
APPOINTMENT OF THE INTERIM DIRECTOR OF CORPORATE RESOURCES AND S151 OFFICER.

To: **Council – 10 July 2014**

By: **Director of Community Services on behalf of the Chief Executive**

Classification: **Unrestricted**

Ward: **All**

Summary: To request Council to appoint Mr Paul Cook as the council's interim Director of Corporate Resources and S151 Officer pending the recruitment to this position of a permanent employee.

For Decision

1.0 Introduction and Background

- 1.1 At a meeting of Council on the 27th February 2014, the new corporate structure including the re-designation of the two statutory posts of Section 151 officer (Chief Financial Officer) and Monitoring Officer was agreed.
- 1.2 It was agreed within the new structure to move the designation of Section 151 Officer (Chief Financial Officer) to the newly created post of Director of Corporate Resource.
- 1.3 It was also agreed to move the designation of Monitoring Officer to the existing post of Legal Services Manager to create a new post of Legal Services Manager and Monitoring Officer.
- 1.4 The Council's constitution, Part 4, under Officer Employment Procedure Rules, requires that a Committee or Sub-Committee of the Council appoint chief officers and deputy chief officers. That Committee or Sub-Committee must include at least one member of the Cabinet. Also that, an offer of employment as a chief officer or deputy chief officer shall only be made where no well-founded objection from any member of the Cabinet has been received.
- 1.5 At a meeting of the General Purposes Committee on 8 May 2014, the committee agreed that: "The Chief Executives appoints Paul Cook as deputy Section 151 Officer and the appointment of Paul Cook as Section 151 Officer be agreed at the next meeting of Council".

2.0 The Current Situation

- 2.1. Recruitment to the permanent position of Director of Corporate Resources and Section 151 Officer is underway with applications being received.
- 2.2. The Head of Financial Services and Deputy Section 151 Officer tendered her resignation and left the employment of the Council on the 25th April 2014.

- 2.3. To mitigate any risk to the council pending the appointment of a replacement Head of Financial Services and Deputy Section 151 Officer and a permanent Director of Corporate Resources and Section 151 Officer, the Council have recruited an interim Director of Corporate Resources.
- 2.4. The interim Director of Corporate Resources was selected following a tender process inviting three national recruitment agencies specialising in the placement of Senior Executives to the public sector to source and present appropriate candidates. Of these three agencies, two were able to supply candidates and three candidates were offered an interview. Two candidates attended for an interview and Paul Cook was selected as the most qualified and suitable candidate.
- 2.5. Paul cook is an experienced interim who has held roles at Director and Chief Executive level within local government environments. He is CIPFA qualified and has held a number of Section 151 roles in district councils, whilst also taking responsibility for the wider commercial remit. In his permanent career, Paul started at Daventry District Council as Director of Resources, acting as Section 151 Officer and was later promoted to Chief Executive. He has held accountability across all major local government services, including children, adults, housing and central professional functions and his experience includes major transformation projects and delivering complex service change in major organisations.
- 2.6. Attached at **Annex 1** is the job description for the post of Director of Corporate Resources and S151 Officer. This outlines the duties of the Officer concerned and the qualifications, skills and experience required.

3.0 The Proposals

- 3.1 Paul Cook is appointed as interim Section 151 Officer and Director of Corporate Resources with immediate effect and until the successful appointment of a permanent Director of Corporate Resources is made.

4.0 Options

- 4.1 In relation to the appointment of Paul Cook as interim Section 151 Officer and Director of Corporate Resources, the options are:
 - 4.1.1 The Council approve the appointment of Paul Cook as interim Section 151 Officer and Director of Corporate Resources as set out in this report.
 - 4.1.2 The Council do not approve the appointment of Paul Cook as interim Section 151 Officer and Director of Corporate Resources. In the event that this option is pursued Section 151 responsibility will remain with the Chief Executive until such time as another appointment is made as there is a requirement to appoint one of the officers of the Council to this role.

5.0 Corporate Implications

5.1 Financial and VAT

- 5.1.1 The proposed appointment of Paul Cook as Interim Section 151 Officer and Director of Corporate Resources will be contained within existing budgets.

5.2 Legal

5.2.1 The Council is required by the Local Government Acts to employ suitably qualified individuals as Head of Paid Service, Section 151 Officer (Chief Financial Officer) and Monitoring Officer. The proposed appointment complies with those requirements. Given the current position it would be advisable to appoint to this role pending permanent recruitment to help provide a robust management structure.

5.3 Corporate

5.3.1 The Council has and will comply with its relevant policies and procedures.

5.4 Equity and Equalities

5.4.1 The Council has and will comply with its relevant policies and procedures.

6.0 Recommendation

6.1 Paul Cook is appointed as interim Section 151 Officer and Director of Corporate Resources with immediate effect and until the successful appointment of a permanent Director of Corporate Resources is made.

7.0 Decision Making Process

7.1 Responsibility for the appointment of Chief Officers lies with the General Purposes Committee or a Sub-Committee or indeed with Council. General Purposes Committee felt it was an important appointment and should be made by Council.

Contact Officer:	
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Annex List

Annex 1	Job Description for the post of Director of Corporate Resources and S151
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Corporate Consultation Undertaken

Finance	Matthew Sanham – Finance Manager
Legal	Steven Boyle – Interim Legal Services Manager & Monitoring Officer