

# Public Document Pack

## **Interim Appointment of Statutory Monitoring Officer and Section 151 Officer (Pages 3 - 4)**

To inform the Committee of a decision taken by the Acting Chief Executive under urgency procedures

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## CHESHIRE EAST COUNCIL

### Staffing Committee

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<b>Date of Meeting:</b>	27 <sup>th</sup> April 2017
<b>Report:</b>	Head of Strategic Human Resources
<b>Subject/Title:</b>	Interim Appointment of Statutory Monitoring Officer and Section 151 Officer
<b>Portfolio Holder:</b>	Cllr Paul Findlow

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#### 1.0 Report Summary

- 1.1 In ordinary circumstances the Constitution requires that Staffing Committee undertake the recruitment and selection processes in respect of the Statutory Officers; S151 Officer, Monitoring Officer and Head of Paid Service, and makes a recommendation to full Council which confirms (or not) Staffing Committee's recommended appointment.
- 1.2 A requirement to introduce immediate interim arrangements for the role of Statutory Monitoring Officer and Section 151 Officer has recently arisen. Given the importance of these statutory roles and the risk of delaying effective interim arrangements until Staffing Committee and Council, or until a quorate special meetings of those bodies can be convened, the delay was considered to be unacceptable. For this reason, urgency procedures were applied.
- 1.3 In accordance with the urgency procedures, the Acting Chief Executive has taken the decision in relation to the interim appointments for both roles in consultation with the Chairman of Staffing Committee, the Group Leaders and the Mayor. In line with constitutional requirements the decision is reported for information to Staffing Committee, by the Chairman.

#### 2.0 Recommendations

- 2.1 That the urgent decision be noted as outlined in Section 3 and 4 of this report.
- 2.2 That the decision noted by Staffing Committee, be reported to Council.

#### 3.0 Interim Statutory Monitoring Officer Appointment

- 3.1 To cover the current absence of the Director of Legal Services and Monitoring Officer, an internal expression of interest process was held and the two resulting candidates were interviewed. The view of the interview panel was that Daniel Dickinson, Deputy Monitoring Officer should be offered the role of Interim Monitoring Officer and Director of Legal Services on an interim basis.

3.3 Daniel Dickinson has over 16 years of local authority experience within Cheshire, with 12 years as a practising solicitor. In his current role he is Deputy Monitoring Officer.

- Strategic Leader (Level 7 Masters) University of Chester
- LLB Law (Hons) University of Central Lancashire
- Admitted Solicitor – Solicitors Regulation Authority

3.4 The appointment will be for the duration of the Director of Legal Services' absence from work and will be reviewed monthly by the Chief Operating Officer. The pro rata monthly salary cost will be £2,621 (difference between current monthly salary cost of appointee and Monitoring Officer monthly salary cost). These acting up arrangements will be in accordance with HR policy and procedures.

#### **4.0 Interim Section 151 Officer Appointment**

4.1 This statutory role will allow the Chief Operating Officer to focus on other responsibilities within his remit, a decision has been taken for an external interim appointment to be made.

4.2 In accordance with the usual practice in such matters, a list of suitable interim Section 151 Officers was obtained from external recruitment consultants and the view of the interview panel was that Jan Willis should be appointed as interim Section 151 Officer, responsible for Finance, Procurement and Audit.

4.3 Jan Willis has over twelve years extensive experience in a number of executive roles within local government, with responsibility for resources and finance, including interim S151 officer.

- Cranford School of Management Executive MBA
- Newham Community College CIPFA
- Warwick University/CIPFA Leaders in Finance

4.4 Initially on a daily rate of £1,025, with the intention to seek a fixed term contract at a monthly salary cost of £10,626. The appointment will be kept under continuous review.

#### **5.0 Access to Information**

5.1 The background papers relating to this report can be inspected by contacting the report writer:

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