

BENCHMARKING OF RETURNING OFFICERS SCALE OF FEES AND EXPENSES PAYABLE FOR DISTRICT ELECTIONS

	UTTLESFORD 09/10	FENLAND 09/10	SOUTH CAMBS 09/10	BRAINTREE Unapproved Fees 09/10	HUNTINGDON SHIRE	MALDON	TENDRING 10/11	BRECKLAND 09/10	FOREST HEATH 09/10	ST EDMUNDSBURY 09/10
Returning Officers Fees (for conducting the election and performing duties which a returning officer is required to perform)	(a) for each electoral area for which a contest takes place £68.10 (b) at a contested election for every 1,000 electors or part thereof within each electoral area £23.90 (c) each uncontested electoral area, countermanded election and elections at which there are insufficient valid nominations £32.15	(a) District contested ward £369.03 (b) District uncontested ward £54.65	(a) District contested ward £369.03 (b) District uncontested ward £54.66	(a) contested £106 (b) contested election for every 1,000 electors £36.00	(a) District contested ward £369.03 (b) District uncontested ward £54.68	Combined in the figures below	Combined with clerical allowance (a) contested elections for each District electoral area £127.80 (b) at a contested election for every 1,000 electors or fraction thereof £44.85 (c) uncontested elections, countermanded elections and elections at which there are insufficient valid nominations £62.05 (d) for each election for which a deputy (or deputies) is/are appointed £53.95	District wards (a) For each contested ward: Up to 1000 electors £84.10 From 1001-2000 electors £135.10 From 2001-3000 £164.35 From 3001 onwards (for each additional 1000 or part thereof) £19.88 (b) For each uncontested ward £40.25		(a) for each of the first 15 contested wards or parishes £161.39 (b) for each subsequent contested ward or parish £13.87 (c) where an ordinary election is uncontested or countermanded for each ward or parish £9.33 (d) where a casual election is uncontested or countermanded for each ward or parish £46.49
Clerical fees & allowances (for all supervisory and clerical assistance including services of one or more deputy returning officers)	(a) for each contested electoral area £89.60 (b) for each uncontested electoral area, or countermanded election £41.85			(a) contested £52.00 (b) uncontested £26.00		Combined fee and clerical allowance £129.97 (a) at a contested for every 1,000 electors or fraction thereof within the ward £44.69 (b) uncontested elections £62.62		a) For each contested ward £153.30 (b) For each un-contested electoral division £25.35		(a) for each of the first 15 contested wards or parishes £59.09 (b) for each subsequent contested ward or parish £39.38 (c) for each uncontested election in a ward or parish £11.80

continued	UTTLESFORD 09/10	FENLAND 09/10	SOUTH CAMBS 09/10	BRAINTREE Unapproved Fees 09/10	HUNTINGDON SHIRE	MALDON	TENDRING 10/11	BRECKLAND 09/10	FOREST HEATH 09/10	ST EDMUNDSBURY 09/10
Postal voting (for employment of persons in connection with the dispatch & receipt of ballot papers)	(a) for every 50 postal voters in the electoral area, or part thereof £40.65	£7.50 per hour allow scdc staff to do it in work time		(a) for every 50 postal voters £40.33		a) if the number of postal voters within the electoral area does not exceed 50 or for the first 50 as the case maybe £52.11 (b) for each additional 50 postal voters or fraction thereof within the area £31.21	(a) If the number of postal voters within the electoral area does not exceed 50; or for the first 50 as the case may be - £51.25. (b) For each additional 50 postal voters or fraction thereof within the electoral area - £30.35	(a) Issue and receipt of postal votes (per ward) £11.00 (b) Fore very 100 postal votes or part thereof £45.50		(a) for the issue and opening of postal ballot papers in each ward or parish (i) per 50 electors or part thereof entitled to vote by post £19.05 (ii) Paid per hour for clerks £7.05 (iii) Paid per hour for supervisors £14.10
Polling Staff	(a) for presiding officer at each polling station (include. all expenses other than travelling) £185.60 (b) for the poll clerk at each polling station (include. all expenses other than travelling) £116.60 (c) all appointed polling staff, for attending training (include. travelling expenses) £42.40 (d) for each person authorised to provide training for all polling staff for each session provided £79.55	(a) District presiding officer £165.38 (b) District poll clerk £102.40	(a) District presiding officer £165.38 (b) District poll clerk £102.41	Figures below are due to be revised. (a) Presiding officer £155.00 (b) Poll clerk £85.00	(a) District presiding officer £165.38 (b) District poll clerk £102.43	(a) Presiding Officer provided that where combined elections are held the fees may be increased at the discretion of the RO by one third £142.92 (b) Poll Clerks provided that where combined elections are held the fees may be increased at the discretion of the RO by one third £109.48	(a) Presiding Officer £174.60 including subsistence allowance and all travelling expenses. (b) Poll Clerks £110.30 including subsistence allowance and all travelling expenses. (c) Polling Station Inspectors £107.20	Single District Elections: (a) presiding officer £170.00 (b) poll clerk £105.00 (c) trainer (per session) £100 (d) training for presiding officer and poll clerk £40.00		(a) Presiding officer £194.53 (b) Presiding officer for combined Borough and Parish Elections £233.44 (c) Poll clerk £116.72 (d) Poll clerk for combined Borough and Parish Elections (120% of c) £138.00

continued	UTTLESFORD 09/10	FENLAND 09/10	SOUTH CAMBS 09/10	BRAINTREE Unapproved Fees 09/10	HUNTINGDON SHIRE	MALDON	TENDRING 10/11	BRECKLAND 09/10	FOREST HEATH 09/10	ST EDMUNDSBURY 09/10
Travelling expenses (of the returning officer, clerical or other assistants employed in connection with the conduct of the election)										The casual user rate payable locally under single status
Miscellaneous disbursements (actual and necessary costs payable)	(a) printing and providing ballot papers and official poll cards (b) printing and providing notices and other documents required in and about the election or poll and costs of publishing the same (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 (d) adapting and fitting up any building or room for the election (e) providing ballot boxes including repairs (f) conveyance of ballot boxes in cases where the cost of transport is not						(a) Printing and providing ballot papers and official poll cards. (b) Printing and providing postal voting documentation. (c) Printing and providing notices and other documents required in and about the election or poll and costs of publishing the same. (d) 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. (e) Adapting and fitting up any building or room for the purpose of the election (including the provision of voting compartments			(a) printing and providing ballot papers (b) printing and providing notices and other documents required in or about the election or poll and costs of publishing same (c) 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. (d) adapting and fitting any building or room for the purpose of the election (e) providing ballot boxes including repairs (f) Conveyance of ballot boxes (g) Stamping instruments (h) Copies of the register of

	<p>included in the travelling expense of presiding officers and poll clerks (g) for every stamping instrument required (h) general stationery, postage, telephone calls, ban charges, insurance premiums and all miscellaneous expenses</p>						<p>and any necessary furniture) and restoring it to fit condition for its normal use. (f) Providing ballot boxes; including any repairs, taping, labelling and testing. (g) Conveyance of Ballot boxes from store to place from which they are distributed, and back to store. (h) Altering and repairing stamping instruments. (i) Copies of the register of electors. (j) General stationery and postage, telegrams, telephone calls, bank charges and insurance premiums.</p>			<p>electors (l) General stationery and postage, telegrams, faxes, telephone calls, possible bank charges and insurance premiums.</p>
<p>Marked registers</p>	<p>Copies or extracts of marked registers open to public inspection will be supplied at a rate of £10 admin fee plus £5 for every 1000 entries, or part (paper copies) and £20 admin fee plus £1.50 for every 1000 entries or part (data copies)</p>				<p>Page 4</p>					

continued	UTTLESFORD 09/10	FENLAND 09/10	SOUTH CAMBS 09/10	BRAINTREE Unapproved Fees 09/10	HUNTINGDON SHIRE	MALDON	TENDRING 10/11	BRECKLAND 09/10	FOREST HEATH 09/10	ST EDMUNDBURY 09/10
Parish Polls										
Parish election costs (all costs from the parish elections will be reclaimed from the parish concerned)										
Parish by-elections										(a) Parishes with less than 1000 electors £163.00 (b) Parishes with between 1000 and 1999 electors £232.64 (c) Parishes with 2000 to 2999 electors £301.08 (d) Parishes with 3000 to 4000 electors £369.51 (e) Parishes with 4000 or more electors £437.93.
Fee review arrangements	Chief Financial Officer has the authority to increase the scales annually (decide) in line with the salaries award.	The % increase is usually based on the pay award for the previous year. The figures are discussed at their county group meeting and signed off by the returning officers at a joint meeting of chief executives. This year	The % increase is usually based on the pay award for the previous year. The figures are discussed at their county group meeting and signed off by the returning officers at a joint meeting of chief executives. This year		The % increase is usually based on the pay award for the previous year. The figures are discussed at their county group meeting and signed off by the returning officers at a joint meeting of chief executives. This year figures were subject to a			Fees for presiding officers and poll clerks are based on the current fees for National Elections and will be reviewed in line with any national review of fees. Other increases have been calculated by reference to the local government		Fees automatically increased annually by the same percentage as the appropriate national pay award from the previous year (updated for 2020/11 by the 1.00% pay award)

		figures were subject to a 1% increase but the rounded up or down to the nearest whole number.	figures were subject to a 1% increase but the rounded up or down to the nearest whole number.		1% increase but the rounded up or down to the nearest whole number.			pay award (2.45%).		
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