

Statutory Officers

Purpose

To appoint

- (a) the Monitoring Officer; and
- (b) the Section 151 Officer.

Monitoring Officer

1. The Council is required by Section 5 of the Local Government and Housing Act 1989 to designate one of its officers as the officer responsible for performing the duties imposed by this section (known as the Monitoring Officer). The duties of this post must be carried out personally.
2. At its meeting on 18 December, the Council agreed that Mr Richard Payne be appointed as the Council's Monitoring Officer until further notice. This was an interim arrangement pending the appointment of the Head of Legal Services.
3. The Appointments Sub Committee at its meeting on 31 January 2020 agreed to appoint Gavin Ramtohal as the Head of Legal Services and recommended that he be appointed as the Council's Monitoring Officer.

Chief Finance Officer

4. In accordance with Section 151 of the Local Government Act 1982 and Section 113 of the Local Government Finance Act 1988 there is a statutory requirement on the Council to designate one of its officers as its Section 151 Officer/Chief Finance Officer. The individual is required to be a suitably qualified accountant holding a recognised professional accountancy qualification. The duties of this post must be carried out personally.
5. The current Section 151 Officer, Mr Kelvin Menon, will be leaving the Council's employment on 8th March 2020.
6. An Appointments Sub Committee at its meeting on 12 February 2020 agreed to appoint Simon Little as the Interim Executive Head of Finance and recommended that he be appointed as the Section 151 Officer.

Recommendation

7. The Council is advised to RESOLVE that

- (i) Mr Gavin Ramtohal be appointed as the Council's Monitoring Officer upon him commencing his employment with the Council as Head of Legal Services; and
- (ii) Mr Simon Little be appointed as the Section 151 Officer/Chief Finance Officer upon him commencing his employment with the Council as Interim Executive Head of Finance.

Background Papers: None

Author: Tim Pashen – Interim Deputy Chief Executive
e-mail: tim.pashen@surreyheath.gov.uk

Head of Service Interim Deputy Chief Executive