

NEWCASTLE-UNDER-LYME BOROUGH COUNCIL

**Corporate Leadership Team's
REPORT TO FULL COUNCIL**

20 May 2026

Report Title: Appointment of Interim Monitoring Officer

Submitted by: Chief Executive

Portfolios: All

Ward(s) affected: All

<u>Purpose of the Report</u>	<u>Key Decision</u> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
To seek formal confirmation to the appointment of an Interim Monitoring Officer, until such time as a permanent appointment to the post can be made.	
<u>Recommendation</u>	
That in accordance with section 5 of the Local Government & Housing Act 1989:	
1. That Council is asked to confirm the appointment of Barbara Beardwell as the Council's Interim Monitoring Officer.	
2. That Council delegates approval to the Chief Executive, in consultation with the Leader of the Council, to maintain an Interim Monitoring Officer ahead of a permanent replacement.	
<u>Reasons</u>	
To comply with the requirement of the Local Government & Housing Act 1989 that all local authorities appoint and maintain a Monitoring Officer.	

1. Background

- 1.1 Under section 5 of the Local Government and Housing Act 1989; the Council has a statutory duty to appoint a Monitoring Officer.
- 1.2 The Monitoring Officer has a number of statutory duties and responsibilities relating to the Council's Constitution and the Council's arrangements for effective governance. These include:

- a. to report on matters they believe are, or are likely to be, illegal or amount to maladministration;
- b. to be responsible for matters relating to the conduct of Councillors and officers; and
- c. to ensure the Council's Constitution is up to date and fit for purpose.

2. Issues

- 2.1 The Council's Monitoring Officer has resigned and will leave his post on 29th May 2026 Arrangements are in hand to fill the post on a permanent basis, however to ensure a full and proper search and appointment is undertaken; the process is likely to take a number of months. It is therefore proposed to use interim arrangements for the initial period.
- 2.2 Barbara Beardwell has been interviewed and deemed competent; and is able to start providing support from 1st June 2026, pending this formal approval.

3. Recommendation

- 3.1 It is recommended that in accordance with section 5 of the Local Government & Housing Act 1989:
 - 3.1.1. That Council is asked to confirm the appointment of Barbara Beardwell as the Council's Interim Monitoring Officer.
 - 3.1.2. That Council delegates approval to the Chief Executive, in consultation with the Leader of the Council, to maintain an Interim Monitoring Officer ahead of a permanent replacement.

4. Reasons

- 4.1 To comply with statutory duties.

5. Options Considered

- 5.1 Given the statutory requirement for a Monitoring Officer to be in post and given the timescales of the departure of the previous incumbent, an interim is required pending permanent decision. Alternatives to an interim placed at the Council would be to explore shared options with other neighbouring authorities however given the workload across the region currently this doesn't seem feasible at this time.

6. Legal and Statutory Implications

- 6.1 Under section 5 of the Local Government and Housing Act 1989; the Council has a statutory duty to appoint a Monitoring Officer.

7. Equality Impact Assessment

7.1 Equalities legislation has been considered throughout the process of appointment

8. Financial and Resource Implications

8.1 Budgetary provision has been made for this interim appointment, through a combination of existing salary budgets and any further necessary contribution from the Budget Support Fund.

9. Major Risks & Mitigation

6.1 The Council needs to ensure that it has its three statutory officers in place to comply with legal requirements and to demonstrate good governance.

10. UN Sustainable Development Goals (UNSDG)

10.1 The proposal, by achieving this appointment contributes towards all UNSDGs in terms of ensuring smooth and effective compliance with statutory regulations with regard to running of the Local Authority.



11. One Council

Please confirm that consideration has been given to the following programmes of work:

One Commercial Council

We will make investment to diversify our income and think entrepreneurially.

One Digital Council

We will develop and implement a digital approach which makes it easy for all residents and businesses to engage with the Council, with our customers at the heart of every interaction.

One Sustainable Council

We will deliver on our commitments and make all decisions with sustainability as a driving principle

12. Key Decision Information

12.1 n/a

13. Earlier Cabinet/Committee Resolutions

13.1 n/a

14. List of Appendices

14.1 n/a

15. Background Papers

15.1 n/a