

Statutory Officers

Full Council, item 14

Committee: FULL COUNCIL
Date: 19 February 2008
Title: Statutory Officers
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Agenda Item

14

Item for
decision

Summary

This report is to inform Members of the requirement to appoint officers to certain positions and to request appropriate appointments.

Recommendations

1. That Members appoint an Acting Head of Paid Service, an Acting Electoral Registration Officer and an Acting Returning Officer.

Background Papers

None

Impact

| | |
|----------------------------|--|
| Communication/Consultation | No specific implications |
| Community Safety | No specific implications. |
| Equalities | No specific implications. |
| Finance | No specific implications. |
| Human Rights | No specific implications |
| Legal implications | The Council is obliged to appoint one of its officers to be Head of Paid Service by section 4 Local Government and Housing Act 1989, and to appoint an Electoral Registration Officer and a Returning Officer for district and parish elections by sections 8 (2) (a) and s.35 (1) Representation of the People Act 1983 respectively. |
| Sustainability | No specific implications. |
| Ward-specific impacts | None |
| Workforce/Workplace | None relevant to this report. |

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Background

1. The post of Head of Paid Service and the officers of Electoral Registration Officer and Returning Officer are currently held by the Chief Executive. With the Chief Executive's planned departure from the Council on 29 February 2008 the post and offices become vacant.
2. The Head of Paid Service has statutory responsibility for co-ordinating the discharge of the Council's different functions and for the organisation and management of the authority's staff.
3. The Electoral Registration Officer is legally responsible for maintaining the register of electors
4. The Returning Officer is responsible for presiding over elections of District, Parish and Town Councillors. Whilst there are no ordinary elections before 2011 there ought to be a Returning Officer in place in case of a by-election being required. Depending on the timing of the event giving rise to a by-election the Council may not be in a position to respond to the requirement to have a Returning Officer to deal with the same without the need to call a special meeting of the Council for that purpose.
5. There is no legal requirement for the post and offices to be held by the same person although they frequently are. The Head of Paid Service is usually designated the Chief Executive Officer of the Council.
6. Any appointments should be reviewed when a new permanent Chief Executive is appointed.
7. There are considered to be no risks associated with this report.