

9. APPOINTMENT OF INTERIM MONITORING OFFICER (PM)

1. Purpose of the report

To ensure the Authority operates within legislative requirements and has good governance by continuing the appointment of the interim Monitoring Officer in a new role resulting from the organisational changes.

Key Issues

- **Following the disestablishment of the Head of Law post, the Authority, as required by the Local Government and Housing Act 1989, appointed the Democratic Services Manager as interim Monitoring Officer until the new post of Authority Solicitor is recruited to as part of the organisational changes.**
- **At its meeting on 28 July 2023 the Authority agreed to disestablish the post of Democratic Services Manager, merging two teams and creating a new role of Customer & Democratic Support Manager.**
- **An appointment process has now been completed for the new post of Customer & Democratic Support Manager and it is intended that the Democratic Service Manager post will be disestablished will be from 1 October 2023.**
- **The disestablishment of the Democratic Services Manager post means that to ensure the Authority continues to operate, in accordance with legislative requirements, the appointment of the new Customer and Democratic Support Manager as interim Monitoring Officer needs to be approved by the Authority.**

2. Recommendation

To appoint the Customer and Democratic Support Manager as interim Monitoring Officer from 1 October 2023 until the appointment of a new Monitoring Officer following further implementation of the organisational changes.

How does this contribute to our policies and legal obligations?

3. It is a requirement of the Local Government and Housing Act 1989, Section 5, that the Authority appoints a person to act as Monitoring Officer.

Background Information

4. The Democratic Services Manager is currently acting as interim Monitoring Officer and has now been appointed as the new Customer & Democratic Support Manager with effect from 1 October 2023.
5. The responsibilities of the Monitoring Officer are set out in the Authority's Monitoring Officer Protocol and this is available to view on the Authority's website via the link [here](#)

Proposals

6. To appoint the Customer & Democratic Support Manager as the interim Monitoring Officer until the appointment of a new Monitoring Officer following further implementation of the organisational changes.

Are there any corporate implications members should be concerned about?

Financial:

7. A monthly allowance of £450 is paid to the Monitoring Officer and this is covered within existing budgets.

Risk Management:

8. The appointment of an interim Monitoring Officer ensures that the Authority continues to operate within required legislation.

Sustainability:

9. No issues.

Equality, Diversity and Inclusion:

10. No issues.

11. Climate Change

No issues.

12. Background papers (not previously published)

None.

13. Appendices

None.

Report Author, Job Title and Publication Date

Phil Mulligan, Chief Executive, 15 September 2023