

Committee: Council

Date: Tuesday, 7
December

Title: Appointment of a Returning Officer (RO),
Electoral Registration Officer (ERO) and
Deputy Electoral Registration Officers (DERO)

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Summary

1. The Monitoring Officer took an urgent decision on 28th October 2021 in consultation with the Chairman of the Council in order to appoint Mr Peter Holt CEO to the roles of RO and ERO and Mr Adrian Webb and Mr Philip Hardy to the roles of Deputy ERO.
2. The RO and ERO functions were not referenced in the report when Council resolved to appoint Mr Peter Holt on 9th September 2021. The functions have traditionally sat with the CEO post holder.
3. The decision was taken under urgency measures as the situation needed prompt rectification and could not be delayed until the next scheduled Council meeting on 7th December 2021.

Recommendations

4. Council to note the urgent decision attached in Appendix 1.

Financial Implications

3. N/A

Background Papers

5. None.

Impact

- 6.

Communication/Consultation	N/A
Community Safety	N/A
Equalities	N/A
Health and Safety	N/A

Human Rights/Legal Implications	The Council must have lawfully appointed RO and ERO.
Sustainability	N/A
Ward-specific impacts	N/A
Workforce/Workplace	Nil as roles are part of already established posts.

Situation

7. See Appendix 1.

Risk Analysis

8.

Risk	Likelihood	Impact	Mitigating actions
3 - Risk of not taking the urgent decision was significant. Should an election have been called or any duties falling the ERO have arisen then there would not have been lawfully appointed officers to act.	The likelihood of the risk was occurring was 2 to 3.	The impact of had the risk arisen would be high 4.	Decision has been taken and Officers lawfully appointed.

- 1 = Little or no risk or impact
- 2 = Some risk or impact – action may be necessary.
- 3 = Significant risk or impact – action required
- 4 = Near certainty of risk occurring, catastrophic effect or failure of project.