).		
(1) What does the information tell you about those groups identified?	Nothing at this early stage.		
(2) Have you consulted or involved those groups that are likely to be affected by the strategy/ service/policy you want to implement? If yes, what were their views and how have their views influenced your decision?	Consultation process undertaken in accordance with both Council requirements and overall statutory obligations.		
(3) If you have not consulted or engaged with communities that are likely to be affected by the policy or decision, give details about when you intend to carry out consultation or provide reasons for why you feel this is not necessary.	N/A and as set out above the report seeks authority to undertake a consultation.		
<u>Stage 3 – Analysis of impact</u>			
(1) <u>Protected Characteristics</u> From your data and consultations is there any positive, adverse or negative impact identified for any particular group, which could amount to discrimination? If yes, identify the groups and how they are affected.	RACE	DISABILITY	GENDER
	MARRIAGE/CIVIL PARTNERSHIP	AGE	GENDER REASSIGNMENT
	RELIGION/BELIEF	PREGNANCY MATERNITY	SEXUAL ORIENTATION

<p><u>(2) Cross cutting themes</u></p> <p>(a) Are your proposals likely to impact on social inequalities e.g. child poverty, geographically disadvantaged communities? If yes, please explain how?</p> <p>(b) Are your proposals likely to impact on a carer who looks after older people or people with disabilities? If yes, please explain how?</p>	<p>This consultation and overall review seeks to ensure the legal requirements in respect of polling districts and polling places is discharged and there is due consultation in the consideration of these.</p> <p>None.</p>
<p>(3) If there is an adverse impact, can this be justified?</p>	<p>N/A</p>
<p>(4) What actions are going to be taken to reduce or eliminate negative or adverse impact? (this should form part of your action plan under Stage 4.)</p>	<p>N/A</p>
<p>(5) How does the strategy/service/policy contribute to the promotion of equality? If not what can be done?</p>	<p>The required consultation ensures due consideration of responses in respect of polling places and polling districts. This promotes transparency, equality and the legal requirements of polling places and districts are duly discharged.</p>
<p>(6) How does the strategy/service/policy promote good relations between groups? If not what can be done?</p>	<p>As set out within the report to Full Council in September there will be interested groups and political parties.</p>
<p>(7) Are there any obvious barriers to accessing the service? If yes how can they be overcome?</p>	<p>N/A</p>

Stage 4 – Action Planning, Review & Monitoring

If No Further Action is required then go to – Review & Monitoring

(1) Action Planning – Specify any changes or improvements that can be made to the service or policy to mitigate or eradicate negative or adverse impact on specific groups, including resource implications.

No further action is required.

EqlA Action Plan

Action	Lead Officer	Date for completion	Resource requirements	Comments

(2) Review and Monitoring
State how and when you will monitor policy and Action Plan

No further action is required.

Please annotate your policy with the following statement:

‘An Equality Impact Assessment on this policy was undertaken on (date of assessment) and will be reviewed on (insert review date).’