



CANNOCK CHASE COUNCIL

COUNCIL MEETING

WEDNESDAY, 8 JANUARY, 2020 AT 4:00 P.M.

COUNCIL CHAMBER, CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 1

Notice is hereby given of the above mentioned meeting of the Council which you are summoned to attend for the purpose of transacting the business set out below:-

1. Apologies

2. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

To declare any interests in accordance with the Code of Conduct.

Members should refer to the guidance included as part of this agenda.

3. Minutes

To confirm the Minutes of the Meeting held on 6 November, 2019, Minute Nos. 44 – 55; Page Nos. 33 – 42.

4. The Chairman's Announcements and Correspondence

To receive any Announcements and Correspondence from the Chairman of the Council.

5. The Leader's Announcements and Correspondence

To receive any Announcements and Correspondence from the Leader of the Council.

6. Questions Received under Council Procedure Rule 8

No Questions have been received under Council Procedure Rule 8.

7. Recommendations Referred from Cabinet, Committees etc.

To consider the following recommendations to Council, made by Cabinet at its meeting held on 19 December 2019, in respect of:

(i) Empty Dwellings and Council Tax (Draft Minute No. 80)

“That Council, at its meeting to be held on 8 January 2020, be recommended to:

- (A) Adopt the schedule of charges and discounts contained within Appendix 1 of the 19 December 2019 Cabinet report, with effect from 1 April 2020.
- (B) Adopt the schedule of charges and discounts contained with Appendix 2 of the 19 December 2019 Cabinet report, with effect from 1 April 2021.”

(ii) Proposed Improvements to the Play Area and Open Space at Penny Cress Green, Norton Canes (Draft Minute No. 81)

“That Council, at its meeting to be held on 8 January 2020, be recommended to include £187,477 from S106 funds into the Capital Programme for 2019-2022.”

(iii) Proposed Improvements to Public Open Space and Play Area Adjoining Fortescue Lane, Bonney Drive and Eaton Drive, Rugeley (Draft Minute No. 82)

“That Council, at its meeting to be held on 8 January 2020, be recommended to include an additional £28,332 in the Capital Programme 2019-2022 to undertake the proposed improvements set out in the 19 December 2019 Cabinet report, and the plan attached at Appendix 1 to the same report.”

Copies of the related Cabinet reports for the above recommendations can be viewed via the following link:

www.cannockchasedc.gov.uk/council/meetings/agendas-reports-minutes/102/2019-12-19

8. Motions Received under Council Procedure Rule 6

(i) To consider the following Motion submitted in accordance with Council Procedure Rule 6 by Councillor G. Adamson, Leader of the Council:

“This Council recognises that many people are unable to stand for election due to work and other commitments that make attending afternoon meetings difficult. In order to try and remedy this, I propose that meetings of the full Council should start at 6pm instead of the current time of 4pm.”

(ii) To consider the following Motion submitted in accordance with Council Procedure Rule 6 by Councillor P.D. Startin, Deputy Leader of the Opposition:

“Equality is something that affects us all. As a society we are becoming more and more aware of the inequalities that have been accepted for decades. Unfortunately we are still seeing inequality in everyday society, with recent scenes on football and cricket pitches around the world, and the UK still ranking far too high in the inequality of pay in the workplace for women.

In April 2019, Cabinet discussed the Equality and Diversity Policy and Equality Objectives, and the recommendation that the policy and objectives be approved was followed. For far too long in this country we have seen minorities of all persuasions penalised professionally and personally for perceived differences. The truth of the matter is we're all human and all have the same rights, regardless of gender, race, religion, sexuality or any other marker that people wish to use.

In light of this, February 2020 is LGBT History month and I would like to see this Council make a gesture towards supporting the fight for equal rights that the LGBTQ+ community has had. I know there is a huge amount of work going on in Cannock Chase to support this community and 6 June 2020 sees the first Cannock Chase Pride event.

Therefore, I move that this Council publicly supports LGBT History month by flying the Rainbow flag for the month of February. This small act helps demonstrate this Council's support for an often-penalised community in society and helps raise awareness of the struggle that this community has had. This act should also help promote the Cannock Chase Pride event in June 2020."

9. Comments and Questions on Part 1 Minutes of Cabinet, Committees, Sub-Committees and Panels under Rule 9

To receive any comments or questions submitted under Rule 9 on Part 1 Minutes of meetings of Cabinet, Committees, Sub-Committees or Panels as included in the Minutes Record circulated alongside this agenda.

10. Calendar of Meetings 2020-21

Report of the Managing Director (Item 10.1 – 10.11).

11. Outcome of Compulsory Review of Polling Districts, Polling Places and Polling Stations

Report of the Managing Director as (Acting) Returning Officer (Item 11.1 – 11.15).

12. Exclusion of the Public

The Chairman to move the following motion:-

"That the public be excluded for the remainder of the meeting because of the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 3 of Part 1, Schedule 12A, Local Government Act, 1972."

CANNOCK CHASE COUNCIL

COUNCIL MEETING

WEDNESDAY, 8 JANUARY, 2020 AT 4:00 P.M.

COUNCIL CHAMBER, CIVIC CENTRE, BEECROFT ROAD, CANNOCK

PART 2

13. Comments and Questions on Part 2 Minutes of Cabinet, Committees, Sub-Committees and Panels under Rule 9

To receive any comments or questions submitted under Rule 9 on Part 2 Minutes of meetings of Cabinet, Committees, Sub-Committees or Panels as included in the Minutes Record circulated alongside this agenda.



T. McGovern,
Managing Director

30 December, 2019

GUIDANCE ON DECLARING PERSONAL, PECUNIARY AND DISCLOSABLE PECUNIARY INTERESTS AT MEETINGS

DEFINITION OF WHAT IS A PERSONAL, PECUNIARY AND DISCLOSABLE PECUNIARY INTEREST

A PERSONAL INTEREST is one where your well-being or financial position, or those of a member of your family or any person with whom you have a close association would be affected to a greater extent than the majority of Council Tax payers, ratepayers, or inhabitants of the electoral ward(s) affected by the decision. You automatically have a personal interest if you have given notice in the Register of Members' Interests, e.g. if you are appointed to an outside body by the Council.

A PECUNIARY INTEREST is a personal interest where the matter

- a) affects your financial position or that of a member of your family or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests or
- b) relates to the determining of any consent, licence, permission or registration in relation to you or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests

and, in either case, where a member of the public knowing the facts would reasonably regard the interest as so significant it is likely to affect your judgement of the public interest

A DISCLOSABLE PECUNIARY INTEREST is an interest of yourself or your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) in respect of employment, office, trade, profession or vocation carried out for profit or gain; sponsorship; contracts; land; licences; corporate tenancies; or securities, as defined with the Localism Act, 2011.

PLEASE MAKE IT CLEAR WHETHER IT IS A PERSONAL, PECUNIARY OR DISCLOSABLE PECUNIARY INTEREST.

It would be helpful if, prior to the commencement of the meeting, Members informed the Monitoring Officer of any declarations of interest, of which you are aware. This will help in the recording of the declarations in the Minutes of the meeting.

DECLARING INTERESTS AT FULL COUNCIL

The Code of Conduct requires that personal interests where you have a personal interest in any business of the Council, and where you are aware or ought reasonably to be aware of the existence of the personal interest, and you attend a meeting of the Council at which the business is considered, you must disclose to that

meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

Some items will be mentioned in the papers for full Council but are not actually being considered by Full Council. In such circumstances the Monitoring Officer's advice to Members is that there is no need to declare an interest unless the particular matter is mentioned or discussed. As a general rule, Members only need to declare an interest at full Council in the following circumstances:

- Where a matter is before the Council for a decision and/or
- Where the matter in which the Member has an interest is specifically mentioned or discussed at the Council meeting.

CANNOCK CHASE COUNCIL
MINUTES OF THE MEETING OF THE COUNCIL
HELD IN THE CIVIC CENTRE, BEECROFT ROAD, CANNOCK
AT 4:00 P.M., WEDNESDAY, 6 NOVEMBER, 2019

PART 1

PRESENT: Councillors:

Stretton, Mrs. P.Z., M.B.E. (Chairman)

Dudson, A. (Vice-Chairman)

Adamson, G. (Leader)	Jones, Mrs. V.
Alcott, G.	Kraujalis, J.T.
Allen, F.W.C.	Layton, Mrs. A.
Bennett, C.	Lyons, Miss O.
Boucker, A.S.	Martin, Mrs. C.E.
Buttery, M.S.	Mitchell, Mrs. C.
Cartwright, Mrs. S.M.	Muckley, Mrs. A.
Crabtree, S.K.	Newbury, J.A.A.
Davis, Mrs. M.A.	Pearson, A.R.
Dunnett, Ms. M.J.	Preece, J.P.T.L.
Fisher, P.A.	Startin, P.D.
Fitzgerald, Mrs. A.A.	Sutherland, M.
Freeman, Miss M.A.	Sutton, Mrs. H.M.
Hewitt, P.M.	Thompson, Mrs. S.L.
Hughes, R.J.	Todd, Mrs. D.M.
Johnson, J.P.	Wilkinson, Ms. C.L.
Johnson, T.B.	Witton, P.T.
Jones, B.	Woodhead, P.E.

44. Apologies

Apologies for absence were submitted for Councillors G.N. Molineux, C.D. Smith and D.J. Snape.

45. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

No other Declarations of Interests were made in addition to those already confirmed by Members in the Register of Members' Interests.

46. Minutes

RESOLVED:

That the Minutes of the meeting held on 4 September, 2019, be approved as a correct record and signed.

47. Chairman's Announcements and Correspondence

(i) Former Councillor Gordon Ball

The Chairman advised that, as Members were aware, former Councillor Gordon Ball passed away on 1 October, aged 75. Gordon served as a Cannock Chase District Councillor for 24 years, and during that time, held office of Vice-Chairman of the Council during 2011-12, as well as sitting on many of the Council's committees. Gordon was also appointed as an Honorary Alderman in May, 2019.

The Chairman noted that the Council's thoughts were with Gordon's wife, Marion, and his family friends at this sad time. All Members then stood and joined the Chairman in observing a minute's silence as a mark of respect.

(ii) Chairman's Fundraising

The Chairman advised that a collection box was circulating for Members to make a donation to support her fundraising. At the meeting held on 4 September, 2019 a total of £46.00 was received, and she thanked Members for their donations.

(iii) Receipt of Petition

The Chairman received a petition from Councillor Miss O. Lyons regarding refurbishment of the toilets in Elmore Park, Rugeley. The Chairman advised that the petition would be forwarded to Councillor Mrs. C. Mitchell, Culture and Sport Portfolio Leader, for review.

48. Leader's Announcements and Correspondence

(i) Brexit

The Leader advised that the weekly reporting system from all local authorities to the Ministry of Housing, Communities and Local Government had been suspended. Issues would only be reported by exception as they arose. The Local Resilience Forum continued to maintain an overview across Staffordshire.

(ii) Supersmart Services Limited

The Leader said he was delighted to confirm that Supersmart Services Ltd (a warehouse and distribution provider for e-merchants) had signed a lease to occupy the 375,000 square feet M6DC building on Kingswood Lakeside, Cannock owned by Exeter Property Group.

Council Officers were working closely with representatives of the company to ensure the employment opportunities were maximised. It was estimated that approximately 100 new jobs would be created.

(iii) Rugeley Market Hall

The Leader advised that the Council was taking active steps to maximise the use of Rugeley Market Hall. The Council's customer service point would shortly move from Anson Street into the Market Hall. Discussions had also taken place with representatives of Aldridge Transport Museum to display some historic vehicles in the Market Hall as an attraction to bring more customers in. Unfortunately, the leasehold owner of the Market Hall had not given permission for this development and so it could not proceed any further.

(iv) Visit by West Midlands Mayor

The Leader advised that the Council had hosted a visit by Andy Street, Mayor of the West Midlands Combined Authority on Friday, 1st November. The visit had taken in the Outlet Village construction site, the Civic Suite and the Cannock Chase Engineering Academy where he also met and had discussions with business leaders.

(v) Chief Inspector Sarah Wainwright

The Leader informed Council that Chief Inspector Sarah Wainwright had recently been promoted to the rank of Superintendent and would be leaving Cannock Chase to take up this new position with Staffordshire Police.

Chief Inspector Wainwright had been an excellent officer over the past two years leading the Cannock Chase local policing team and working in partnership with all local agencies and stakeholders. On behalf of the Council, the Leader wanted to wish her every success in her new position.

(vi) Chase Line Stakeholder Meeting

The Leader advised that a meeting of this Group was due to be held on 22 November 2019, but had been cancelled by Amanda Milling (who normally chaired the meeting but could not do so as she was no longer an MP). She has asked for it to be rearranged for a date in January.

In view of the ongoing chaos on the Chase Line and the suffering being imposed upon commuters, the Leader had given instructions that the meeting should be reconvened on the original date so that the Group could discuss with West Midlands Trains, albeit in private, the problems on the Chase Line. An independent Chair was being sought.

(vii) Cannock and District Foodbank

The Leader was pleased to announce that the Council had granted the lease of the Coniston Hall in Chadsmoor, at a peppercorn rent to Cannock and District Foodbank.

The Leader noted that Members were aware of the excellent work done in the District and elsewhere by foodbanks, and the Leader was pleased that this Administration had helped them to expand their services to the most needy in the District. Among the extra services to be offered at Coniston Hall would be a clothes bank.

Demand for food from the foodbank in this District had increased from 1.2 tonnes per week 1.7 tonnes, which the Leader noted was a sad indictment of our society.

The foodbank had 138 volunteers and 2 paid employees who provided this wonderful service for which they were thanked, and the Leader was proud the Council had been able to help.

The Leader then advised that a copy of his updates would be circulated to all Members for reference after the meeting.

49. Questions Received under Council Procedure Rule 8

No Questions were submitted in accordance with Council Procedure Rule 8.

50. Recommendations Referred from Cabinet, Committees etc.

- (i) Consideration was given to the recommendations made to Council by the Cabinet, at its meeting held on 19 September 2019, in respect of the 'Implications of the Council Motion on Climate Emergency Approved on 17/07/19', as detailed under item 7(i) of the Council agenda.

RESOLVED:

That:

- (A) A supplementary estimate of £10,000 be provided in 2019/20 to recruit additional external capacity to develop a more detailed baseline and draft ten-year action plan.
- (B) In addition to decision (A), above, £40,000 be included in the 2020/21 financial year to conclude this work.
- (C) A supplementary estimate of up to £10,000 to establish a Citizen's Assembly during 2019/20 be provided, along with £20,000 in 2020/21 to complete this work, and to receive the outcomes and recommendations of this in due course.
- (ii) Consideration was given to the recommendation made to Council by the Cabinet, at its meeting held on 17 October 2019, in respect of the 'Updated Community Infrastructure Levy List (Former Regulation 123 List)', as detailed under item 7(ii) of the Council agenda.

RESOLVED:

That the updated Regulation 123 List (as attached at Appendix 1 to the 17 October 2019 Cabinet report) be renamed the 'CIL Infrastructure List', and be adopted and approved for publication on the Council's website, replacing the previous Regulation 123 List (attached at Appendix 2 to the same Cabinet report).

- (iii) Consideration was given to the recommendation made to Council by the Cabinet, at its meeting held on 17 October 2019, in respect of the 'Local Development Scheme Revision', as detailed under item 7(iii) of the Council agenda.

RESOLVED:

That the Local Development Scheme (attached at Appendix 1 to the 17 October 2019 Cabinet report), covering the period November 2019 to November 2022, be approved, and it be brought into effect on 6 November 2019.

- (iv) Consideration was given to the recommendations made to Council by the Cabinet, at its meeting held on 17 October 2019, in respect of the 'Policy for the Commercial Use of the Highway', as detailed under item 7(iv) of the Council agenda.

RESOLVED:

That:

- (A) The 'Commercial Use of the Highway' Policy be rescinded, a Charter be created and CCDC branded guidelines be issued to businesses.
- (B) Officers be asked to explore how Disclosure and Barring Service (DBS) checks could be retained for operators of fairground rides etc.
- (C) All business owners/operators who had paid out any required fees/charges since the Policy was introduced be fully reimbursed what they had paid.

51. Motions Received under Council Procedure Rule 6

- (i) Consideration was given to the following Motion, submitted in accordance with Council Procedure Rule 6, by Councillor Mrs. C.E. Martin, Health and Wellbeing Portfolio Leader:

"The Economic Development and Town Centres Scrutiny Committee at its meeting of 4 April 2018 expressed concerns that Rugeley and Brereton were not included within the Cannock and Stafford 'saver zones' area. Arriva were asked about this at a Work Group where they said it would be put right. Cabinet were also requested to write to Arriva to show support for the inclusion of Rugeley and Brereton within the 'saver zones' area. Scrutiny Committee were to be advised of any reply received.

18 months have now passed since these concerns were expressed and no response has been provided. The residents of Rugeley and Brereton, especially the under 20s, are not being treated fairly at all by Arriva, especially now that the under 20s have had their travel passes taken away by Staffordshire County Council.

The Managing Director is requested to write to Arriva to ask for the inclusion of Rugeley and Brereton within the 'saver zones' scheme and that Arriva provide an update report to identify actions to implement the request."

RESOLVED:

That the Managing Director write to Arriva to ask for the inclusion of Rugeley and Brereton within the 'saver zones' scheme and that Arriva provide an update report to identify actions to implement the request.

- (ii) Consideration was given to the following Motion, submitted in accordance with Council Procedure Rule 6, by Councillor G. Adamson, Leader of the Council:

"The International Holocaust Remembrance Alliance have produced guidelines which define anti-Semitism as:

"Anti-Semitism is a certain perception of Jews, which may be expressed as hatred towards Jews. Rhetorical and physical manifestations of anti-Semitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities."

The guidelines highlight a number of contemporary examples of anti-Semitism in public life such as:

- Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion.
- Making mendacious, dehumanising, demonising, or stereotypical allegations about Jews as such or the power of Jews as collective – such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other societal institutions.
- Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews.
- Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust).
- Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust.
- Accusing Jewish citizens of being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations.
- Denying the Jewish people their right to self-determination e.g. by claiming that the existence of a State of Israel is a racist endeavour.
- Applying double standards by requiring of it a behaviour not expected or demanded of any other democratic nation.
- Using the symbols and images associated with classic anti-Semitism (e.g. claims of Jews killing Jesus or blood libel) to characterise Israel or Israelis.
- Drawing comparisons of contemporary Israeli policy to that of the Nazis.
- Holding Jews collectively responsible for actions of the state of Israel.

Manifestations of anti-Semitism might also include the targeting of the state of Israel, conceived as a Jewish collectivity. However, criticism of Israel similar to that levelled against any other country cannot be regarded as anti-Semitic. Anti-Semitism frequently charges Jews with conspiring to harm humanity, and it is often used to blame Jews for “why things go wrong”. It is expressed in speech, writing, visual forms and action, and employs sinister stereotypes and negative character traits. Anti-Semitic discrimination is the denial to Jews of opportunities or services available to others and is illegal in the United Kingdom.

I move that Cannock Chase Council adopt the International Holocaust Remembrance Alliance working definition of anti-Semitism as a clear message that anti-Semitic behaviour will not be tolerated. I wish to further add:

- a. “It is not anti-Semitic to criticise the Government of Israel, without additional evidence to suggest anti-Semitic intent.”
- b. “It is not anti-Semitic to hold the Israeli Government to the same standards as other liberal democracies, or to take a particular interest in the Israeli Government’s policies or actions, without additional evidence to suggest anti-Semitic intent.”
- c. Islamophobia is rooted in racism and is a type of racism that targets expressions of Muslimness or perceived Muslimness and will not be tolerated by this Council.”

RESOLVED:

That:

- (A) The International Holocaust Remembrance Alliance working definition of anti-Semitism be adopted, as a clear message that anti-Semitism would not be tolerated.
- (B) It was not anti-Semitic to criticise the Government of Israel, without additional evidence to suggest anti-Semitic intent.
- (C) It was not anti-Semitic to hold the Israeli Government to the same standards as other liberal democracies, or to take a particular interest in the Israeli Government's policies or action, without additional evidence to suggest anti-Semitic intent.
- (D) Islamophobia was rooted in racism and was a type of racism that targeted expressions of Muslimness or perceived Muslimness, and would not be tolerated by this Council.

(iii) Consideration was given to the following Motion, submitted in accordance with Council Procedure Rule 6, by Councillor Miss O. Lyons, Leader of the Opposition:

"Elmore Park is a beautiful space and has been consistently awarded the prestigious Green Flag Award since 2010. It is a stone's throw from Rugeley Town Centre and sits at the heart of our local community. A space to create memories.

Now more than ever, we must cherish parks and green spaces. As a Council, we must do all we can to promote them with pride and ensure that they are welcoming for local families. Elmore Park is an asset for several reasons – exposure to nature greatly benefits mental health, it provides a place for recreational and physical activity, it is a community hub for families to enjoy and, more than that, the trees are crucial in helping to remove pollutants and clean the air.

Despite the positives – the pet's corner, space to play, the picnic area and lake - the Park is let down by its toilet provision. The toilets do not cater for disabled users, they do not have baby changing facilities or running water for visitors to wash their hands. The Council have installed waterless hand sanitisers and replaced the urinal in the gents, but they remain outdated, unhygienic and do little to contribute to the Park being a destination site.

Over 850 individuals signed my petition, the large majority being local residents. It has identified a local need. A need to modernise the Park ensuring that it is accessible and suitable for all residents. With better toilets, more residents have said that they would use the park. That is more children being active, more residents spending time outdoors and more local communities spending more time together. As a Council, let's listen to what our local residents are telling us and let's prioritise their need.

I ask that the Council commits to undertake an options appraisal in relation to the existing toilet block and a feasibility study to assess the practicalities and costs of the proposals, with a view to identifying a toilet refurbishment scheme within this Council's capital programme."

RESOLVED:

That the Motion be referred to Cabinet for consideration.

- (iv) Consideration was given to the following Motion, submitted in accordance with Council Procedure Rule 6, by Councillor G. Adamson, Leader of the Council:

“Council notes that:

One in three people in Britain are now overweight or obese. If the current upward trend continues, by 2025 Britain is set to become the fattest country in Europe.

Local data from 2016-17 suggests 70% of all adults in Cannock Chase District are overweight. Of these, 36% (around 28,700 people) are obese. This is a higher proportion than the Staffordshire, West Midlands and England averages and amongst the highest in the West Midlands. The proportion of overweight children in the 4-5 year (27.6%) and 10-11 year (36%) age groups in the District are also above the England average.

The relatively high prevalence of overweight and obesity in Cannock Chase’s adult and child populations indicates that the District could be more susceptible to the socioeconomic disadvantages associated with obesity.

The NHS identifies that obesity is generally caused by lifestyle or environmental factors. Eating large amounts of processed or fast food high in fat and sugar combined with low levels of physical activity, creates excess body fat. However, we must acknowledge being overweight can also be the result of medical conditions.

Obesity and being overweight can also affect a person’s mental and emotional health and wellbeing, leading to depression, anxiety, and low self esteem. The combination of the physical and mental health impact can be truly detrimental to a person’s social life, employment, educational attainment and even their ability and willingness to access help.

We must acknowledge the underlying causes of eating poor diets and inactivity are complex. Negative life events, lack of skills on how to live a healthy lifestyle on a low income, not engaging with our green spaces, easy access to fast food establishments, through to not feeling safe to walk to school, and wider socioeconomic factors, particularly deprivation, can all contribute.

In light of the above, I move that the Council resolves to support the Government’s Child Obesity Action Plan which aims to halve childhood obesity in the UK by 2030. This will be supported locally by:

1. Considering the introduction of a ‘Health in All Policies’ approach to the decisions we make, targeting the social determinants of health to improve the health of the local population;
2. Implementing a district-wide Health Improvement Programme, ‘Cannock Chase Can’, aimed at focussing local efforts on supporting the Government’s Action Plan.

Cannock Chase Can will involve working collaboratively with the Community Wellbeing team at Inspiring healthy lifestyles and supporting partners, to develop a 5 year health improvement/prevention plan. The plan will include various methods of promotion and engagement to encourage participation and behaviour change. Using Public Health England’s recently published ‘Whole systems approach to obesity: a guide to support local approaches to promoting a healthy weight’, the aim of the new programme will be to help reduce obesity as well as promote healthy lifestyle choices.

There will be no costs incurred in the first year (2019/20) as this will be a planning and developmental period. Estimated costs for Year 2 will reach £21,500 with a further annual commitment of £10,000 for four consecutive years, so a total financial commitment over five years of £61,500.

Full details of the 'Health in All Policies' approach and 'Cannock Chase Can' will be considered at Cabinet in January 2020."

RESOLVED:

That the Government's Child Obesity Action Plan, which aimed to halve childhood obesity in the UK by 2030, be supported. It would be supported locally by:

1. Considering the introduction of a 'Health in All Policies' approach to the decisions we made, targeting the social determinants of health to improve the local population;
2. Implementing a District-wide Health Improvement Programme, 'Cannock Chase Can', aimed at focusing local efforts on supporting the Government's Action Plan.

- (v) Consideration was given to the following Motion, submitted in accordance with Council Procedure Rule 6, by Councillor G. Adamson, Leader of the Council:

"This Council is currently a member of both the Greater Birmingham and Solihull LEP and the Stoke and Staffordshire LEP, along with other southern Staffordshire authorities. Government policy has now changed and membership of two LEPs will no longer be allowed.

Cannock Chase has very close economic and cultural ties with the conurbation. Some 50% of our residents of working age work there and many of our local businesses carry out a large part of their business with firms in the conurbation.

As a Council we are members of the West Midlands Combined Authority, which is based on 3 LEP geography (including the GBS LEP but not Stoke and Staffordshire).

Membership of the GBS LEP and the WMCA has been massively advantageous to our district in terms of investment and support.

I therefore move that this Council writes to the Secretary of State to confirm that we wish to remain as a member of the GBS LEP and will relinquish our membership of the Stoke and Staffordshire LEP."

RESOLVED:

That the Council write to the Secretary of State to confirm that it wished to remain as a member of the Greater Birmingham and Solihull Local Enterprise Partnership and would relinquish its membership of the Stoke-on-Trent and Staffordshire Local Enterprise Partnership.

(Councillor M. Sutherland left the meeting at the end of this item and did not return.)

52. Comments and Questions on Part 1 Minutes of Cabinet, Committees, Sub-Committees and Panels under Council Procedure Rule 9

The following Question on Part 1 Minutes was submitted in accordance with Council Procedure Rule 9 by Councillor P.E. Woodhead:

Planning Control Committee, 21 August 2019, Minute No. 43

“Notwithstanding that the Committee approved the Minutes as an accurate record, does the Chair agree that the resolution noted does not accurately reflect the outcome of the debate and the question Members were asked to vote?”

The Planning Control Committee Chairman, Councillor Mrs. S.M. Cartwright, replied that she felt the Minutes were an accurate assessment of what was agreed at the meeting, and was sorry if Councillor Woodhead felt that wasn't the case. She considered everything went as was, and noted that although the Minutes didn't get considered in detail at each meeting, Members had the opportunity to raise any comments/concerns regarding accuracy, prior to the Minutes being agreed.

Councillor Woodhead noted the response, accepting that it was important to raise any issues of accuracy at the appropriate time. He then asked, by way of a supplementary question, that the Constitution Working Group be again asked to look at the Council Procedure Rules in respect of recording of meetings.

53. Charitable Collections Policy

Consideration was given to the Report of the Head of Economic Prosperity (Item 10.1 – 10.22 of the Official Minutes of the Council).

RESOLVED:

That:

- (A) The Charitable Collections Policy, attached at Appendix 1 to the report, be approved, adopted and published.
- (B) The Head of Economic Prosperity be authorised to make any amendments to the Policy required due to changes in legislation or government guidance and minor variations to the Policy in the interests of operational efficiency.

54. Appointment of Independent Person

Consideration was given to the Report of the Interim Council Solicitor (Item 11.1 – 11.3 of the Official Minutes of the Council).

RESOLVED:

That Carol Dawson be appointed as the Independent Person under section 28 of the Localism Act 2011.

55. Comments and Questions on Part 2 Minutes of Cabinet, Committees, Sub-Committees and Panels under Rule 9

No comments or questions on Part 2 Minutes had been submitted in accordance with Council Procedure Rule 9.

The meeting closed at 5:52 p.m.

CHAIRMAN

Report of:	Managing Director
Contact Officer:	Matt Berry
Telephone No:	01543 464 589
Portfolio Leader:	Leader of the Council
Key Decision:	No
Report Track:	Council: 08/01/20

**COUNCIL
8 JANUARY 2020
CALENDAR OF MEETINGS 2020-21**

1 Purpose of Report

- 1.1 To present to Members for approval the Calendar of Meetings for the 2020-21 municipal year.

2 Recommendations

That:

- 2.1 The Calendar of Meetings 2020-21, included as Appendix 1 to the report, be approved.
- 2.2 The start times of full Council meetings are determined by Council.
- 2.3 The Managing Director, in consultation with the Chairman of the Council, the relevant Chairmen of Committees and / or Leader of the Council, as appropriate, be authorised to amend the Calendar of Meetings, through convening additional meetings, or the postponement or cancellation of meetings, if required.

3 Key Issues and Reasons for Recommendations

Key Issues

- 3.1 The proposed Calendar of Meetings for the 2020-21 municipal year, which sets out dates for meetings of full Council, Cabinet, Committees and other relevant bodies for approval by Council, is attached as Appendix 1 to the report.

Reasons for Recommendations

- 3.2 The Council is required by statute to determine the date and time of any meetings of its Committees, Sub-Committees and Panels. For practical purposes, this is normally carried out in advance of the relevant municipal year. Updates are also provided throughout the year in the form of a 'Notice of Meetings' published on the Council's website.

- 3.3 A Motion has been included on the agenda for this meeting that seeks Council approval to change the start times of full Council meetings from 4pm to 6pm; therefore Council Members need to formally agree their preferred start time for full Council meetings.
- 3.4 It may be necessary to convene additional meetings as well as postpone or cancel meetings as required. Accordingly, it is proposed that rather than bringing any proposed changes back to Council for approval, the usual delegation is granted to the Managing Director to consult with the relevant Chairman or the Leader in such circumstances, having regard to any justifiable reasons that may exist.

4 Relationship to Corporate Priorities

- 4.1 Each year the Council agrees its Calendar of Meetings for the forthcoming year, thereby underpinning the administration of the Council's functions and supporting all of its Corporate Priorities.

5 Report Detail

- 5.1 Meetings of the Council will be called in accordance with the Council's Constitution and have been scheduled throughout the year. The purpose of certain meetings is referenced in the Calendar.
- 5.2 Full Council had been scheduled to meet eight times during the year. Key dates of Council meetings are:
- Annual meeting – 20 May 2020;
 - Budget setting meeting – 10 February 2021;
 - Precept meeting – 24 February 2021;
 - Annual meeting – 19 May 2021.
- 5.3 Twelve formal Cabinet meetings have been scheduled throughout the year, one of which is a provisional meeting falling between the budget and precept Council meetings. This meeting will only be required in the event that balanced alternative budget proposals are referred from Council for consideration by Cabinet.
- 5.4 The structure of the Scrutiny Committees is unchanged for 2020-21, with each Committee scheduled to meet three times per year, other than the Corporate Scrutiny Committee which has a further meeting scheduled for consultation purposes as part of the annual budget setting process.
- 5.5 The Planning Control Committee has been scheduled to meet generally every three weeks in order to determine planning applications within the required deadlines.
- 5.6 The Audit & Governance Committee has been scheduled to meet four times in order to deal with specific matters at certain times of the year.

- 5.7 The Standards Committee has been scheduled to meeting four times, although it should be noted the Committee has not met since June 2013 due to having no business to consider.
- 5.8 The Trade Unions Consultative Forum has been scheduled to meet three times during the year.
- 5.9 Cabinet Briefing and Shadow Cabinet meetings have been scheduled to correspond with planned meetings of the Cabinet.
- 5.10 Meetings of the Constitution Working Group have also been scheduled to allow the annual review of the Constitution to be undertaken.
- 5.11 As with previous years, recesses of meetings have been scheduled during certain periods of the municipal year to coincide with popular holiday periods. It has however been necessary to schedule some meetings during these periods in order that the business of those meetings can still be carried out as required. It may also be necessary to convene meetings of the Licensing and Public Protection Committee, Licensing Sub-Committee and Appeals & Complaints Panel during these periods to consider relevant matters.
- 5.12 Start times for meetings of full Council are to be determined by Council. At present these meetings start at 4pm. A Motion is included with the agenda for this meeting that seeks Council approval to change the start time to 6pm.
- 5.13 All other scheduled meetings will continue to start at 4pm, other than meetings of the Planning Control Committee and Trade Unions Consultative Forum, which will start at 3pm and 2pm, respectively.
- 5.14 Dates and times of required training for Members of the Planning Control Committee, Licensing & Public Protection Committee and Audit & Governance Committee have also been scheduled where necessary.

6 Implications

6.1 Financial

There are no direct financial implications arising from this report. Any costs incurred in holding the meetings will be met from within the existing Members' budgets for 2020-21.

6.2 Legal

Under Schedule 12 of the Local Government Act 1972, the Council is required to determine the date and time of any meetings of its Committees, Sub-Committees and Panels. In accordance with the Local Government Act 2000 and subsidiary legislation, the date and time of Cabinet meetings shall be determined by the Leader of the Council.

6.3 Human Resources

Meetings will be 'serviced' by Democratic Services and supported by other Officers from within the Council. Any increase in the number of meetings or a

reduction in staffing levels would impact on the Council's ability to support any additional meetings.

6.4 Section 17 (Crime Prevention)

None.

6.5 Human Rights Act

None.

6.6 Data Protection

None.

6.7 Risk Management

None.

6.8 Equality & Diversity

None.

6.9 Best Value

None.

7 Appendices to the Report

Appendix 1: Draft Calendar of Meetings 2020-21

Previous Consideration

None

Background Papers

None.

PROPOSED CALENDAR OF MEETINGS 2020-21**MAY 2020**

Monday	Tuesday	Wednesday	Thursday	Friday
4	5	6	7 <i>Staffordshire PFCC and CCDC elections</i>	8 Bank Holiday (Offices Closed)
11	12	13 Planning Control Committee	14 <i>Members' Induction</i>	15
18 <i>Members' Induction</i>	19 <i>Members' Induction</i>	20 <i>Members' Induction</i> Annual Council	21 <i>Members' Induction</i>	22
25 <i>Schools Half-Term</i> Bank Holiday (Offices Closed)	26 <i>Schools Half-Term</i>	27 <i>Schools Half-Term</i>	28 <i>Schools Half-Term</i>	29 <i>Schools Half-Term</i>

JUNE 2020

Monday	Tuesday	Wednesday	Thursday	Friday
1 <i>Members' Induction</i>	2 <i>Members' Induction</i>	3 <i>Members' Induction</i>	4 Cabinet Briefing	5
8 <i>Members' Induction</i>	9 2pm Planning Training (compulsory)	10 Planning Control Committee	11 <i>Members' Induction</i> 10am Licensing Training (Session 1) (compulsory)	12
15 Shadow Cabinet	16 Amazon (Rugeley) Members' Liaison Forum	17 <i>Members' Induction</i>	18 10am Licensing Training (Session 2) (compulsory) Cabinet	19
22 <i>Members' Induction</i>	23 2pm Audit Training Audit and Governance Committee	24 <i>Members' Induction</i>	25 <i>Members' Induction</i>	26
29 <i>Members' Induction</i>	30 Corporate Scrutiny Committee			

JULY 2020

Monday	Tuesday	Wednesday	Thursday	Friday
		1 <i>Members' Induction</i> Planning Control Committee	2 <i>Members' Induction</i> Cabinet Briefing	3
6 Standards Committee	7 Community Scrutiny Committee	8 Promoting Prosperity Scrutiny Committee	9 <i>Members' Induction</i>	10
13 Shadow Cabinet	14 <i>Members' Induction</i>	15 Council	16 4pm Cabinet	17
20 <i>Members' Induction</i>	21 Schools Summer Holiday Wellbeing Scrutiny Committee	22 Schools Summer Holiday Planning Control Committee	23 Schools Summer Holiday <i>Members' Induction</i>	24 Schools Summer Holiday
27 Schools Summer Holiday 3pm Audit Training (Statement of Accounts) Audit & Governance Committee	28 Schools Summer Holiday Trade Union Consultative Forum <i>Members' Induction</i>	29 Schools Summer Holiday <i>Members' Induction</i>	30 Schools Summer Holiday Cabinet Briefing	31 Schools Summer Holiday

AUGUST 2020

Monday	Tuesday	Wednesday	Thursday	Friday
3 Schools Summer Holiday	4 Schools Summer Holiday	5 Schools Summer Holiday	6 Schools Summer Holiday	7 Schools Summer Holiday
10 Schools Summer Holiday Shadow Cabinet	11 Schools Summer Holiday	12 Schools Summer Holiday Planning Control Committee	13 Schools Summer Holiday Cabinet	14 Schools Summer Holiday
17 Schools Summer Holiday	18 Schools Summer Holiday	19 Schools Summer Holiday	20 Schools Summer Holiday	21 Schools Summer Holiday
24 Schools Summer Holiday	25 Schools Summer Holiday	26 Schools Summer Holiday	27 Schools Summer Holiday	28 Schools Summer Holiday
31 Schools Summer Holidays Bank Holiday (Offices Closed)				

SEPTEMBER 2020

Monday	Tuesday	Wednesday	Thursday	Friday
	1 <i>Schools Summer Holiday</i>	2 Planning Control Committee	3 Cabinet Briefing	4
7	8	9 Council	10	11
14 Shadow Cabinet	15	16 Planning Control Committee	17 Cabinet	18
21 (<i>Labour Party Conference</i>)	22 (<i>Labour Party Conference</i>)	23 (<i>Labour Party Conference</i>)	24	25
28	29 Amazon (Rugeley) Members' Liaison Forum	30 Planning Control Committee		

OCTOBER 2020

Monday	Tuesday	Wednesday	Thursday	Friday
			1 Cabinet Briefing	2
5 (<i>Conservative Party Conference</i>)	6 (<i>Conservative Party Conference</i>)	7 (<i>Conservative Party Conference</i>)	8	9
12 Shadow Cabinet	13	14	15 Cabinet	16
19 Standards Committee	20	21 Planning Control Committee	22	23
26 <i>Schools Half-Term Holiday</i>	27 <i>Schools Half-Term Holiday</i>	28 <i>Schools Half-Term Holiday</i>	29 <i>Schools Half-Term Holiday</i> 11am Cannock Bowling Green Trustees Meeting Cabinet Briefing	30 <i>Schools Half-Term Holiday</i>

NOVEMBER 2020

Monday	Tuesday	Wednesday	Thursday	Friday
2	3 Corporate Scrutiny Committee	4 Trade Union Consultative Forum	5	6
9 Shadow Cabinet	10 Community Scrutiny Committee	11 Planning Control Committee	12 Cabinet	13
16	17 Wellbeing Scrutiny Committee	18 Promoting Prosperity Scrutiny Committee	19	20
23	24	25 Council	26 Cabinet Briefing	27
30				

DECEMBER 2020

Monday	Tuesday	Wednesday	Thursday	Friday
	1	2 Planning Control Committee	3	4
7 Shadow Cabinet	8 Audit and Governance Committee	9	10 Cabinet	11
14	15	16 Planning Control Committee	17	18
21 Schools Christmas Holiday	22 Schools Christmas Holiday	23 Schools Christmas Holiday	24 Schools Christmas Holiday (Offices Closed)	25 Schools Christmas Holiday Christmas Day (Offices Closed)
28 Schools Christmas Holiday Bank Holiday (Offices Closed)	29 Schools Christmas Holiday	30 Schools Christmas Holiday	31 Schools Christmas Holiday (Offices Closed)	

JANUARY 2021

Monday	Tuesday	Wednesday	Thursday	Friday
				1 Schools Christmas Holiday New Year's Day (Offices Closed)
4	5	6	7	8
11	12	13 Planning Control Committee	14 Cabinet Briefing	15
18 Standards Committee	19 Corporate Scrutiny Committee (Budget Consultation)	20 Council	21	22
25 Shadow Cabinet	26	27	28 Cabinet	29

FEBRUARY 2021

Monday	Tuesday	Wednesday	Thursday	Friday
1 Constitution Working Group	2 Amazon (Rugeley) Members' Liaison Forum	3 Planning Control Committee	4	5
8	9	10 Council (Budgets)	11	12
15 Schools Half-Term Holiday	16 Schools Half-Term Holiday	17 Schools Half-Term Holiday Planning Control Committee Cabinet (only if Budget matters referred back from 10/02 Council)	18 Schools Half-Term Holiday Cabinet Briefing	19 Schools Half-Term Holiday
22 Constitution Working Group	23	24 Council (Precepts etc.)	25	26

MARCH 2021

Monday	Tuesday	Wednesday	Thursday	Friday
1 Shadow Cabinet	2 Corporate Scrutiny Committee	3 Planning Control Committee	4 Cabinet	5
8	9 Audit and Governance Committee	10 Trade Union Consultative Forum	11	12
15	16	17 Promoting Prosperity Scrutiny Committee	18 Cabinet Briefing	19
22 Constitution Working Group	23 Community Scrutiny Committee	24 Planning Control Committee	25	26
29 Shadow Cabinet	30 Wellbeing Scrutiny Committee	31		

APRIL 2021

Monday	Tuesday	Wednesday	Thursday	Friday
			1 Cabinet	2 Schools Easter Holiday Good Friday (Offices Closed)
5 Schools Easter Holiday Easter Monday (Offices Closed)	6 Schools Easter Holiday	7 Schools Easter Holiday	8 Schools Easter Holiday	9 Schools Easter Holiday
12 Schools Easter Holiday	13 Schools Easter Holiday	14 Schools Easter Holiday Planning Control Committee	15 Schools Easter Holiday Cabinet Briefing	16 Schools Easter Holiday
19 Standards Committee	20	21 Council	22	23
26 Shadow Cabinet	27	28	29 Cabinet	30

MAY 2021

Monday	Tuesday	Wednesday	Thursday	Friday
3 Bank Holiday	4	5 Planning Control Committee	6	7
10	11	12	13	14
17	18	19 Annual Council	20	21
24	25	26 Planning Control Committee	27	28
31 Schools Half-Term Holiday (31 May to 4 June) Bank Holiday				

Report of:	Managing Director as (Acting) Returning Officer
Contact Officer:	Steve Partridge
Telephone No:	01543 464588
Portfolio Leader:	Leader of the Council
Key Decision:	No
Report Track:	Council: 08/01/20

COUNCIL
8 JANUARY, 2020
**OUTCOME OF COMPULSORY REVIEW OF POLLING DISTRICTS, POLLING
PLACES AND POLLING STATIONS**

1 Purpose of Report

- 1.1 Council is requested to note the outcome of the compulsory review of UK Parliamentary and local authority polling districts, polling places and polling stations.

2 Recommendations

- 2.1 That the review process be noted, and the proposals detailed at Appendix 1 to the report be approved.
- 2.2 That the review investigations should continue with a view to implementing any further possible changes to polling places and polling stations in advance of the next scheduled elections on 7 May, 2020.
- 2.3 That delegated authority be granted to the Managing Director in his capacity as (Acting) Returning Officer to approve changes to polling places and polling stations, as may be required, in between formal reviews.

3 Key Issues and Reasons for Recommendation

- 3.1 The Council, through the (Acting) Returning Officer (Managing Director), is required to undertake periodic compulsory reviews of polling districts and polling places for both Parliamentary and local authority elections. Cannock Chase is fortunate that the Parliamentary Constituency and local authority District boundaries are coterminous enabling the reviews to be combined.
- 3.2 In particular, the Council is required to undertake a compulsory review of UK Parliamentary and local authority polling districts, polling places and polling stations on a 5 year cycle. The governing legislation provides for a 15-month

window between 1 October, 2018 to 31 January, 2020 during which the review must be commenced and concluded. Locally, the review was planned to commence in June, 2019 following the conclusion of the local District and Parish elections on 2 May, 2019. Some preparatory work was undertaken during the 2 May elections period. This included 'real life' working assessments being carried out by Polling Station Inspectors in respect of access and basic suitability requirements to provide additional data to inform the review.

- 3.3 The approach to the review has been to address current needs while being mindful of future electoral requirements. While the formal periodic review is intended primarily in respect of Parliamentary election polling places, Cannock Chase District Council uses the same polling places at local elections. As local elections (District Council; County Council; or Parish Councils), are held every year, the Council already reviews its polling place provision on an annual basis.
- 3.4 By law, for the purpose of taking the poll in England and Wales, the (Acting) Returning Officer is entitled to use free of charge schools maintained or assisted by a local authority. This also applies to those schools that receive grants made out of monies provided by Parliament, including academies and free schools. The County Council sends annual reminders to Head teachers and Chairs of Governing Bodies of the (Acting) Returning Officers' rights in this regard.
- 3.5 While this is generally not popular with Head teachers, provision exists for them to use INSET days in order to minimise the impact of the elections, which normally fall on the first Thursday in May. Therefore, this should be allowed for when planning the academic year. However, there is no automatic requirement to close schools and not all feel the need to do so; that is a decision for the individual Heads.
- 3.6 The Managing Director / (Acting) Returning Officer is mindful of the impact that using school premises can have in some instances, and has requested that their use be given particular attention as part of the review process. Where possible / practicable to do so, a small number of polling places have already been relocated from schools. However, there is a shortage of suitable alternative facilities in the District and, as a result, schools premises remain one of the default locations. It should be noted that using alternative venues is also likely to result in additional costs to the Council. Nonetheless, the Electoral Services team continues to work with schools to try to minimise any inconvenience.
- 3.7 Unfortunately, the period in which the review was planned to be carried out was subject to two unscheduled additional elections – the European Parliamentary Election on 23 May and the UK Parliamentary General Election on 12 December, 2019. Planning and delivery of the unscheduled elections drew resources away from the review of polling places, adversely impacting on the completion of the review. Planning and preparatory work for the December General Election in particular overlapped with a period when it had been intended to investigate the suitability of suggested alternative venues. Nonetheless, some recommended changes are proposed, and it is intended to see through the remainder of the investigation in the new year, with any proposals in place in advance of the next scheduled elections in May, 2020.

- 3.8 This report provides Council with an overview of the processes that have been followed in undertaking the review, and the conclusions and recommendations that have been reached as a result.

4 Relationship to Corporate Priorities

- 4.1 The Council through its democratic process supports all of the Council's Corporate Priorities.

5 Report Detail

- 5.1 The Electoral Administration Act, 2006 (EAA 2006), introduced a duty on all local authorities to review their UK Parliamentary polling districts and polling places at least once every four years. The Electoral Registration and Administration Act, 2013 (ERAA 2013), amended this requirement to bring the reviews in line with revised five year UK Parliamentary terms, with the reviews required to be completed within the period of 16 months beginning from 1 October, 2013, and ending 31 January, 2015, and every fifth year thereafter (i.e. 1 October, 2018 to 31 January, 2020).

- 5.2 Reviews of polling districts and polling places for local government elections are prescribed under Section 31 of the Representation of the People Act, 1983 (RPA 1983). As Cannock Chase has the benefit of a coterminous Parliamentary Constituency and local authority District boundary, the two reviews are able to be conducted simultaneously.

5.3 Definitions

- A polling district is a geographical area created by the sub-division of an electoral area such as a UK Parliamentary constituency, an electoral division; or a District ward, into smaller parts.
- A polling place is the particular building or area in which a polling station will be selected by the (Acting) Returning Officer.
- A polling station is a room or area within the polling place where voting takes place. While polling districts and polling places are determined by Council as part of the review, polling stations are chosen by the (Acting) Returning Officer, and may be redesignated within the polling place without the need for further review.

Practically, the majority of people are only concerned about the location and suitability of polling stations.

5.4 Formal Review Process

There is a prescribed process for conducting the review, which was previously reported to Council, along with a summary of the process. Briefly, the process is as follows:

The Council must give notice of the holding of a review (Completed) The notice must be displayed at the local authority's office and in at least one conspicuous place within the authority, and published on the local authority website. Copies of the notice were also sent to interested parties, including elected representatives (Councillors, MP, MEPs, etc.), political parties, disability groups and other stakeholders to invite comments. A press release was also issued, and social media feeds used to draw attention to the review and the process. A copy of the Notice including the timetable for the process is included at Appendix 2 to the report.

- Consultation (Completed) The consultation stage sought representations and comments on the existing and proposed arrangements for polling districts, if applicable, polling places and polling stations. There are two aspects of this stage:

(i) A compulsory submission from the (Acting) Returning Officer of the UK Parliamentary constituency.

(ii) Submissions from electors and other interested persons and bodies, including elected representatives and those with expertise in relation to access to premises or facilities for disabled people.

In order to maximise feedback, questionnaires were also placed in polling stations inviting comments from electors attending the local government elections on 2 May, 2019.

- The (Acting) Returning Officer's submission (Completed) The (Acting) Returning Officer's submission must comment on both the existing polling stations and the polling stations that would likely be used based on any proposed polling places. This is, effectively, the (Acting) Returning Officer's interim recommendations, which were published on the Council's website and further responses invited in accordance with the published timetable.

A small number of additional comments were received as a result; these have been incorporated as part of the

- Conclusion (This stage) After considering all of the representations, the (Acting) Returning Officer prepares recommendations on the most appropriate polling districts / places / stations, which must be approved by Council.

Any alteration is effective on the date on which the Electoral Registration Officer publishes a notice stating that the alterations have been made. This should be at the same time as the register is revised or a notice of alteration published, as appropriate. As no changes to polling districts are recommended, this is not relevant in this instance.

- Publishing the conclusions of the review Once the Council has agreed the proposals, details of the new polling districts and polling places must be made available to the public, as per the original notice of review. While it is important that steps are taken to make affected electors aware of any changes to the place they must attend to vote, it is sufficient to highlight any changes on the poll card for the next election they are entitled to vote at.

A summary of the conclusions and recommendations from the review is attached as Appendix 1.

- 5.5 The Council holds scheduled elections every year. The Council elects 'by thirds', so it has a local election in three out of every four years. The fourth year ('fallow' year), is when County Council elections take place. Parish Council elections also take place on a four yearly cycle and are combined with local elections in the second year of the Council cycle. In the third year of the cycle, elections for the Staffordshire Police, Fire and Crime Commissioner (Staffordshire PFCC), are combined with local elections. As a result there is an ongoing cycle of review across the duration of every electoral event. Consideration is also given to feedback from polling station staff and others, including members of the public, after every election.
- 5.6 The (Acting) Returning Officer is mindful of a number of new and ongoing residential developments across the district. However, no provision has been made at this stage in terms of revisions to polling districts to account for the potential increased electorates. In the short term, these matters can be addressed, if required, by the (Acting) Returning Officer under delegated powers, with local Ward Councillors being consulted, as appropriate.
- 5.7 In the longer term, the Council has been advised that it is to be subject to a Local Government Boundary Commission for England (LGBCE) review of its ward boundaries, which could result in changes to the numbers of Councillors; frequency of election; and ward boundaries. However, it is unlikely to have any significant impact on the location of the majority of polling places. The LGBCE review is scheduled to commence in late-2021.
- 5.8 As a result of the initial consultation and subsequent to the publication of the (Acting) Returning Officer's initial recommendations, suggestions for alternative venues were made in respect of 18 of the 53 polling places, covering 77 polling stations. A number of the suggestions were duplicated, for example, Brereton & Ravenhill Parish Hall was suggested as an alternative for 3 different polling places (4 polling stations). Other suggestions fell outside of the ward boundary; some were already used as a polling place; and some were generic and / or costly e.g. 'a portable'. A number of the suggestions had also been investigated previously, but had not been suitable for a variety of reasons, including lack of engagement from the premises operator. Unfortunately, preparations for the General Election overlapped with, and overtook, the investigation period as firm commitments needed to be made in respect of venue bookings for that election.
- 5.9 Consequently, only initial enquiries only were carried out regarding a number of the suggested alternative venues, which may warrant further investigation. It is, therefore, proposed that, where applicable, further investigations be undertaken and concluded in the new year.
- 5.10 As a result of the review, it is proposed to recommend a permanent change to the location of 1 polling place covering 2 polling stations.

Polling stations 29 and 30 share facilities at St. Luke's C of E (C) Primary School, New Penkridge Road, Cannock, which is in the Cannock West (CW) polling district. Consultation during the review led to a suggestion that alternative facilities at the Church of Jesus Christ of Latter-Day Saints located further along New Penkridge Road be used instead. Although it was initially difficult to establish contact with the Church, subsequent communication with the

local Bishop has proved to be very positive and the Church indicated that they would be happy to assist at future elections.

- 5.11 The Church was actually used on the occasion of the unscheduled General Election on 12 December, 2019, as the school was unable to accommodate the polling stations due to prior Christmas-related commitments. Feedback from polling staff, electors and the Church itself indicate that this was, generally, a positive and popular move. A small number of complaints were received from people who went to the school to vote and had to be redirected. This was because poll cards had originally been despatched indicating that school would be used as usual. However, as soon as the change of venue was confirmed, all affected electors were written to advising of the change. Signage was also used at the school on polling day to redirect voters to the Church.

6 Implications

6.1 Financial

Undertaking the review will have incurred some additional costs to the authority. However, it is not possible to quantify these fully, as they relate largely to Officer time and have effectively been absorbed as an operational cost of running Electoral Services.

6.2 Legal

It is a statutory requirement to undertake reviews of polling districts and polling places for UK Parliamentary General Elections and local elections.

6.3 Human Resources

None.

6.4 Section 17 (Crime Prevention)

None.

6.5 Human Rights Act

None.

6.6 Data Protection

None.

6.7 Risk Management

There is a small risk of voters being discouraged from voting if they consider polling places and polling stations to be inappropriate, though they do, of course, have the option of a postal vote rather than voting in person. This review seeks to mitigate this risk by ensuring that the venues are conveniently located and fit for purpose.

6.8 Equality & Diversity

Equality and diversity considerations are embedded within the requirements of the review.

6.9 Best Value

None.

7 Appendices to the Report

Appendix 1 (Acting) Returning Officer's Summary Report – Review of Parliamentary Polling Districts, Polling Places and Polling Stations

Appendix 2 Notice of Review of Polling Districts & Polling Places, including timetable for process

Previous Consideration

Compulsory Review of Polling Districts, Polling Places and Polling Stations

Council

23 January, 2019

Background Papers

Section 31 Representation of the People Act, 1983 (RPA 1983)

The Electoral Administration Act, 2006 (EAA 2006)

The Electoral Registration and Administration Act, 2013 (ERAA 2013)

The Electoral Commission Guidance: Reviews of Polling Districts, Polling Places and Polling Stations

ITEM NO. 11.

Cannock Chase Constituency Review of Parliamentary Polling Districts, Polling Places and Polling Stations, 2019

(Schedule A1 to the Representation of the People Act, 1983; and Electoral Administration Act, 2006, as amended by the Electoral Registration and Administration Act, 2013)

Report of the (Acting) Returning Officer for the Cannock Chase Parliamentary Constituency

The (Acting) Returning Officer for the Cannock Chase Parliamentary Constituency and the Cannock Chase District Council has undertaken a review in accordance with the above legislation. This has included consultation with, amongst others: elected representatives; disability groups; other stakeholders; polling station staff at elections; and members of the public. Comments received as part of the initial consultation and, subsequently, following publication of his initial recommendations have been considered by the (Acting) Returning Officer and his final recommendations, are detailed below.

Whilst every effort is made to ensure that polling stations are accessible and convenient to all electors; unfortunately, premises that are entirely suitable in every regard are not always available in the required area, and a location that is 'generally satisfactory' may need to suffice instead. Nonetheless, the situation is monitored on an ongoing basis and, in the event that better alternative facilities become available, the (Acting) Returning Officer will consider and determine their suitability for future use.

Poll. Area	PS No.	Polling Place / Polling Station Name	Comments (Summary of comments received. Premises are, otherwise, considered to be satisfactory for elections purposes.)	Alternative Venue(s) Suggested (if any)	Recommendation
AG1	1	Rugeley Leisure Centre, Burnthill Lane, Rugeley WS15 2HZ	3 positive comments received. Polling station considered easy to find and facilities, access etc. good.	None suggested	Maintain current arrangements
AG2	2, 3	Pear Tree W.M.C., Concert Room, Hardie Avenue, Rugeley WS15 1NT	40 positive comments received. Polling station considered easy to find and facilities, access etc. good.	None suggested	Maintain current arrangements
AG3	4	Chase View C P School, Hillary Crest, Rugeley WS15 1NE	11 generally positive comments received. Polling station considered easy to find. Some concerns about access to (i) car park; (ii) room used as polling station.	None suggested	Maintain current arrangements but speak to school about access concerns.
BR1	5, 6	Redbrook Hayes School, Talbot Road, Brereton, Rugeley WS15 2YP	27 positive comments received. Polling station considered easy to find and facilities, access etc. good. However, 6 of these also suggested moving in order to not disrupt school.	Brereton & Ravenhill Parish Hall Brereton Library	Investigate further. NB: Library forms part of school building.
BR3	7	Hob Hill School, Armitage Lane, Brereton, Rugeley WS15 1ED	29 positive comments received; 1 negative (not explained). Polling station considered easy to find and facilities, access etc. good. 1 suggestion that polling station be moved in order to not disrupt school.	Brereton & Ravenhill Parish Hall.	See above and below. Investigate further to determine if any alternatives are viable.

APPENDIX 1

ITEM NO. 11.9

Poll. Area	PS No.	Polling Place / Polling Station Name	Comments (Summary of comments received. Premises are, otherwise, considered to be satisfactory for elections purposes.)	Alternative Venue(s) Suggested (if any)	Recommendation
BR4	8	St Joseph's School, Newman Grove, Rugeley WS15 1BN	19 positive comments received. Polling station considered easy to find and facilities, access etc. good. Alternatives suggested in order to not disrupt school.	Brereton Community Hub B&R Parish Hall Brereton Town FC Redbrook Park Community Centre 'Portable on a green area' Wharf Road Judo Club	Investigate further. Follow up with B&R Parish Council and BTFC football club. NB: Hub not big enough for additional poll stns. Portable not practical.
BR5	9	Brereton Community Hub, Armitage Road, Brereton, Rugeley WS15 1DF	10 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
CE1	10	Cannock Community Fire Station, Old Hednesford Road, Cannock WS11 6LD	12 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
CE2	11, 12	Chadsmoor J M School, Burns Street, Chadsmoor, Cannock WS11 6DR	59 positive comments received; 1 partially negative (not convenient to elector if they didn't have transport). Polling station otherwise considered convenient and easy to find. 1 suggestion that polling station be moved in order to not disrupt school.	Coniston Hall Cannock Chase High Chadsmoor Prog WMC (from Cllr.) Chadsmoor Baptist Church Hall (from Cllr.)	Investigate further.
CE3 CE4	13 14	St Chad's Church Hall, Cannock Road, Chadsmoor, Cannock WS11 5TA	12 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
CE5	15	Highfields Centre, 21 Smalley Close, Hightown, Cannock WS11 5TY	30 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
CN1	16	Bevan Lee Community Centre, 28 Bevan Lee Road, Cannock WS11 4PS	8 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
CN2	17, 18	St. Aidan's Church Hall, Albert Street, Cannock WS11 5JA	30 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
CN3	19, 20	Moorhill C.P. School, Moorland Road, Cannock WS11 4NX	40 positive comments received. Polling station considered convenient and easy to find. School Manager would like us to find somewhere else.	Chase Baptist Church (also suggested by 2 Cllrs) School suggested use of on site 'portable classroom' Festival Stadium St. Josephs Church	Investigate further. NB: Previous attempts to use Baptist Church failed because church did not keep lines of communication open.

APPENDIX 1

ITEM NO. 11.10

Poll. Area	PS No.	Polling Place / Polling Station Name	Comments (Summary of comments received. Premises are, otherwise, considered to be satisfactory for elections purposes.)	Alternative Venue(s) Suggested (if any)	Recommendation
CN4	21	West Chadsmoor Family Centre, 98-100 Princess St., Chadsmoor, Cannock WS11 5JT	5 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
CS1 CS2	22	Bridgtown Primary School, North Street, Bridgtown, Cannock WS11 0AZ	3 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
CS3	23, 24	Longford Primary School, Ascot Drive, Cannock WS11 1PD	40 positive comments received. Polling station considered convenient and easy to find.	St. Stephen's Church. Longford Social Club (out of area). The Longford Centre. Magistrates Courts. School and some electors keen to have poll stn moved because of need to close school.	Investigate further. NB: St. Stephen's Church not big enough for second poll stn. Continue to seek other alternatives
CS4	25	St. Barnabas Church Hall, Mosswood Street, Cannock WS11 0AT	27 generally positive comments received (1 person said it is 'quite a way' from their house and they 'can never find it' but otherwise good).. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
CS5	26	Salvation Army Hall, Walhouse Street, Cannock WS11 0DY	4 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
CW1	27	St. Stephen's Church Hall, Bideford Way, Cannock WS11 1QD	11 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
CW2	28	Meeting Room, Cannock Park Golf Club, Rear of Chase Leisure Centre, Stafford Road, Cannock WS11 2AL	No comments received.	N/A	Maintain current arrangements
CW3	29, 30	St. Luke's Primary School, New Penkridge Road, Cannock WS11 1HN	49 positive comments received; 1 partially negative (individual finds stairs difficult). Polling station considered convenient and easy to find. Headmaster would like us to find somewhere else.	Church of JC of Latter Day Saints (Head's suggestion) St. Lukes Church Hall Cannock Library	Church of JC of Latter-Day Saints used at UKPGE. Excellent facility and Church happy to be used again. Recommend permanent change
CW4	31	Cannock Chase High School, Hednesford Road, Cannock WS11 1JT	11 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements

APPENDIX 1

ITEM NO. 11.11

Poll. Area	PS No.	Polling Place / Polling Station Name	Comments (Summary of comments received. Premises are, otherwise, considered to be satisfactory for elections purposes.)	Alternative Venue(s) Suggested (if any)	Recommendation
CW5	32	Cardinal Griffin R.C. School, Cardinal Way, off Stafford Road, Cannock WS11 4AW	3 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
EH1	33, 34	Western Springs C.P. School, School Road, Rugeley WS15 2PD	27 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
EH2	35	Etching Hill Primary School, Penk Drive North, Etching Hill, Rugeley WS15 2XY	30 positive comments received. Polling station considered convenient and easy to find.	Etchinghill Tennis Club. Community Church, Fernwood Dr./Green Lane. Church of the Holy Spirit, Mount Road	Investigate further.
EH3	36, 37	Etching Hill Primary School, Penk Drive North, Etching Hill, Rugeley WS15 2XY	40 positive comments received. Polling station considered convenient and easy to find. Some suggestions that polling station be moved in order to not disrupt school.	Etchinghill Village Hall	Investigate further.
EH4	38	Slitting Mill Village Hall, Slitting Mill, Rugeley WS15 2UR	12 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
EH5	39	Slitting Mill Village Hall, Slitting Mill, Rugeley WS15 2UR	3 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
GH1	40, 41	Staffordshire University Academy, View Street Entrance, Hednesford, Cannock WS12 4JH	14 positive comments received. Polling station considered convenient and easy to find. School would like us to find somewhere else for 'safeguarding reasons'.	Poppyfield Primary Academy, Bishop St. (opens Sep., 2019) Belt Rd. WMC (Suggested by school)	Investigate further.
GH2	42, 43	Pye Green Valley C P School, Rose Hill, Hednesford, Cannock WS12 4RT	40 positive comments received. Polling station considered convenient and easy to find.	West Hill School Pye Green Community Centre (from Cllr.)	Investigate further.
HG1	44	Hayes Green Community Centre, Hayes Way, Heath Hayes, Cannock WS12 5YT	26 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
HG2	45	Hayes Green Community Centre, Hayes Way, Heath Hayes, Cannock WS12 5YT	7 positive comments received. Polling station considered convenient and easy to find. (1 commented that they were 'pleased that a school was not being used when HGCC available')	None suggested	Maintain current arrangements
HG3	46, 47	Hayes Green Community Centre, Hayes Way, Heath Hayes, Cannock WS12 5YT	46 positive comments received. Polling station considered convenient and easy to find.	Heath Hayes Library	Investigate further.

APPENDIX 1

ITEM NO. 11.12

Poll. Area	PS No.	Polling Place / Polling Station Name	Comments (Summary of comments received. Premises are, otherwise, considered to be satisfactory for elections purposes.)	Alternative Venue(s) Suggested (if any)	Recommendation
HH1	48	Heath Hayes Academy, Wimblebury Road, Heath Hayes, Cannock WS12 2EP	14 positive comments received; 1 negative (car park too far from polling station; ramp not suitable for wheelchair user). Otherwise, polling station considered convenient and easy to find.	Heath Hayes Library	Investigate further.
HH2	49, 50	Five Ways J M School, Langholm Drive, Heath Hayes, Cannock WS12 2EZ	3 positive comments received. Polling station considered convenient and easy to find. School would like us to find somewhere else for 'safeguarding reasons' but no specific suggestions		Maintain current arrangements
HH3	51	Bourne Methodist, Chapel Street, Heath Hayes, Cannock WS12 3HE	30 positive comments received. Polling station considered convenient and easy to find. NB Cllr. Has advised that Church is to close and we will need to find alternative.	Heath Hayes Library (from Cllr)	Investigate further. NB: Closure deferred.
HH4	52	Wimblebury Community Centre, John Street, Wimblebury, Cannock WS12 2RJ	35 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
HN1	53	Aquarius Ballroom (Pisces Suite), Victoria Shopping Park, Hednesford, Cannock WS12 1BT	8 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
HN2	54	The Scout Hut, Mavis Road, Hednesford, Cannock WS12 4BS	No comments received. Known that access ramp is a bit steep and tight turn for wheelchair users. No evidence though that this manifested as a problem.	N/A	Maintain current arrangements
HN3	55	Portable Polling Station, Adj. to Midland Heart, School Court, Station Road, Hednesford, Cannock WS12 4UA	10 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
HN4	56, 57	Pye Green Community Centre, Bradbury Lane, Pye Green, Hednesford, Cannock WS12 4EP	12 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
HN5	58	Portable Polling Station, Car park opp. 79 Brindley Heath Road, Hednesford, Cannock WS12 4DR	No comments received.	N/A	Maintain current arrangements
HS1	59, 60	St Peter's Church Hall, Church Hill, Hednesford, Cannock WS12 1BD	2 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements

APPENDIX 1

ITEM NO. 11.13

Poll. Area	PS No.	Polling Place / Polling Station Name	Comments (Summary of comments received. Premises are, otherwise, considered to be satisfactory for elections purposes.)	Alternative Venue(s) Suggested (if any)	Recommendation
HS2	61	St Joseph's R C School, Hill Top, Hednesford, Cannock WS12 1DE	20 positive comments received. Polling station considered convenient and easy to find. 2 comments re parking: (i) 'long walk across road if you have mobility issues'; (ii) 'not good for large vehicles'	None suggested	Maintain current arrangements
HS3	62, 63	St Joseph's R C School, Hill Top, Hednesford, Cannock WS12 1DE	29 positive comments received. Polling station considered convenient and easy to find.	Our Lady of Lourdes Church Hall (also from Cllr.) NB: Church Hall has regular Thursday bookings.	Maintain current arrangements.
NC1	64	Jerome CP School, Hussey Road, Norton Canes, Cannock WS11 9TP	25 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
NC2	65, 66	Norton Canes Methodist Church Hall, Poplar Street, Norton Canes, Cannock WS11 9SG	No comments received.	N/A	Maintain current arrangements
NC3	67, 68	Norton Canes Community Centre, Brownhills Road, Norton Canes, Cannock WS11 9SF	2 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
RR1	69	Portable Polling Station, Beaudesert View, Rawnsley WS12 1LA	7 generally positive comments received; 3 negative (access ramp – too steep; too narrow; difficult to get wheelchair onto it) . Polling station considered convenient and easy to find.	Cannock & Rugeley Cricket Club	Investigate further.
RR2	70	Hazel Slade C P School, Cannock Wood Street, Hazel Slade, Cannock WS12 0PN	30 positive comments received. Polling station generally considered convenient and easy to find. Some suggestions that polling station be moved in order to not disrupt school.	Non-specific: 'Pub, library, supermarket';	Maintain current arrangements
RR3	71	Cannock Wood & Gentleshaw Village Hall, Buds Road, Cannock Wood, Rugeley WS15 4AW	11 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
RR4	72	Prospect Village Hall, Williamson Avenue, Prospect Village, Cannock WS12 0QF	No comments received.	N/A	Maintain current arrangements
WS1	73	Methodist Rooms, Lichfield Street, Rugeley WS15 2EH	30 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements
WS2	74, 75	Rugeley Rose Theatre & Community Hall, Taylors Lane, Rugeley WS15 2AA	18 positive comments received. 2 pointed out steps as potential trip hazard. Polling station considered convenient and easy to find.	1 suggested 'Pub' (didn't specify which)	Maintain current arrangements
WS3	76	Western Springs C.P. School, School Road, Rugeley WS15 2PD	10 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements

Poll. Area	PS No.	Polling Place / Polling Station Name	Comments (Summary of comments received. Premises are, otherwise, considered to be satisfactory for elections purposes.)	Alternative Venue(s) Suggested (if any)	Recommendation
WS4	77	The Bungalow, The Hart School, Penkridge Bank Road, Rugeley WS15 2UE	1 positive comments received. Polling station considered convenient and easy to find.	None suggested	Maintain current arrangements

Key to Polling Districts

AG	Hagley	CW	Cannock West	HN	Hednesford North
BR	Brereton & Ravenhill	EH	Etching Hill & The Heath	HS	Hednesford South
CE	Cannock East	GH	Hednesford Green Heath	NC	Norton Canes
CN	Cannock North	HG	Hawks Green	RR	Rawnsley
CS	Cannock South	HH	Heath Hayes East & Wimblebury	WS	Western springs

ITEM NO. 11.



Notice of Review of Polling Districts & Polling Places

Notice is hereby given that, in accordance with statutory requirements, Cannock Chase Council is conducting a review of polling districts, polling places and polling stations.

We are looking for feedback on the suitability of the facilities that are currently used, any proposed changes or any related matters. Particular reference will be made to location and accessibility issues. The Council would welcome the views of local electors as well as persons or organisations with particular expertise in relation to access to premises or facilities for persons who have different forms of disability.

Persons or bodies making representations should state the reasons why a particular location is not suitable and, if possible, suggest an alternative, more suitable venue that may be used instead. The (Acting) Returning Officer will then comment on the suitability of polling stations within each polling district and comments may be made on the proposals.

A form / questionnaire for completion can be downloaded below.

A list of the locations of the polling stations used at the recent District and European Parliamentary elections is also available to download.

Comments and representations can be submitted to: Polling Review, Electoral Services, Cannock Chase District Council, Civic Centre, Beecroft Road, Cannock WS11 1BG.

Or by email to: ElectionsOffice@cannockchasedc.gov.uk

All comments and representations must be submitted by 13 September, 2019.

Publication of Notice of Review	9 August, 2019
Consultation period ends	13 September, 2019
Review of consultation feedback / (Acting) Returning Officer's proposals	16 September – 18 October, 2019
Consultation on (A)RO's proposals	21 October – 15 November, 2019
Consideration of further feedback and report to Council	8 January, 2020

Tony McGovern
(Acting) Returning Officer