

REPORT OF CHIEF EXECUTIVE

SUBJECT: TO APPOINT A DEPUTY MONITORING OFFICER

1. Purpose of Report

The paper seeks the approval of Members to make the post of Deputy Monitoring Officer a permanent role.

2. Deputy Monitoring Officer

At the Personnel Committee meeting held on 22nd November 2017, Members resolved “to agree the principle of creating a Temporary Deputy Monitoring Officer role to be filled internally for a 12 month period with a review of the role being undertaken prior to the end of that period; with a Responsibility Allowance of £1,200 per annum.”

The current Democratic Services and Administration Manager, Janet Evans, was appointed to the role. The Temporary Deputy Monitoring Officer role has worked well and provided a degree of resilience, when the Monitoring Officer has been away or not available. In addition, as we are currently seeking to recruit our second Monitoring Officer in just over a year, the Deputy Monitoring Officer role reduces the risk of the Authority not being able to meet the functions required by the Monitoring Officer in the interim.

In view of this it is proposed to make this a permanent arrangement.

3. Financial considerations

The proposed cost of appointing a Deputy Monitoring Officer is £1,200 per annum plus on-costs, however, changes to the Monitoring Officer role may allow us to reduce the costs of the latter post.

4. Risk considerations

The proposal ensures that the Authority manages the risk of being without a Monitoring Officer and will ensure that Members are able to access the support required. The appointment of a permanent Deputy Officer role will make the service more resilient by being less dependent on one individual.

5. Compliance

The proposal ensures that the Authority meets its legal obligations.

6. Welsh Language statement

The proposal ensures that the Authority will be able to meet any Welsh language requirements in relation to the role of the Monitoring Officer.

RECOMMENDATION:

That Members agree that the Deputy Monitoring Officer be a permanent role and that Janet Evans, remain in this post.

(For further information, please contact Tegryn Jones, Chief Executive on 01616 624801)

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