

RETURNING OFFICER'S SCALE OF FEES AND EXPENSES PAYABLE AT ELECTIONS OF DISTRICT AND PARISH COUNCILLORS IN THE DISTRICT OF UTTLESFORD EFFECTIVE FROM 1 DECEMBER 2006

	EXISTING SCALE FEE	PROPOSED SCALE FEE
<p>1 Returning Officer's Fees</p> <p>Fee for conducting the election and generally performing duties which a Returning Officer is required to perform under any enactments relating to Local Government elections, other than any duties for which separate allowances are prescribed herein:-</p> <p>(a) for each electoral area for which a contest takes place</p> <p>(b) at a contested election, for every 1,000 electors or part thereof within each electoral area</p> <p>(c) for each uncontested electoral area, countermanded election and elections at which there are insufficient valid nominations</p>	<p>£62.40</p> <p>£21.90</p> <p>£29.50</p>	<p>£64.25</p> <p>£22.55</p> <p>£30.35</p>
<p>2 Clerical Fees and Allowances</p> <p>For all supervisory and clerical assistance, including the services of one or more deputy returning officers (other than at the counting of votes – see separate payment), the following fees and allowances are payable:-</p> <p>(a) for each contested electoral area</p> <p>(b) for each uncontested electoral area, or countermanded election</p>	<p>£82.10</p> <p>£38.30</p>	<p>£84.50</p> <p>£39.45</p>
<p>3 Poll Cards</p> <p>For services in connection with the preparation, issue and delivery of official poll cards, the following allowances are payable:-</p> <p>(a) allowance for every 100 electors or part thereof in the electoral area for the employment of persons in connection with the preparation and issue of poll cards</p> <p>(b) allowance for the delivery of poll cards, other than by post, the lower of the following:-</p> <p>(i) 64% of second class postage rate; or</p> <p>(ii) the net rate at which the Royal Mail or other provider would deliver the cards</p>	<p>£1.75</p>	<p>£1.80</p>
<p>4 Postal Voting</p> <p>An allowance for the employment of persons in connection with the dispatch and receipt of the ballot papers of electors entitled to vote by post:-</p> <p>(a) for every 50 postal voters in the electoral area, or part thereof</p>	<p>£37.25</p>	<p>£38.35</p>
<p>5 Polling Staff</p> <p>(a) for the Presiding Officer at each polling station (to include all expenses, other than any travelling expenses recoverable under part 7 of this scale)</p> <p>(b) for the Poll Clerk at each polling station (to include all expenses, other than any travelling expenses recoverable under part 7 of this scale)</p>	<p>£136.90</p> <p>£87.50</p>	<p>£140.95</p> <p>£90.10</p>

<p>6 The Count</p> <p>(a) (i) for performing the duties of a Deputy Returning Officer, a fee for each contested district or parish election, or combination thereof, for which the counting of votes takes place</p> <p>(ii) fee for each recount for any electoral area for which a Deputy Returning Officer is responsible</p> <p>(b) Allowance for every counting assistant employed in connection with the count:-</p> <p>(i) rate per hour or part thereof</p> <p>(ii) for any hour or part thereof between 12 midnight and 6.00 am the rate shall be increased by 50%</p> <p>(c) Allowance for every count Supervisor employed in connection with the count:-</p> <p>(i) rate per hour or part thereof</p> <p>(ii) for any hour or part thereof between 12 midnight and 6.00 am the rate shall be increased by 50%</p>	<p>£43.80</p> <p>£21.90</p> <p>£8.35</p> <p>£12.50</p> <p>£11.20</p> <p>£16.80</p>	<p>£45.10</p> <p>£22.55</p> <p>£8.60</p> <p>£12.90</p> <p>£11.50</p> <p>£17.25</p>
<p>7 Travelling Expenses</p> <p>The travelling expenses of the Returning Officer and clerical or other assistants employed by him where necessary to make arrangements for the poll or otherwise in connection with the conduct of the election; and of each Presiding Officer, Poll Clerk, or count assistant, reasonably and properly incurred, shall be reimbursed at the rate of 40 pence per mile, or, in the case of a lease car user, the lease car rate applicable at the time the duties are carried out.</p>		
<p>8 Miscellaneous Disbursements</p> <p>The actual and necessary costs shall be payable in respect of each of the following items:-</p> <p>(a) printing and providing ballot papers and official poll cards;</p> <p>(b) printing and providing notices and other documents required in and about the election or poll and costs of publishing the same;</p> <p>(c) the renting of any building or room for the purpose of the election and for expenses of heating, lighting and cleaning any building or room for such purpose;</p> <p>(d) adapting and fitting-up any building or room for the purpose of the election (including the provision of voting compartments and any necessary furniture) and restoring it to fit condition for its normal use;</p> <p>(e) providing ballot boxes, including any repairs, taping, labelling and testing;</p> <p>(f) conveyance of ballot boxes in those cases where the cost of transport is not included in the travelling expenses of Presiding Officers and Poll Clerks under paragraph 7 of this Schedule;</p> <p>(g) for every stamping instrument required to be purchased, hired, altered or repaired;</p> <p>(h) general stationery, postage, telephone calls, bank charges, insurance premiums and all miscellaneous expenses.</p> <p style="text-align: center;">Page 2</p>		

9 Marked Registers

Copies or extracts of marked registers open to public inspection will be supplied at a fee of twenty pence per sheet.

10 Parish Polls

For every poll consequent on a parish meeting, this scale of fees shall be applied to the expenses thereof, in so far as it may be applicable. Fees and allowances are payable not exceeding those set out in paragraphs 1, 2 and 6 and costs and expenses as set out in paragraphs 7 and 8 of this scale. In relation to polling staff fees the amounts payable shall not exceed 60% of the fees set out in paragraph 5 of this scale.

FEE REVIEW ARRANGEMENTS

Authority is given to the Director of Resources to increase the scales annually in line with the salaries award, subject to further review by the Resources Committee in December 2006.