



General Purposes Committee
20th February 2008

**Report from the
Democratic Services Manager**

For Action

Wards Affected:

Queen's Park

**Queen's Park Ward By-Election – 13th March 2008:
Proposed Change of Polling Place**

1. Summary

- 1.1 This report seeks the approval of the Committee to the replacement of Manor Special School as a polling place at the Queen's Park ward by-election on 13th March 2008 with Kensal Rise Methodist Church Hall.

2. Recommendations

- 2.1 That Manor Special School be replaced by Kensal Rise Methodist Church Hall as the polling place for polling district EQP1 at the Queen's Park ward by-election on 13th March 2008;
- 2.2 That the polling places for the remaining polling districts in Queen's Park ward as set out in paragraph 3.5 be noted;
- 2.3 That authority be delegated to the Democratic Services Manager to make any further changes required to the polling places and stations for this by-election, in consultation with the three Party Leaders.

3. Detail

- 3.1 In November 2007, the General Purposes Committee received a report on the outcome of a review of polling districts and places in the borough carried out by the Democratic Services Manager. The review is a statutory requirement imposed by the Electoral Administration Act 2006 and must be carried out

every four years. At that meeting, members approved the polling places for each polling district in the borough.

- 3.2 The polling place agreed for polling district EQP1 in Queen's Park ward was Manor Special School. However the school has indicated that its being used as a polling station at the by-election on 13th March 2008 would cause problems as a result of its having to close on this particular day.
- 3.3 Officers have looked at alternative locations for the by-election and have reached agreement with Kensal Rise Methodist Church Hall on Chamberlayne Road. This location, which is on the same road as Manor Special School and is as centrally located within the polling district, is considered to be a suitable alternative.
- 3.4 A letter is to be sent to every elector in the polling district advising of the change of location. This letter will also serve to give notice of the election to every elector and of the deadline for the submission of postal and proxy vote applications. A separate letter will also be sent to electors in the other polling districts providing the same information bar the change of polling station location.
- 3.5 Subject to members' approval of the change of polling place, the polling station locations for the seven polling districts at the by-election in Queen's Park ward will be:

EQP1	- Kensal Rise Methodist Church Hall, Chamberlayne Road
SQP2	- Princess Frederica C of E Primary School, College Road
EQP3	- Kensal Rise Primary School, Harvist Road
EQP4	- Community Hall, Mapes House, Winchester Avenue
EQP5	- Salusbury Primary School, Salusbury Road
SQP6	- Moberly Sports & Education Centre, Kilburn Lane
EQP7	- Kensal Rise Primary School, Harvist Road

4. Financial Implications

- 4.1 The Returning Officer can only reimburse Council premises such as schools for reasonable expenses such as heating and lighting. However a rental fee will have to be paid to Kensal Rise Methodist Church Hall. If no other suitable permanent location were found, the alternative would be a temporary hut which would be both inconvenient and considerably more expensive.

5.0 Legal Implications

- 5.1 The Representation of the People Act 1983 requires the Council to divide every parliamentary constituency or part thereof within its area into polling districts and that these must be kept under review. The Council must also ensure that all electors are given such reasonable facilities for voting as may be reasonable in the circumstances.

6.0 Diversity and Inclusion Implications

6.1 The purpose of this report is to ensure that suitable arrangements are made for all electors to vote without impediment.

7.0 Staffing/Accommodation Implications

7.1 None arising from this report.

8.0 Environmental Implications

8.1 None arising from this report.

Background Papers

- Report of the Democratic Services Manager to the General Purposes Committee – 13 November 2007
- Representation of the People Act 1983

Contact Officers

Any person wishing to inspect the above mentioned papers should contact Sean O'Sullivan at Electoral Services, Brent Town Hall, Forty Lane, Wembley HA9 9HD (tel 020 8937 1370, e-mail: s.osullivan@brent.gov.uk).

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