

Public Document Pack

URGENT DECISION

The urgent decision has been attached. This decision was approved and signed by relevant Members and Officers on 30th October 2025

- 1. Urgent Decision - Appointment of an Acting Section 151 Officer** (Pages 3 - 6)

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REDDITCH BOROUGH COUNCIL**RECORD OF DECISION TAKEN UNDER URGENCY PROCEDURES**

SUBJECT: Appointment of an acting Section 151 Officer for Redditch Borough Council

BRIEF STATEMENT OF SUBJECT MATTER:

The position of Section 151 Officer is a statutory officer post. As such, 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. The relevant wording states that: -“Without prejudice to section 111 above, every local authority shall make arrangements for the proper administration of their financial affairs and shall secure that one of their officers has responsibility for the administration of those affairs.” Section 113 of the Local Government Finance Act 1988 requires that the officer appointed as the Chief Finance Officer (CFO) must be a member of a specified accountancy body.

The Council appointed a Section 151 Officer at a Council meeting held on 27th January 2025. The Officer who was appointed to this position has subsequently tendered his resignation from Bromsgrove District Council as his employing authority and will cease to be an employee on 1st November 2025. There is therefore a need to replace him as Section 151 Officer.

It is a legal requirement that the appointment of the Section 151 Officer, as a statutory officer, is made by full Council. This is set out in the relevant regulations (The Local Authorities (Standing Orders) Regulations 2001 (as amended) Schedule I Part II) which are reproduced in the Officer Employment Rules at Part 17 of the Constitution. Unfortunately, there are not due to be any Council meetings prior to 1st November 2025. This would also not provide sufficient time to follow the structured appointments process to employ a new permanent Section 151 Officer, involving the work of the Joint Appointments Committee.

In this context, it is proposed that a temporary arrangement should be made, whereby the existing Deputy Section 151 Officer, Debra Goodall, should be appointed as the acting Section 151 Officer for the Council. This will ensure both that the Council complies with statutory requirements and will ensure service continuity.

Members are asked to note that the temporary post will be evaluated in line with the Council’s job evaluation scheme to take into account the additional responsibilities that will be covered by Debra Goodall. Any financial costs arising will be met from existing budgets.

Bromsgrove District Council is the employing authority for the position of Section 151 Officer. However, Redditch Borough Council is the employing authority for Debra Goodall. Subject to Members’ approval of Debra Goodall’s appointment on a temporary basis as acting Section 151 Officer, she will need to be made available by Redditch Borough Council under the shared services arrangements to perform such duties as are required by their post for Bromsgrove District Council.

It is proposed that this temporary appointment will continue until such time as a replacement Section 151 Officer commences employment with Bromsgrove District Council.

DECISION: To consider and agree the temporary appointment of an acting Section 151 Officer for the Council.

RESOLVED:

- 1) To approve the temporary appointment of Debra Goodall as acting Section 151 Officer, to fulfil the purposes of Section 151 of the Local Government 1972, until such time as a replacement Section 151 Officer commences employment with Bromsgrove District Council; and
- 2) Subject thereto, Debra Goodall to be made available under the shared services arrangements with Bromsgrove District Council to perform such duties as are required in her capacity as acting Section 151 Officer for Bromsgrove District Council.

(Council decision)

GROUNDS FOR URGENCY:

The Section 151 Officer appointed by the Council at a meeting held in January 2025 has given notice of his resignation from Bromsgrove District Council, as his employer, and his contract is due to expire at the end of October 2025. To ensure that Redditch Borough Council can fulfil the legal obligation to have a Section 151 Officer from 1st November 2025 onwards, there is a need for a decision to be taken urgently to appoint Mrs Debra Goodall as acting Section 151 Officer on a temporary basis. The appointment of a Section 151 Officer is a Council function and no Council meetings are due to take place prior to the end of the month. Therefore, an urgent decision is needed in respect of this temporary appointment.

DECISION APPROVED BY:

CHIEF EXECUTIVE

.....
(Signature) (John Leach - (CX))

Date: 30th October 2025PROPOSED ACTION SUPPORTED *(amend as appropriate)*

..... (Signature)	 (Signature)	 (Signature)	 (Signature)	 (Signature)
(Block Capitals)	(Block Capitals)	(Block Capitals)	(Block Capitals)	(Block Capitals)
MAYOR *	PF HOLDER	LEADER	LDR of the CONSERVATIVE Group	CHAIR O&S Committee
Date:	Date:	Date:	Date:	Date:

Notes:

* In addition to the Executive decision above regarding the matter under consideration, the Mayor is signing to agree both that the Executive decision proposed is reasonable in all the circumstances

and to it being treated as a matter of urgency. This is to ensure that the fair in procedures as set out in Part 8 of the Constitution shall not apply where an Executive decision being taken is urgent.

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