

<b>27 May 2015</b>		<b>ITEM: 10</b>
<b>Annual Council</b>		
<b>Appointment of Monitoring Officer</b>		
<b>Wards and communities affected:</b> All	<b>Key Decision:</b> Non-key	
<b>Report of:</b> Councillor John Kent, Leader of the Council		
<b>Accountable Head of Service:</b> Jackie Hinchliffe, Head of HR, OD & Transformation		
<b>Accountable Director:</b> Graham Farrant, Chief Executive		
<b>This report is public</b>		

### **Executive Summary**

This report seeks the agreement of Council to recruit a Monitoring Officer.

#### **1. Recommendation(s)**

##### **1.1 General Services Committee to consider and make arrangements for the replacement of the Monitoring Officer.**

#### **2. Introduction and Background**

2.1 The Council's shared Legal Services with Barking and Dagenham Council and Brentwood Borough Council has a proven track record of providing an in house, resilient legal service that has created significant traded income over recent years and cost savings for the Authority. The service has also recently received national recognition by being highly commended in last year's MJ Awards.

2.2 The current Monitoring Officer, Fiona Taylor (who is also the Head of Legal Services across the shared service) is seconded part-time under a section 113 agreement from the London Borough of Barking & Dagenham since September 2012. Due to her current workload and responsibilities across both boroughs and the continued success of the shared legal service, it is proposed that a useful amendment to the sharing arrangement is for each borough to have their own dedicated Monitoring Officer.

2.3 It is proposed that the appointment be made from amongst Thurrock Council's existing senior legal officers, as an additional function to any such officer's substantive post. General Services Committee should consider and make

arrangements for the replacement of the Monitoring Officer function at Thurrock. The new Monitoring Officer will continue to work within the shared legal team under the Head of Legal Services Fiona Taylor.

### **3. Issues, Options and Analysis of Options**

- 3.1 The Council is required to appoint a Monitoring Officer.
- 3.2 General Services Committee has responsibility for the discharge of employment functions including the selection and recommendation to Council of the Monitoring Officer.
- 3.3 It is proposed that the appointment be made from amongst Thurrock Council's existing senior legal officers, as an additional function to any such officer's substantive post.

### **4. Reasons for Recommendation**

- 4.1 To ensure the arrangements for the appointment of the Monitoring Officer are not delayed it is recommended that General Services Committee progress the selection process and make a recommendation to June Council.

### **5. Consultation (including Overview and Scrutiny, if applicable)**

- 5.1 None

### **6. Impact on corporate policies, priorities, performance and community impact**

- 6.1 None

### **7. Implications**

#### **7.1 Financial**

Implications verified by: **Sean Clark**  
**Head of Corporate Finance**

The cost of the Monitoring Officer post will be contained within the existing legal services budget.]

#### **7.2 Legal**

Implications verified by: **Fiona Taylor**  
**Head of Legal Services**

Under the Local Government and Housing Act 1989 (as amended) the Council has a statutory duty to appoint a Monitoring Officer. In accordance

with delegated authority the General Services Committee will advise and make arrangements for the appointment of this post. The final decision on the appointment of a Monitoring Officer shall be by resolution of full Council upon the recommendation of the General Services Committee.

### 7.3 **Diversity and Equality**

Implications verified by: **Natalie Warren**  
**Community Development & Equalities**  
**Manager**

Recruitment to the post of Monitoring will be in accordance with the Council's policies

### 7.4 **Other implications** (where significant) – i.e. Staff, Health, Sustainability, Crime and Disorder)

None

### 8. **Background papers used in preparing the report** (including their location on the Council's website or identification whether any are exempt or protected by copyright):

- None

### 9. **Appendices to the report**

- None

### **Report Author:**

Jackie Hinchliffe  
Head of HR, OD & Transformation  
Chief Executive's Office