

## City of Wolverhampton Council – Election Fees and Charges 2022-2023

<b>SCALE OF FEES</b>	<b>Fees 2021-2022</b>	<b>Proposed Fees 2022-2023</b>
<b>Fee for Returning Officer</b>		
Local Election	0	0
European Parliamentary Election	N/A	N/A
Parliamentary Election (3 constituencies)	N/A	N/A
Police and Crime Commissioner Election	N/A	N/A
West Midlands Combined Authority Mayoral Election	N/A	N/A
<b>Fee for Deputy Returning Officer – flat rate</b>		
Deputy Returning Officer – full powers	£500	£500
Assistant Deputy Returning Officer – full powers	£400	£400
Deputy Returning Officer – limited powers – Postal Vote Opening Manager	£200	£200
Deputy Returning Officer – limited powers – Receipt of Nominations	£100	£200 (to bring in line with DRO payments)
<b>Polling Station Staff – flat rate</b>		
Polling Station Inspector	£250	£260 (to reflect increased level of responsibility)
Polling Station Inspector mileage	£0.45p a mile	£0.45p a mile
Presiding Officer (PO)	£230	£250 (to reflect increased level of responsibility)
Presiding Officer mileage	£10	£10
Transporting polling booth	£15	Not required to transport booth

Poll Clerk (PC) Poll Clerk mileage	£155 £5	£175 (to bring in line with national living wage from 1 April 2023) £5
Reserve PO and PC fee	£50	£50
Training (Polling Station Inspector/Presiding Officer/Poll Clerk)	£30	£30 for online poll clerk training  £50 For Presiding Officer and Polling Station Inspector to reflect longer training sessions focused on Voter ID and Accessibility
<b>Postal Vote Opening – per hour</b>		
Postal Vote Opening Manager	£200 DRO fee and x 1.25 hourly rate for overtime	£200 DRO fee and x 1.25 hourly rate for overtime
Postal Vote Opening Supervisor Count night	£15 £20	£15 £20
Postal Vote Opening Assistant Supervisor	£12.50 £15	£12.50 £15
Postal Vote Opening Adjudicator Count night	£12.50 £15	£12.50 £15
Postal Vote Opening Assistant Count night	£10 £12.50	£11 (to bring in line with national living wage) £12.50
Training (Assistant/Supervisor/Adjudicator)	Hourly rate	£30

<b>Verification and Count (hourly rate)</b>		
Candidate and Agent Liaison Officer	£300 flat fee	£300 flat fee
Operations Manager Leads (Logistics, Reception, Comms, Count site manager/ICT/senior result co-ordination) After 9pm/weekend	£30	£30
Count Supervisor After 9pm/weekend	£20	£20
Assistant Count Supervisor After 9pm/weekend	£15	£15
Count Assistant After 9pm/weekend	£12.50	£12.50
Training fee	NA	£30 (required for complexity of 2023 count methods)
Chief counting supervisor (results co-ordination) After 9pm/weekend	£20	£20
Chief counting supervisor assistant After 9pm/weekend	£15	£15
Ballot box receipt assistant After 9pm/weekend	£15	£15
Ballot box runner After 9pm/weekend	£12.50	£12.50
Receptionist / Door Keepers After 9pm/weekend	£12.50	£12.50
Training fee for Count Supervisors and Assistant Count Supervisors	£30	£30
<b>Core team overtime</b>		

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	X 1.25 hourly rate  Core team election day fee - £300
Temporary clerical assistants	£10.41 (Grade 4)	£11.59 (Grade 4)
Delivery of training session	£80 per session for external trainer Core team - x 1.25 hourly rate if overtime.	£80 per session for external trainer Core team - x 1.25 hourly rate if overtime.
<b>Ballot box preparation</b>		
Ballot box preparation supervisor	£12.50	£12.50
Ballot box preparation assistant	£10	£11 (to bring in line with national living wage)

<b>SCALE OF FEES – SERVICES</b>	<b>Cost</b>
Printing and provision of ballot papers	Actual and necessary (print contract in place with FCS Laser Mail)
Printing official poll cards.	Actual and necessary (print contract in place with FCS Laser Mail)
Printing of postal vote packs	Actual and necessary (print contract in place with FCS Laser Mail)
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