

Report to Appointments and Conditions of Service Committee

Subject: Returning Officer Fee for Local and Parish Elections

Date: 28 March 2017

Author: Service Manager, Elections and Members' Services

1. Purpose of the Report

For the Committee to agree minor changes to the level of fees for election staff when working on local and parish council elections

2. Background

The Returning Officer is a separate statutory function from that of the Head of Paid Service and is a different legal entity from that of the Council. The same person does not necessarily undertake both roles. Gedling Borough Council has appointed the Chief Executive to the role of Returning Officer.

In respect of parliamentary elections and other national polls the fees are set by Government while fees for local elections are set locally by the Council responsible for the election.

Under the Council's scheme of delegation, although the Chief Executive has delegated authority for a wide range of matters under the Representation of the People Acts for electoral functions, the delegation does not refer to the specific section of the 1983 Act for approving fees for the role of Returning Officer. The Act does, however, make clear that the Returning Officer has power to set the level of payments for staff he employs to assist on the discharge of his function, for example poll clerks and presiding officers for polling stations and any deputies he may wish to appoint.

3. Proposal

The scale of fees were last reviewed in August 2012 and the report before the committee today simply aims to revise rates of pay so that they comply with the new national living wage.

For simplicity, all Councils in Nottinghamshire have agreed a scale of fees for all job roles associated with the delivery of local elections. This ensures a

consistent approach to staffing arrangements and avoids staff choosing to work for a district that may offer a more attractive rate of pay than the one closest to them. The scale of fees is attached at Appendix One. Appendix Two contains the agreed fees for parish council elections. It is recommended that Gedling Borough Council adopts the Nottinghamshire schemes.

4. Resource Implications

There are no direct resource implications arising from this report as payments to the Returning Officer are managed within existing budgets. The Council has a statutory duty to resource the post of Returning Officer and must provide sufficient resources for him to fulfil his duties.

5. Recommendation

The Appointments and Conditions of Service Committee is asked to:

- 1) Approve the level of fees associated with the post of Returning Officer for local elections and parish elections as detailed in Appendix One;
- 2) Note the scale of fees for all roles other than that of Returning Officer; and
- 3) Note that the Returning Officer's fees for parliamentary elections and other national polls are set nationally.

6. Appendices

Appendix 1 - Scale of Fees for Local Elections

Appendix 2 - Scale of Fees for Parish Elections