

## REPORT OF CHIEF EXECUTIVE

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### SUBJECT: APPOINTMENT OF MONITORING OFFICER

#### 1. Purpose of Report

The paper seeks the approval of Members to suspend the Authority's Standing Orders in order to appoint a Monitoring Officer through a joint working agreement rather than through open recruitment.

#### 2. Requirements to appoint a Monitoring Officer

The Standing Orders of the Authority state:

#### **"24. APPOINTMENT OF CHIEF OFFICERS AND DIRECTORS**

24.1 Every appointment of a Chief Officer shall be made by the Authority. For the purposes of this Standing Order the "Chief Officer" refers to the Chief Executive, Head of Paid Service, Section 151 Officer and Monitoring Officer.

24.2 Where the Authority proposes to appoint a Chief Officer as defined above and it is not proposed that the appointment be made exclusively from among its existing officers, it shall direct the Personnel Committee to:

- a) Draw up a job description and person specification for the post;
- b) Make arrangements for the post to be advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it;
- c) Make arrangements for a copy of the job pack referred to in Standing Order 24.2 a) to be sent to any person on request, and
- d) Draw up a shortlist of qualified applicants for interview and appointment by the Authority.

24.3 Where no qualified person has applied, the Authority shall make further arrangements for advertisement in accordance with Standing Order 24.2 b)."

#### 3. Alternative Options

Following discussion with Members, the Authority has identified the possibility of an officer from Pembrokeshire County Council's legal team undertaking the role of Monitoring Officer. This appointment would only be made following an interview undertaken by the Personnel Committee and the subsequent approval of the Authority. However, due to Standing Order 24, to be able to do this we need to suspend the Authority's Standing Orders.

### 3. Financial considerations

There are no financial considerations regarding this decision. However, the option of an agreement with Pembrokeshire County Council is likely to provide the service at a lower cost than through a direct appointment.

### 4. Risk considerations

Standing Orders govern the way the Authority works and any decision to suspend Standing Orders should not be taken lightly. However, in this case it is considered that an alternative way of recruiting a Monitoring Officer could provide an effective way of securing a suitably qualified and experienced officer to undertake the role.

### 5. Compliance

The Authority's Standing Orders are given a statutory footing through The Local Authorities (Standing Orders) Regulations 1993. While the 1993 regulations were repealed in relation to County Councils and replaced by the Local Authorities (Standing Orders) (Wales) Regulations 2006, they weren't repealed in relation to National Park Authorities.

However, by virtue of Schedule 7 of the Environment Act 1995, sections 5 and 8 of the Local Government & Housing Act 1989 do apply to National Park Authorities.

## **RECOMMENDATION:**

**That Members agree to suspend the Authority's Standing Orders in order to undertake an appointment process for a Monitoring Officer based on an agreement with Pembrokeshire County Council.**

*(For further information, please contact Tegryn Jones, Chief Executive on 01646 624801)*

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