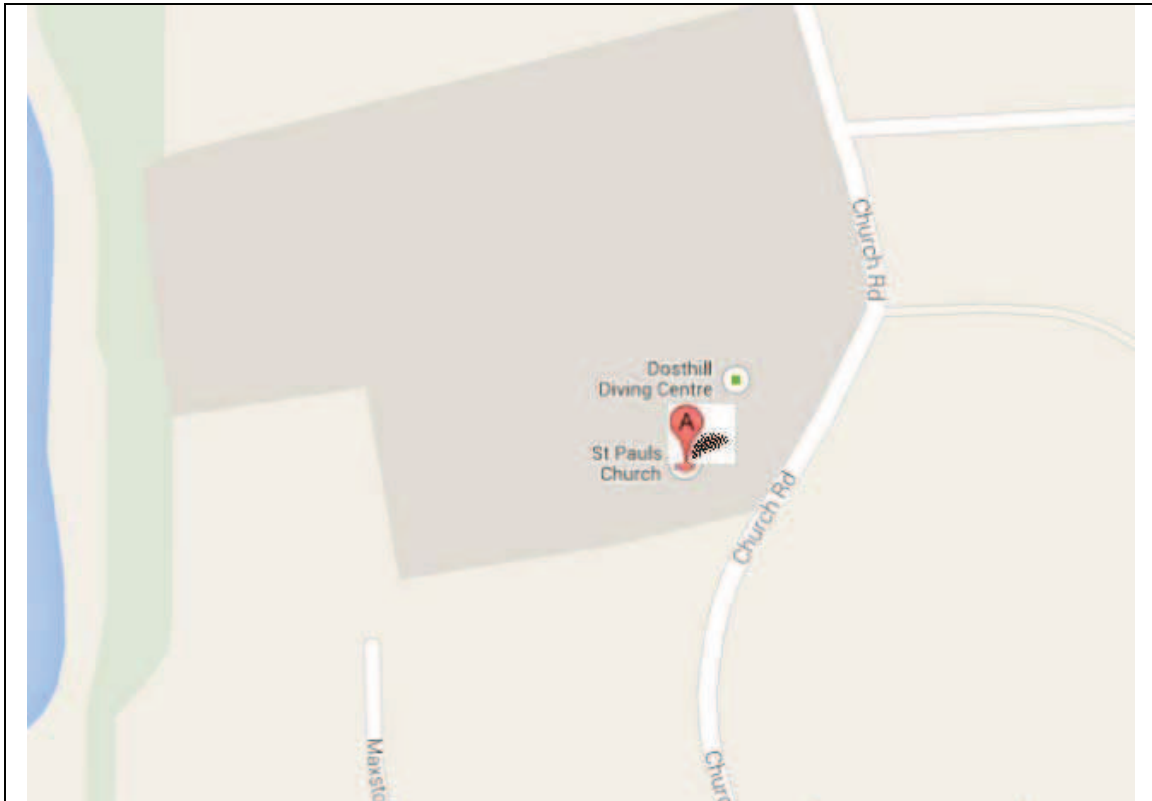


Potential Polling place / polling station – evaluation checklist

Part A – Potential polling place details		
Polling place identifier	The Norman Chapel, St Paul's Chapel	
Polling place name	The Norman Chapel, St Paul's Chapel	
Polling place address	Church Road Dosthill Tamworth B77 1LU	
Number of electors (If more than one polling station within the polling place, identify split of electors)	TR5 - 880	
Number of postal voters	TR5 – 176	
Building availability for future elections/referendums	Yes but must ensure that it is booked in advance.	
Polling place review		
Check	✓	Comment
• Are there suitable transport links?	Yes	Bus stop is located on Church Road.
• Are there any access issues regarding main/busy roads, railways, rivers, etc.?	No	
• Is the polling place capable of accommodating more than one polling station together with the necessary staff and equipment? If so, could it accommodate all allocated voters going in and out of the polling stations, even where there is a high turnout?	No	
• Is the building readily available in the event of any unscheduled elections?	Yes	But as much notice as possible would need to be given.
• Is there any possibility that the building may be demolished as part of a new development?	No	
<p>Identify any complaints/comments received from stakeholders at previous electoral events</p> <p>The Headteacher, Chair of Governors, The Boys Club, The Vicar of St Paul's Church (Dosthill) and parents from the school have put in a number of submissions asking that we look at other locations to house this polling station within the local area. Putting aside the issue of the school closing and the inconvenience this causes for parent the fact is that Dosthill Primary School is poorly laid out and causes access issues for voters with disabilities. The school can offer no solution to this. There is also no parking available at the school for disabled or able bodied electors. This has caused issues in the past particularly with disabled electors as they have been unable to park their vehicles and access the polling station. Even if disabled parking was available on site this would still require any disabled elector to travel the perimeter of the school into the polling station. It is worth noting that the authority may be open to a challenge by disabled electors should they not be able to access the polling station and financial implications may arise from this. The Norman Chapel has been offered for use by Rev'd Louise Shaw. Rev'd Shaw is keen to support the local community and has offered the use of this facility for a nominal fee to cover heating and light. The Chapel is well known in the locality and is used for PACT meetings regularly. In reality this building is more suited to holding a meeting rather than a polling station. The fact is that it will not alleviate some of the issues that are currently experience at Dosthill Primary School, namely parking and easier access for disabled people.</p>		

Part B – External areas access and facilities		
Check	(√)	Comments
• Are there good public transport links to the polling place?	Yes	Bus stop across the road
• Is the approach to the building safe and free from obstructions and does it have a dropped kerb?	Yes	The polling station would be accessed via the church yard.
• Is the building clearly identifiable?	Yes	The building and location is extremely well known with this locale and is the current site for PACT meetings.
• Is additional signage required between street and entrance?		If additional signage is needed this could be placed upon the fence boarding the road and within the church yard.
• Is there the facility to put up the required signage for polling day?	Yes	
• Are there parking facilities for disabled people?	No	Parking is extremely limited 2/3 at best. This would mean that electors would need to park on Church Road.
• Are there parking facilities for polling staff?	Yes	
• Does the approach to the building have external lighting?	Yes	
• Does the building have level access? Yes/No. If no –	No	A temporary ramp would need to be constructed for the inside of the building.
• Has a purpose built ramp been installed?	No	
• If so, does it have a handrail?	n/a	
• Does the ramp have a gentle slope?		
• Does the building require a temporary ramp or is there an alternative disabled access?		
• Is the entrance door wide enough for a disabled person using a motorised wheelchair?	Yes	If both doors are opened
• Are the doors light enough for frail/elderly voters to open?	No	Heavy oak doors
• Can the 'Guidance for voters' notice be clearly displayed outside the premises, as required by the election rules?	Yes	
• Are there any external security concerns?	No	
• Can tellers be accommodated outside the building?	No	

External plan – B1



Part C – Internal areas access and facilities		
Check	(√)	Comments
• Are all doors easy to open (including by wheelchair users) or do they need to be permanently locked back?	No	Door would need to be permanently locked back
• Are there any internal steps or obstructions/hazards?	No	
• Are any doormats level with the floor?	Yes	
• Is the floor covering non-slip (including in wet weather)?	Yes	
• Are there any corridors that may cause access problems?	No	
• Is there adequate lighting in the corridors?	n/a	
• Are there toilet facilities?	Yes	Toilet facilities Including disabled facilities are located in a separate building adjacent to the Norman Chapel.
• Is there a kitchen that staff can use?	Yes	The kitchen area is located in the same room as the polling station would be housed.
• Is the area adequately lit for day and night time?	Yes	
• Is there adequate space for signage?	Yes	
• How many polling stations can the building accommodate?	1	
• Does the building have a telephone available (land line) in the event of mobile network problems?	No	

Part D – The polling station(s)		
Check	(√)	Comments
<ul style="list-style-type: none"> Is there sufficient space to accommodate and manage the flow of a high volume of electors in the case of a high turnout of electors? 	No	The Norman Chapel would struggle to located more than 10 electors at anyone time once space has been allotted for booth etc.
<ul style="list-style-type: none"> If multiple polling stations need to be provided, are there other rooms available, or can the space be clearly divided to provide adequate room for more than one polling station? 	No	
<ul style="list-style-type: none"> Is there sufficient space inside the polling station to comfortably accommodate staff, voters, polling agents and observers? 	Yes	
<ul style="list-style-type: none"> Could ballot booths be positioned in a way that would preserve the secrecy of the ballot, even where there may be a high volume of electors? 	No	See note above
<ul style="list-style-type: none"> Is there adequate lighting for day and night time? 	Yes	
<ul style="list-style-type: none"> Is there suitable furniture (tables and chairs) available for all types of election for polling staff and for those voters who may need to rest? 	Yes	
<ul style="list-style-type: none"> Could motorised wheelchairs be accommodated? 	Yes	As long as a temporary ramp is in situ.
<ul style="list-style-type: none"> Can the official notices be clearly displayed, including the large-print version of the ballot paper(s)? 	Yes	

Internal – The polling station(s) – D1

The Norman Chapel – TR5
Dimensions: 4.8m x 9m



Kitchen Area



Toilet Block



Entrance to Norman Chapel



Entrance to Norman Chapel

