

<b>Officer Decision Notice</b>	<b>Classification:</b> Unrestricted	 <b>STROUD DISTRICT COUNCIL</b>
<b>Report of:</b> Chief Executive		
<b>Subject / Title:</b> Designation of Monitoring Officer		
<b>Date of Decision:</b> 06 August 2021		

1. **SUMMARY**

- 1.1 Under Section 5 of the Local Government and Housing Act 1989 (as amended) the Council has a duty to designate one of its officers as Monitoring Officer.
- 1.2 The Monitoring Officer has a number of statutory duties and responsibilities which include ensuring that the Council act lawfully and to avoid any maladministration. This includes advising on the lawfulness of decision making, applying and maintaining the Council's Constitution and arrangements for effective governance. The Monitoring Officer is also responsible for promoting high standards of conduct and ethical behaviour
- 1.3 Following the resignation of the current monitoring officer a new appointment must be made. This is being done under the Chief Executive's emergency powers under the constitution as there is no full Council meeting until October.

2. **DECISION TAKEN**

- 2.1 To appoint Jodie Townsend as Monitoring Officer from August 14<sup>th</sup> 2021 – September 29<sup>th</sup> 2021
- 2.2 To appoint Stephen Taylor as Monitoring Officer from September 30<sup>th</sup> 2021 – October 21<sup>st</sup> 2021
- 2.3 Full Council will be asked to confirm the appointment of Stephen Taylor on October 21<sup>st</sup>.

3. **REASONS FOR THE DECISION**

- 3.1 Patrick Arran has been designated Monitoring Officer since 2019. He has obtained a permanent position elsewhere and therefore leaves SDC on 13<sup>th</sup> August.
- 3.2 It is a requirement to have a Monitoring Officer appointed at all times and there can be no gap between appointments.
- 3.3. Both candidates have been interviewed by the Current Monitoring Officer, the Chief Executive and the Section 151 Officer. Both candidates have significant skills and experience in the relevant areas. Their work commitments elsewhere mean that these timings of appointment are the most appropriate to ensure continuous Monitoring Officer cover.

**4. ALTERNATIVE OPTIONS**

- 4.1 None

**5. CONSULTATION**

- 5.1 In reaching this decision, the decision maker has consulted with and has the agreement of the following:
- Monitoring Officer
  - Section 151 officer
  - Leaders of all political groups

**6. Conflicts of Interest Declaration**

- 6.1 None

Signed.....*K.P.O. Leary*.....  
(Chief Executive)

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