



EMPLOYMENT (SENIOR OFFICER) COMMITTEE

To: Councillors: Avery, Bick, Blencowe, Hart, Herbert and Price

Despatched: Wednesday, 15 June 2016

Date: Tuesday, 21 June 2016

Time: 10.00 am

Venue: Members' Room - The Guildhall

Contact: James Goddard

Direct Dial: 01223 457013

AGENDA

1 To Appoint a Chair for the Meeting

2 Apologies for Absence

3 Declarations of Interest

Members are asked to declare at this stage any interests, which they may have in any of the following items on the agenda. If any member is unsure whether or not they should declare an interest on a particular matter, they are requested to seek advice from the Head of Legal Services before the meeting.

4 Minutes of the Previous Meeting

The minutes of the meeting of 15 June 2016 will not be available when this agenda is published and will be circulated at the meeting for approval.

5 Public Speakers

6 Monitoring Officer Arrangements (Pages 5 - 6)

To consider a report from the Strategic Director and a recommendation to Full Council on Monitoring Officer Arrangements.

7 Exclusion of the Public

Items 8 relates to information which is not for publication as it contains exempt information. If this information is likely to be discussed the Employment (Senior Officer) Committee is recommended to exclude members of the public from the meeting on the grounds that, if they were present, there would be disclosure to them of information defined as exempt from publication by virtue of paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

8 Interviews and Selection Process for the Strategic Director Role

To undertake interviews and a selection process for the Strategic Director role.

9 Agenda and Date for Next Meeting

To be confirmed.

Information for the Public

Location	The meeting is in the Guildhall on the Market Square (CB2 3QJ). Between 9 a.m. and 5 p.m. the building is accessible via Peas Hill, Guildhall Street and the Market Square entrances. After 5 p.m. access is via the Peas Hill entrance. All the meeting rooms (Committee Room 1, Committee 2 and the Council Chamber) are on the first floor, and are accessible via lifts or stairs.
Public Participation	Some meetings may have parts that will be closed to the public, but the reasons for excluding the press and public will be given.
General Information	Information regarding committees, councilors and the democratic process is available at http://democracy.cambridge.gov.uk/

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Report of: Ray Ward, Strategic Director

Report To: Employment (Senior Officer) Committee -
21 June 2016

Monitoring Officer Arrangements

1. Introduction

- 1.1 At its meeting held on 22 March 2016, this committee recommended that Full Council approved the termination of employment of the Head of Legal Services and Monitoring Officer by reason of redundancy in light of the implementation of the Shared Legal Service.
- 1.2 Full Council accepted this recommendation at its meeting held on 14 April. One outcome of that decision is that the Council now needs to designate a new Monitoring Officer.
- 1.3 The Local Government and Housing Act 1989 (as amended by the Local Government Act 2000) sets out the requirement for the Council to have a Monitoring Officer. The decision to designate a Monitoring Officer is one for the Council to take.

2. Current Position

- 2.1 The current Monitoring Officer, Mr Pugh, leaves the Council on 31 July 2016. It is proposed that the new designated Monitoring Officer will be Tom Lewis, the new Head of the (Shared) Legal Practice. Mr Lewis joins the Council on 22 August 2016 as the Head of Legal Practice.
- 2.2 Interim arrangements will be necessary to cover the period from 1 August 2016 to 21 August 2016. It is proposed that Maria Memoli, the Interim Head of Shared Legal Practice, is designated as the Council's Monitoring Officer for that period.

3. Recommendation

- 3.1 That Full Council approves the designation of Maria Memoli as the Council's Monitoring Officer for the period 1 August to 21 August and that Tom Lewis is designated the Council's Monitoring Officer from 22 August 2016.

4. Implications

- (a) **Financial Implications** - None
- (b) **Staffing Implications** - None
- (c) **Equality and Poverty Implications** - None
- (d) **Environmental Implications** - None
- (e) **Procurement** - None
- (f) **Consultation and communication** - Details of the Monitoring Officer will be placed on the Council's website.
- (g) **Community Safety** - None

5. Background papers

Report to Employment (Senior Officer) Committee on 22 March 2016
Minutes of Full Council - 14 April 2016

6. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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