

Monitoring Officer

Portfolio	n/a
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Ward(s) Affected:	n/a
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Purpose

To consider the appointment of the Monitoring Officer.

Background

1. The Council is required by Section 5 of the Local Government and Housing Act 1989 to designate one of its officers as the officer responsible for performing the duties imposed by this section (known as the Monitoring Officer). The duties of this post must be carried out personally.
2. The Council's Constitution at Article 12 designates the post of Head of Legal Services as the Monitoring Officer. The Monitoring Officer Protocol at Part 5, Section J of the Constitution also states that the responsibilities of the Monitoring Officer role rest with the Head of Legal Services. The Head of Legal Services, Karen Limmer, retired in July 2019.
3. At its meeting on 9 October 2019, the Council agreed, as an interim arrangement, that Mr Richard Payne be designated as the Council's Monitoring Officer until December 2019, when a further report would be presented.
4. The Head of Legal Services post was advertised in November 2019, with an appointment expected to be made in the early part of 2020. It is therefore proposed to extend Mr Payne's appointment as Monitoring Officer until such time an appointment is made to the post of Head of Legal Services.

Proposal

5. It is proposed to appoint Mr Richard Payne as Monitoring Officer until further notice.

Recommendation

6. The Council is advised to RESOLVE that Mr Richard Payne be designated as the Council's Monitoring Officer until further notice.

Background Papers: [Local Government and Housing Act 1989](#)

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