



Buckinghamshire & Milton Keynes Fire Authority

MEETING	Executive Committee
DATE OF MEETING	19 September 2018
OFFICER	Jason Thelwell, Chief Fire Officer/Chief Executive
LEAD MEMBER	Councillor Steven Lambert Councillor Peter McDonald
SUBJECT OF THE REPORT	Appointment of Director of Finance and Assets (Chief Finance Officer)
EXECUTIVE SUMMARY	<p>The appointment of a new Director of Finance and Assets was agreed by the Executive Committee at its meeting on 11 July 2018.</p> <p>The recruitment and selection process and timetable was also agreed at the 11 July 2018 meeting and are outlined in Appendices 1 and 2. The assessment process took place on Friday 3 August 2018 in line with the agreed approach.</p> <p>The outcome of the 3 August 2018 assessment process was that the panel members were unanimous in their determination to recommend to the Executive Committee, that it select, on behalf of the Authority, Mark Hemming, currently Deputy Finance and Assets Director to be the Director of Finance and Assets (Chief Finance Officer) from 1 October 2018; the date immediately after the Director Finance and Assets role becomes vacant.</p>
ACTION	Decision.
RECOMMENDATIONS	<p>It is recommended that:</p> <ol style="list-style-type: none"> 1. Mark Hemming be selected as Director of Finance and Assets (Chief Finance Officer) to commence in post from 1 October 2018. 2. The remuneration for the Director of Finance and Assets (Chief Finance Officer) as set out in Appendix 3 be approved.
RISK MANAGEMENT	<p>The recommended arrangements ensure all appropriate statutory provisions are in place in addition to providing stability and resilience.</p> <p>Senior management succession plans are reviewed as a minimum annually to ensure that sustainable, fit for purpose, effective executive leadership is in place to deliver the Authority's vision and corporate priorities. Risks are identified as part of the Authority's strategic</p>

	workforce planning process. Any identified risk is mitigated through a blended approach to senior management resourcing, development and building capabilities through talent management pipeline.
FINANCIAL IMPLICATIONS	Any costs associated with this recommended appointment will be accommodated within the existing budget.
LEGAL IMPLICATIONS	<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 'Chief Finance Officer', by reference to Section 114 of the 1988 Act, has responsibility for the administration of those affairs.</p> <p>The Executive Committee is delegated to consider and make the decision of 'appointment of a statutory finance officer' on behalf of the Authority by its Terms of Reference.</p>
CONSISTENCY WITH THE PRINCIPLES OF THE DUTY TO COLLABORATE	<p>The Authority is committed to ensure that through its resourcing processes it attracts, selects and recruits the right calibre of people to deliver corporate priorities, aligned to workforce planning requirements.</p> <p>The Authority is committed to a default position of collaboration with Thames Valley Fire Authorities, unless a clear business case favours an alternate option. With the level of financial challenges faced and ongoing requirements for improving efficiency and effectiveness, sharing Chief Finance Officer resources is not considered the right option at this time.</p>
HEALTH AND SAFETY	There are no health and safety implications arising from this report.
EQUALITY AND DIVERSITY	There are no identified equality and diversity issues. The selection and appointment process is transparent, and has followed relevant Authority policy.
USE OF RESOURCES	<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;</p>

	<p>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 is 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>Background:</p> <p>Executive Committee 11 July 2018: Recruitment and Appointment of the future Director of Finance and Assets</p> <p>Pay Policy Principles and Statement 2018/19: https://bucksfire.gov.uk/files/3515/1998/5277/Pay_Policy_Principles_and_Statement_2018-19.pdf</p>
<p>APPENDICES</p>	<p>Appendix 1 Recruitment and Selection Process – Director of Finance and Assets</p> <p>Appendix 2 Timeline for Recruitment and Selection Process Director of Finance and Assets</p> <p><i>Not for publication by virtue of Paragraph 1 of Part 1 of Schedule 12A of the Local Government Act 1972, as the Appendix contains information relating to an individual; and Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as the Appendix contains information relating to the financial or business affairs of a person (including the Authority); and on these grounds it is considered the need to keep information exempt outweighs the public interest in disclosing the information:</i></p> <p>Appendix 3: Director of Finance and Assets Remuneration proposal</p>
<p>TIME REQUIRED</p>	<p>15 minutes.</p>
<p>REPORT ORIGINATOR AND CONTACT</p>	<p>Lynne Swift lswift@bucksfire.gov.uk 01296 744679</p>