

Report to Cabinet
25 June 2014
Report of Chief executive officer
Subject Appointment of the section 151 officer (chief finance officer)

Item

14

Purpose

To consider the appointment of the chief finance officer

Recommendation

To recommend council to appoint Justine Hartley as the council's section 151 officer (chief finance officer)

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.

Ward/s: All wards

Cabinet member: Councillor Waters- Deputy Leader and resources

Contact officers

Laura McGillivray, Chief executive officer 01603 212001

Anton Bull, Executive head of business relationship management 01603 212326

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.
2. From 12 April 2012 Norwich City Council has delegated the finance function to Local Government Shared Services (LGSS), a joint committee of Cambridgeshire and Northamptonshire county councils. Under this arrangement LGSS provide the section 151 officer.
3. The current section 151 officer has resigned from LGSS to take up a new post elsewhere and will no longer be the section 151 officer for Norwich City Council.
4. LGSS will continue to provide the Section 151 officer under the delegation agreement. LGSS have proposed that Justine Hartley becomes the section 151 officer for Norwich City Council.

Integrated impact assessment



NORWICH
City Council

The IIA should assess **the impact of the recommendation** being made by the report

Detailed guidance to help with completing the assessment can be found [here](#). Delete this row after completion

Report author to complete

Committee: Cabinet

Committee date: 25 June 2014

Head of service: Anton Bull

Report subject: Appointment of the section 151 officer (chief finance officer)

Date assessed: 9 June 2014

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 responsibility for the proper administration of the council's financial affairs and plays a critical role in ensuring value for money
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 responsibility for the proper administration of the council's financial affairs and part of that role is ensuring that financial risks are identified, assessed and managed.

Recommendations from impact assessment	
Positive	
Negative	
Neutral	
Issues	