

This report will be made public on 21 January 2020



Report number **A/19/23**

To: Council
Date: 29 January 2020
Status: Non- Executive Decision
Head of Paid Service: Susan Priest

SUBJECT: APPOINTMENT OF CHIEF FINANCE OFFICER (S151 OFFICER)

SUMMARY: This report sets out recommendations on the appointment of a Chief Finance officer (Section 151 Officer).

REASONS FOR RECOMMENDATIONS:

The Council has a statutory duty under section 151 of the Local Government Act 1972 to have a Chief Finance Officer, otherwise known as a Section 151 Officer. The current Chief Finance Officer, Tim Madden, has changed roles, and Charlotte Spendley has been appointed as the Director of Corporate Services with effect from 2 January 2020.

RECOMMENDATIONS:

1. To receive and note report A/19/23.
2. To appoint Charlotte Spendley as Chief Finance Officer (s151 Officer) with effect from 30 January 2020 pursuant to s151 Local Government Act 1972.

1. BACKGROUND

1.1 Chief Finance Officer (s151 Officer)

1.1.1 Tim Madden, the previous Chief Finance Office (s151 Officer) has changed roles with effect from 2 January 2020 to become the Director of Transformation and Transition. Charlotte Spendley has been appointed as the Director of Corporate Services. It is intended that from 30 January 2019, Charlotte Spendley will take on the role of S151 Officer from Tim Madden. It should be noted that Charlotte Spendley has the required qualifications and experience to fulfil this role.

1.1.2 The Council must have a Chief Finance Officer in place as one of its statutory officers. The Council's Constitution requires full Council to approve the designation of the Chief Finance Officer (Section 151 Officer).

2. RISK MANAGEMENT ISSUES

2.1 The Council must appoint a Section 151 Officer to act as Chief Finance Officer. The role of the Chief Finance Officer is to:

- Be responsible for the proper administration of the Council's financial affairs;
- Advise on the corporate financial position and on the key financial controls;
- Prepare the budget and capital programme;
- Treasury management; and
- Advise the Council on prudent levels of reserves.

2.2 The only risk identified is a failure to appoint to this role. The Council would be in breach then of its statutory obligations.

3. LEGAL/FINANCIAL AND OTHER CONTROLS/POLICY MATTERS

3.1 Legal officer's comments (AK)

All relevant legal matters have been addressed in the main body of the report.

3.2 Finance officer's comments (LH)

As set out in the report, approval of this appointment enables the Council's statutory and constitutional requirements to be met.

3.3 Diversities and equalities implications (AS)

There are no specific diversities and equalities implications arising from this report.

4. CONTACT OFFICER AND BACKGROUND DOCUMENTS

Councillors with any questions arising out of this report should contact the following officer prior to the meeting:

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The following background documents have been relied upon in the preparation of this report:

None