



**Rochford District
Council**

REPORT TITLE:	Appointment of Statutory Officers
REPORT OF:	Jonathan Stephenson – Chief Executive

REPORT SUMMARY

The Full Council is required to make appointments to three Statutory Officer Roles:

- Head of Paid Service
- Monitoring Officer
- S.151 Officer

The current Monitoring Officer will be leaving the Council on 19 April 2024. Therefore the Council is asked to make a new appointment.

RECOMMENDATIONS

R1 – That Steve Summers be appointed as the Council's Monitoring Officer from 1 April 2024.

SUPPORTING INFORMATION

1.0 REASON/S FOR RECOMMENDATIONS

1.1 The Council is legally required to appoint to this role.

2.0 BACKGROUND INFORMATION

2.1 The Council's current Monitoring Officer, who is also the Strategic Director (Deputy Chief Executive) will be leaving the Council in April. Therefore, another officer will need to be appointed by the Full Council to act as the Council's Monitoring Officer.

2.2 Recruitment is underway for the Strategic Director role which may yield a candidate who is able to take on the Monitoring Officer responsibilities. However, in order to ensure that there is cover in the meantime, it is

recommended that Steve Summers is appointed as Rochford District Council's Monitoring Officer.

3.0 OTHER OPTIONS CONSIDERED

- 3.1 The Council must appoint to this position so there are no other potential options.

4.0 RELEVANT RISKS

- 4.1 There is a risk that the Council does not have suitably qualified and experienced people to undertake the statutory role. This risk is mitigated by recommending that the Council appoints the individual named in this report.
- 4.2 There is a wider risk to the sector as a whole, as well as to this Council, that there are reducing numbers of officers who are qualified or willing to take on statutory officer roles. Internally we are mitigating this risk by putting succession plans in place and taking a 'grow our own' approach to future statutory officers. The Chief Executive and other senior officers continue to contribute at regional and national forums on solving these recruitment issues.

5.0 ENGAGEMENT/CONSULTATION

- 5.1 No formal consultation is required.

6.0 FINANCIAL IMPLICATIONS

- 6.1 A statutory officer fee of £5,000 is applicable to the Monitoring Officer role. There is existing budget provision for this fee.

7.0 LEGAL/GOVERNANCE IMPLICATIONS

- 7.1 Section 5 of the Local Government and Housing Act 1989 requires that the Council appoints a Monitoring Officer. It is the role of the Monitoring Officer to report on matters they believe to be illegal or amount to maladministration, to be responsible for matters relating to the conduct of councillors and officers and, to be responsible for the operation of the council's constitution. There is no specific qualification that must be held by the Monitoring Officer.
- 7.2 The Head of Paid Service cannot be appointed as the Council's Monitoring Officer.

8.0 EQUALITY & HEALTH IMPLICATIONS

- 8.1 The Council's recruitment policies and procedures ensure compliance with the Equalities Act.

9.0 ENVIRONMENT & CLIMATE IMPLICATIONS

- 9.1 None associated with this report.

10.0 ECONOMIC IMPLICATIONS

- 10.1 None associated with this report.

REPORT AUTHOR:

Name: Jonathan Stephenson

Title: Chief Executive

Phone:

Email: jonathan.stephenson@brentwood.rochford.gov.uk

APPENDICES

None

BACKGROUND PAPERS

None

SUBJECT HISTORY (last 3 years)

Council Meeting	Date
Annual Council: Item 15 – Designation of Statutory Role – Monitoring Officer	23/05/2023
Council: Item 10 – Designation of Statutory Roles – Monitoring Officer and S.151 Officer	13/12/2022