

## **NORTH SOMERSET COUNCIL DECISION**

DECISION OF: COUNCILLOR BAKER, THE EXECUTIVE MEMBER FOR  
COMMUNITY SERVICES, TOURISM AND CORPORATE COMMUNICATION  
WITH ADVICE FROM: ELECTORAL REGISTRATION OFFICER  
DIRECTORATE: CORPORATE SERVICES



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**DECISION NO: 2018/19 CSD32**

**SUBJECT: Canvasser Fees – Invitations to Register**

**KEY DECISION: NO**

**BACKGROUND:** As a part of the Individual Electoral Registration (IER) system, in order to register to vote, prospective electors are required to complete an Invitation to Register (ITR). This may be sent as a result of their name being added to a Household Enquiry Form (HEF), or on request from the elector. If an elector does not respond to two or more ITRs, the Electoral Registration Officer (ERO) is legally required to despatch a canvasser to visit the elector and encourage them to complete the form.

We currently engage temporary canvassers each autumn for the annual canvass, to encourage those who do not respond to HEFs, which are sent out to every residence in the district, to complete and return them. The payment method with regards to these canvassers is laid out in Delegated Decision CSD48 of 2015/16 for comparison.

ITRs are issued throughout the year, and therefore canvassers will be required on an ongoing basis, at the same rate of pay to that of those employed for the annual HEF canvass. In consideration of the requirement to use a private motor vehicle, travelling expenses are to be recompensed at the prevailing rate for election staff.

**DECISION:** That Electoral Canvassers employed for the carrying out of house to house enquiries to encourage completion of Invitations to Register be recompensed in accordance with the following scale of fees: -

**Rural Areas** (canvass areas within all parishes excluding Clevedon, Nailsea, Portishead & North Weston and Weston-super-Mare) – a basic fee of 75p for each individual canvassed, plus an additional payment of 50p for each ITR successfully obtained.

**Urban Areas** (canvass areas within parishes of Clevedon, Nailsea, Portishead & North Weston and Weston-super-Mare) – a basic fee of 60p for each individual canvassed; plus an additional payment of 50p for each ITR successfully obtained.

**All Areas** – necessary use of a private motor vehicle to be recompensed at the prevailing rate for local authority election staff.

**REASONS:** To ensure the compliance of the Electoral Registration Officer with the Representation of People's Act 1983 and the Electoral Registration and Administration Act 2013.

**OPTIONS CONSIDERED:** None identified

**FINANCIAL IMPLICATIONS:**

**Costs** Total fees to canvass ITRs that are currently outstanding as at June 2018 are estimated at £5,000.

**Funding** Justification Led Bid funding has been obtained from the Cabinet Office to enable an ITR canvass.

**LEGAL POWERS AND IMPLICATIONS** See 'Reasons' above

**CONSULTATION** Not applicable

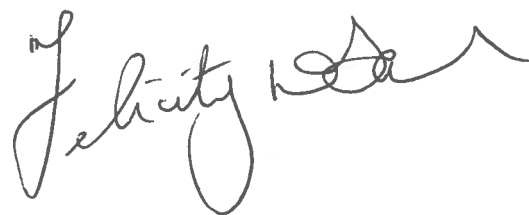
**RISK MANAGEMENT** Undertaking an ITR canvass will meet the requirements of electoral law and enable improved levels of electoral registration.

**EQUALITY IMPLICATIONS**

Have you undertaken an Equality Impact Assessment? No, the action proposed will be of equal positive impact upon all sections of the community aged 16 or over.

**CORPORATE IMPLICATIONS** None

**BACKGROUND PAPERS** Electoral Commission Guidance to Electoral Registration Officers

A handwritten signature in black ink, appearing to read 'Felicity', with a stylized flourish extending to the right.

2018/19

CSD 32

SIGNATORIES:

DECISION MAKER:

Signed: *Jelicia Bar*

Title: ~~EXECUTIVE MEMBER FOR COMMUNITY SERVICES, TOURISM &~~ CORPORATE COMMUNICATION

Date: 20 July 2018

WITH ADVICE FROM: ELECTIONS SPECIALIST PRACTITIONER

Signed: *Midal A Jones*

Title: ELECTIONS SPECIALIST PRACTITIONER

Date: 20<sup>th</sup> JULY 2018

