

EAST HERTS COUNCIL

COUNCIL – 1 MARCH 2017

REPORT BY CHIEF EXECUTIVE

APPOINTMENT OF CHIEF FINANCIAL OFFICER

WARD(S) AFFECTED: NONE

Purpose/Summary of Report

- This report advises on the appointment of the new Chief Financial Officer and s151 responsibilities within the authority, in the light of the recent resignation of the current post-holder.

<u>RECOMMENDATIONS FOR COUNCIL: That:</u>	
(A)	the appointment of the new Head of Strategic Finance and Property Services as the Council's s151 Officer be noted.

1. Background

- 1.1. Councils are required under Section s151 Local Government Act 1972 to make arrangements for the proper administration of their financial affairs and give an officer responsibility for the administration of those affairs. This officer is generally known as the s151 officer.

2. Report

- 2.1. There is a requirement for the Council to appoint one of its officers as the s151 officer. The Chartered Institute of Public Finance and Accountancy (CIPFA) has set out five key roles that are critical to the achievement of a Chief Financial Officer's statutory responsibilities:

- The maintaining strong financial management underpinned by effective financial controls
- contributing to corporate management and leadership
- supporting and advising democratically elected representatives
- supporting and advising officers in their operational roles
- leading and managing an effective and responsive financial service.

2.2. The key activities for each of these roles are set out in a protocol within the constitution.

2.3. The current Head of Strategic Finance and Property has submitted his resignation and will leave employment with East Herts Council on 12 March 2017. Isabel Brittain has since been appointed as the new Head of Strategic Finance and Property and began employment with East Herts Council on 20 February 2017. As the new Head of Strategic Finance and Property, she has been appointed the s151 officer.

2.4. Under Section 113 Local Government Finance Act 1988 the post-holder must be a member of one of the specified accounting professions. The new Head of Finance and Property Services is a Member of the Chartered Institute of Public Finance (CIPFA).

2.5. The duties of the Chief Financial Officer are set out within the current Constitution and are as follows:

Description	Source
Report on decisions incurring unlawful expenditure, unlawful loss or deficiency or unlawful item of account.	Section 114, 114a, 115, 116 Local Government and Finance Act 1988 2
Appointment of Deputy.	Section 114 Local Government and Finance Act 1988
Report on resources.	Section 114 Local Government and Finance Act 1988.

Description	Source
Responsibility for the administration of financial affairs.	Section 151 Local Government Act 1972
Borrowing, investment accounts and financial administration.	Local Government Act 2003 Sections 1-92
Responsibility to determine the form of the Council's accounts and records, provide internal audit and statement of accounts.	The Accounts and Audit Regulations 2003 Local Authorities (Capital Finance and Accounting) (England) Regulations 2003

2.6. Council is being requested, in this report, to note the change of responsibilities.

3. Implications/Consultations

3.1. None

Background Papers

None

Contact Officer: Liz Watts – Chief Executive
Contact Tel No 01992 531650
liz.watts@eastherts.gov.uk

Report Author: Kevin Williams – Interim Head of Legal and Democratic Services
Contact Tel No 01279 502170
kevin.williams@eastherts.gov.uk