

DECISION-MAKER:	COUNCIL		
SUBJECT:	APPOINTMENT OF RETURNING OFFICER AND ELECTORAL REGISTRATION OFFICER		
DATE OF DECISION:	17 MARCH 2017		
REPORT OF:	CHIEF EXECUTIVE		
<u>CONTACT DETAILS</u>			
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STATEMENT OF CONFIDENTIALITY			
None			
BRIEF SUMMARY			
Following the completion of the senior management restructure undertaken by the Chief Executive under delegated powers it is necessary to confirm the Returning Officer and Electoral Registration Officer arrangements.			
RECOMMENDATIONS:			
	(i)	To note the actions taken by the Chief Executive in December 2016 under delegated powers that Mark Heath be appointed in a personal capacity as the Returning Officer for local elections and the Electoral Registration Officer in the City and the Acting Returning Officer for UK Parliamentary Elections and European Elections from 1 st January 2017.	
REASONS FOR REPORT RECOMMENDATIONS			
1.	Following the recent senior management restructure undertaken by the Chief Executive under delegated powers the Council is required to have in place appropriate statutory officers.		
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED			
2.	This report follows the senior management restructure proposals previously agreed by Council. Accordingly, no other options have been considered.		
DETAIL (Including consultation carried out)			
3.	Continuity in the position of Returning Officer is considered necessary in the short to medium term This role was held by Mark Heath, formerly Interim Chief Operating Officer (Customer Experience) until 31 st December 2016. As no ordinary Council fell in December after consultation with the Leader of the Council the Chief Executive acted under delegated powers (2.1.3 in the Officer Scheme of Delegation) and appointed Mark Heath in a personal capacity to continue as the Acting Returning Officer for UK Parliamentary Elections, Returning Officer for local elections and the Electoral Registration Officer following his redundancy. The terms of the appointment are such that this arrangement can be reviewed at any time should the Council wish to do so.		

4.	Operational arrangements for the Elections team remain with the Service Director: Legal and Governance.		
5.	Under the terms of the Constitution this decision is required to be reported to Council for noting.		
RESOURCE IMPLICATIONS			
<u>Capital/Revenue</u>			
6.	None		
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<u>Capital/Revenue</u>			
7.	None. All expenditure is within ring fenced budgets.		
<u>Property/Other</u>			
8.	None		
LEGAL IMPLICATIONS			
<u>Statutory power to undertake proposals in the report:</u>			
9.	Section 5 Local Government and Housing Act 1989 (as amended), Sections 8 and 35 Representation of the People Act 1983.		
<u>Other Legal Implications:</u>			
10.	None.		
POLICY FRAMEWORK IMPLICATIONS			
11.	None.		
KEY DECISION?		Yes /No	
WARDS/COMMUNITIES AFFECTED:		None	

<u>SUPPORTING DOCUMENTATION</u>		
Appendices		
1.	None.	
Documents In Members' Rooms		
1.	None.	
Equality Impact Assessment		
Do the implications/subject of the report require an Equality Impact Assessment (EIA) to be carried out.		Yes /No
Privacy Impact Assessment		
Do the implications/subject of the report require a Privacy Impact Assessment (PIA) to be carried out.		Yes /No
Other Background Documents		
Equality Impact Assessment and Other Background documents available for inspection at:		
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)	
1.	None	