

Agenda Item No: 3

Report to: Council

Date of Meeting: 11 March 2015

Report Title: Appointment of Head of Paid Service and Responsible Officers

Report By: Neil Dart
Director of Corporate Resources

Purpose of Report

Following the senior management restructure, the Employment Committee has made a recommendation to Council regarding the designation of Head of Paid Service from 1st April 2015. It is also necessary to make appointments to a number of other statutory roles.

Recommendation(s)

- 1. Council is requested to ratify the resolution of the Employment Committee of 2nd March 2015 to designate Jane Hartnell as the Head of Paid Service from 1st April 2015 in compliance with Section 4 Local Government and Housing Act 1989.**
- 2. That with effect from 1st April 2015, the following be agreed:
the Council's Monitoring Officer be Christine Barkshire-Jones;
the Electoral Registration Officer and Returning Officer be Jane Hartnell.**

Reasons for Recommendations

The Council is required to appoint a Head of Paid Service and responsible officers to certain posts.

Introduction

1. The Council's Employment Committee is responsible for appointing the Head of Paid Service, subject to the confirmation of Full Council. The Employment Committee met on 2nd March 2015 and made the following recommendation (Minute 6E refers):

"RESOLVED (unanimously) that the Employment Committee recommends to Full Council the appointment of Jane Hartnell to the post of Director of Corporate Services and Governance (incorporating Head of Paid Service responsibilities) with effect from 1 April 2015"

2. Following the senior management restructure, there are three further roles the Council needs to make appointments to.

Monitoring Officer

3. Section 5 of the Local Government and Housing Act 1989 places responsibility on the Monitoring Officer to oversee vires issues. In particular, reporting to the local authority if she or he thinks any proposal, decision or omission would give rise to unlawfulness. The current Monitoring Officer is Jane Hartnell. There is no legal requirement for the Monitoring Officer to be a solicitor, but it cannot be the Head of Paid Service. I would therefore recommend that the Monitoring Officer be Chris Barkshire-Jones.

Electoral Registration Officer and Returning Officer

4. Members will be conversant with these roles. For the operation of a General Election, it is a requirement that these two roles are held by the same individual, therefore I would recommend that Jane Hartnell be appointed as both Returning Officer and Electoral Registration Officer.

Wards Affected

None

Area(s) Affected

None

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	No
Crime and Fear of Crime (Section 17)	No
Risk Management	No
Environmental Issues	No

Economic/Financial Implications	No
Human Rights Act	No
Organisational Consequences	Yes
Local People's Views	No

Background Information

Insert a list of appendices and/or additional documents

Officer to Contact

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