

Record of an officer making an executive decision



Name of officer and title:	Andrew Grant, Chief Executive
Subject matter:	Elections fees and charges 2019 (effective 1 April 2019)
Date of decision:	22 January, 2019
Decision:	<p>The Chief Executive has approved the following elections fees and charges, that will be effective from 1 April 2019:</p> <ul style="list-style-type: none"> • Fees to be paid to the Returning Officer for conducting an election. • The maximum disbursements that can be made for the following different functions: <ul style="list-style-type: none"> ○ Polling Station Costs, including for premises, printing and equipment related costs. ○ Postal Voting Costs, including for premises, printing and equipment related costs. ○ Poll Card Costs. ○ Count Costs, including for accommodation, equipment, conveyance and security costs. ○ Other Costs and Payments. ○ expenditure and fee scale to be used at any referendums held under Neighbourhood Planning (Referendums) Regulations 2012 and any Council Tax referendum held under the Localism Act 2011.
Reasons for decision:	Electoral Officers from Aylesbury Vale, Milton Keynes and the other Buckinghamshire District Councils have met to consider the fees and charges. This included consideration that the fees and charges took account of relevant electoral legislation, were consistent across the authorities, and also took account of the need to pay staff at least the minimum wage.
Alternative options considered:	Not to review election fees and charges. However, it is important that they are reviewed periodically to ensure they are fair and transparent.
Any conflict of interest declared by a Cabinet Member who is consulted and any dispensations granted to them:	None identified.
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