

**EAST STAFFORDSHIRE BOROUGH COUNCIL**

**REPORT COVER SHEET**

<b>Title of Report:</b>	Appointment of Chief Financial Officer/ s151 officer and confirmation of senior management arrangements	To be marked with an 'X' by Democratic Services after report has been presented
<b>Meeting of:</b>	Member Interview Panels – 31 <sup>st</sup> August 2023 and 21 <sup>st</sup> September 2023	x
	Corporate Management Team report clearance – 18 <sup>th</sup> September 2023	x
	Full Council 25 September 2023	

<b>Is this an Executive Decision:</b>	NO	<b>Is this a Key Decision:</b>	NO
<b>Is this in the Forward Plan:</b>	NO	<b>Is the Report Confidential:</b>  <b>If so, please state relevant paragraph from Schedule 12A LGA 1972:</b>	NO

**Essential Signatories:**

**ALL REPORTS MUST BE IN THE NAME OF A HEAD OF SERVICE**

Monitoring Officer: **John Teasdale**

Date ..... Signature .....

Interim Chief Finance Officer: **Lisa Turner**

Date ..... Signature .....

# EAST STAFFORDSHIRE BOROUGH COUNCIL

Report to Council

Date: 25 September 2023

<b>TITLE:</b>	Appointment of Chief Financial Officer/ s151 officer and confirmation of senior management arrangements
<b>PORTFOLIO:</b>	Council
<b>CHIEF OFFICER:</b>	Chief Executive
<b>CONTACT OFFICER:</b>	Andy O'Brien
<b>WARD(S) AFFECTED:</b>	All

## 1. **Purpose of the Report**

1.1 The purpose of the report is to seek approval from Full Council to:-

- appoint Lloyd Haynes CPFA (see below) as the Council's Chief Financial Officer/ s151 Officer with effect from 2<sup>nd</sup> January 2024;
- extend the current interim Chief Financial Officer/ s151 arrangements (Lisa Turner CPFA) to October 25<sup>th</sup>; and
- appoint a further interim appointment to the Chief Financial Officer/ s151 role (Steve Fitzgerald CPFA) from October 26<sup>th</sup> 2023, until 1st January 2024; and
- receive confirmation of the senior management arrangements, as per the constitution part 4I, para 4.1.

## 2. **Background**

2.1 The Chief Financial Officer/ s151 Officer position is a statutory appointment pursuant to Section 151 of the Local Government Act 1972.

## 3. **Contribution to Corporate Priorities**

3.1 There is no Corporate Plan target relating to the subject of this report.

#### **4. Appointment of s151 Officer**

- 4.1 Section 151 of the Local Government Act 1972 requires local authorities to make arrangements for the proper administration of their financial affairs and appoint a Chief Financial Officer/ s151 officer to have responsibility for those arrangements.
- 4.2 As such, the Chief Financial Officer/ s151 officer must lead on a local authority's financial functions and ensure they are fit for purpose. The Chief Financial Officer/ s151 officer must be professionally qualified and suitably experienced. In correspondence with the Local Government Finance Act 1988 the Chief Financial Officer/ s151 officer must be a member of one of the following bodies in order to qualify as a responsible officer:
- (a) the Institute of Chartered Accountants in England and Wales;
  - (b) the Institute of Chartered Accountants of Scotland;
  - (c) the Chartered Association of Certified Accountants;
  - (d) the Chartered Institute of Public Finance and Accountancy (CPFA);
  - (e) the Institute of Chartered Accountants in Ireland;
  - (f) the Chartered Institute of Management Accountants; and
  - (g) any other body of accountants established in the United Kingdom and for the time being approved by the Secretary of State for the purposes of this section.
- 4.3 During July, August and September the Council carried out a public recruitment and selection process to recruit to the vacancy of Chief Financial Officer/ s151 officer (currently fulfilled on an interim basis by Lisa Turner). In doing so, the aim was also to find someone suitable to be the Chief Financial Officer/ s151 officer on a permanent basis.
- 4.4 Following an advertisement in the nationwide Municipal Journal, we were pleased to attract a strong pool of candidates, in a difficult market to recruit qualified people. Three candidates were shortlisted to final interview and presentation, having completed two psychometric tests.
- 4.5 The two psychometric tests comprised: (1) SHL<sup>1</sup>'s 'G+' cognitive ability test which measures three types of ability, numerical, deductive, and inductive which are important in evaluating arguments, analysing scenarios, working with data, doing mathematical computations, interpreting graphs and tables, and drawing logical conclusions; and (2) an occupational personality questionnaire (OPQ), a trait based personality measure which assesses an individual's personality preferences in the workplace. The responses shown describe the way an applicant sees their own behaviour, rather than how another person might describe it. The results of these exercises were considered against the person specification for the role.
- 4.6 A panel interview, including a pre-prepared presentation from candidates, comprised: the Leader of the Council (Cllr Fitzpatrick), the Cabinet member for Finance (Cllr Chaudhry),

---

<sup>1</sup> SHL is a world-leading company specialising in making predictive assessments of job applicants precisely to measure skills, behaviour and performance potential.

the Leader of the Opposition (Cllr Allen) and myself as Chief Executive; supported by Linda McDonald, Shared Service Centre Manager (HR, OD and Payments)

- 4.7 Following the panel interview, the panel members assessed the information gained from the whole selection process and Lloyd Haynes CPFA was found to be the successful candidate. Lloyd Haynes is currently 'Head of Finance – Technical & Transactional (Deputy s151 Officer)' at Walsall Council in the West Midlands.
- 4.8 **The panel unanimously recommend to Council that Lloyd Haynes be appointed Chief Financial Officer/ s151 officer.**
- 4.9 Lloyd Haynes is required to give his current employer three months' notice which means he will be able to start at East Staffordshire Borough Council on 2<sup>nd</sup> January 2024.
- 4.10 Lisa Turner CPFA, the interim Chief Financial Officer/ s151 officer - acting up from the Chief Accountant role - has since resigned from the Council's employment.
- 4.11 During her notice period Lisa has indicated she is willing and able to continue as Chief Financial Officer/ s151 officer until 25<sup>th</sup> October (her last day in the office before taking overdue leave until her final day of employment on 19<sup>th</sup> November).
- 4.12 During week beginning 18<sup>th</sup> September a member panel convened, consisting of the Leader of the Council, Cllr Chaudhry, (Cabinet member for Finance and Treasury Management) and Cllr Sankey to reach a unanimous decision to recommend to Council to appoint Stephen Fitzgerald CPFA, to act as interim Chief Financial Officer/ s151 officer from 26<sup>th</sup> October until 1st January 2024. Stephen is an experienced interim manager having acted as a chief financial officer on 16 occasions.
- 4.13 At the same time this summer, an advert was also placed for the position of Head of Regeneration and Development post. Twenty three applicants applied and the above recruitment process was also followed: longlisting, psychometric testing, presentation and a formal member led interview process<sup>2</sup>. Applicants applied from as far away as the south coast of England and as far north as the North West of England. Applications came from colleagues in district, county, unitary and metropolitan councils as well as from a University and a Local Enterprise Partnership.
- 4.14 The panel unanimously approved internal candidate Thomas Deery as the permanent Head of Regeneration and Development.
- 4.15 The following list CONFIRMS the chief officer responsibilities reporting into myself as Chief Executive:-

**John Teasdale (Head of Legal and Regulatory Services and statutory Monitoring Officer)**

- Legal Services (including Assets and Estates)

---

<sup>2</sup> The panel on this occasion included the Leader of the Council (Cllr Fitzpatrick), the Cabinet member for Regeneration and Development (Cllr Hawkins), the Leader of the Opposition (Cllr Allen) and myself as Chief Executive; again ably supported by Linda McDonald, Shared Service Centre Manager (HR, OD and Payments).

- Environmental Health
- Licensing and Enforcement

**Lloyd Haynes (statutory Chief Financial s151 Officer)**

- Financial Services
- Revenues and Benefits team

**Tom Deery (Head of Regeneration and Development)**

- Enterprise/Regeneration team
- Planning Services
- Cultural Services (Brewhouse, Arts Development, Town Hall, Strategic Tourism etc.)
- Housing Options service

**Mark Rizk (Head of Corporate and Environment Services)**

- Programmes and Transformation team
- ICT
- Environment Services
- Communities and Open Spaces

4.16 A CONFIRMED management structure diagram will follow in the weekly Member Briefing document.

**5. Financial Considerations**

*This section has been approved by the following member of Financial Management Unit:  
Lisa Turner*

5.1 The appointments set out within recommendations 11.1 and 11.2 can be met from existing budgets. Any additional financial requirement as a result of the appointment of an Interim, as per recommendation 11.3 and 11.4, can be met from the professional reserve.

**6. Risk Assessment and Management**

6.1 The main risks to this Report and the Council achieving its objectives are as follows.

6.2 Positive (Opportunities/Benefits):

6.2.1 The appointment of the s151 Officer is a statutory requirement and the recommendations fulfil this obligation.

6.3 Negative (Threats)

6.3.1 None.

## **7. Legal Considerations**

*This section has been approved by the following member of the Legal Team: John Teasdale.*

- 7.1 There are no other significant legal issues arising from this Report. The relevant statutory requirements are set out above.

## **8. Equality and Health**

- 8.1 **Equality impacts:** The subject of this Report is not a policy, strategy, function or service that is new or being revised. An equality and health impact assessment is not required.

- 8.2 **Health impacts:** The outcome of the health screening question does not require a full Health Impact Assessment to be completed. An equality and health impact assessment is not required.

## **9. Human Rights**

- 9.1 There are no Human Rights issues arising from this Report.

## **10. Sustainability** (including climate change & change adaptation measures)

- 10.1 Does the proposal result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures) N/A

- 10.2 Please detail any positive/negative aspects:

Positive (Opportunities/Benefits)

10.2.1 None

Negative (threats)

10.2.2 None

## **11. Recommendations**

- 11.1 To approve the appointment of Lloyd Haynes CPFA as Chief Financial Officer/ s151 officer of the Council pursuant to the Local Government Act 1972 as recommended by the Member panel, with effect from 2<sup>nd</sup> January 2024;
- 11.2 To extend Lisa Turner's re-appointment as Interim Chief Financial Officer/ s151 Officer until 25<sup>th</sup> October (one month from 25<sup>th</sup> September);
- 11.3 To approve the appointment of Stephen Fitzgerald CPFA as Interim Chief Financial Officer/ s151 Officer from 26<sup>th</sup> October until 1<sup>st</sup> January 2024; and
- 11.4 To note the new senior management arrangements.

**12. Background papers**

12.1 None.

**13. Appendices**

13.1 None.