

From: Ben Watts, County Returning Officer  
To: Electoral & Boundary Review Committee, 15 October 2024  
Subject: 2024/25 County Scale of Election Fees and Expenses Update  
Status: Unrestricted

---

## **1. Introduction**

- a) At its meeting on 8 March 2010, this Committee agreed that it would annually authorise and approve the County Scale of Fees and Expenses for Kent County Council elections (KCC Scale of Fees). This is consistent with the powers delegated to the Committee by County Council and recorded in the Appendix of the Constitution.
- b) In January 2022, KCC received a request from the Kent Association of Electoral Registration Officers and Staff (Kent AEROS) for the KCC Scale of Fees to be merged with the Kent AEROS Scale of Fees for District/Borough and Parish Council elections and Neighbourhood Referendum (Kent AEROS Scale of Fees). KCC responded to say this would be something that it would be happy to explore ahead of the 2025 KCC election but it was currently prioritising the review and settlement of the KCC 2021 election claims.
- c) In the intervening period, the Department for Levelling Up, Housing and Communities (DLUHC) has introduced a pay banding system for election staff at UK Parliamentary elections, Police and Crime Commissioner elections and national referenda. These are elections funded by the UK Government and claims relating to them are administered through the DLUHC's Elections Claims Unit.
- d) The Kent AEROS notified KCC in July 2023 that it was looking to update and align the Kent AEROS Scale of Fees with the new DLUHC banding to create consistency of election staff payments across the different type of elections. Following further conversations with the Kent AEROs, KCC has been asked to consider aligning its election staff costs with the new DLUHC banding rather than merging the KCC Scale of Fees with Kent AEROS Scale of Fees.
- e) This Committee approved an updated Scale of Fees in March 2024, which aligned the KCC Scale of Fees with the proposed DLUHC banding for election staff costs that were available at the time.
- f) In the period between the paper being written for the Committee and the new financial year beginning, DLUHC published an final update to their banding, which has been in effect for the 2024/25 financial year.

- g) An interim review of the KCC Scale of Fees has been undertaken to reflect this update and a draft proposal for the updated 2024/25 Scale of Fees is set out in Appendix 1, using the DLUHC banding that is currently in effect.
- h) In addition to the election staff costs, this Committee also agreed in March 2024 to uplift the Deputy Returning Officer costs by the final agreed successful TCP pay award. The agreed figure was 2.4% and this has been applied to the Deputy Returning Officer costs as set out in Appendix 1.
- i) If agreed by the committee, the updated Scale of Fees would be used for any by-elections between now and the new financial year, and will therefore ensure consistency of pay between any KCC elections held within this financial year, and all other elections held in the County this year.
- j) In line with paragraph 1a of this paper, a regular annual update of the County Scale of Fees will return to this committee ahead of the 2025/26 financial year, and the KCC election in May 2025.

## **2. Recommendation**

The Electoral & Boundary Review Committee is asked to approve the proposed County Scale of Election Fees and Expenses Update for 2024/25.

### **Appendices**

- Appendix 1 – Proposed KCC Scale of Election Fees and Expenses Update 2024-25

### **Background Documents**

Electoral & Boundary Review Committee, 8 March 2010

<https://democracy.kent.gov.uk/ieListDocuments.aspx?CId=142&MIId=3230&Ver=4>

Electoral & Boundary Review Committee, 27 March 2024

[Agenda for Electoral and Boundary Review Committee on Wednesday, 27th March, 2024, 10.00 am \(kent.gov.uk\)](#)

### **Report Author and Relevant Director**

Ben Watts, County Returning Officer

03000 416814

[benjamin.watts@kent.gov.uk](mailto:benjamin.watts@kent.gov.uk)

Lizzy Adam, Deputy County Returning Officer

03000 412775

[lizzy.adam@kent.gov.uk](mailto:lizzy.adam@kent.gov.uk)

Siân Connelly, Principal GLD Delivery Officer

03000 418793

[sian.connolly@kent.gov.uk](mailto:sian.connolly@kent.gov.uk)