

SLOUGH BOROUGH COUNCIL

REPORT TO: Extraordinary Council Meeting

DATE: 13th July 2015

CONTACT OFFICER: Ruth Bagley, Chief Executive
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WARD(S): All

PART I **FOR DECISION**

APPOINTMENT OF RETURNING OFFICER – COLNBROOK WITH POYLE PARISH COUNCIL BY ELECTION

1 Purpose of Report

The purpose of the report is to seek the Council's approval to the appointment to the statutory position of Returning Officer for the Colnbrook with Poyle Parish Council By Election to be held on 20th August 2015.

2. Recommendations

The Council is requested to resolve that Catherine Meek, Head of Democratic Services, be appointed (with effect from 14th July 2015) as Returning Officer for the Colnbrook with Poyle Parish Council By Election to be held on 20th August 2015.

3. The Slough Joint Wellbeing Strategy, the JSNA and the Five Year Plan

This is a technical/administrative report and does not directly link with the Five Year Plan.

4. Other Implications

(a) Financial

This is a statutory appointment which does not have any financial implications for the Council.

(b) Risk Management

The Council is duty bound under the Representation of the People Act 1983 (as amended) to appoint to this position. Failure to do so would mean that the Council would be in breach of its statutory duties to make such appointments.

(c) Human Rights Act and Other Legal Implications

Section 35 of the Representation of the People Act 1983 requires the Council to appoint a Returning Officer for the election of Councillors within the Borough and the Parishes within the Borough.

(d) Equalities Impact Assessment

It is not considered that any formal equalities impact assessment needs to be carried out in relation to the information and recommendations contained within this report.

5. Background/Supporting Information

5.1 Kevin Gordon, Assistant Director of Professional Services, was appointed as the Council's Returning Officer with effect from 19th February 2014. Following the restructure of the Chief Executive's directorate Kevin Gordon no longer works for the authority.

5.2 There is a requirement to appoint a Returning Officer to conduct the Colnbrook with Poyle Parish Council By Election scheduled for 20th August 2015 and the Chief Executive has requested that the Council formally appoints Catherine Meek as Returning Officer for the Parish By Election with effect from 14th July 2015. The timetable for the By Election requires the Notice of the Election to be published by 16th July 2015 and the Returning Officer therefore needs to be formally appointed before the next scheduled meeting of the Council which is on 21st July, 2015.

6. Comments of other Committees

None.

7. Conclusion

The Council must appoint to this statutory position and is recommended to approve the recommendation set out in paragraph 2 above.

8 Background Papers

None.