

**Public**  
**Key Decision - No**

## **HUNTINGDONSHIRE DISTRICT COUNCIL**

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

**Meeting/Date:** Council – 22nd September 2021.

**Executive Portfolio:** **Executive Leader – Councillor R Fuller.**

**Report by:** Elections and Democratic Services Manager.

**Ward(s) affected:** All.

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### **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 Financial Officer are currently undertaken by the Council's Finance Manager who leaves the Council's service on at the end of September 2021.

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 Eric Symons, Interim Finance Manager be appointed as the Council's Chief Financial Officer / S151 Officer on an interim basis commencing on 1st October 2021 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 Financial Officer / Section 151 Officer are currently undertaken by the Council's Finance Manager who leaves the Council's service on 30th September 2021.
- 1.2 Article 12 of the Council's Constitution describes the functions of the Chief Financial 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 Financial 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 Financial Officer / Section 151 Officer are currently undertaken by the Council's Finance Manager. The role of Deputy Section 151 Officer is undertaken by the recently appointed Senior Finance Business Partner.
- 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 a recent resignation, the position of Chief Financial Officer / Section 151 Officer will become vacant on 1st October 2021. As there is a period of time between the departure of the postholder 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

### **CONTACT OFFICER**

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