

Report

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Report to:	Executive Committee
Date of Meeting:	14 December 2011
Report by:	Executive Director (Finance and Corporate Resources)

Subject:	South Lanarkshire Council - Returning Officer for Election Purposes
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ confirm the position regarding the appointment of Chief Executive as Returning Officer for election purposes.

2. Recommendation(s)

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

- (1) that the post holder of the position of Chief Executive be confirmed as the Returning Officer appointed by the Council for election purposes; and
- (2) that this appointment be reflected within the Council's Scheme of Delegation.

3. Background

3.1. Each council in Scotland must appoint a Returning Officer who is responsible for the organisation of elections within that council's area.

3.2. The Returning Officer is an officer of the Council who is appointed under section 41 of 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. The Returning Officer is responsible for:-

- ◆ the nomination process for candidates and political parties
- ◆ provision and notification of polling stations
- ◆ appointment of Presiding Officers and Polling Clerks
- ◆ appropriate administration and security of polling stations
- ◆ preparation of all ballot papers
- ◆ the actual count and declaration of results
- ◆ issue, receipt and counting of postal ballot papers
- ◆ all candidates' election expenses returns
- ◆ presentation of final account
- ◆ reclamation of funding from external bodies as prescribed

4. Appointment of Returning Officer

4.1. In light of the forthcoming retirement of the Chief Executive, Mr Archibald Strang, it is proposed that the incoming Chief Executive, Mr Lindsay Freeland, be appointed as Returning Officer for election purposes.

4.2 In addition, it is proposed that Section 4A of the Scheme of Delegation be amended to reflect this position as follows:-

“to act as Returning Officer for election purposes and fulfil the role of Proper Officer in terms of the requirements of the Representation of the People Act 1983.”

5. Employee Implications

5.1. None.

6. Financial Implications

6.1. None.

7. Other Implications

7.1. There are no risk or sustainability implications associated with the proposal contained in this report.

8. Equality Impact Assessment and Consultation Arrangements

8.1. 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.

8.2. No consultation was required.

Paul Manning

Executive Director (Finance and Corporate Resources)

6 December 2011

Link(s) to Council Objectives/Improvement Themes/Values

♦ accountable, effective and efficient

Previous References

None

List of Background Papers

None

Contact for Further Information

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

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