

**Committee:** Full Council

**Date:**

**Title:** Appointment of the Head of Legal and Monitoring Officer

Tuesday, 18 July 2023

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## Summary

1. Following the resignation of the Council's Monitoring Officer earlier in the year, we have undertaken a recruitment campaign to secure a suitable successor to this Statutory role and be our Head of Legal.
2. The Sub-Committee of the Appointments Committee (Cllr Lees, Cllr Evans and Cllr Barker) met on Friday, 30 June 2023, to interview shortlisted candidates and select a Head of Legal and Monitoring Officer for recommendation to the Council for appointment.

## Recommendation

3. That the Council appoints Nurainatta Katevu to the post of Head of Legal and Monitoring Officer effective from a date to be determined by the Chief Executive in consultation with the HR Manager.

## Financial Implications

4. The post is a permanent part of the staff establishment and costs are fully covered within the salary budget.

## Situation

5. The Monitoring Officer is a Statutory role and following the resignation of the previous postholder has been undertaken by the Assistant Director, Corporate Services pending this permanent appointment.
6. A respected employment agency specialising in legal recruitment was appointed to undertake a recruitment campaign which ran through May & June and five candidates were shortlisted and invited to the technical interviews. One of these candidates withdrew due to illness leaving four candidates. Following these interviews, three strong candidates were put forward to the final members interviews on 30 June 2023.
7. Arising from the robust and thorough background assessments and interviews, the Sub-Committee of the Appointments Committee recommend the appointment of Nurainatta Katevu as the Council's next Head of Legal and Monitoring Officer.

8. The recommended candidate, Nurainatta Katevu, currently works at North Hertfordshire District Council and has been employed there since May 2015, initially as a Planning Lawyer and was then promoted in March 2020 to Legal Regulatory Team Manager and Deputy Monitoring Officer. Prior to this she was also a Planning Lawyer at Lincolnshire County Council from April 2014 to May 2015. Nurainatta has over 20 years local government experience and has worked her way up from a Paralegal to her current role, working at Councils such as Stevenage Borough Council, Cambridge City Council and London Borough of Newham. She is currently managing a busy legal team with a complex and varied caseload, advising members and officers on governance and constitutional matters.
9. It is, therefore, recommended that this Council Meeting approves the appointment of Nurainatta as the Head of Legal and Monitoring Officer.

### Risk Analysis

10.

Risk	Likelihood	Impact	Mitigating actions
That proper processes are not followed in the appointment to this Interim post	1	2	<ul style="list-style-type: none"> <li>• HR &amp; Procurement procedures are in place to ensure compliance with relevant employment &amp; financial legislation</li> <li>• Council to approve the appointment</li> <li>• Sub-Committee of Appointments Committee has overseen a thorough, professional and effective recruitment process</li> <li>• The Sub-Committee of Appointments Committee has used a</li> </ul>
That the Council does not appoint a new Head of Legal and Monitoring Officer.	1	3	

			respected recruitment agency with significant knowledge, experience of the LG market
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1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.