


Agenda Item No:	<b>17</b>	
Committee:	<b>Council</b>	
Date:	<b>18 DECEMBER 2014</b>	
Report Title:	<b>APPOINTMENT OF MONITORING OFFICER</b>	

### Cover sheet:

#### **1 Purpose / Summary**

- To approve the appointment of Carol Pilson, Corporate Director, as the Council's Monitoring Officer, with effect from 1 February 2015.

#### **2 Key issues**

- Carol Pilson, in her capacity as Corporate Director and CMT lead for Governance and Legal Services, has developed her knowledge and understanding of the Council's Code of Conduct and Constitution.
- The Monitoring Officer is a statutory appointment pursuant to Section 5 of the Local Government and Housing Act 1989. The officer may not be the Head of Paid Service or the Chief Finance Officer.
- In general terms, the duties of the Monitoring Officer is to report to the authority any proposal, decision or omission by the authority which have given rise to or is likely to give rise to contravention of any law, any code of practice or of any maladministration or injustice.

#### **3 Recommendation**

- It is recommended that the Council approves the appointment of Carol Pilson, Corporate Director, as Monitoring Officer for the Council, with effect from 1 February 2015.

Wards Affected	ALL
Forward Plan Reference	N/A
Portfolio Holder	Cllr John Clark, Leader of the Council
Report Originator	Paul Medd, Chief Executive
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Background Papers	Section 5 Local Government and Housing Act 1989 Functions and Responsibilities (Amendment) Regs 2001