

DESIGNATION OF RETURNING OFFICER, ELECTORAL REGISTRATION OFFICER AND SCRUTINY OFFICER

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Executive Summary:

The Council is invited to consider the designation of an officer to the statutory roles of Returning Officer and Electoral Registration Officer as a result of the imminent retirement of the postholder with these designations.

1. Recommendation(s)

- 1.1 That Carole Mills be designated as the Council's Returning Officer in accordance with Section 35 of the Representation of the People Act 1983, on taking up the post of Chief Executive.
- 1.2 That Carole Mills be designated as the Council's Electoral Registration Officer in accordance with Section 8 of the Representation of the People Act 1983, on taking up the post of Chief Executive.

2. Issues

- 2.1 David Hill the current Chief Executive will be retiring from the Authority from September 2014.
- 2.2 The postholder currently carries the statutory designations of Returning Officer and Electoral Registration Officer, and the Council needs to consider the allocation of these designations to another officer so as to ensure a smooth transition.
- 2.3 The Representation of the People Act 1983 requires the Council to designate one of its officers as Returning Officer for its elections and parish council elections. The designated person will also act as Acting Returning Officer for Parliamentary elections, Local Returning Officer for European and Police and Crime Commissioner elections and Counting Officer for any future referendums.
- 2.4 The Act also requires the Council to designate one of its officers as Electoral Registration Officer.

3. Options

- 3.1 The Council is statutorily required to designate officers to the two positions,

Implications

3.2 Policy

None

3.3 Resources and Risk

There are no additional financial implications. The position of Returning Officer carries with it fees which are determined from time to time in accordance with the Returning Officers Fees Order set by Parliament. The payment of the fees for local and ordinary parish elections is met by the Council. The cost of Parish By-Elections is met by the parish concerned in accordance with the Parishes Protocol. The cost of other national elections is met by the Government Department concerned.

N	Capital	Y	Revenue	N	Accommodation
N	IT	N	Medium Term Plan	N	Asset Management

3.4

3.5 Carbon and Energy Management

None

3.6 Legal

The legislative requirements for the Council to make these designations are set out in the report.

3.7 Other Implications

None

X	Equalities/Diversity	X	Sustainability	X	Human Rights
X	E-Government	X	Stakeholders	X	Crime and Disorder

Background Papers: None.