

Report

Report to:	Lanarkshire Valuation Joint Board
Date of Meeting:	3 June 2024
Report by:	Clerk to the Lanarkshire Valuation Joint Board

Subject:	Appointment of Assessor and Electoral Registration Officer (ERO)
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise of the action taken, in terms of Standing Order No 30(c) because of the timescales involved, to appoint an Assistant Assessor and ERO to act as Assessor and ERO, on an interim basis, following the resignation of the previous Assessor and ERO
- ◆ advise of the outcome of the subsequent recruitment process for the newly appointed Assessor and ERO

2. Recommendation(s)

2.1. The Board is asked to approve the following recommendation(s):-

- (1) that the action taken, in terms of Standing Order No 30(c) by the Clerk, in consultation with the Convener, to appoint an Assistant Assessor and ERO to act as Assessor and ERO, on an interim basis, from 16 April 2024 until the newly appointed Assessor and ERO took up post, be noted; and
- (2) that the subsequent appointment of Christine Maxwell as the Assessor and ERO, effective from 2 May 2024, be noted.

3. Background

- 3.1. As reported to the Board at its meeting held on 4 March 2024, the former Assessor and ERO had indicated his intention to resign on 15 April 2024.
- 3.2. The Board had also noted that arrangements would be put in place to advertise the post and for a Recruitment Panel to be convened to select a successful candidate.

4. Interim Arrangements

- 4.1. In order to ensure that the Assessor and Electoral Registration Service was able to undertake its statutory duties, it had been proposed that an Assistant Assessor and ERO be appointed to act as Assessor and ERO, on an interim basis, from 16 April 2024 until the newly appointed Assessor and ERO took up post.
- 4.2. The appointment was to be made from the North or South Assistant Assessor and ERO and a note of interest process was to be carried out to facilitate this.

- 4.3. Following consultation with the Clerk, the Convener, in terms of Standing Order No 30(c), approved arrangements for an interim appointment to be made prior to the departing Assessor and ERO leaving his post.
- 4.4. A note of interest process had subsequently been conducted and Christine Maxwell, Assistant Assessor and ERO, Lanarkshire Valuation Joint Board had been appointed as Interim Assessor and ERO, effective from 16 April 2024.

5. Recruitment Procedure

- 5.1. An advert for the post of Assessor and Electoral Registration Officer was published on the myjobscotland website on 1 March 2024 with a closing date of 15 March 2024.
- 5.2. A Recruitment Panel had met on 1 May 2024 and, following an appraisal of performance at an assessment centre and interview, Christine Maxwell, Assistant Assessor and ERO, Lanarkshire Valuation Joint Board, was appointed as the Assessor and ERO, effective from 2 May 2024.
- 5.3. Appropriate arrangements will be put in place regarding the recruitment of the resultant vacant post of Assistant Assessor and ERO.

6. Employee Implications

- 6.1. None.

7. Financial Implications

- 7.1. None.

8. Climate Change, Sustainability and Environmental Implications

- 8.1. There are no implications for climate change, sustainability or the environment in terms of the information contained within this report.

9. Other Implications

- 9.1. There are no risk implications in terms of the information contained within this report.

10. Equality Impact Assessment and Consultation Arrangements

- 10.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and, therefore, no impact assessment is required.
- 10.2. No consultation was required in terms of the contents of this report.

Paul Manning
Clerk to the Board

16 May 2024

Previous References

- ◆ Lanarkshire Valuation Joint Board – 4 March 2024

List of Background Papers

- ◆ None

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Stuart McLeod, Administration Officer

Ext: 4815 (Tel: 01698 454815 / 07385 370 117)

E-mail: stuart.mcleod@southlanarkshire.gov.uk