

BABERGH DISTRICT COUNCIL and MID SUFFOLK DISTRICT COUNCIL

From: Chief Executive	Report Number: S112
To: Babergh Council Mid Suffolk Council	Date of meeting: 21 February 2017 23 February 2017

DESIGNATION OF THE MONITORING OFFICER ROLE

1. Purpose of Report

The purpose of this report is to approve the designation of the Monitoring Officer for Babergh and Mid Suffolk District Councils. Due to the closing date of the internal recruitment process for the temporary Assistant Director – Law & Governance, the name of the successful candidate will be reported at the meeting.

2. Recommendation

- 2.1 That the designation of the Monitoring Officer for Babergh and Mid Suffolk District Councils as required under Section 5 of the Local Government and Housing Act 1989 be approved.

3. Financial Implications

- 3.1 None directly arising from this report.

4. Risk Management

- 4.1 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
It is a statutory duty to appoint a Monitoring Officer to undertake the role as set out in Section 5 of the Local Government and Housing Act 1989 and subsequent legislation.	Low	High	Appoint a Monitoring Officer

5. Consultations

- 5.1 Not applicable.

6. Equality Analysis

- 6.1 Not applicable.

7. Shared Service / Partnership Implications

- 7.1 It is proposed that the same person is appointed Monitoring Officer for both Councils.

8. Key Information

- 8.1 The Monitoring Officer is appointed under Section 5 of the Local Government and Housing Act 1989, who is required to report to Council where it appears to him/her that the Authority has done or is about to do anything which would contravene the law or which would constitute maladministration.
- 8.2 An internal recruitment process has been undertaken to appoint a temporary Assistant Director – Law & Governance which includes the Monitoring Officer role. The deadline for applications to this role was 12 February 2017 and interviews will follow. For this reason the name of the successful candidate, and the person who will be designated as Monitoring Officer, will be reported at the meeting. A full external recruitment will shortly be undertaken to fill the role on a permanent basis.
- 8.3 Following the appointment of the Assistant Director Law & Governance the successful candidate's designation as Monitoring Officer requires the formal agreement of Council.

9. Appendices

None.

10. Background Documents

None.

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