

Report of the Interim Strategic Director

FEES FOR CANVASS DUTIES1. Purpose of report

To seek approval to the proposed fees to be paid for canvass duties.

2. Background

At its meeting on 24 September 2014 Cabinet approved revised fees for the personal canvass to reflect the increased responsibility on canvassers following the introduction of Individual Electoral Registration. Two different amounts are currently paid for both the household and individual canvasses, depending on whether a response is received from a property or not. Since that time the basis for paying canvassers has been discussed with Human Resources and it has been determined that payment should be per form delivered (based on the government's "paid per task or piece of work done") regardless of whether a response is obtained at the time or later.

Payment on the basis of "paid per task or piece of work done" is calculated in general terms by dividing the minimum wage by the number of tasks performed in an hour. It reflects the fact that one task is being performed, in this case, a property is visited for the purpose of obtaining a completed Household Enquiry Form (HEF) or Invitation to Register (ITR). The existing and proposed revised fees are set out in the appendix. It is considered that the training fees and mileage payments should continue as at present, although the rural allowance will no longer be paid as mileage can be claimed.

3. Financial implications

It is difficult to estimate the total cost of the canvass in any year as this depends on the number of forms returned at each stage. However, based on the 2017 canvass and the "paid per task or piece of work done" method of payment it is expected that the cost of the canvass will increase by around £6,000 which can be met from existing budgets.

Recommendation

The Committee is asked to RESOLVE that:

- 1. The revised fees for the personal canvass as set out in the appendix be approved.**
- 2. The canvass fees be included in the Council's Pay Policy when it is next updated.**

Background papers

Nil

APPENDIX

	Existing	Proposed
Household Canvass		
For each successful contact	£1.00	£1.30
For each unsuccessful contact	50p	£1.30
Training – online course only	£10	£10
Training – face to face and online course	£20	£20
Rural allowance – to be paid to canvassers whose canvass area covers more than 1 polling district where those polling districts are not coterminous (actual amount paid depends on density of canvass area; applies to 4 areas only)	£15-25	-
Mileage	45p per mile	45p per mile
Individual Canvass		
For each successful contact	£1.50	£1.90
For each unsuccessful contact	75p	£1.90
Mileage	45p per mile	45p per mile