
Appointment of Deputy Electoral Registration Officers

Decision to be taken by: Full Council

Date of meeting: Wednesday 22 February 2023

Lead director/officer: Director of Delivery,
Communications and Political Governance

Useful information

- Ward(s) affected: N/A
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- Report version number: 0.1

1. Summary

The introduction of Voter ID includes a requirement to issue a temporary voter authority certificate to any voter who has applied by the required deadline and been approved to receive a voter authority certificate (VAC) but who may not receive the formal certificate in time to vote at a forthcoming poll. Temporary certificates require a wet ink signature by the Electoral Registration Officer or a formally appointed deputy. This report seeks Council approval to appoint two officers from Electoral Services to act as deputies to support this requirement.

2. Recommended actions/decision

Council are recommended to:

- approve the appointment of the Council's Electoral Services Manager and Senior Electoral Services Officer as Deputy Electoral Registration Officers which will support the process required to authorise the signing of temporary voter authority certificates.

3. Detailed report

Under the Representation of the People Act 1983 the Council must appoint an officer of the Council to be the Electoral Registration Officer to enact the requirements to ensure as far as reasonably practicable, that all those who are entitled to be on the electoral register are registered. Council has appointed the Director of Delivery, Communications and Political Governance to undertake this role. Any duties or powers of the Electoral Registration Officer can also be exercised by deputies provided they are also appointed formally by Council. This report is seeking to appoint two deputies particularly to assist in implementing the requirements of Voter ID.

The Elections Act 2022 which was passed in April 2022 by Parliament represents a significant reform to the electoral system in the UK. The changes apply to UK Parliamentary elections, Police and Crime Commissioner elections in England and Wales, and local and mayoral elections in England. The fundamental aims of the Act are about improving the security, accessibility and transparency of elections and campaigning. These reforms include the implementation of Voter ID. The voter ID provisions are due to be in place for local elections in England in May 2023, and at any UK Parliamentary election held after 5 October 2023. For those and future elections, any elector or their appointed proxy must show a permitted form of ID at the Polling Station. The accepted forms of photographic ID are prescribed in the legislation and further information can be found at [Voter ID | Electoral Commission](#)

Where an individual does not have or does not wish to use one of the accepted forms of photographic ID, they can apply for a Voter Authority Certificate (VAC). This is a document containing an elector's name and photograph which can be obtained free of charge from the local Electoral Registration Officer (ERO), following verification of an applicant's identity. An individual must be registered to vote before they can be accepted for a VAC.

Where an application for a permanent VAC is determined after the application deadline (i.e. after 5pm, 6 working days before polling day) but before polling day for an election and the VAC may not arrive in time, a temporary certificate can be issued which will only be valid for the date of the election. The temporary certificates require a wet signature by the Electoral Registration Officer or Deputy before issue and therefore it is proposed to formally appoint two deputies, specifically the Electoral Services Manager (Alison Saxby) and Senior Electoral Services Officer (Boby Stefanov) who can assist in this task particularly in light of the risk that there may be a high demand for such certificates whilst Voter ID is first being implemented. The Deputies will have the same powers to act as the Electoral Registration Officer.

4. Financial, legal, equalities, climate emergency and other implications

4.1 Financial implications

There are no financial implications arising from this report.

Martin Judson, Head of Finance

4.2 Legal implications

These Proper Officer appointments are a Council function therefore it is appropriate to seek Council approval to appoint the Deputies as set out in section 2

Kamal Adatia, City Barrister, Ext 1401

4.3 Equalities implications

There are no direct equalities implications arising from this report.

Kalvaran Sandhu, Equalities Manager, Ext. 6344

4.4 Climate Emergency implications

There are no significant climate emergency implications associated with this report.

Aidan Davis, Sustainability Officer, Ext 37 2284

5. Background information and other papers: None

6. Summary of appendices: None