

WELWYN HATFIELD BOROUGH ANNUAL COUNCIL– 20 MAY 2024
REPORT OF THE EXECUTIVE DIRECTOR (FINANCE AND TRANSFORMATION)

APPOINTMENT OF INTERIM MONITORING OFFICER

1 Executive Summary

- 1.1. This report seeks the Council's approval to appoint the Legal Services Manager as interim Monitoring Officer until such time as the role of Assistant Director (Legal and Governance) is filled.

2 Recommendation(s)

- 2.1. That the Council approve that the Legal Services Manager is appointed as the Council's Monitoring Officer until such time as the role of Assistant Director (Legal and Governance) is filled.

3 Explanation

- 3.1 Following the departure of the previous postholder, the recruitment process to fill the Assistant Director (Legal and Governance) has started, and a paper will be returned to a future Council meeting to appoint a permanent Monitoring Officer.
- 3.2 Accordingly, it is recommended that the Legal Services Manager, who is currently the Council's Deputy Monitoring Officer, is appointed to the Monitoring Officer post, for an interim period until such time as the Assistant Director (Legal and Governance) post is filled.

Implications

4 Legal Implication(s)

- 4.1 Section 5 of the Local Government and Housing Act 1989 imposes a duty on the council to designate one of its officers as the Monitoring Officer with responsibility for performing the duties imposed by the relevant provisions of the Act. This report ensures a Monitoring Officer is appointed whilst recruitment is undertaken.

5 Financial Implication(s)

- 5.1 The Legal Services Manager will receive a fixed payment of £5,000 per annum, pro rata for the interim period. This will be met from within existing budgets.

6 Risk Management Implications

- 6.1 There are no inherent risks in the subject matter of this report.

7 Security and Terrorism Implication(s)

7.1 There are no security and terrorism implications inherent in relation to the proposals in this report.

8 Procurement Implication(s)

8.1 There are no procurement implications inherent in relation to the proposals in this report.

9 Climate Change Implication(s)

9.1 There are no climate change implications inherent in relation to the proposals in this report.

10 Human Resources Implication(s)

10.1 The Human Resources Manager has been the lead officer for this process and has acted in accordance with the council's relevant statutory and policy requirements.

11 Health and Wellbeing Implication(s)

11.1 There are no health and wellbeing implications inherent in relation to the proposals in this report.

12 Communication and Engagement Implication(s)

12.1 Subject to council approval, the appointment will be reported in accordance with the usual procedures.

13 Link to Corporate Priorities

13.1 The subject of this report is linked to the Council's Corporate Priority "Run an Effective Council".

14 Equality and Diversity

14.1 An Equalities Impact Assessment (EqIA) was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.

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