

## **Council – 24th April 2006**

### **Designation of Proper Officer for Registration Service**

#### **Summary of report**

This report proposes the reallocation of the Council's proper officer function for the Registration Service following the restructuring of Council services.

#### **Recommendations**

That the Head of Public Protection be appointed Walsall's Proper Officer for the Registration Service in accordance with the Registration Service Act 1953 with effect from 24th April 2006.

#### **Report detail**

The Registration Service Act 1953 requires a local authority to designate a "proper officer" to be responsible for the administration of services in relation to the registration of births, marriages and deaths.

In general terms the local authority has responsibility for administering the funding of the service, together with the provision of "support" staff, accommodation and any other requirements for the efficient delivery of the service. The relationship between the local authority and the service is "managed" by the proper officer.

There is no requirement for the person designated to be legally qualified, any legal or other specialist advice as may be necessary being available to that person from within the Council's resources.

Following the restructuring of directorates it is proposed that the proper officer function for the Registration Service be carried out by Judith Sunley the Head of Public Protection.

**Signed:**

**Chief Executive:**

**Date:** 11th April 2006

#### **Contact officer**

J. Garner, ☎ 01922 653500

✉ [garnerj@walsall.gov.uk](mailto:garnerj@walsall.gov.uk)