

City of Wolverhampton Council – Election Fees and Charges 2021-22

SCALE OF FEES	Proposed Fees 2021-22
Fee for Returning Officer	
Local Election	0
European Parliamentary Election	N/A
Parliamentary Election (3 constituencies)	N/A
Police and Crime Commissioner Election	N/A
West Midlands Combined Authority Mayoral Election	N/A
Fee for Deputy Returning Officer – flat rate	
Deputy Returning Officer – full powers	£500
Assistant Deputy Returning Officer – full powers	£400
Deputy Returning Officer – limited powers – Postal Vote Opening Manager	£200
Deputy Returning Officer – limited powers – receipt of nominations	£100 (non-core-team)
Polling Station Staff – flat rate	
Polling Station Inspector	£250
Polling Station Inspector mileage	£0.45p a mile
Presiding Officer (PO)	£230
Presiding Officer mileage	£10
Transporting polling booth	£15
Poll Clerk (PC)	£155
Poll Clerk mileage	£5
Reserve PO and PC fee	£50

Appendix 1

Training (Polling Station Inspector/Presiding Officer/Poll Clerk)	£30
Postal Vote Opening – per hour	
Postal Vote Opening Manager	£200 DRO fee and x 1.25 hourly rate for overtime
Postal Vote Opening Supervisor Count night	£15 £20
Postal Vote Opening Adjudicator Count night	£12.50 £15
Postal Vote Opening Assistant Count night	£10 £12.50
Verification and Count (hourly rate)	
Candidate and Agent Liaison Officer	£300 flat fee
Operations Manager Leads (Logistics, Reception, Comms, Count site manager/ICT/senior result co-ordination) After 9pm/weekend	£30
Count Supervisor After 9pm/weekend	£20
Assistant Count Supervisor After 9pm/weekend	£15
Count Assistant After 9pm/weekend	£12.50
Chief counting supervisor (results co-ordination) After 9pm/weekend	£20

Appendix 1

Chief counting supervisor assistant After 9pm/weekend	£15
Ballot box receipt assistant After 9pm/weekend	£15
Ballot box runner After 9pm/weekend	£12.50
Receptionist / Door Keepers After 9pm/weekend	£12.50
Training fee for Count Supervisors and Assistant Count Supervisors	£30
Core team overtime	
5 members of core election team for overtime hours. Electoral Services Manager (G8), Electoral Services Officer (G6), Electoral Services Assistants (G4)	X 1.25 hourly rate Core team election day fee - £300
Temporary clerical assistants	£10.41 (Grade 4)
Delivery of training session	£80 per session for external trainer Core team - x 1.25 hourly rate if overtime.
Ballot box preparation	
Ballot box preparation supervisor	£12.50
Ballot box preparation assistant	£10

SCALE OF FEES – SERVICES	Cost
Printing and provision of ballot papers	Actual and necessary (print contract in place with FCS Laser Mail for next 2 years)
Printing official poll cards.	Actual and necessary (print contract in place with FCS Laser Mail for next 2 years)

Appendix 1

Printing of postal vote packs	Actual and necessary (print contract in place with FCS Laser Mail for next 2 years)
Printing and providing notices and other documents required in and about the election or poll and cost of publishing such notices and documents	Actual and necessary
Renting of any building, room or equipment for the purposes of the election and for expenses of heating, lighting and cleaning any building or room or repairs to equipment.	Actual and necessary
Hiring or constructing a polling station for the purposes of the election and for expenses of heating, lighting and cleaning any building or room or repairs to equipment.	Actual and necessary
Providing ballot boxes, including repairs	Actual and necessary
Conveyance of ballot boxes, equipment etc.	Actual and necessary
Delivery and collection of polling booths	Actual and necessary
Printing copies of the register of electors	Actual and necessary
Postage	Actual and necessary – as per Royal Mail charges
Election stationery and materials, general stationery, cost of delivery of documents to the Returning Officer and miscellaneous expenses.	Actual and necessary
Premium for Employer's Liability, Third Party and Personal Indemnity Insurance.	Actual and necessary