

**COUNCIL**  
**31 AUGUST 2022**

**APPOINTMENT OF AN INTERIM MONITORING OFFICER**

**Cabinet Member(s):** Cllr Bob Deed, Leader of the Council  
**Responsible Officer:** Stephen Walford, Chief Executive

**Reason for the Report and the Recommendation:** the Council is required to have a Monitoring Officer at all times. This report makes recommendations for the appointment of an interim Monitoring Officer from 31 August 2022 until a permanent appointment can be made.

**RECOMMENDATION: that the Council appoints:**

- 1 Maria de Leiburne as an interim Monitoring Officer from 31 August 2022 until a new permanent Monitoring Officer is recruited and commences employment**

**Financial Implications:** these decisions will not result in any budgetary increase for 2021/22

**Budget and Policy Framework:** There will be some additional legal costs arising from the need to put in place some casework support for the legal team. It is anticipated that it may be possible to absorb these over the remainder of the financial year through intra-budgetary changes.

**Legal Implications:** by section 5 of the Local Government and Housing Act 1989, the Council must designate one of their officers as the Monitoring Officer.

**Risk Assessment:** None directly arising – the recommendation for an interim Monitoring Officer meets the legal requirements and ensure that the overall compliance and standards obligations are monitored and maintained. A fully competitive recruitment process has ensured the selection of a suitably qualified candidate for the permanent role.

**Equality Impact Assessment:** the Council's recruitment processes and policies ensure that equality laws are satisfied.

**Relationship to Corporate Plan:** None directly arising.

**Impact on Climate Change:** None directly arising

**1.0 Appointment of Monitoring Officer**

- 1.1** With the departure of the Council's former District Solicitor (Monitoring Officer), Karen Trickey, on 11 August 2022, the Council needs to appoint a new Monitoring Officer. The role will be advertised shortly.

## **Appointment of Interim Monitoring Officer**

- 2.1 The Council must have a Monitoring Officer in post at all times. Maria de Leburne, is a solicitor and the Operations Manager for Legal Services and Monitoring. She has been deputy monitoring officer since 2016.
- 2.2 Maria is well-known and respected within the Council and has agreed to step up as Monitoring Officer on an interim basis. Due to the additional work load as Monitoring Officer, which can often be a full-time commitment, arrangements have been made to provide the necessary casework support during this interim period.

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**Circulation of the Report: Council**

**List of Background Papers: None**