

<b>Report to</b>	Council	<b>Item</b>
	23 September 2014	
<b>Report of</b>	Executive head of business relationship and democracy	
<b>Subject</b>	Appointment of Monitoring Officer	

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### **Purpose**

To consider the appointment of the monitoring officer

### **Recommendation**

To delegate the appointment of the monitoring officer to the chief executive, in consultation with the three group leaders.

### **Corporate and service priorities**

The report helps to meet the corporate priority "Value for money services".

### **Financial implications**

There are no direct financial implications from this report.

**Ward/s:** All wards

**Cabinet member:** Councillor Waters - Deputy Leader and resources

### **Contact officers**

Anton Bull, Executive head of business relationship management and democracy 01603 212326

### **Background documents**

None

## Report

1. Pam Cary, the council's monitoring officer leaves the post on September 19, 2014.
2. Discussions are being held with nplaw on the appointment of a new monitoring officer but the council is unlikely to be in a position to make an appointment at this council meeting.
3. Although the council will continue to benefit from the advice of the deputy monitoring officers it is appropriate that a new monitoring officer is appointed as soon as possible.
4. The appointment of the monitoring officer is a matter reserved for full council and the next meeting is not scheduled until 25 November, 2014. It is therefore suggested that council delegate the power to appoint a new monitoring officer to the chief executive officer, in consultation with the three group leaders. Once a suitable person has been agreed this will enable him/her to be in position quickly rather than waiting until the end of November, 2014.

## Integrated impact assessment



**NORWICH**  
City Council

The IIA should assess **the impact of the recommendation** being made by the report  
Detailed guidance to help with completing the assessment can be found [here](#). Delete this row after completion

### Report author to complete

<b>Committee:</b>	Council
<b>Committee date:</b>	23 Sep 2014
<b>Head of service:</b>	Anton Bull
<b>Report subject:</b>	Appointment of monitoring officer
<b>Date assessed:</b>	12 sep 2014
<b>Description:</b>	Appointment of monitoring officer

	Impact			
<b>Economic</b> (please add an 'x' as appropriate)	<b>Neutral</b>	<b>Positive</b>	<b>Negative</b>	<b>Comments</b>
Finance (value for money)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Social</b> (please add an 'x' as appropriate)	<b>Neutral</b>	<b>Positive</b>	<b>Negative</b>	<b>Comments</b>
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Equality and diversity</b> (please add an 'x' as appropriate)	<b>Neutral</b>	<b>Positive</b>	<b>Negative</b>	<b>Comments</b>
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
Eliminating discrimination & harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Environmental (please add an 'x' as appropriate)</b>	<b>Neutral</b>	<b>Positive</b>	<b>Negative</b>	<b>Comments</b>
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>(Please add an 'x' as appropriate)</b>	<b>Neutral</b>	<b>Positive</b>	<b>Negative</b>	<b>Comments</b>
Risk management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The monitoring officer has responsibility of advising the council on governance

<b>Recommendations from impact assessment</b>
<b>Positive</b>
<b>Negative</b>
<b>Neutral</b>
<b>Issues</b>