

Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: **Appointment of Interim Chief Finance Officer and Section 151 Officer**

Meeting/Date: Council – 9th October 2019

Executive Portfolio: **Executive Leader – Councillor G J Bull**

Report by: Managing Director

Ward(s) affected: All

Executive Summary:

Local Authorities have a duty under Section 151 of the Local Government Act to 'make arrangements for the proper administration of their financial affairs and shall ensure that one of their Officers has responsibility for the administration of those affairs'. The functions of the Chief Finance Officer are currently undertaken by the Council's Head of Resources who leaves the Council's service on 13th October 2019.

This report seeks the Council's approval of interim arrangements for the designation of a Section 151 Officer pending the formalisation of more permanent arrangements.

It is

RECOMMENDED

that Claire Edwards, Finance Manager be appointed as the Council's Chief Finance Officer / S151 Officer on an interim basis commencing on 14th October 2019 for a period of time not exceeding 12 months.

1. INTRODUCTION

- 1.1 Local Authorities have a duty under Section 151 of the Local Government Act to 'make arrangements for the proper administration of their financial affairs and shall ensure that one of their Officers has responsibility for the administration of those affairs'. The functions of the Chief Finance Officer / Section 151 Officer are currently undertaken by the Council's Head of Resources who leaves the Council's service on 13th October 2019.
- 1.2 Article 12 of the Council's Constitution describes the functions of the Chief Finance Officer / Section 151 Officer.

2. WHY IS THIS REPORT NECESSARY

- 1.1 The Council is required to designate one of its officers as the Chief Finance Officer under Section 151 of the Local Government Act 1972. This appointment must be made by full Council.
- 1.2 The functions of the Chief Finance Officer / Section 151 Officer are currently undertaken by the Council's Head of Resources. The Council's Finance Manager currently performs the role of Deputy Section 151 Officer.
- 2.1 It is a legal requirement that the Council has a Section 151 Officer in place and Section 113 of the Local Government Finance Act 1988 requires the Chief Financial Officer to be a member of one of the six chartered accountancy bodies in Great Britain and Ireland.
- 2.2 As a result of the recent resignation of the Head of Resources, the position of Chief Finance Officer / Section 151 Officer will become vacant on 14th October 2019. As there is a period of time between the departure of the Head of Resources and the appointment of a successor an interim arrangement will need to be put in place.

3. REASONS FOR THE RECOMMENDED DECISIONS

- 3.1 This proposal enables the Council to fulfil its duty to appoint an Officer who is responsible for the Council's financial affairs and ensure that the necessary governance arrangements are in place for Huntingdonshire District Council.

4. BACKGROUND PAPERS

The District Council's Constitution

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