



Buckinghamshire & Milton Keynes Fire Authority

MEETING	Executive Committee
DATE OF MEETING	18 November 2015
OFFICER	Jason Thelwell, Chief Fire Officer/Chief Executive
LEAD MEMBER	Councillor Roger Reed
SUBJECT OF THE REPORT	Appointment of Director Finance and Assets (Chief Finance Officer)
EXECUTIVE SUMMARY	<p>The role of Director of Finance and Assets is currently being covered by a temporary appointment.</p> <p>The substantive appointment of the new Director was agreed by members at the Executive Committee on 16 September 2015.</p> <p>The approach for the selection process was also agreed and is outlined in Appendix 1.</p> <p>Selection took place on 19 October 2015, it was conducted in line with the agreed approach, however, Councillor Dransfield decided to withdraw from the panel and was replaced by Councillor Busby.</p> <p>The outcome was that the panel members were unanimous in their determination to recommend to the Executive Committee that it select on behalf of the Authority David Sutherland, the current temporary Director of Finance and Assets, to be made substantive in the role, commencing after Executive Committee approval.</p>
ACTION	Decision.
RECOMMENDATIONS	<p>It is recommended that:</p> <ol style="list-style-type: none"> 1. David Sutherland be selected as Director Finance and Assets (Chief Finance Officer) to commence in post on 18 November 2015; 2. the remuneration for the Director Finance and Assets (Chief Finance Officer) as set out in Appendix 2 be approved.
RISK MANAGEMENT	The recommended arrangements ensure all appropriate statutory provisions are in place in addition to providing stability and resilience.
FINANCIAL IMPLICATIONS	Costs associated with this recommended appointment will be accommodated within existing budgets.

<p>LEGAL IMPLICATIONS</p>	<p>Section 112 of the Local Government Finance Act 1988 ('the 1988 Act') requires the Authority to make arrangements for the proper administration of its financial affairs and shall secure that one of its officers (known as a "Chief Finance Officer" by reference to section 114 of the 1988 Act) has responsibility for the administration of those affairs.</p> <p>The requirement was considered by the High Court in <i>Pinfold North Ltd v Humberside Fire Authority</i> [2010] EWHC 2944 (QB) which held that the Chief Finance Officer need not be an employee of a combined fire authority. The Chief Finance Officer must be a member of one of the accountancy bodies specified in section 113 of the 1988 Act, which includes CIPFA.</p> <p>The Executive Committee is delegated the decision of "appointment of a statutory finance officer" on behalf of the Authority by its Terms of Reference.</p>
<p>CONSISTENCY WITH THE PRINCIPLES OF COLLABORATION</p>	<p>The Authority has committed to a default position of collaboration with Thames Valley FRAs unless a clear business case favours an alternative collaborative option. Annex A of the report to the Executive Committee on 16 September 2015 fully considered relevant collaboration opportunities.</p> <p>The new Director will lead a joint review initially covering financial services and procurement and will be able to explore greater collaborative arrangements with other fire authorities, and possibly other neighbouring public sector bodies after the business systems and integration project is concluded in 2017</p>
<p>HEALTH AND SAFETY</p>	<p>No implications.</p>
<p>EQUALITY AND DIVERSITY</p>	<p>There are no equality and diversity issues. The selection and appointment process is transparent and follows relevant Authority policy and procedures which have been equality impact assessed.</p>
<p>USE OF RESOURCES</p>	<p>The arrangements for setting, reviewing and implementing strategic and operational objectives; Performance monitoring, including budget monitoring; achievement of strategic objectives and best value performance indicators.</p> <p>The Chief Finance Officer role plays a key part in ensuring the proper financial arrangements are in place and monitored.</p> <p>Communication with stakeholders; Normal communication mechanisms will be used to confirm the Authority's statutory arrangements and for announcing the substantive appointment.</p>

	<p>The system of internal control; The post holder is responsible for the overall development and coordination of the Authority's financial management arrangements, including developing efficiency plans and monitoring their effectiveness.</p> <p>The post holder will also be expected to plan and execute the annual audit programme.</p> <p>The medium term financial strategy; The post holder is responsible for the Authority's corporate financial planning and financial planning frameworks, including corporate financial performance reports.</p>
<p>PROVENANCE SECTION & BACKGROUND PAPERS</p>	<p>Executive Committee 16 September 2015 Appointment of Director Finance and Assets http://bucksfire.gov.uk/files/8014/4161/6532/ITEM_9_Appointment_of_Director_Finance_and_Assets_Chief_Finance_OfficerAnnexe A.pdf</p> <p>Executive Committee 18 March 2015 Designation of Chief Finance Officer http://bucksfire.gov.uk/files/3014/2564/4052/ITEM_9_Designation_of_Chief_Finance_Officer_draft_Exec_18_032015.pdf</p> <p>Pay Policy Statement 2015/16 http://bucksfire.gov.uk/fire-authority/local-government-transparency-code/</p>
<p>APPENDICES</p>	<p>Appendix 1: Recruitment and Selection process. Appendix 2: Remuneration proposals (Exempt)</p>
<p>TIME REQUIRED</p>	<p>10 minutes.</p>
<p>REPORT ORIGINATOR AND CONTACT</p>	<p>Lynne Swift, Director of People & Organisational Development lswift@bucksfire.gov.uk 01296 744679</p>