

	General Purposes Committee 28 October 2026
	Report from the Corporate Director Finance & Resources
	Deputy Leader and Cabinet Member Finance & Resources (Councillor Gwen Grahl)
Interim and Permanent Arrangements for the Monitoring Officer Role	

Wards Affected:	All
Key or Non-Key Decision:	Not Applicable
Open or Part/Fully Exempt: (If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)	Open
List of Appendices:	None
Background Papers:	None
Contact Officer(s): (Name, Title, Contact Details)	Minesh Patel, Corporate Director, Finance & Resources 020 8937 4043 Minesh.Patel@brent.gov.uk Musrat Zaman, Director HR & OD 020 8937 4081 Musrat.Zaman@brent.gov.uk

1.0 Executive Summary

- 1.1 This report informs the General Purposes Committee that the Director of Law left the Council by mutual agreement on 30 September 2026. The Director of Law post holds the Council's statutory Monitoring Officer position.
- 1.2 This report sets out the arrangements to maintain continuous cover for the statutory Monitoring Officer role. To ensure the Council continues to meet its legal and constitutional obligations, The Head of Law, Litigation and Dispute Resolution will serve as Monitoring Officer on an interim basis while an external recruitment exercise is undertaken.
- 1.3 The permanent appointment will be made by the Senior Staff Appointments Sub-Committee following completion of the recruitment process.

2.0 Recommendation(s)

That General Purposes Committee note:

- 2.1 That the Director of Law and Monitoring Officer left the Council by mutual agreement on 30 September 2026.
- 2.2 The Chief Executive's decision to appoint and designate the Head of Law, Litigation and Dispute Resolution as interim Director of Law and Monitoring Officer.
- 2.3 That an external recruitment process will commence imminently and that the Senior Staff Appointments Sub-Committee will make the permanent appointment.

3.0 Background

Contribution to Borough Plan Priorities & Strategic Context

- 3.1 Section 5 of the Local Government and Housing Act 1989 requires every relevant authority to designate one of its officers as Monitoring Officer and to provide that officer with sufficient staff, accommodation and other resources to discharge the statutory functions. Brent's Constitution reflects this requirement by identifying the Monitoring Officer as a statutory officer and by providing for the role within the Council's governance and decision-making arrangements.

Detail

- 3.2 The Director of Law left the Council on 30 September 2026 by mutual agreement. The Monitoring Officer is one of the Council's statutory chief officer roles and cannot be undertaken by the Head of Paid Service (Chief Executive) or the s151/Chief Officer (Corporate Director of Finance and Resources).
- 3.3 The Monitoring Officer has a number of personal statutory duties and responsibilities including reporting to the Council where they consider that any proposal, decision or omission has given rise to, or is likely to give rise to, unlawfulness or maladministration; upholding and promoting high standards of conduct for councillors and the lawful and effective operation of the Council's Constitution.
- 3.4 It is necessary to designate an interim Monitoring Officer to ensure that the Council continues to meet its statutory and constitutional obligations without interruption. Continuous cover is required so that the Council has access to independent legal and governance advice, decisions and proposals can be reviewed for lawfulness, and any concerns requiring action or a statutory report can be addressed promptly.
- 3.5 The interim arrangement will therefore comply with legislation, safeguard effective governance, support continuity in the Council's decision-making and

standards framework, and avoid a vacancy in this essential statutory role while an open recruitment process is completed.

4.0 Stakeholder and ward member consultation and engagement

None associated with the content of this report.

5.0 Financial Considerations

- 5.1 The costs associated with the interim Director of Law will be met from existing approved staffing budgets.
- 5.2 There are no additional financial implications arising directly from the recommendations contained in this report.

6.0 Legal Considerations

- 6.1 The appointment of a Director is subject to the Council's Constitution and applicable employment legislation.
- 6.2 Under Part 2, Standing Order 76(i) of the Council's Constitution, the decision to appoint an interim Monitoring Officer may be made by the Chief Executive for an interim or fixed term period up to a year.
- 6.3 Senior Management posts, which are subject to the requirements of Standing Order 76 are set out in Standing Order(SO) 75. SO 75(b)(v) includes the post of Monitoring Officer, while Standing Order 75(b)(vi) includes any Director reporting directly to a Corporate Director.
- 6.4 Pursuant to the Human Resources and Organisational Development Recruitment and Selection Policy and Procedures September 2026, for interim and fixed term appointments para 5.3 states:

“upon appointment, the Chief Executive shall inform the General Purposes Committee setting out the selection process and timescales for a permanent appointment. Any proposal to extend interim arrangements beyond one year shall be reported to the General Purposes Committee”.

7.0 Equity, Diversity & Inclusion (EDI) Considerations

- 7.1 The recruitment and selection process will follow the Council's Recruitment and Selection Policy ensuring our equity, diversity and inclusion commitments, relevant employment legislation and Equality Act are met.
- 7.2 There are no specific adverse equality implications arising from the recommendation in this report.

8.0 Climate Change and Environmental Considerations

None associated with the content of this report.

9.0 Human Resources/Property Considerations

- 9.1 The recommendations will ensure continued senior leadership capacity within Finance and Resources and support continuity of service delivery pending completion of substantive recruitment processes for both posts.
- 9.2 There are no additional staffing or accommodation implications arising from the recommendation.

10.0 Communication Considerations

None associated with the content of this report.

Report sign off:

Minesh Patel

Corporate Director, Finance & Resources