


Agenda Item No:	14	
Committee:	Council	
Date:	25 FEBRUARY 2016	
Report Title:	APPOINTMENT OF ACTING MONITORING OFFICER AND NOTIFICATION OF ACTING DEPUTY MONITORING OFFICER	

1 Purpose / Summary

- To approve the appointment of Tom Lewis, Senior Solicitor, as the Council's Acting Monitoring Officer, with effect from 11 March 2016, to cover a period of maternity leave.
- To note the appointment of Anna Goodall, Head of Legal and Governance, as Acting Deputy Monitoring Officer for the Council with effect from 11 March during the period in which Tom Lewis is Acting Monitoring Officer.

2 Key issues

- 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.
- Carol Pilson, Corporate Director is the Council's Monitoring Officer and will be commencing a period of maternity leave on 11 March 2016. To ensure adequate coverage for the Monitoring Officer role it is suggested Tom Lewis, Senior Solicitor and Deputy Monitoring Officer fulfils the role of Acting Monitoring Officer during this period of maternity leave.
- In his capacity as Deputy Monitoring Officer, Tom has developed his knowledge and understanding of the Council's Code of Conduct and Constitution, and supported the Monitoring Officer.
- Further to section 2.3 of Article 12 of the Constitution the Monitoring Officer may designate another officer to deputise in their absence. During the period, Tom Lewis is the Council's Acting Monitoring Officer (if agreed); Carol Pilson has designated Anna Goodall, Head of Legal and Governance as Acting Deputy Monitoring Officer for the Council.

3 Recommendations

- It is recommended that the Council approves the appointment of Tom Lewis, Senior Solicitor, as the Acting Monitoring Officer for the Council, with effect from 11 March 2016, to cover a period of maternity leave. These arrangements will come into effect from 11 March 2016, unless the maternity leave date is required to commence before this point, which will require these arrangements to commence with immediate effect.

- It is recommended that the Council note the appointment of Anna Goodall, Head of Legal and Governance, as Acting Deputy Monitoring Officer for the Council with effect from 11 March 2016 (or earlier as outlined above) during the period in which Tom Lewis is Acting Monitoring Officer.

Wards Affected	ALL
Forward Plan Reference	N/A
Portfolio Holder	Cllr John Clark, Leader of the Council
Report Originator	Paul Medd, Chief Executive Carol Pilson, Corporate Director and Monitoring Officer
Contact Officers	Paul Medd, Chief Executive 01354 622202, paulmedd@fenland.gov.uk Carol Pilson, Corporate Director and Monitoring Officer 01354 622360, cpilson@fenland.gov.uk
Background Papers	Section 5 Local Government and Housing Act 1989 Functions and Responsibilities (Amendment) Regs 2001 Constitution