

**LONDON BOROUGH OF HARROW**

**COUNCIL – 23 OCTOBER 2003**

**REPORT OF THE CHIEF EXECUTIVE**

**SCHEDULE OF PROPER OFFICER AND MONITORING OFFICER  
STATUTORY ROLES**

- (i) Sections 9 and 13 of the Registration Service Act 1953  
(Proper Officer, Registration of Births, Deaths and Marriages)
- (ii) Sections 8 and 35 of the Representation of the People Act 1983 (Electoral Registration Officer), and Proper Officer for all other enactments relating to the registration of electors and the conduct of elections and referenda
- (iii) Sections 83, 84, 88(2), 96, 100B, 100C, 100D, 100F, 210, 225(1), 229, 234, 238, 248(2); and Schedule 12 Part 1 paragraphs 4(2)(b) and 4(3) of the Local Government Act 1972.  
(A number of provisions relating to Council Proceedings)
- (iv) Section 30, Local Government Act 1974  
(To give public notice of report of Local “Ombudsman”)
- (v) Section 41, Local Government (Miscellaneous Provisions) Act 1976  
(Certification of minutes)
- (vi) Section 116, Local Government Finance Act 1988  
(To notify Auditor of meeting held to consider report of Auditor)
- (vii) Sections 2 and 19, Local Government & Housing Act 1989  
(List of politically restricted posts and Register of Member interests)
- (viii) Section 5 Local Government & Housing Act 1989  
(Monitoring Officer)  
(For a list of the Monitoring Officer functions please refer to the relevant Standards Committee protocol)
- (ix) All other statutory or Proper Officer functions falling within the functions discharged or services provided by the Borough Solicitor.