Recommendation to COUNCIL: That John Collins in his capacity as Service Manager for Corporate and Human Resources be designated as the Council’s Interim Monitoring Officer pending the final outcome of the restructuring process.

Lead Cabinet Member: Councillor Maynard

1. The post of Monitoring Officer is one of 3 statutory posts which authorities are required to have and as such appointment to that post needs to be approved by full Council.

2. As Members are aware the Council is currently going through a major restructuring process and as part of that process 3 Heads of Service posts have been made redundant. One of those was the post of Head of Corporate Services, who also acted as the Council’s Monitoring Officer. The final structure has not yet been agreed and therefore it is proposed that the Service Manager for Corporate and Human Resources, John Collins, will act as Interim Monitoring Officer pending the final outcome of the restructuring process.

3. The functions and duties of the Monitoring Officer were originally set down in the Local Government and Housing Act 1989 as the preparation of reports for consideration by the Council where it appeared that any proposal, decision or omission by the Council had given rise to, or was likely to give rise to a contravention of any statute or maladministration. The executive and ethical framework introduced by the Local Government Act 2000 and as amended by the Localism Act 2011 brought with it additional roles to the post of Monitoring Officer in terms of advice on issues in relation to the policy framework of the Council and the promotion and maintenance of high standards of conduct within the authority and in relation to the ethical framework of the Parishes and Town Councils of the District.

Malcolm Johnston
Executive Director of Resources

Risk Assessment Statement
The Council needs to make formal arrangements to meet its statutory obligations.