

## BABERGH DISTRICT COUNCIL and MID SUFFOLK DISTRICT COUNCIL

<b>From: Head of Corporate Organisation</b>	<b>Report Number: R29</b>
<b>To: Babergh Council Mid Suffolk Council</b>	<b>Date of meeting: 28 July 2015 30 July 2015</b>

### DESIGNATION OF THE MONITORING OFFICER ROLE

#### 1. Purpose of Report

To designate Suki Binjal as the Monitoring Officer for Babergh and Mid Suffolk District Councils.

#### 2. Recommendation

- 2.1 That Suki Binjal be designated as the Monitoring Officer for Babergh and Mid Suffolk District Councils as required under Section 5 of the Local Government and Housing Act 1989.

#### 3. Financial Implications

- 3.1 None directly arising from this report.

#### 4. Risk Management

- 4.1 Key risks are set out below:

Risk Description	Likelihood	Impact	Mitigation Measures
It is a statutory duty to appoint a Monitoring Officer to undertake the role as set out in Section 5 of the Local Government and Housing Act 1989 and subsequent legislation.	Low	High	Appoint a Monitoring Officer

#### 5. Consultations

- 5.1 Not applicable.

#### 6. Equality Analysis

- 6.1 Not applicable.

#### 7. Shared Service / Partnership Implications

- 7.1 It is proposed that the same person is appointed Monitoring Officer for both Councils.

## **8. Key Information**

- 8.1 The Monitoring Officer is appointed under Section 5 of the Local Government and Housing Act 1989, who is required to report to Council where it appears to him/her that the Authority has done or is about to do anything which would contravene the law or which would constitute maladministration.
- 8.2 A robust recruitment process was followed for the role of an interim Head of Law and Governance, which was managed by Strategic Director (Corporate) and Head of Corporate Organisation.
- 8.3 For Constitutional purposes (Part 2, Article 10.1 (c), page 19), the interim Head of Law and Governance, will also act in the post of Corporate Manager – Legal.
- 8.4 Following her appointment as the interim Head of Law and Governance (acting Corporate Manager – Legal), Suki Binjal's designation as Monitoring Officer requires the formal agreement of Council.

## **9. Appendices**

None.

## **10. Background Documents**

None.

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