

Appointment of Section 151 Officer and Interim Appointment of Acting Section 151 Officer – (Recommendation 4) CEX/061

The Leader to move the following Item (**Recommendation 4**):

1. Purpose and Background

- 1.1 The Council has a statutory duty to appoint a Chief Finance Officer (Section 151 Officer), under Section 5 of the Local Government and Housing Act 1989 as one of its designated Officers.
- 1.2 The Council's current Chief Finance Officer (Section 151 Officer) – Karen Hayes, Head of Corporate Finance, will be leaving Crawley Borough Council on the 19 January 2023, when the post of Section 151 Officer will become vacant.
- 1.3 On 5 December 2022 an Employment Panel was held with a membership of Councillors Jones (Chair), Crow, Hellier, S. Mullins and Nawaz to appoint a new Head of Corporate Finance. The Panel's recommendation was that Carolin Martlew be appointed to this role and to the position of the Council's Chief Finance Officer (Section 151 Officer).
- 1.4 The Council is also required to appoint an interim Section 151 Officer, until such time as a permanent Section 151 Officer is in post.

2. Recommendation

Recommendation 4

That Full Council be recommended:

- 2.1 To appoint Carolin Martlew to the positions of Head of Corporate Finance and the Council's Section 151 Officer (Chief Finance Officer) with effect with effect from 1 March 2023.
- 2.2 To approve that the Council's Monitoring Officer be asked to amend the Council's Constitution and the relevant Sub-Delegation Schemes to take into account the above appointment.
- 2.3 That, with effect from 20 January 2023, Paul Windust (Chief Accountant Manager and current Deputy Section 151 Officer) be appointed as the Interim Section 151 Officer until the permanent Chief Finance Officer (Section 151 Officer), commences their position, when he will revert to the role of Deputy Section 151 Officer.

3. Reasons for the Recommendations

- 3.1 To comply with the provision of Section 5 of the Local Government and Housing Act 1989 in respect of the requirement to designate one of its Officers as the Section 151 Officer.
- 3.2 To ensure that the Council is operating appropriately in accordance with statutory requirements and with the necessary advice and guidance required through a Chief Finance Officer (Section 151 Officer).