

## **Herefordshire Council's relationship with other officers and organisations**

As one of its responsibilities to the public, Herefordshire Council is required to appoint an Electoral Registration Officer and a Returning Officer to undertake the duties of electoral registration and election administration. The council may also appoint a Deputy Electoral Registration Officer. The duties of these officers are separate from their duties as local government officers. The council is also required to provide officers to assist the Electoral Registration Officer in his/her duties. The council is required to pay for any expenses properly incurred by the Electoral Registration Officer in performance of his/her function.

The Electoral Registration Officer (ERO) is responsible for the preparation and maintenance of the register of electors and lists of absent voters within Herefordshire. To do this, the ERO is required, by legislation, to conduct an annual canvass in the autumn and update the register throughout the year by way of rolling registration. The ERO must publish the revised register on 1st December every year. The edited version of the register is produced whenever the full register is revised and is available for general sale. The full register is only available for public inspection under supervision and its supply and sale is limited by legislation to certain persons and organisations.

The Returning Officer (RO) is responsible for the conduct of elections of district councillors and parish councillors in Herefordshire. These duties are separate from the RO's duty as a local government officer. The RO is personally liable for the conduct of elections within Herefordshire. The RO has the power to appoint Deputies to carry out any of his/her functions.

The Electoral Commission is an independent body, established by and reporting directly to the UK Parliament. It has various statutory functions and powers including giving advice and assistance on electoral processes, consulting with government on proposed changes to electoral law, reviewing existing electoral legislation, setting and publishing performance standards for electoral services, registering and monitoring political parties.

The Ministry of Justice (MoJ) has responsibility for legislation relating to UK and European elections and national referendums. The MoJ also is responsible for policy on the conduct of local government elections and referendums and is also responsible for issues regarding political party registration and funding.