

Council Meeting – 14 July 2009

Interim arrangements for Section 151 Finance Officer

Report of the Chief Executive

(This matter is the responsibility of Councillor Ross Henley, Leader of the Council)

1. Executive Summary

- 1.1 This report details the arrangements to be put in place to cover the maternity leave for Shirlene Adam, Strategic Director and Section 151 Finance Officer.

2. Purpose of the Report

- 2.1 To ratify the appointment of Maggie Hammond, Strategic Finance Officer, as interim Section 151 Officer to cover maternity leave for Shirlene Adam.

3. Background

- 3.1 Every Council must appoint one of its officers as a Finance Officer under Section 151 of the Local Government Act 1972.
- 3.2 The Council's Section 151 Officer is Shirlene Adam. However she will be taking leave and maternity leave from the 6 July 2009 and therefore interim arrangements need to be made to cover this in order to release her from any liabilities during this time.
- 3.3 It is therefore proposed that Maggie Hammond, who is the Council's Strategic Finance Officer should be appointed as the interim Section 151 Officer to cover the period of Shirlene Adam's maternity leave.

4. Recommendation

- 4.1 To appoint Maggie Hammond, Strategic Finance Officer, as interim Section 151 Officer with immediate effect until such time as Shirlene Adam returns from maternity leave.

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