

**Hampshire Fire and Rescue Authority**

**2 December 2015**

**Clerk and Monitoring Officer to Hampshire Fire and Rescue Authority**

**Report of the Clerk**

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**1 Summary**

- 1.1 This report sets out the confirmation of the Clerk and Monitoring Officer to the Hampshire Fire and Rescue Officer, following the appointment of a new Chief Executive to Hampshire County Council.

**2 Recommendation**

- 2.1 That, following appointment as the new Chief Executive of Hampshire County Council John Coughlan be formally confirmed as Clerk and Monitoring Officer to Hampshire Fire and Rescue Authority.**

**3 Background**

- 3.1 The Local Government and Housing Act 1989 requires that all relevant Authorities (including Combined Fire Authorities) appoint a Monitoring Officer to fulfil a number of duties set out in the Act. The statutory duties conferred on the Clerk, when acting as Monitoring Officer, are further set out in the Hampshire Fire and Rescue Authority Scheme of Delegation to Officers (last updated December 2014).
- 3.2 Following the formation of the Fire and Rescue Authority, in accordance with the Hampshire Fire Services (Combination Scheme) Order 1996, it was agreed that the Chief Executive of Hampshire County Council be appointed Clerk and Monitoring Officer to the Authority. In light of the retirement of Andrew Smith in October 2015 and the appointment of John Coughlan as Chief Executive, it is timely for the Authority to formally note the change of holder of the position.
- 3.3 The work carried out by County Council officers from legal and democratic services on behalf of the Clerk is managed through a Service Level Agreement (SLA). It is anticipated that the SLA will be reviewed in the coming months, in line with the monitoring of all such arrangements.

**4 Equality Impact Assessment**

- 4.1 Amongst other duties, the Monitoring Officer provides guidance to the Authority on compliance with the Equalities Act 2010.

**Section 100D – Local Government Act 1972 – background papers**

The following documents disclose the facts or matters on which this report, or an important part of it, is based and has been relied upon to a material extent in the preparation of this report.

N.B. The list excludes:

Published works.

Documents that disclose exempt or confidential information as defined in the Act.

<b>TITLE</b>	<b>FILE</b>
<b>None</b>	