

APPOINTMENTS AND REMUNERATION COMMITTEE

2 February 2017

Present:-

Councillors J Hart (Chairman), B Greenslade, S Hughes and R Westlake

Apologies:-

Councillor J Clatworthy

* 16

Minutes

RESOLVED that the Minutes of the meeting held on 16 January 2017 be signed as a correct record.

* 17

Items Requiring Urgent Attention

There was no item raised as a matter of urgency.

* 18

County Council Election Fees 2017

It was **MOVED** by Councillor Hughes, **SECONDED** by Councillor Hart, and

RESOLVED that the schedule of fees for the 2017 Quadrennial Elections prepared in consultation with District Council Chief Executives and Deputy (District Council) Returning Officers and in line with the indicative framework approved in 2012 (Minute 4/18 September 2012 refers) be endorsed.

***DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 3.00 pm and finished at 3.05 pm



COUNTY COUNCIL ELECTIONS 2017 - SCALE OF COSTS

[As before, fees for Presiding Officers, Poll Clerks & Deputy Returning Officers may be increased (by an amount determined at that time) in light of there being a combined election and similarly the cost of hiring accommodation for polling stations would be shared]

		£
1	County Returning Officer For professional, clerical and other assistance arranged by him/her in and about the conduct of the election for <u>all</u> electoral divisions in the County of Devon) a fee shall be payable equivalent to the maximum fee for a Deputy Returning Officer and the fee for any Deputy County Returning Officer be set at 50% of the maximum fee for a Deputy Returning Officer.	
2	Deputy Returning Officer For personal remuneration of the Deputy Returning Officer in the conduct of the election for all the County Electoral Divisions within the area of his/her District Council subject to the fee payable to a DRO who is responsible for more than three electoral divisions being increased by £308 for each contested division exceeding three. For each additional Deputy Returning Officer appointed to supervise the separate counting of the votes in an electoral division. For the issue and receipt of ballot papers by post, per 100 or part thereof issued.	3025 <i>Scale Fee for Presiding Officer (see below)</i> 15
3	Polling Station Staff For each Presiding Officer For each Poll Clerk Allowance for each night necessarily away from home Training Fees for Presiding Officers and Poll Clerks For Polling Station Inspectors (for 1-15 polling stations) For Counting Assistants (including Presiding Officers and Poll Clerks) <i>(where the count takes place on the day following the election)</i>	220 130 Actual and necessary cost 50 <i>Scale Fee for Presiding Officer (see above)</i> 50

Minute Item 18

<p>4</p>	<p>Counting the Votes</p> <p>For each candidate elected</p>	<p>940 (plus recount fee of 30%)</p>
<p>5</p>	<p>Travelling Expenses</p> <p>Travelling expenses of Deputy Returning Officers, Presiding Officer Poll; Clerks and Count Assistants, as determined locally</p> <p>For conveyance of ballot boxes from polling stations to count</p>	<p>As determined locally, actual and necessary cost <u>or</u> for use of own car, the Commercial Rate laid down from time to time by HMRC, currently 45p per mile</p>
<p>6</p>	<p>Polling Stations</p> <p>For hiring suitable accommodation for use as polling stations.</p> <p>For cleaning, lighting and heating of polling stations</p>	<p>Actual and necessary cost</p> <p>Actual and necessary cost</p>
<p>7</p>	<p>Count Venues</p> <p>For hiring suitable accommodation for use as venues for the count(s)</p> <p>For cleaning, lighting and heating of venues for the count(s)</p>	<p>Actual and necessary cost</p> <p>Actual and necessary cost</p>
<p>8</p>	<p>Poll Cards</p> <p>For manual preparation, completion and issue of official poll cards – for every 100 or part thereof</p> <p>Printing and provision of official poll cards by computer.</p> <p>For issue of official poll cards not prepared manually - for every 100 or part thereof.</p>	<p>2.75</p> <p>Actual and necessary cost</p> <p>2.75</p>
<p>9</p>	<p>Printing and Postage</p> <p>For printing and provision of ballot papers and notices and postage necessarily incurred.</p>	<p>Actual and necessary cost</p>

<p>10</p>	<p>Postal Vote Validation</p> <p>For validation of postal votes – for every 100 or part thereof.</p>	<p>25</p>
<p>11</p>	<p>Clerical Assistance</p> <p>For professional, clerical and other assistance arranged by the Deputy Returning Officer in and about the conduct of the election for all the County Electoral Divisions within the area of his/her District Council:</p> <p>Electorate of 60,000 basic fee:</p> <p>For every 1000 electors over 60,000 (or part)</p> <p>For every 100 electors (or part) entitled to vote by post:</p>	<p>7,150</p> <p>82.50</p> <p>82.50</p>
<p>12</p>	<p>Miscellaneous Expenditure</p> <p>For all other expenses necessarily and reasonably incurred and not otherwise provided for (by standard expenditure claim necessary cost form).</p>	<p>Actual and necessary cost</p>
	<p>BY-ELECTIONS</p> <p>In the event of there being a by-election in the quadrennium (2017 - 2021) then, as before and for each by-election, the fees will be pro-rata to the basic DRO fee <u>plus</u> 50% of the clerical fee (i.e. £3575) <u>plus</u> expenses. The pro-rata fee for a single (by-)election shall be one third of the basic DRO fee (i.e. £1008).</p>	

Oct. 2016

