



Report of:	Meeting	Date
Councillor David Henderson, Leader of the Council and Garry Payne, Chief Executive	Council	22 April 2021

Appointment of Monitoring Officer

1. Purpose of report

- 1.1** To seek Council's approval to the appointment of a new Monitoring Officer with effect from 1 June 2021.

2. Outcomes

- 2.1** Meeting the legal requirement that all local authorities appoint a Monitoring Officer.
- 2.2** The Council, its officers and its councillors maintain the highest standards of conduct in all they do.

3. Recommendation

- 3.1** That the Legal Services Manager, Mary Grimshaw, be appointed to the role of Monitoring Officer from 1 June 2021.

4. Background

- 4.1** The legal basis for the post of Monitoring Officer is found in section 5 of the Local Government & Housing Act 1989, as amended by Paragraph 24 of Schedule 5 of the Local Government Act 2000.
- 4.2** The three primary functions, amongst others, of the Monitoring Officer are:
- (i) To report on matters s/he believes are, or are likely to be, illegal or amount to maladministration;
 - (ii) To be responsible for matters relating to the conduct of councillors and officers, and;

- (iii) To ensure compliance with the council's constitution.

5. Key issues and proposals

- 5.1** The current Head of Business Support and Monitoring Officer, Liesl Hadgraft, leaves on 31 May 2021.
- 5.2** The Legal Services Manager is currently the Deputy Monitoring Officer and is considered to have the necessary skills and experience to fulfil the role of Monitoring Officer.
- 5.3** Revised officer delegations have been prepared and are covered in a separate report to this meeting, which addresses this and other changes to the council's constitution.

Financial and legal implications	
Finance	There are no additional financial implications associated with this report.
Legal	The requirements of section 5 of the Local Government & Housing Act 1989, as amended by Paragraph 24 of Schedule 5 of the Local Government Act 2000, continue to be met.

Other risks/implications: checklist

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

risks/implications	✓ / x
community safety	x
equality and diversity	x
sustainability	x
health and safety	x

risks/implications	✓ / x
asset management	x
climate change	x
ICT	x
data protection	x

Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Peter Foulsham	01253 887606	peter.foulsham@wyre.gov.uk	22/03/2021

List of background papers:		
name of document	date	where available for inspection
None		

List of appendices

None

dem/cou/cr/21/2204pf1