

NON EXEMPT

HAVANT BOROUGH COUNCIL

COUNCIL

23 September 2020

APPOINTMENT OF RETURNING OFFICER AND ELECTORAL REGISTRATION OFFICER

Report by Chief Executive

FOR DECISION

**Cabinet Lead: Cllr Lulu Bowerman
(People & Organisational Development)**

Executive Director: Lydia Morrison

Key Decision: No

1.0 Purpose of Report

- 1.1 The Council is requested to appoint a new Returning Officer and Electoral Registration Officer.

2.0 Recommendation

It is recommended that the Council appoints Mr Brian Wood, the Council's Head of Customer Services to both roles. It will not be necessary to formally appoint a Deputy RO as the RO may appoint such deputies as he may deem appropriate for each scheduled election.

3.0 Executive Summary

- 3.1 Every district council in England is required by Section 35(1) of the Representation of the People Act 1983 to appoint an officer of the council to be the RO for elections of district (borough) councillors. Section 8(2)(a) of the Act also requires the Council to appoint an officer to be the ERO. The ERO is responsible for the preparation and maintenance of the electoral register for any parliamentary constituency or part of a constituency within its area.
- 3.2 According to Section 28(1) of the Act, only the ERO may act as the (Acting) Returning Officer at Parliamentary elections, the Returning

Officer for these elections being the Mayor. It makes sense, therefore, to ensure that one officer is appointed as both the RO and ERO.

3.3 On 10 July 2019 Council resolved to appoint Gillian Kneller as:

- (i) the Chief Executive,
- (ii) Head of Paid Service; and
- (iii) Returning Officer.

The recommendation within this report seeks to supersede the third part of this resolution.

4.0 Additional Budgetary Implications

4.1 There are no financial implications for the Council. Whilst the RO is paid on a scale fee basis in respect of individual elections as and when they are held, no separate or additional remuneration is payable in respect of the post of ERO. Provision is made each year in the Council's General Fund revenue budget for the running costs associated with Borough Council elections. Central government pays for Parliamentary and European Parliamentary elections (including national referendums). Hampshire County Council cover the costs of their elections.

5.0 Background and relationship to the Corporate Strategy and Directorate Business Plan/s

5.1 The appointment reflects the Council's intention to work in an efficient way and in accordance with legislation.

6.0 Options considered and reasons for the recommendation

6.1 N/A

7.0 Resource Implications

7.1 Financial Implications: None, as detailed at paragraph 4.1.

7.2 Human Resources Implications: None.

8.0 Legal Implications

8.1 There are no additional legal implications other than those set out in the report.

9.0 Risks

9.1 N/A

10 Consultation

10.1 N/A

11 Communication

11.1 The appointments will be notified to those who need to know.

Agreed and signed off by:

Monitoring Officer: 31.07.20

S151 Officer: 31.07.20

Director: 31.07.20

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