

Meeting of:	Cabinet
Date of Meeting:	Thursday, 24 September 2026
Relevant Scrutiny Committee:	Resources Scrutiny Committee
Item which the Chair has decided is urgent (Part I) (If yes, why)	Not Applicable
Urgent Decision Procedure Used (15.14 of the Constitution) (If yes, why)	Not applicable
Item Type	Part I
Report Title:	Review of Polling Districts and Polling Places in the Vale of Glamorgan Electoral Area
Portfolio Holder:	Executive Leader and Cabinet Member for Performance and Resources
Strategic Leadership Team:	Director of Corporate Resources
Lead Officer:	Rob Thomas – Returning Officer

1.0 What is this report about?

- 1.1 To inform Cabinet of the start of a review of Polling Districts and Polling Places within the Vale of Glamorgan electoral area ahead of the Local Government Elections on 6th May 2027.

2.0 What are the Recommendations?

	Recommendation – What and How?	Reason for Recommendation – Why?
2.1	That Cabinet agrees to the proposed timetable for the review as detailed in Appendix A.	To note the content of the report in relation to the review and timeline.

3.0 What is the background to this report?

- 3.1 Local Authorities are required to carry out a compulsory review of Polling Districts and Polling Places every five years under the Representation of the People Act 1983 [s18](#), and the Electoral Administration Act 2006 [s16](#). The compulsory review was completed in 2023, however the Electoral Registration and Administration Act 2013 [s17](#), states that the relevant Authority may carry out a review of some or all of the polling districts and polling places in its area at other times.
- 3.2 It is necessary to complete an interim review of the Polling Districts and Polling Places within the Vale of Glamorgan electoral area as a consequence of the Vale of Glamorgan Council's Community Review which concluded in April 2024, with the County Borough of Vale of Glamorgan (Communities) [Order](#) 2026 coming into force on 6th May 2027.
- 3.3 The Vale of Glamorgan Council is required to divide every constituency situated within its area into polling districts for the purposes of UK Parliamentary elections, to designate a polling place for each polling district, and to keep these under review. The arrangements made for Parliamentary elections are also used at all other elections.
- 3.4 The Returning Officer has personal responsibility for deciding on the number and location of Polling Stations within the County Borough.

3.5 Definition of Terms

- A polling district is the smallest geographical sub-division of a local electoral ward.
- A polling place is a geographical area in which a polling station is located. It can be defined as tightly as a particular building or as widely as the entire polling district.
- The polling place shall be an area in the polling district, except where special circumstances make it desirable to designate an area wholly or partly outside the polling district.
- A polling station is the actual area or specific room where the process of voting takes places i.e. where voters cast their votes. It must be located within the polling place designated for the particular polling station.

3.6 Aim of the Polling Districts and Polling Places Review

- Local Authorities must seek to ensure;
- All electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances;
- So far as is reasonable and practicable, all polling places are accessible to all their electors, including those with disabilities;

3.7 Polling Districts and Polling Places Review Procedure

- Stage 1 - The Authority gives public notice of its intention to undertake a review and invites comments and submissions from any interested parties;

- Stage 2 - The Authority considers all submissions received before a final determination regarding the new Polling Districts and Polling Places structure is made by the Returning Officer. However, there is no requirement to change any existing arrangements. The outcome of the review is then published.
- Feedback submissions are considered by the Returning Officer and decisions taken accordingly.

4.0 What issues are there to be considered?

4.1 The proposed timetable for Cabinet consideration is attached to this report (Appendix A).

5.0 How has evidence been used to inform the report, including the views of others?

5.1 There has been no consultation yet, however, the review will include consultation with local ward Councillors and electors in the Vale of Glamorgan electoral area.

5.2 Relevant public awareness raising, and communications with the electorate will take place in respect of any proposed changes as part of the consultation.

6.0 What are the next steps if the recommendations are approved?

6.1 Subject to Cabinet approval of the report recommendation, the Council's Electoral Services team will undertake the review in accordance with the timetable at Appendix A.

7.0 How does this report support Vale 2030 and Reshaping?

7.1 The review of Polling Districts and Polling Places supports people in their community and ensures they have reasonable and accessible facilities for voting.

8.0 How does this demonstrate the Five Ways of Working?

8.1 The review of Polling Districts and Polling Stations safeguards the long-term needs of residents to ensure that all electors in the local authority area have such reasonable facilities for voting as practicable in the circumstances.

Resources

9.0 Finance

9.1 There are no financial implications associated with this report, over and above existing budget arrangements.

10.0 Workforce

10.1 There are no staffing implications associated with this report, as the work will be undertaken within the existing team.

11.0 Legal and Equalities

11.1 Does an Equalities Impact Assessment need to be completed? If not, why? An Equalities Impact Assessment is not required to complete this review.

12.0 Key Contacts

12.1 Who are the primary officers to contact with any comments and/or queries on the report?

Lead Officer: Rob Thomas Chief Executive and Returning Officer	Democratic Services Officer: Matt Swindell Cabinet and Committee Services Officer. mlswindell@valeofglamorgan.gov.uk
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Appendix

Appendix A – Polling Districts and Places Review Timetable.

Background Papers

None.

Programme Review of Polling Districts, Polling Places and Polling Stations 2026

for

Vale of Glamorgan Council Areas affected by the Community and Electoral Review

Start Date	End Date	Action
Thursday 24 September 2026		Report to Cabinet to commence review
Monday 5 October 2026		Publish Notice of Review
Monday 5 October 2026		Publish Returning Officer's initial proposals
Monday 5 October 2026	Friday 30 October 2026	Consultation Period
Monday 2 November 2026	Friday 6 November 2026	Proposals considered by Returning Officer /Deputy Returning Officer – any changes to initial proposals
Tuesday 17 November 2026		Final proposals report to Cabinet
Monday 7 December 2026		Final proposals report to Council
Tuesday 8 December 2026		Publication of the final proposals and all representations
Monday 1 February 2027		Re-publication of the Register of Electors incorporating final proposals