

COUNTY COUNCIL
7 NOVEMBER 2023

Appointment of Section 151 Officer

Report by Chief Executive

RECOMMENDATION

1. **Council is RECOMMENDED to** confirm and approve the designation of Lorna Baxter, Executive Director of Resources, as Section 151 Officer, on a permanent basis from the date of this meeting.

Executive Summary

2. The Council is statutorily required to have a Section 151 Officer in place to be responsible for the proper administration of its financial affairs. Lorna Baxter has undertaken this responsibility alongside her Director of Finance role since October 2013. Procedurally it is necessary to bring this to Full Council for approval and to clarify that this responsibility will sit with the Executive Director Resources.

Background

3. The Council is required to nominate an officer under section 151 of the Local Government Act 1972 to be responsible for the proper administration of its financial affairs, a role currently designated as part of the Director of Finance position.
4. The statutory role of a Section 151 Officer is set out in the Council's constitution in accordance with the guidance of the Local Government Act 1972.

Financial Implications

5. There are no direct financial implications.

Comments checked by:

Kathy Wilcox, Head of Corporate Finance, Kathy.Wilcox@oxfordshire.gov.uk

Legal Implications

6. These are set out in the body of the report. It is necessary for full council to approve the designation of a S151 Officer.

Comments checked by:

Anita Bradley, Director of Legal & Governance
Anita.Bradley@oxfordshire.gov.uk

Staff Implications

7. There are no staff implications.

Equality & Inclusion Implications

8. There are no equality and inclusion implications.

Martin Reeves
Chief Executive

Annex: Nil

Background papers: Nil

Contact Officer: Michael Fletcher, Head of HR Business Partnering & Advisory Michael.Fletcher@oxfordshire.gov.uk

November 2023