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# Extraordinary Council Meeting

Thursday, 28th January, 2016 at 7.00 pm or immediately following the Cabinet meeting, whichever is the later

Conference Room, Parkside, Chart Way, Horsham

To: All Members of the Council

You are summoned to the meeting to transact the following business

## Agenda

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1. <b>Apologies for absence</b>	
2. <b>Declarations of Members' Interests</b> To receive any declarations of interest from Members	
3. <b>Announcements</b> To receive any announcements from the Chairman of the Council, the Leader, Members of the Cabinet or the Chief Executive	
4. <b>Minutes of the Employment Committee</b> To receive the minutes of the Employment Committee of 20 <sup>th</sup> January 2016 and, if approved, to adopt any recommendations contained therein	1 - 2
5. <b>Appointment of Interim s151 Officer</b> Section 151 of the Local Government Act 1972 requires every local authority to make arrangements for the proper administration of their financial affairs and requires one officer to be nominated to take responsibility for the administration of those affairs. The Section 151 officer must be a qualified accountant belonging to one of the recognised chartered accountancy bodies. The Section 151 officer has a number of statutory duties, including the duty to report any unlawful financial activity involving the authority (past, present or proposed) or failure to set or keep to a balanced budget. The Section 151 officer also has a number of statutory powers in order to allow this role to be carried out, such as the right to insist that the local authority makes sufficient financial provision for the cost of internal audit. Katharine Eberhart, Director of Corporate Resources is the Council's s151 officer and leaves at the end of the month to take up her new role as Director of Finance with West Sussex County Council. Pending the commencement of duties by the new Director it will be necessary to appoint an interim s151	

officer. Subject to Council's agreement, the interim role has been offered to Peter Stuart, Head of Finance and HR at Mid Sussex District Council. Council is therefore **Recommended** to appoint Peter Stuart, Head of Finance and HR at Mid Sussex District Council as the interim s151 officer for Horsham District Council until the commencement of duties by the new Director of Corporate Resources.

6. **Urgent Business**

To consider matters certified by the Chairman as urgent

**EMPLOYMENT COMMITTEE**  
**20<sup>TH</sup> JANUARY 2016**

Present: Councillors: Roger Clarke, Ray Dawe, David Skipp, Brian Donnelly (co-opted Member)

E/1 **APPOINTMENT OF CHAIRMAN**

Councillor Ray Dawe was appointed Chairman for the purposes of the meeting.

E/2 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

E/3 **ANNOUNCEMENTS**

There were no announcements.

E/4 **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED

That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business, on the grounds it involves the likely disclosure of exempt information, as defined in Part I of Schedule 12A of the Act, by virtue of the paragraph specified against the item.

E/5 **INTERVIEWS FOR THE APPOINTMENT OF DIRECTOR OF CORPORATE RESOURCES (s151 OFFICER) (PARAGRAPH 1)**

RECOMMENDED

That Jane Eaton be offered the appointment of Director of Corporate Resources and Chief Finance (s151) Officer, with effect from a date to be agreed.

The meeting started at 9.15am, adjourned between 1.00pm and 1.45pm, and closed at 3.35pm.

CHAIRMAN

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