

Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Appointment of Section 151 Officer

Meeting/Date: Council – 22nd May 2024

Executive Portfolio: Executive Leader

Report by: Chief Executive

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 Director of Finance and Corporate Resources and Council's Section 151 Officer leaves the authority at the end of June 2024.

This report seeks the Council's approval of the appointment of the new Director of Finance and Corporate Resources as the Council's Section 151 Officer following recruitment at the Senior Officers Committee convened on 20th May 2024.

It is

RECOMMENDED

- (a) that Suzanne Jones, be appointed as the Council's Section 151 Officer on commencement of her employment as Director of Finance and Corporate Resources with a start date to be confirmed following necessary employment checks; and**
- (b) that following the departure of Karen Sutton as the Council's Section 151 Officer, Sharon Russell-Surtees, (Chief Finance Officer and current Deputy Section 151 Officer) will assume the position of Acting Section 151 Officer until the commencement of employment of Suzanne Jones.**

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'.
- 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.
- 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 At a meeting of the Senior Officers Committee held on 20th May 2024, Members recommended that Suzanne Jones be appointed as the new Director of Finance and Corporate Resources and should take on the role of Section 151 Officer on commencement of her employment with the District Council. The role of Deputy Section 151 Officer will continue to be undertaken by Sharon Russell-Surtees, Chief Finance Officer and assume the position of Acting Section 151 Officer until the commencement of employment of Suzanne Jones.

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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