

COUNCIL

Tuesday 17 JULY 2018

REPORT OF THE CHIEF EXECUTIVE

APPOINTMENT OF A DEPUTY ELECTORAL REGISTRATION OFFICER

EXEMPT INFORMATION

No

PURPOSE

To seek Council approval to appoint a Deputy Electoral Registration Officer, with the same duties as the Electoral Registration Officer (ERO) to provide resilience and business continuity in this role.

RECOMMENDATIONS

That the Council

- approve the appointment of the Head of Audit & Governance, Mrs Angela Struthers, to the role of Deputy Electoral Registration Officer, having the same duties as the Electoral Registration Officer, under section 52(2) of the Representation of People Act 1983
- amend the scheme of delegation (at the next available update) to delegate authority to appoint an Deputy Electoral Registration Officer to the ERO

EXECUTIVE SUMMARY

Due to organisation changes, the recently appointed Chief Executive also holds the position of Electoral Registration Officer as is required under legislation. The Chief Executive is also noted to be the "Proper" Officer under section 270 (3) of the 1972 Local Government Act.

The Council has a duty to assign officers to assist the ERO in their duties, and further to allocate appropriate resources to enable the required functions be carried out.

Given the Scheme of Delegation is silent on the appointment of a deputy for this critical position, Council is asked to confirm the appointment as detailed in the recommendation above

It is key to have sufficient resilience in this important area of Council responsibility and having a named deputy will ensure business continuity at all times and provide capacity to the ERO.

OPTIONS CONSIDERED

Not applicable.

Risk Assessment

Business continuity is critical in all services, and seeking a deputy in a key role ensures resilience and continuity.

Community Impact Assessment

None necessary for this report.

LEGAL & RESOURCE IMPLICATIONS

This action supports the principles of good governance and has no resource implications

BACKGROUND

LIST OF BACKGROUND PAPERS

None

APPENDICES

None