
RETURNING OFFICER AND ELECTORAL REGISTRATION OFFICER – INTERIM ARRANGEMENTS

1 PURPOSE OF REPORT

- 1.1 To ensure continuity to the roles of Returning Officer and Electoral Registration Officer for Rochford District Council.

2 DISCUSSION

- 2.1 This report is required because of the departure of Nicholas Khan from the Council's employment to work at another Authority on 12 July 2017.
- 2.2 As an interim arrangement it is proposed that authority be delegated to the Council's Managing Director, Shaun Scrutton, to act as Returning Officer for District and Parish Council Elections within the District and to also act as the Electoral Registration Officer for the Council with immediate effect from 12 July until such time as the new Strategic Director has been appointed by the Council.
- 2.3 It is anticipated that the person appointed to the role of Strategic Director for the Council will take over the roles of Returning Officer and Electoral Registration Officer for the Council upon taking up post.

3 RISK IMPLICATIONS

- 3.1 Without an officer with appropriate delegated authority there is a risk that, in the event of an Election being called the Council will not have appointed an officer with statutory responsibility for delivering the Election.

4 RESOURCE IMPLICATIONS

- 4.1 None.

5 LEGAL IMPLICATIONS

- 5.1 Under the Representation of the People Act 1983 and any associated regulations the Council has a statutory duty to appoint an Electoral Registration Officer with authority to bring proceedings and to defend actions.

6 PARISH IMPLICATIONS

- 6.1 Paragraphs 3.1 and 5.1 above also apply to Parish Council Elections.

7 EQUALITY AND DIVERSITY IMPLICATIONS

- 7.1 None.

8 RECOMMENDATION

8.1 It is proposed that Council **RESOLVES**

- (1) That authority be delegated to Shaun Scrutton to be Returning Officer for the District on an interim basis.
- (2) That authority be delegated to Shaun Scrutton to be Electoral Registration Officer for the Council on an interim basis until the appointment of the new Strategic Director.
- (3) That authority be subsequently delegated for the roles of Returning Officer and Electoral Registration Officer to the new Strategic Director, following his/her appointment.



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Background Papers:-

None.

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