



Dudley Metropolitan Borough Council

SCALE OF FEES AND EXPENSES PAYABLE FOR BOROUGH COUNCIL ELECTIONS
With effect from 1st April 2022

| DESCRIPTION OF DUTIES | GROSS |
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| Fee for Deputy Returning Officer and Election Project Management | |
| Fee for Deputy Returning Officer appointed with full powers to perform duties and rights lawfully performed and discharged in the same manner as the appointed Returning Officer | £114.82 per ward |
| Each Deputy Returning Officer appointed for conducting a count | £79.20 per ward |
| Fee for clerical assistance | |
| Borough Council Elections | £456.75 per ward |
| POLLING STATION COSTS | |
| Presiding Officer 7:00am to 10:00pm poll | £242.30 |
| Presiding Officer where the poll is combined with another poll (20% increase) | £48.54 |
| | £290.84 |
| Presiding Officer travel | £0.45 per mile |
| Presiding Officer training fee | £35.00 |
| Presiding Officer training fee (online training) | £15.00 |
| Poll Clerk 7.00am to 10:00pm poll | £155.20 |
| Poll Clerk where the poll is combined with another poll (20% increase) | £31.04 |
| | £186.24 |
| Poll Clerk part-time where acting for 6 hours | £62.08 |
| Poll Clerk Training Fee (online training) | £10.00 |
| Polling Station Inspector | £242.30 |
| Polling Station Inspector where the poll is combined with another poll (20% increase) | £48.54 |
| | £290.84 |
| Polling Station Inspector travel | £0.45 per mile |
| Polling Station Inspector training fee | £35.00 |
| Training Delivery per training session delivered | £52.80 |

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| Core Team Election Day fee | £304.50 |
| Hire and fitting up of Polling Stations including heating, lighting, cleaning and damages and expenses paid in respect thereof | Actual and necessary cost |
| Purchase, hire or repair of election equipment to include but not limited to ballot boxes, voting screens, notice boards | Actual and necessary cost |
| Transport of election equipment to and from polling stations | Actual and necessary cost |
| Printing and providing of ballot papers and any other stationery required around and within polling stations | Actual and necessary cost |
| POSTAL VOTING | |
| Postal Vote Opening Assistant | £10.00 per hour |
| Postal Vote Opening Scanner/Reviewer | £12.50 per hour |
| Postal Vote Opening Supervisor | £15.00 per hour |
| Postal Vote Opening Senior Supervisor | £17.50 per hour |
| Hire and fitting up of postal vote opening venue including heating, lighting, cleaning and damages and expenses paid in respect thereof | Actual and necessary cost |
| Provision of ICT facilities to carry out 100% check of personal identifiers | Actual and necessary cost |
| Transport of equipment to and from postal vote opening venue | Actual and necessary cost |
| Printing of postal ballot packs and any additional stationery as required by legislation to be included in packs | Actual and necessary cost |
| Postage – issue and return of postal voting packs | Actual and necessary cost |
| POLL CARDS | |
| Delivery of poll cards | 20p per card |
| Printing and providing poll cards | Actual and necessary cost |
| COUNT COSTS | |
| Count Assistant (max 6 hours) | £81.20 (£12.50 per hour) |
| Count Supervisor (max 6 hours) | £130.00 (£20.00 per hour) |
| Count Senior Supervisor (max 6 hours) | £195.00 (£30.00 per hour) |
| Chief Count Supervisor (max 6 hours) | £260.00 (£40.00 per hour) |
| Count Runners Supervisor (max 6 hours) | £130.00 (£20.00 per hour) |
| Count Runners (max 6 hours) | £81.20 (£12.50 per hour) |
| Count Supervisor Postal Votes (max 6 hours) | £130.00 (£20.00 per hour) |
| Count Assistant Postal Votes (max 6 hours) | £81.20 (£12.50 per hour) |
| Door Staff (max 6 hours) | £100.00 (£15.00 per hour) |
| Media co-ordinator (max 6 hours) | £130.00 (£20.00 per hour) |
| Media co-ordinator assistant (max 6 hours) | £81.20 (£12.50 per hour) |
| ICT Support Staff (max 6 hours) | £130.00 (£20.00 per hour) |

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| Core Team Count (max 6 hours) | £260.00 (£40.00 per hour) |
| Hire and fitting up of count centres including heating, lighting, cleaning and damages and expenses paid in respect thereof | Actual and necessary cost |
| Provision of security service | Actual and necessary cost |
| Hire of furniture and equipment | Actual and necessary cost |
| Transportation of verified ballot papers to a secure location (if not counting immediately following completion of verification) | Actual and necessary cost |
| GENERAL COSTS | |
| General stationery, postages, telephones and miscellaneous | Actual and necessary cost |
| Provision of ICT equipment and related software | Actual and necessary cost |