

**BOROUGH OF TELFORD & WREKIN**

**COUNCIL – 21 MAY 2020**

**DESIGNATION OF THE COUNCIL'S MONITORING OFFICER**

**REPORT OF THE CHIEF EXECUTIVE**

**LEAD CABINET MEMBER – CLLR RAE EVANS**

**PART A) – SUMMARY REPORT**

**1. SUMMARY OF MAIN PROPOSALS**

It is proposed that the Council will designate the Associate Director: Policy & Governance as the Council's Monitoring Officer with effect from 4 July 2020 following the restructure of the Senior Management Team and subsequent departure of the current Monitoring Officer.

**2. RECOMMENDATIONS:**

**It is recommended that the Council confirms that the statutory role of Monitoring Officer is assigned to the post of Associate Director: Policy & Governance and that the current post-holder, Anthea Lowe is designated as the Council's Monitoring Officer with effect from 4 July 2020.**

**3. SUMMARY IMPACT ASSESSMENT**

<b>COMMUNITY IMPACT</b>	Do these proposals contribute to specific Co-Operative Council priority objective(s)?	
	Yes	<i>The Monitoring Officer is one of the statutory roles that contributes to the corporate governance framework. The corporate governance framework underpins all of the Council's priorities.</i>
	Will the proposals impact on specific groups of people?	
	No	
<b>TARGET COMPLETION/DELIVERY DATE</b>	<i>By no later than 3 July 2020</i>	
<b>FINANCIAL/VALUE FOR MONEY IMPACT</b>	Yes/No	The previous structure included the roles of Director of Governance and a

		Service Delivery Manager responsible for Legal and Governance Services. The combined cost of these posts was £200k including oncosts. The cost of the revised arrangements represents a reduction and the overall arrangements within the directorate are being assessed at this time.
<b>LEGAL ISSUES</b>	Yes/No	<i>In accordance with s.5 Local Government and Housing Act 1989, the Council is required to designate one of its officers as the Monitoring Officer.</i>
<b>OTHER IMPACTS, RISKS &amp; OPPORTUNITIES</b>	No	
<b>IMPACT ON SPECIFIC WARDS</b>	No	

## **PART B) ADDITIONAL INFORMATION**

### **4. INFORMATION**

- 4.1 The Local Government and Housing Act 1989 requires every local authority to designate one of its officers as the Monitoring Officer. The Council's current Monitoring Officer is designated to the post of Director: Governance. Following the planned departure of the Director: Governance on 3 July 2020, it is necessary to designate a Monitoring Officer with effect from 4 July 2020.
- 4.2 The Monitoring Officer has a number of statutory duties and responsibilities set out in both legislation and the Council's constitution. In summary, these can be described as follows:-
- a) To report on matters that s/he believes are, or are likely to be, unlawful;
  - b) To report on matters that s/he believes amount to, or are likely to amount to, maladministration;
  - c) To be responsible for matters relating to the conduct of Councillors and officers; and
  - d) To be responsible for maintaining the Council's Constitution
- 4.3 The current Associate Director: Policy & Governance has held the position of Deputy Monitoring Officer since joining the authority in June 2019. She has a number of years' experience working within local government in a regulatory and governance role and, prior to joining Telford and Wrekin Council was Deputy Monitoring Officer at another authority for almost three years. She is considered to have the appropriate skills and experience to fulfil the requirements of the role.

4.4 In accordance with the Council's Constitution, the Personnel Committee met on Tuesday 12 May 2020 and confirmed its recommendation that the Associate Director: Policy & Governance be designated as the Council's Monitoring Officer with effect from 4 July 2020. The objections process set out within the Council's Employment Procedure Rules and no objections were raised by Cabinet.

5. **IMPACT ASSESSMENT – ADDITIONAL INFORMATION**

Not applicable.

6. **PREVIOUS MINUTES**

Not applicable.

7. **BACKGROUND PAPERS**

None.

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