

# **POLICY AND FINANCE COMMITTEE**

**17<sup>TH</sup> APRIL 2012**

## **REPORT OF HEAD COMMUNICATIONS**

### **REPORT ON SCALE OF FEES AND EXPENSES PAYABLE TO RETURNING OFFICER FOR BOROUGH/PARISH/COUNTY AND MAYORAL REFEREDUMS**

#### **1.0 PURPOSE OF REPORT**

- 1.1 To agree the scale of fees payable to the Returning Officer for Borough/Parish/County and Mayoral Referendum Elections for 2012/2013

#### **2.0 RECOMMENDATIONS**

- 2.1 **Accept the scale of fees as proposed by the Leicestershire Elections Administration Group for Borough/Parish/County and Mayoral Referedums.**
- 2.2 **No increase in the fees for 2012/2013.**

#### **3.0 KEY ISSUES**

- 3.1 A Fee is payable to the Returning Officer for carrying out duties at Elections.
- 3.2 All fees and charges should be sufficient to cover duties required to run an efficient election.
- 3.3 The Scale of Fees and Expenses to be reviewed every year.
- 3.4 The Review of the Fees and Expenses was carried out by the Leicestershire County Elections Group
- 3.5 The Scale of Fees and Expenses be based on the Fees and Charges Orders made by the Ministry of Justice for National Elections.
- 3.6 For National Elections all monies for the Fees and expenses charges are provided by the Ministry of Justice.

#### **4.0 POLICY AND CORPORATE IMPLICATIONS**

- 4.1 There are no Policy or Corporate implications

#### **5.0 FINANCIAL AND OTHER RESOURCE IMPLICATIONS**

- 5.1 Budgets are prepared within the scale of fees and expenses for the year of each full term election.
- 5.2 The scale of fees and expenses provided a basis for costing for any By Elections or Local Referendums.
- 5.3 These charges will be covered within existing budgets both centrally and locally

#### **6.0 LEGAL IMPLICATIONS/POWERS**

6.1 There are no Legal Implication/Powers identified.

## 7.0 **COMMUNITY SAFETY**

7.1 There are no Community Safety issues relating to this Report

## 8.0 **EQUALITIES**

8.1 Equality Impact Assessment undertaken

## 9.0 **RISKS**

9.1 No Risks have been identified

## 10.0 **CLIMATE CHANGE**

10.1 There are no climate change implications relating to this report.

## 11.0 **CONSULTATION**

11.1 Consultation with other Leicestershire Authorities.

## 12.0 **WARDS AFFECTED**

12.1 All Wards

Contact Officer      Sally A Renwick  
Date:                      4<sup>th</sup> April 2012

Appendices :            Appendix A – Borough Fees  
                              Appendix B – Parish Fees  
                              Appendix C – Mayoral Fees

Background Papers:

Reference :              X : Committees\pf&a\Returning Officers Fees