

5. APPOINTMENT OF CHIEF FINANCE OFFICER (A.13/RMM)

Proposal

- 1 Members are asked to agree the appointment of the new Chief Finance Officer from 1 March 2007.

RECOMMENDATION:

2 That

- 1. Philip Naylor, Head of Finance, be appointed as the Authority's Chief Finance Officer from 1 March 2007 for a period of four years, with an annual review of the arrangement.**
- 2. A special responsibility allowance be paid in recognition of carrying out this additional contractual role at an amount to be agreed by the Chief Executive and Head of HR in consultation with the Chair of Services Committee and Resource Management Team**

Policy/Legal Background

- 3 The Chief Finance Officer (CFO) is an appointment required by S.151 of the Local Government Finance Act 1972. The current service level agreement with Derbyshire County Council for CFO services was agreed for a four year period and amounts to 14 days at a cost of £7,538; expiring on 31st March 2007.
- 4 In December the Authority agreed a process of recruitment to the CFO role (minute ref: 101/06) having been advised that Peter Swaby was unable to continue in this role now he has been appointed as Strategic Director, Corporate Resources at Derbyshire County Council. It was agreed that:
- (a) There should be an element of competition in the process against a specification to ensure appropriate skills and experience are obtained.
 - (b) Expressions of interest should be sought from suitably qualified and experienced people from within the Authority and constituent councils for the CFO role and a proportionate selection process should be undertaken.
 - (c) The appointment should be for a four year period with an annual review of the arrangement
 - (d) The appointment process should be delegated to the Chief Executive and the Chair and the Deputy Chair of the Authority with the recruitment panel also involving the Chair of Audit and Performance Committee and an external professional adviser.

Key Issues

- 5 Following a competitive advertising process and assessment against agreed criteria the panel, which included Peter Swaby as the external professional advisor, recommends the appointment of Philip Naylor as Chief Finance Officer from 1 March 2007.

- 6 This appointment will be a separate contract and not part of or variation to the post of Head of Finance. The contract will be for a period of four years with an annual review of the arrangement. For this reason it is proposed that a special responsibility allowance (as provided for in the Workforce Plan measures) will be paid tied to the CFO contractual period as recompense for undertaking the role. It is proposed that the amount of the allowance will be agreed by the Chief Executive and Head of HR in consultation with the Chair of Services Committee and Resource Management Team and will be linked to the annual inflation increase in pay awards.

- 7 The appointment recognises the development of the Head of Finance over the last 10 years and provides an opportunity for continuing professional and personal development.

APPENDIX

Background

- 1 Full details of the CFO role and the history of the delegation of duties to the Head of Finance were given in the report to the Authority in December 2006 and can be accessed at www.peakdistrict.gov.uk - [Authority Meeting Agenda 8 December 2006](#)

Resources

- 2 The current CFO arrangements costs £7,358. The amount of the special responsibility allowance will be within this budget.

Risk Management

- 3 The Authority needs to have a sound CFO arrangement in place as part of its corporate governance framework. It is a key statutory role which plays a significant part in managing corporate risk.

Human Rights, Equal Opportunities, Health & Safety

- 4 The appointment process has taken equal opportunity considerations into account.

Consultees

- 5 The Chief Executive, Chair of the Authority and Chair of Audit and Performance Committee, Peter Swaby and the Head of HR have been consulted on this report.

Enclosures

- 6 None

List of Background Papers (not previously published)

- 7 None

Report Author

- 8 Ruth Marchington, Director of Corporate Resources

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- 9 1 February 2007