

**Council**

**08 July 2025**

**Part 1 - Public**

**Matters for Decision**



Cabinet Member

N/A

Responsible Officer

Damian Roberts, Chief Executive

Report Author

Allison Parris, Principal Democratic Services Officer;  
Mathew Brooks, Head of HR and Development

## **Head of Finance and Section 151 Officer - Recruitment**

### **1 Summary and Purpose of Report**

- 1.1 The report provides an update on the recruitment process undertaken and the recommendations of the Member Panel will be presented for consideration at the meeting on 8 July 2025.

### **2 Corporate Strategy Priority Area**

- 2.1 Efficient services for all our residents, maintaining an effective council.
- 2.2 As detailed in the report to Council on 13 May 2025.

### **3 Recommendations**

- 3.1 To note the recruitment process undertaken; and
- 3.2 To consider the recommendations of the Member Panel, either presented verbally at the meeting or set out in a supplementary report and approve the recruitment of a Head of Finance and Section 151 Officer.

### **4 Introduction and Background**

- 4.1 At the meeting of Council on 13 May 2025, Members agreed to recruit into a newly created post of Head of Finance and Section 151 Officer following the retirement of the long-serving Director of Finance.
- 4.2 Members also agreed the formation of a Member Panel, comprising the Leader, Deputy Leader and Leader of the Opposition, to oversee and be involved in the recruitment process.

4.3 Due to the specialist skillset and seniority of the post, it was fundamental that the Council attracted the best candidates available to apply. It was equally important to ensure that a rigorous selection and testing process of the candidates' skills and abilities was undertaken before the Members Panel interviews.

4.4 The assessment process included multiple stages before the final Member Panel interviews, which are arranged for Friday 4 July 2025.

4.5 The outcome of these interviews will be reported to the Council on 8 July 2025, either verbally or in writing subject to the time available.

## **5 Proposal**

5.1 To receive the recommendations of the Member Panel and agree an appointment to the position of Head of Finance and Section 151 Officer.

## **6 Other Options**

6.1 There are no other options to present.

## **7 Financial and Value for Money Considerations**

7.1 As detailed in the report to Council on 13 May 2025.

## **8 Risk Assessment**

8.1 As detailed in the report to Council on 13 May 2025.

## **9 Legal Implications**

9.1 As detailed in the report to Council on 13 May 2025.

## **10 Consultation and Communications**

10.1 As detailed in the report to Council on 13 May 2025.

## **11 Implementation**

11.1 The Director of Finance and Transformation is retiring on 31 August 2025 with the last working day being 25 July 2025.

11.2 The new post of Head of Finance and Section 151 Officer will be created with effect from 28 July 2025.

## **12 Cross Cutting Issues**

12.1 Climate Change and Biodiversity

12.1.1 Climate change advice has not been sought in the preparation of the options and recommendations in this report.

## 12.2 Equalities and Diversity

12.2.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

## 12.3 Other If Relevant

- Human Resources
- Procurement
- Business Continuity / Resilience

Background Papers	None
Annex 1	Report to Council of 13 May 2025