

ELECTION FEE SUMMARY MAY 2020 – PLEASE READ CAREFULLY

POLLING DAY ROLES

Job Title	Gross (NI exempt)
Presiding Officer (includes £25.00 combined poll payment)	£280.00
Poll Clerk (includes £15.00 combined poll payment)	£175.00
Attending training & pre-preparation fee (polling staff only)	£40.00
Polling station inspector	£280.00
Polling Day Runner 7.00am – 10.00pm	£280.00

The above fees will not be paid if staff are unable to fulfil their commitment on polling day.

Travel expenses will not be paid for any journey made to the place of your election work or training venue. However, Presiding Officers **only** will be able to claim reimbursement of mileage for the following journeys: **from home to the Civic Offices to collect the ballot box and your return journey home, from the polling station to the Count Venue and return journey home only. In accordance with the polling station inspectors duties.** Expense claim forms and receipts will be required and mileage will be paid at 45p per mile. Expense claim forms will be with your contract.

PRE POLLING DAY ROLES

Job Title (for the period two weeks before polling day) (all payments below include training, travel and subsistence)	Gross (NI exempt)
Opening Postal Vote Supervisor (daytime) + free parking ¹	£14.00 per hour + a single payment of £110.00
Opening Postal Vote Clerk (daytime) + free parking ²	£14.00 per hour
Ballot Box Preparation before polling day/ collecting postal votes from polling stations/general casual clerical work	£14.00 per hour
Setting up count hall	£17.00 per hour
Fee for delivering training to Polling station staff.	£167.00 per training session split between the numbers of trainers present.

COUNT ROLES

Job Title (Thursday 7 May 2020) ³ (all payments below include training, travel and subsistence)	Gross (NI exempt)
Count Manager	£278.00

¹ Based on staff available to work between 9.00am and 5.00pm

² Based on staff available to work between 9.30am and 4.00pm

³ Based on staff working from 10.00pm – 5.00am. The expected time of finish is 2.00-3.00am

Senior Count Supervisor / Results & Audit	£178.00
Supervisors for Count Table / Security / Ballot Box Reception & Media	£128.00
Count document checkers	£51.00
Count ballot box movers	£87.00
Ballot Box Runners	£34.00
Vote Counter	£68.00
Top up payment - if you are required to work beyond 5am	£34.00
Count Table Supervisor Training (non-Hart employees only)	£15.00
Opening Postal Vote Supervisor (evening of 7 May) ⁴	£17.00 per hour + £60.00
Opening Postal Vote Clerk (evening of 7 May) ⁵	£17.00 per hour

COUNT ROLES – Police and Crime Commissioner

Job Title (Monday 11 May 2020) ⁶ (all payments below include training, travel and subsistence)	Gross (NI exempt)
Count Manager	£280.00
Senior Count Supervisor / Results & Audit Officer	£180.00
Count ballot box movers	£84.00
Supervisors for Count Table / Security & Ballot Box Reception	£130.00
Vote Counter	£70.00
Top up payment - if you are required to work beyond 5.00pm	£28.00

The payments for election employment are set at the level recommended by the Hampshire and Isle of Wight election fees working party (HIOWEFWP). The aim of the working party is to ensure that fees paid across all Hampshire authorities are consistent and in line with national guidance issued by the Cabinet Office.

The HIOWEFWP also sets a fee for the Returning Officer at local elections. Details of the fee can be found at www.hart.gov.uk/elections Fees for the Returning Officer at national elections are determined by the Cabinet Office.

It is the Returning Officer rather than Hart District Council who has personal responsibility and full liability for running the poll and their fee reflects this responsibility.

We will make no payments other than those shown above.

⁴ Based on staff working from 8.00pm – 12.00am

⁵ Based on staff working from 8.00pm – 12.00am

⁶ Based on staff working from 10.00am – 5.00pm

