

<b>DECISION-MAKER:</b>	COUNCIL
<b>SUBJECT:</b>	REVISION OF APPOINTMENTS OF RETURNING OFFICER (RO) AND ELECTORAL REGISTRATION OFFICER (ERO) AND DEPUTY RO AND ERO
<b>DATE OF DECISION:</b>	18 SEPTEMBER 2024
<b>REPORT OF:</b>	CHIEF EXECUTIVE

<b><u>CONTACT DETAILS</u></b>			
<b>Executive Director</b>	<b>Title</b>	Chief Executive	
	<b>Name:</b>	Andrew Travers	Tel: 023 8083 2943
	<b>E-mail</b>	<a href="mailto:Andrew.travers@southampton.gov.uk">Andrew.travers@southampton.gov.uk</a>	
<b>Author:</b>	<b>Title</b>	Director of Legal and Governance	
	<b>Name:</b>	Richard Ivory	Tel: 023 8083 2794
	<b>E-mail</b>	<a href="mailto:Richard.ivory@southampton.gov.uk">Richard.ivory@southampton.gov.uk</a>	

<b>STATEMENT OF CONFIDENTIALITY</b>
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None
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<b>BRIEF SUMMARY</b>
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The Council wishes to review the current Returning Officer and Electoral Registration Officer arrangements and terminate the current appointment. It is therefore necessary to appoint new officers to these statutory posts.
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<b>RECOMMENDATIONS:</b>
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	(i)	To terminate the current personal appointment of Mark Heath as the Returning Officer for local elections in the City and the Acting Returning Officer for UK Parliamentary Elections and Electoral Registration Officer (ERO) with effect from 18 <sup>th</sup> September 2024.
	(ii)	Appoint the Chief Executive as Returning Officer and Electoral Registration Officer and the Director of Legal and Governance as the Deputy Returning Officer and Deputy ERO with effect from 19 <sup>th</sup> September 2024.

<b>REASONS FOR REPORT RECOMMENDATIONS</b>
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1.	Once the current arrangements have ended the Council is required to have in place appropriate statutory electoral officers at all times.
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<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>
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2.	Given the statutory requirement there is no alternative, save in the choice of appointee(s)
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<b>DETAIL (Including consultation carried out)</b>
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3.	The statutory electoral roles are currently held by Mark Heath on a personal basis and have been held since 1994. The current arrangements have been in place since 2016.
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4.	Operational arrangements for the Elections team remain with the Director of Legal and Governance but will require review to ensure adequate capacity remains to deliver the statutory service.
5.	Pursuant to the Acts as below the appointment of these roles is a decision for Council.
<b>RESOURCE IMPLICATIONS</b>	
<b><u>Capital/Revenue</u></b>	
6.	None. The costs for these statutory appointments are within current budget
<b><u>Property/Other</u></b>	
7.	None.
<b>LEGAL IMPLICATIONS</b>	
<b><u>Statutory power to undertake proposals in the report:</u></b>	
8.	Section 5 Local Government and Housing Act 1989 (as amended), Sections 8 and 35 Representation of the People Act 1983.
<b><u>Other Legal Implications:</u></b>	
9.	None.
<b>RISK MANAGEMENT IMPLICATIONS</b>	
10.	None.
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
11.	None.

<b>KEY DECISION?</b>	<b>No</b>
<b>WARDS/COMMUNITIES AFFECTED:</b>	None.
<b><u>SUPPORTING DOCUMENTATION</u></b>	
<b>Appendices</b>	
1.	None.

**Documents In Members' Rooms**

1.	None
<b>Equality Impact Assessment</b>	
<b>Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.</b>	<b>No</b>
<b>Data Protection Impact Assessment</b>	
<b>Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.</b>	<b>No</b>
<b>Other Background Documents</b>	
<b>Other Background documents available for inspection at:</b>	

<b>Title of Background Paper(s)</b>	<b>Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)</b>
1.	
2.	