

Appendix 1

SCALE OF ELECTION FEES AND EXPENSES FOR LOCAL ELECTIONS 2018/19

Returning Officer fee for conducting the election and generally performing the duties required.	Fee
Contested District Council elections. For the first 1000 local government electors within each electoral ward For each additional 500 local government electors or fraction thereof	£100.00 £38.00
Uncontested District Council elections (for each electoral ward)	£67.00
Contested Parish Council elections For the first 500 local government electors within each electoral area For each additional 100 local government electors or fraction thereof	£64.00 £12.00
Uncontested Parish Council elections (for each electoral area)	£36.00
Combined District and Parish elections (for each parish electoral area)	£42.00

Deputy Returning Officer (full powers)	25% of RO fee
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All equipment to be purchased, hired, altered or repaired	Actual and necessary cost
Hire and fitting up of Polling Stations including heating, lighting, cleaning and damages and expenses paid in respect thereof	Actual and necessary cost
Stationery at Polling Stations	Actual and necessary cost
Printing and providing nomination forms, notices, ballot papers and other forms and documents required in and about the election or poll.	Actual and necessary cost
Printing and issue of Polling Cards	Actual and necessary cost
Despatch and receipt of postal voting packs	Actual and necessary cost
Travelling expenses for Returning Officer and elections staff	Paid at HMRC

	mileage rate.
Presiding Officer Single election Combined election	£225.00 £250.00
Poll Clerk Single election Combined election	£135.00 £150.00
Polling Station Inspector	£260.00
Senior Polling Station Inspector	£275.00
Counting Assistant Night time, weekend or bank holiday count (per hour) Day time count (per hour)	£17.00 £14.00
Count Supervisor Night time count, weekend or bank holiday count (per hour) Day time count (per hour)	£24.50 £21.50
Senior Supervisor Night time count, weekend or bank holiday count (per hour) Day time count (per hour)	£30.75 £27.75
Count Manager Night time count, weekend or bank holiday count (per hour) Day time count (per hour)	£43.25 £40.25
Porter/Security Night time count, weekend or bank holiday count (per hour) Day time count (per hour)	£17.00 £14.00
Postal Vote Assistant Day time (per hour) Evening (per hour)	£10.00 £13.00
Postal Vote Supervisor Day time (per hour) Evening (per hour)	£15.00 £18.00

Note:

With regard to other electoral activities and events where there is not a fees and charges order set by Government (this includes but is not limited to neighbourhood planning referendums, council tax referendums and local polls) this schedule shall be used for the basis of calculating fees and charges.