

PART A

4. MONITORING OFFICER PROTOCOL (A.1118/EWJ)

Proposal

1. To approve the draft Monitoring Officer Protocol.

2. RECOMMENDATION:

That the Authority be recommended to adopt the Monitoring Officer Protocol as set out in Annex 1 to the report.

Policy/Legal Background

3. The statutory functions of the Standards Committee include promoting and maintaining high standards of conduct by Members and assisting the Members to observe the Code of Conduct. It is a function of the Committee to recommend to the Authority the adoption of relevant Protocols to support the Code of Conduct.
4. The statutory functions of the Monitoring Officer are derived from the Local Government and Housing Act 1989 and the Local Government Act 2000, supported by regulations and statutory guidance.

Key Issues

5. Both the Audit Commission and the Standards Board recommend that local authorities should adopt a Monitoring Officer's Protocol that sets out the relevant duties and responsibilities.
6. The Protocol broadly follows that adopted by other local authorities which have been studied and relevant parts used as a basis for preparing the Authority's draft.

APPENDIX

Background

1. No additional background information is necessary.

Resources

2. There will be no significant resource implications arising from printing the Protocol.

Risk Management

3. The absence of a Protocol could lead to misunderstandings of areas of statutory responsibilities and to the Monitoring Officer not being made aware at an early stage of emerging issues on corporate governance, probity and standards.

Human Rights, Equalities, Health & Safety

4. The Protocol respects all Human Rights and equalities issues. There are no health and safety implications.

Consultees

5. The Chief Executive, Chief Finance Officer, Directors and the Head of Law have been consulted on the draft.

Enclosures

6. Annex 1: Draft Monitoring Officer Protocol.

List of Background Papers (not previously published)

7. None

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8. Eugene Judge Democratic Services Manager.

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9. 13 June 2006