

Report to	Council	Item 7
	21 March 2017	
Report of	Chief executive officer	
Subject	Appointment of the Chief Finance Officer and Section 151 officer	

Purpose

To consider the appointment of the Chief Finance Officer and Section 151 officer

Recommendation

To delegate the decision to appoint a section 151 officer to the chief executive in consultation with the leader, following conclusion of the recruitment and assessment process.

Corporate and service priorities

The report helps to meet the corporate priority value for money services

Financial implications

There are no direct financial implications from this report. The costs of the post are part of the agreed budget for LGSS services

Ward/s: All Wards

Cabinet member: Councillor Waters - Leader

Contact officers

Laura McGillivray, chief executive officer 01603 212001

Dawn Bradshaw, head of HR and learning 01603 212434

Background documents

None

Report

1. Section 151 of the Local Government Act 1972 requires that every local authority shall make arrangements for the proper administration of their financial affairs and shall secure that one of their officers has responsibility for the administration of those affairs. This officer in the case of Norwich City Council is the Chief Finance Officer (CFO).
2. From 12 April 2012 Norwich City Council has delegated the finance function to LGSS. Under this arrangement LGSS provide the Chief Finance Officer and Section 151 Officer.
3. The current Chief Finance Officer and section 151 officer has been offered and will take up a new post with LGSS and will no longer be the CFO and section 151 officer for Norwich City Council.
4. LGSS will continue to provide the CFO and Section 151 officer under the delegation agreement.
5. A recruitment campaign commenced in February 2017, which will conclude with final assessment and interviews on 6 April 2017. LGSS will need to be in a position to make an offer of employment following the final assessment and interviews. The council have been actively involved in the assessment and selection process and officer and member representatives will sit on the interview panel. The chair of audit committee and chair of scrutiny will also participate in the assessment and selection process as part of a stakeholder panel. The next council meeting is 23 May 2017 which is too long a delay from the final interviews.

Integrated impact assessment



NORWICH
City Council

Report author to complete

Committee:	Council
Committee date:	21 March 2017
Director / Head of service	Dawn Bradshaw
Report subject:	Appointment for the section 151 officer
Date assessed:	13 March 2017
Description:	Appointment of the section 151 officer (chief finance officer)

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The section 151 officer has statutory responsibility for the proper administration of the council's finances and has a critical role in ensuring value for money services
Other departments and services e.g. office facilities, customer contact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination & harassment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments

	Impact			
Risk management	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The section 151 officer has statutory responsibility for the proper administration of the council's finances and part of that role is ensuring that financial risks are identified, assessed and managed

Recommendations from impact assessment	
Positive	
Negative	
Neutral	
Issues	