

Item

Appointment of Returning Officer and Electoral Registration Officer



To:

Civic Affairs Committee 27/01/2021

Report by:

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Wards affected:

All

1. Introduction

Council agreed on 17 December 2020 to appoint Robert Pollock as Chief Executive. Members are recommended to have in place temporary arrangements for the statutory positions of Returning Officer and Electoral Registration Officer whilst the necessary transition between the interim Chief Executive and new Chief Executive takes place.

2. Recommendations

Committee is recommended to appoint Andrew Grant as Returning Officer and Electoral Registration Officer for the period 19 April 2021 to 14 May 2021, after which Robert Pollock will assume both roles as set out in Article 11 of the Council's Constitution.

3. Background

- 3.1 Article 11 of the Council's Constitution sets out the functions and areas of responsibility for the Chief Executive. One of these is acting as the

Council's Electoral Registration Officer and Returning Officer for Elections. The Civic Affairs Committee has within its terms of reference the authority to appoint to both positions.

- 3.2 Robert Pollock will start as Chief Executive on 19 April 2021. The interim Chief Executive, Andrew Grant is the Returning Officer and will continue to be during the preparations of the scheduled four polls due on 6 May. Officers consider it necessary and appropriate to continue the arrangement for Andrew Grant to remain as Returning Officer after the new Chief Executive starts and that this arrangement is in place until the completion of the scheduled 6 May polls.

4. Implications

(a) Financial Implications- the remuneration for undertaking the duties of Returning Officer are separate and are explained annually in the Pay Policy Statement (also on this agenda) and repeated here for ease of reference:

The Returning Officer is the person who has the overall responsibility for the conduct of elections. The Returning Officer is an officer of the Council who is appointed under the Representation of the People Act 1983. Although appointed by the Council the role of the Returning Officer is one of a personal nature and distinct and separate from their duties as an employee of the Council. Elections fees are paid for these additional duties and they are paid separately to salary.

The fees for Parliamentary, Police & Crime Commissioner, European Parliamentary Elections (as was) and national referenda are set by the Government. The fees for County Council elections are set by the County Council. The fees for the Combined Authority Mayoral election are set by the Combined Authority. The fees for Parliamentary and European Elections are pensionable.

Fees for district elections are set locally and current fees were last set in April 2010 as £373 per contested ward and £55 per uncontested ward. Fees for district elections are pensionable.

(b) Staffing Implications

(c) Equality and Poverty Implications

(d) Environmental Implications

(e) Procurement Implications

(f) Community Safety Implications

Nothing specific for the above.

If you have a query on the report please contact Gary Clift, Democratic Services Manager, tel: 01223 - 457011, email: gary.clift@cambridge.gov.uk.