

Report to: **Governance Committee**

Date: **27 January 2015**

By: **Director of Communities, Economy and Transport**

Title of report: **Amendment to Constitution - Review of Proper Officer appointments**

Purpose of report: **To make an appointment to the Proper Officer for Registration Service matters.**

RECOMMENDATION:

The Committee is recommended to recommend County Council to agree to the Registration Service Manager post being designated as the Proper Officer for Registration Service matters as set out in paragraph 1.1 of the report.

1. Background Information

1.1 The County Council is required to make formal appointments to a number of Proper Officer positions. Prior to the retirement of the former Assistant Director of Community and Customer Services this post was designated as the Proper Officer for Registration Service matters. It is now considered appropriate that the Proper Officer for such matters should be the Registration Service Manager post and that the list of Proper Officers appointments should be amended as follows:

List of Proper Officers designated by the County Council

Local Government Act 1972

Section	Subject	Proper Officer
Schedule 29, para 41 (3), (4) and (5)	Appointing interim superintendent registrars or interim registrars of births and deaths pursuant to Sections 9(1) and (2) of the Registration Service Act 1953	Registration Services Manager
	Exercising powers provided by the local scheme of organisation of the registration service pursuant to Sections 13(2)(h) and 13(3)(b) of the Registration Service Act 1953	Registration Services Manager
	Prescription by the Registrar General of duties under the Registration Acts of proper officers pursuant to Section 20 of the Registration Service Act 1953	Registration Services Manager

1.2 The County Council is required to make formal appointments to a number of Proper Officer positions. The Governance Committee is asked to recommend that the appointments listed above be agreed and included in the Council's Constitution.

RUPERT CLUBB
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Local Members: All
Background Documents: None

