

APPENDIX

MIDDLESBROUGH COUNCIL

SCALE OF ELECTION FEES

2007

**Richard G Long
Returning Officer**

(i) Disbursements – Payments made for

- | | | |
|-----|---|---------------------------|
| 1. | Use of room or building: hire charge or expenses incurred as appropriate. | Actual and necessary cost |
| 2. | Fitting up of rooms or buildings when required for polling. | Actual and necessary cost |
| 3. | Repairing, hiring or purchasing voting compartments and fittings, as necessary. | Actual and necessary cost |
| 4. | Each ballot box required to be purchased, repaired or hired. | Actual and necessary cost |
| 5. | Printing, providing and delivering poll cards. | Actual and necessary cost |
| 6. | Insurance arrangements for Returning Officer. | Actual and necessary cost |
| 7. | Printing and providing ballot papers. | Actual and necessary cost |
| 8. | Stationery at each polling station. | Actual and necessary cost |
| 9. | Each stamping instrument, purchase or hire, and alteration. | Actual and necessary cost |
| 10. | Copies of the Register of Electors. | Actual and necessary cost |
| 11. | Printing and providing notices, nomination forms and other documents required in and about the election, and costs of publishing. | Actual and necessary cost |
| 12. | Returning Officer's general stationery, insurance, postages, and telephone charges. | Actual and necessary cost |
| 13. | Conveyance of ballot boxes, papers etc., when the cost is not included in the travelling expenses of Presiding Officers. | Actual and necessary cost |

(ii) <u>Fees and Allowances</u>	<u>Proposed Fee</u>
14. Pre-poll	
Hand Delivery of Pre-Poll Information (per card/leaflet/letter)	Up to Royal Mail second class Walksort rate
15. Election Day Staff	
Polling Station Inspector's Fee	£200.00
Presiding Officer (PO) Additional Fee for Combined Elections (Parishes, Referendum, Mayoral etc.)	£180.50 Plus one quarter of Presiding Officer's Fee
Poll Clerk (PC) Additional Fee for Combined Elections (Parishes, Referendum, Mayoral etc.)	£108.75 Plus one quarter of Poll Clerk's Fee
For Travelling Expenses of Presiding Officers, including carriage of ballot boxes	£6.50
16. Count Staff	
Count Manager	Evening Count £240.00 Day Count £160.00
Count Supervisor	Evening Count £120.00 Day Count £80.00
Table Supervisor	Evening Count £70.00 Day Count £50.00
Count Assistant	Evening Count £60.00 Day Count £40.00
Travelling allowance for staff employed at the counting of votes	£7.00
17. Postal Vote Staff (Issue and Opening)	
Manager	(Per hour) £40.00
Supervisor	(Per hour) £20.00
Assistant	(Per hour) £10.00

18. Training Fees		
Provider (per session)		£150.00
Attendee (PO, PC, Counting Staff, Postal Vote Staff)		£40.00
19. Management and Administration		
Clerical and Supervisory Staff Fees per ward/parish	£50.00 Per 1000 electors or fraction thereof	
Poll Cards (per ward/parish)		£85.00
Issue and Receipt of Postal Votes	£35.00 Per 100 electors or fraction thereof	
(iii) <u>Returning Officer</u>		
20. Returning Officer		
Contested Election Fee per ward/parish	£100.00 for up to 1,000 electors, thereafter £50.00 per additional 1,000 electors or fraction thereof	
Uncontested Election Fee per ward/parish		£50.00
(iv) <u>Full Postal Ballot</u>		
21. Postal Ballot Issue Assistants		£50.00
22. Verification Assistants		£50.00
23. Counting Assistants		£50.00
24. Returning Officer/Counting Officer – fee for services and expenses for issue and receipt of postal votes per 100 or part thereof		£4.60

25. Administrative and Clerical Assistance for the issue and receipt of postal votes etc. per 100 or part thereof £3.15

(v) Parish Council Elections

26. The above scale of election expenses shall also apply to the election of parish councillors except that when the poll for the election of parish councillors is taken together with the poll for the election of borough councillors:-

(a) The fees referred to in paragraph 15 (Election Day Staff) shall be increased by one quarter.

(b) The fees referred to in paragraphs 16 (Count Staff) and 20 (Returning Officer) shall be increased by one quarter in respect of each Parish.

(vi) Mayoral Elections

31. The above scale of election expenses shall also apply to the election of a mayor except that when the poll for the election of a mayor is taken together with the poll for the election of borough councillors:-

(a) The fees referred to in paragraph 15 (Election Day Staff) shall be increased by one quarter.

(b) The fees referred to in paragraphs 16 (Count Staff) and 20 (Returning Officer) shall be increased by one quarter.