



Senior Appointments Committee

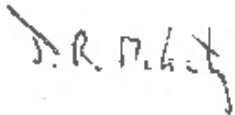
Meeting: Thursday, 6th March 2025 at 6.30 pm in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP

Membership:	Cllrs. Hilton (Chair), Wilson (Vice-Chair), A. Chambers, S. Chambers and Pullen
Contact:	Democratic and Electoral Services 01452 396126 democratic.services@gloucester.gov.uk

AGENDA

1.	APOLOGIES To receive any apologies for absence.
2.	MINUTES (Pages 5 - 6) To approve as a correct record the minutes of the meeting held on 6 th June 2024.
3.	DECLARATIONS OF INTEREST To receive from Members, declarations of the existence of any disclosable pecuniary, or nonpecuniary, interests and the nature of those interests in relation to any agenda item. Please see Agenda Notes.
4.	PUBLIC QUESTION TIME (15 MINUTES) The opportunity is given to members of the public to put questions provided that questions do not contravene the provisions set out in Council Procedure Rule 10.01. To ask a question at this meeting, please submit it to democratic.services@gloucester.gov.uk by 12 noon on Friday 28 th February 2025 or telephone 01452 396203 for support. Questions and responses will be published at least 24 hours before the meeting. Supplementary questions may be put and answered during the meeting, subject to the relevant time limit.

<p>5.</p>	<p>PETITIONS AND DEPUTATIONS (15 MINUTES)</p> <p>The opportunity is given to members of the public to present a petition or deputation provided that any such petition or deputation does not contravene the provisions set out in Council Procedure Rule 11.01.</p> <p>To present a petition or deputation at this meeting, please provide the subject matter to democratic.services@gloucester.gov.uk by 12 noon on Friday 28th February 2025 or telephone 01452 396203 for support.</p>
<p>6.</p>	<p>DESIGNATION OF CHIEF FINANCE OFFICER (Pages 7 - 10)</p> <p>To consider the report of the Head of Paid Service recommending the designation of a Chief Finance Officer.</p>



Jon McGinty
Managing Director

Date of Publication: Wednesday 26th February 2025

NOTES

Disclosable Pecuniary Interests

The duties to register, disclose and not to participate in respect of any matter in which a member has a Disclosable Pecuniary Interest are set out in Chapter 7 of the Localism Act 2011.

Disclosable pecuniary interests are defined in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 as follows –

<u>Interest</u>	<u>Prescribed description</u>
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the Council) made or provided within the previous 12 months (up to and including the date of notification of the interest) in respect of any expenses incurred by you carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between you, your spouse or civil partner or person with whom you are living as a spouse or civil partner (or a body in which you or they have a beneficial interest) and the Council (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
Land	Any beneficial interest in land which is within the Council's area. For this purpose "land" includes an easement, servitude, interest or right in or over land which does not carry with it a right for you, your spouse, civil partner or person with whom you are living as a spouse or civil partner (alone or jointly with another) to occupy the land or to receive income.
Licences	Any licence (alone or jointly with others) to occupy land in the Council's area for a month or longer.
Corporate tenancies	Any tenancy where (to your knowledge) – (a) the landlord is the Council; and (b) the tenant is a body in which you, your spouse or civil partner or a person you are living with as a spouse or civil partner has a beneficial interest
Securities	Any beneficial interest in securities of a body where – (a) that body (to your knowledge) has a place of business or land in the Council's area and (b) either – i. The total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or ii. If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, your spouse or civil partner or person with

whom you are living as a spouse or civil partner has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

For this purpose, "securities" means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

NOTE: the requirements in respect of the registration and disclosure of Disclosable Pecuniary Interests and withdrawing from participating in respect of any matter where you have a Disclosable Pecuniary Interest apply to your interests and those of your spouse or civil partner or person with whom you are living as a spouse or civil partner where you are aware of their interest.

Access to Information

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For enquiries about Gloucester City Council's meetings please contact Democratic Services, 01452 396126, democratic.services@gloucester.gov.uk.

If you, or someone you know cannot understand English and need help with this information, or if you would like a large print, Braille, or audio version of this information please call 01452 396396.

Recording of meetings

Please be aware that meetings may be recorded. There is no requirement for those wishing to record proceedings to notify the Council in advance; however, as a courtesy, anyone wishing to do so is advised to make the Chair aware before the meeting starts.

Any recording must take place in such a way as to ensure that the view of Councillors, Officers, the Public and Press is not obstructed. The use of flash photography and/or additional lighting will not be allowed unless this has been discussed and agreed in advance of the meeting.

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If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions:

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building; gather at the assembly point in the car park and await further instructions;
- Do not re-enter the building until told by a member of staff or the fire brigade that it is safe to do so.



SENIOR APPOINTMENTS COMMITTEE

MEETING : Thursday, 6th June 2024

PRESENT : Cllrs. Hilton (Chair), Wilson (Vice-Chair), A. Chambers, S. Chambers and Pullen

Others in Attendance

Managing Director

Democratic and Electoral Services Officer

APOLOGIES : None

1. DECLARATIONS OF INTEREST

There were no declarations of interest.

2. MINUTES

The minutes of the meeting held on the 19th December 2022 were approved and signed by the Chair as a correct record.

3. PUBLIC QUESTION TIME (15 MINUTES)

There were no public questions.

4. PETITIONS AND DEPUTATIONS (15 MINUTES)

There were no petitions or deputations.

5. DESIGNATION OF MONITORING OFFICER

Councillor Hilton invited the Managing Director to introduce the report. The Managing Director reminded Members that Council had resolved to designate Tom Clark as interim Monitoring Officer for no more than 12 months (25th January 2024 Minute 68). He drew their attention to the experience of Jane Cryer (3.6) which he considered to be excellent for the role in question. The Managing Director confirmed his advice that she be appointed on a four days a week basis (3.7) and further recommended that it would be reasonable to keep the workload under review for six to twelve months to ensure all parties remain happy with the four days a week arrangement.

**SENIOR APPOINTMENTS COMMITTEE
06.06.24**

RESOLVED TO RECOMMEND to Council that Jane Cryer be designated as the Council's Monitoring Officer from 1st October 2024, or her commencement of secondment to the Council (whichever is sooner).

**Time of commencement: 6.45 pm hours
Time of conclusion: 6.50 pm hours**

Chair

Gloucester City Council

Meeting:	Senior Appointments Committee Council	Date:	6 March 2025 27 March 2025
Subject:	Designation of Chief Finance Officer		
Report Of:	Head of Paid Service		
Wards Affected:	All		
Key Decision:	No	Budget/Policy Framework:	No
Contact Officer:	Jon McGinty, Managing Director		
	Email: jon.mcginty@gloucester.gov.uk		Tel: 39-6200
Appendices:	None		

FOR GENERAL RELEASE

1.0 Purpose of Report

- 1.1 To designate a Chief Finance Officer (also known as S151 Officer).

2.0 Recommendations

- 2.1 Senior Appointments Committee is asked to **RESOLVE** that Alison Turner be recommended to Council to be designated as the Council's Chief Finance Officer from 8th April 2025 until further notice.

- 2.2 Council is asked to **RESOLVE**

- (1) That Alison Turner be designated Chief Finance Officer for the City Council in accordance with section 151 of the Local Government Act 1972 with effect from 8th April 2025.
- (2) That it be noted that Hadrian Walters will remain the Council's interim Chief Finance Officer until the commencement of Alison Turner's employment with the Council.

3.0 Background and Key Issues

- 3.1 Section 151 of the Local Government Act 1972 requires the council to make arrangements for the "proper administration of (its) financial affairs" and to "secure that one of their officers has responsibility for the administration of those affairs" through the appointment of what is known as a Chief Finance Officer to advise the council. The Chief Finance Officer is also known as the S151 Officer and this terminology will be used throughout this report.

- 3.2 The S151 Officer is required by law to be a qualified accountant and a member of one of the professional bodies as outlined in the Local Government Finance Act 1988. The legislative framework requires that either the S151 Officer is a direct employee of the council or that the S151 Officer is an employee of another council under a formal shared service arrangement.
- 3.3 Following the departure due to ill health retirement of the previous S151 Officer, Greg Maw, on 16 November 2024, Hadrian Walters, the Financial Services Manager and Deputy S151 Officer, was appointed as the interim S151 Officer by Council on 21 November 2024.
- 3.4 Following a competitive recruitment process earlier this year, Alison Turner was appointed as Head of Finance and Resources with an anticipated start date of 8th April 2025, therefore it is recommended that Council approves her permanent appointment to the statutory S151 Officer role.

4.0 Social Value Considerations

- 4.1 Not applicable.

5.0 Environmental Implications

- 5.1 Not applicable.

6.0 Alternative Options Considered

- 6.1 The Council has a statutory duty to make the appointment from a suitably qualified employee. This option is recommended following a competitive recruitment process.

7.0 Reasons for Recommendations

- 7.1 To meet the statutory requirements to appoint a S151 Officer for the City Council.

8.0 Future Work and Conclusions

- 8.1 If approved, Alison Turner will assume the permanent designation of S151 Officer with effect from the commencement of her employment with the Council on 8th April 2025. Hadrian Walters, the Finance Services Manager, will continue as interim S151 Officer until her arrival.

9.0 Financial Implications

- 9.1 Funding for the post of Head of Finance and Resources, to which this role is attached, was identified as part of the senior management structure agreed by the Head of Paid Service in his decision dated 15 May 2023 and is part of the budgeted staffing establishment of the Council.

(Financial Services have been consulted in the preparation this report.)

10.0 Legal Implications

10.1 Under Section 151 of the Local Government Act 1972 the Council has a duty to make arrangements for the proper administration of their financial affairs and appoint a Section 151 Officer. The Section 151 Officer must lead on the Council's financial functions and ensure that they are fit for purpose. The Section 151 Officer must be professionally qualified and suitably experienced.

10.2 Under Section 113 of the Local Government Finance Act 1988 the Section 151 Officer must also be a member of a recognised accountancy body.

(One Legal have been consulted in the preparation this report.)

11.0 Risk & Opportunity Management Implications

11.1 If a S151 Officer is not in post, the Council would be in breach of Section 151 of the Local Government Act 1972.

12.0 People Impact Assessment (PIA) and Safeguarding:

12.1 None.

13.0 Community Safety Implications

13.1 None.

14.0 Staffing & Trade Union Implications

14.1 The Local Government Act 1972 requires the person designated as S151 Officer to be employed by the Council either directly or under a formal shared services agreement with another council.

Background Documents: None

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