

## Appendix 2

### SCHEDULE OF FEES FOR LOCAL ELECTION 2012

Role	No of staff	To be confirmed 2012	Combined 2011	Derbyshire 2010	Comments
Presiding Officer Fee	89	195.00	234.00	202.50	EC base their figure on £195 for local only in 2011
Presiding Officer Travel	89	15.00	15.00	50p per mile	Fixed mileage payment as easier to more cost effective to administer for 89 staff
Presiding Officer Training	89	20.00	30.00	44.40	2011 fee paid was £30 but combined - pay less this time - County fee may be higher due to further to travel for training in comparison to city based charge
Senior Poll Clerk	1	150.00	N/A	N/A	Additional Presiding Officer support
Poll Clerk Fee	220	115.00	138.00	120.00	EC base their figure on £115 for local only in 2011
Poll Clerk Training	221	20.00	30.00	44.40	2011 fee paid £30 but combined - pay less this time - County fee may be higher due to further to travel for training in comparison to city based charge
Polling Station Inspector / Verifier	11	195.00	234.00	202.50	EC base their figure on £195 for local only in 2011
Polling Station Inspector / Verifier - Training Fee	11	20.00	30.00	44.40	2011 fee paid £30 for combined election - pay less this time as local elections only - County fee may be higher due to further to travel for training in comparison to city based charge
Tax free mileage rate	n/a	45p per mile	40p per mile	50p per mile	45p per mile is the tax free and is applied where visits are made in connection with election duties.

Senior Presiding Officer Fee - Multiple Polling stations in the same venue only	3	15.00	20.00	N/A	£20 based on combined election in 2011 for additional responsibility, however suggest £15 in 2012 due to local elections only
Returning Officer Fee	1	300.00	N/A	No direct comparison	At previous local elections the Returning Officer Fee has been £300
Deputy Returning Officer x 4 (Count Stations 1-4) plus 1 = RO Assistant	5	200.00	250.00	243.86	£250 DRO fee was for combined election until 4.00am in 2011. Suggest for 2012 that Local only finishing at 2.00am would be more appropriate to be £200. Derbyshire fee based on £87.90 for count fee plus £41.50 x 3 plus £31.25
Centre Table Assitant x 4 Count stations plus top table	5	150.00	125.00	95.60	£125 Centre Table Assistant Fee in 2011 but for 2012 the centre table assistant role will be combined with the previous ADRO role
Table Supervisor x 16 (4 per count stafion)	16	125.00	175.00	95.60	£175 Table Supervisor Fee in 2011 but suggest for 2012 that Local only finishing at 2.00am would be more appropriate to be £125
Count Assistant	160	80.00	100.00	87.90	Based on 4/5 counts taking place at each count station
Ballot Box Check in	6	100.00	100.00	No direct comparison	Ballor Box Check in staff to finish at the same time as verifiers as should be less to verify due to single election. All to be involved in clear up - estimated finish by 1.00am
Verification of ballot paper accounts	1	100.00	N/A	No direct comparison	11 Inspector verifiers plus an additional verifier to make team of 12 verification staff
Chief Steward	1	125.00	150.00	No Direct Comparison	Chief Stewardf to finish at the same time as verifiers as should be less to verify due to single election. All to be involved in clear up - estimated finish by 1.00am
Steward	4	80.00	100.00	No direct comparison	Stewards to finish at conclusion of count - they are responsible for moving equipment etc.

Results Coordinator	1	80.00	100.00	No direct comparison	Publishing of results to Derby City Council's website
Media Liaison	2	100.00	125.00	No direct comparison	Reduction on 2011 due potential to earlier finish.
Postal Vote Supervision - Moorways from 8.00pm	2	125.00	110.00	No direct comparison	Postal votes dealt with at Friar Gate Studios in 2011, but transfer this year to Moorways from 8.00pm - £125 fee is for 8.00pm until 1.00am period until completion of duties
Stand by Payment for driver of mobile vehicle	1	50.00	50.00	No direct comparison	B Active mobile vehicle is likely to be used and the payment is for a period of stand by between 7.00am in the morning until 10.00pm.If called out would pay £6.59 per hour.
Administration duties - Band A	n/a	20.00	*Hourly charge	No direct comparison	Strategic direction, planning / control and performance monitoring tasks
Administration duties - Band B	n/a	15.00	*Hourly charge	No direct comparison	Lead officer for specific area of responsibility e.g Postal Votes, Staffing, Ballot boxes etc. etc.
Administration duties - Band C	n/a	12.00	*Hourly charge	No direct comparison	Technical administration
Administration duties - Band D	n/a	8.00	*Hourly charge	No direct comparison	Basic administration tasks including data input and checking / collating information
*Hourly charge		This is per hour but if worked above the 37 hours or on Saturdays will be time and a half. Double time for Sunday or Bank Holiday working if applicable			
Postal Vote opening staff		SCP 4 £6.59 / hr			Up to 20 staff during a 2 week period in the lead up to election day and smaller team on the evening at Moorways