

Electoral Ward No. 4 Forth - By-election arrangements

The City of Edinburgh Council

16 October 2008

Purpose of Report

- 1 This report advises Council of the arrangements for the by-election arising from the death of Councillor Maginnis.

Main Report

- 2 Following the death of Councillor Maginnis on Sunday 7 September 2008, a by-election will take place for Electoral Ward No. 4: Forth.
- 3 A by-election has to be called within 3 months of the vacancy occurring. The Returning Officer considered it preferable to hold the by-election in early November rather than leave it until early December when poor weather conditions are more likely. He therefore decided that the by-election should take place on Thursday 6 November. Using the normal timetable for by-elections, the Notice of Election was published on Friday 3 October 2008. Nominations will close on Wednesday 15 October. The hours of poll will be 7 a.m. to 10 p.m.
- 4 A copy of the timetable for the by-election is attached as Appendix 1.
- 5 The by-election will be conducted under single transferable vote (STV) arrangements.

Proposed Arrangements

- 6 Appendix 2 details the premises which are to be used as polling places:
- 7 Normally the main school building at Holy Cross Primary School is used by voters in the Ward. To avoid closing the school it has been agreed to use the Nursery Class only on this occasion. Local members have been consulted regarding this and staff will be employed at the school to ensure that voters are directed to the correct building.
- 8 To maximise the eligible electorate, the Electoral Registration Officer has written to every person who is not currently on the register but whose name has been included in the Annual Canvass return. She has sent an individual rolling registration form and advised them that it must be completed and returned by Wednesday 22 October 2008 if they wish to vote in the by-election.

Count Arrangements

- 9 The votes will be counted electronically. The use of STV makes a manual count more complicated, staff intensive and time consuming than previous by-elections. An identical e-counting process was successfully used at a recent by-election in Glasgow where the result was delivered within two hours of the close of the poll. It is likely that a manual count, held the following day, would take several hours to complete, depending on the number of candidates. From observation of the Glasgow by election and in discussion with the e-counting contractor, I am confident that the lessons of the elections in 2007 have been learned and that an accurate result can be delivered smoothly via an electronic count.

Fees

- 10 On this occasion, I recommend that the fees detailed below are paid to polling and count staff. Fees for polling staff are equivalent to those paid at the recent Glasgow by-election. Fees for count staff reflect the timing and complexity of the count. All fees include an element for attending organised training events.

| | | |
|------------------------------------|---------------|-------------|
| Presiding Officer No. 1 | £223.50 gross | £178.90 net |
| Presiding Officer | £215.00 gross | £172.00net |
| Polling Clerk/Information Officers | £145.00 gross | £116.00 net |
| Count Staff: | | |
| DRO/Count Manager | £112.40 gross | £90.00 net |
| Adjudication Manager | £100.00 gross | £80.00 net |
| Supervisor | £87.00 gross | £70.00 net |
| Assistant | £75.00 gross | £60.00 net |

Recommendation

- 11 It is recommended that Council:
- (i) note the date of poll;
 - (ii) note the poll and count arrangements; and
 - (iii) approve the fees proposed for staff.


TOM AITCHISON
Returning Officer
28/10/08

Appendices Appendix 1 - By-election timetable
Appendix 2 – Schedule of Polling Places

Contact/tel A Thomson, Committee and Election Services Manager
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Wards affected Ward 4 – Forth

Background Papers

**CITY OF EDINBURGH COUNCIL BY-ELECTION
ELECTORAL WARD NO. 4 FORTH
THURSDAY 6 NOVEMBER 2008**

| Event | Date |
|---|--|
| Notice of election | Friday 3 October 2008 |
| Start of nomination period | Monday 6 October 2008 |
| Issue of Ordinary poll cards | w/c Monday 13 October 2008 |
| Close of Nomination Period and delivery of certificate of authorisation from a political party, request to include a registered emblem on the ballot paper and notification of appointment of an Election Agent | Wednesday 15 October 2008 at 4pm |
| Last day for withdrawals of nominations: not later than 4pm on | Wednesday 15 October 2008 |
| Notice of poll | Thursday 16 October 2008 |
| Notice of situation of each polling station and description of voters entitled to vote there | Thursday 16 October 2008 |
| Last day for new applications to vote by post, for requests to change or cancel an existing postal vote or proxy appointment or to have a postal ballot paper sent to a different address: | Wednesday 22 October 2008 not later than 5pm |
| Postal Vote Issue | Monday 27 October 2008 |
| Last day for new applications to vote by proxy (not postal proxy), except for medical emergencies | Wednesday 29 October 2008 not later than 5pm |
| Postal Vote Opening | Daily from Thursday 30 October – details to be confirmed |
| Last day for notice of appointment of counting agents and polling agents | Thursday 30 October 2008 |
| First day to issue ballot papers in response to requests to replace lost postal ballot papers | Friday 31 October 2008 |
| Last day to issue replacement spoilt or lost postal ballot papers: | Thursday 6 November 2008 not later than 5pm |
| Last day for new applications to vote by proxy on grounds of a medical emergency | Thursday 6 November 2008 not later than 5pm |
| Last day to make alterations to the register of electors to correct a clerical error or to implement a court decision | Thursday 6 November 2008 not later than 9pm |
| Polling day (7am to 10pm) | Thursday 6 November 2008 |
| Verification of ballot paper accounts and counting of votes | Thursday 6 November 2008 – details to be confirmed |
| First Council Meeting | Thursday 20 November 2008 |
| Last day for the receipt of return of election expenses within 35 days after the day on which the result of the election is declared | Friday 12 December 2008 |

**CITY OF EDINBURGH COUNCIL BY-ELECTION
ELECTORAL WARD NO. 4 FORTH
THURSDAY 6 NOVEMBER 2008**

Polling Places

| Polling District | Polling Place |
|-------------------------|--|
| NLO4D | Prentice Centre, 1 Granton Mains Avenue |
| NL04E | Forthview Primary School, West Pilton Place |
| NL04F | Royston Primary School, 123 Boswall Parkway |
| NLO4H | Granton Primary School, 59 Boswall Parkway |
| NL04K | Wardie Residents Club and Community Centre, 125 Granton Road |
| NLO4L | St. Serf's Church Hall, 242(A) Ferry Road |
| NL04M | Holy Cross R.C. Primary School (Nursery School), 82 Craighall Road |
| NL04N | Trinity Primary School, 181 Newhaven Road |
| NW04C | Old Kirk Church Hall, 24b Pennywell Road |
| WW04A | Muirhouse Millennium Centre, 7 Muirhouse Medway |
| WW04B | North Edinburgh Arts Centre, 15a Pennywell Court |