



WEST OXFORDSHIRE  
DISTRICT COUNCIL

## WEST OXFORDSHIRE DISTRICT COUNCIL

Name and date of Committee	<b>FULL COUNCIL – 15 FEBRUARY 2023</b>
Subject	<b>APPOINTMENT OF DEPUTY ELECTORAL REGISTRATION OFFICER</b>
Wards affected	All
Accountable member	None
Accountable officer	Giles Hughes, Electoral Registration Officer Tel: (01993) 861658 Email: <a href="mailto:giles.hughes@westoxon.gov.uk">giles.hughes@westoxon.gov.uk</a>
Summary/Purpose	To recommend to Council, the appointment of a Deputy Electoral Registration Officer
Annexes	None
Recommendation	That Council resolves to:  1. <i>Delegate authority to the Council's Electoral Registration Officer to appoint Deputy Electoral Registration Officer(s) to act in place of the Electoral Registration Officer as appropriate, and where they are unable to act personally to this post.</i>
Corporate priorities	<ul style="list-style-type: none"><li>• Deliver great services through ensuring financial sustainability</li></ul>
Key Decision	NO
Exempt	NO
Consultees/ Consultation	None

## **1. BACKGROUND**

- 1.1 Due to the changes to legislation that have been brought in by the Elections Act 2022 it is felt necessary that the Council needs to appoint a deputy Electoral Registration Officer. Council is currently the only body able to appoint these, as set out in the Representation of the People Act 1983.
- 1.2 Currently, Giles Hughes is the Electoral Registration Officer as appointed by the Council in September 2021. However, there are no assigned deputy if the ERO was unable to act personally due to sickness, leave or other reasons.
- 1.3 Therefore, to provide resilience it is felt that a Deputy Electoral Registration Officer is needed. The best placed people for these roles are the current Electoral Services Manager.
- 1.4 It is also recommended that the decision in future to appoint Deputy Electoral Registration Officers is delegated to the Council appointed Electoral Registration Officer to ensure that appointments could be made when necessary, especially around Elections, allowing a quick turnaround if there are any issues such as illness across the Elections Team.

## **2. FINANCIAL IMPLICATIONS**

- 2.1 There are no financial implications to this decision, as there will be no additional payment for this additional responsibility.

## **3. LEGAL IMPLICATIONS**

- 3.1 Under Section 8(2) of the Representation of the People Act 1983, Full Council must appoint an Officer to the position of 'Electoral Registration Officer'. This position is responsible for maintaining the Electoral Register for the area. The Chief Executive (Giles Hughes) is the appointed Electoral Registration Officer for West Oxfordshire District Council.
- 3.2 Under Section 52(2) of the Representation of the People Act 1983, the Council may appoint a Deputy Electoral Registration Officer who is able to perform and exercise any of the duties and powers of the Electoral Registration Officer.
- 3.3 It is felt prudent under the current circumstance to appoint a Deputy Electoral Registration Officer. The Electoral Registration Officer may recommend who to appoint but no appointments can be made without the formal approval of Council.
- 3.4 Future decisions on the appointment of deputy Electoral Registration Officers can be delegated by Council as has been the case with the appointment of Deputy Returning Officers.

## **4. RISK ASSESSMENT**

4.1 If no Deputy is appointed then there is greater reliance on the Electoral Registration Officer and therefore any sickness, leave, etc. may lead to temporary voter id's not being processed and members of the public being unable to vote.

**5. EQUALITIES IMPACT**

5.1 The current holders of the roles seem best suited to these additional roles and therefore no open recruitment has been made for these roles.

**6. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS**

6.1 None

**7. ALTERNATIVE OPTIONS**

7.1 Council could decide not to appoint any deputy Electoral Registration Officers or just an additional one or more. None of these courses of action are recommended as the recommendation is deemed to be reasonable and appropriate for the current and future needs.

**8. BACKGROUND PAPERS**

8.1 None

(END)