

Committee: Merton and Sutton Joint Cemetery Board

Date: 21 February 2023

Wards: All

Subject: Appointment of a Clerk to the Board

Lead officer: Amy Dumitrescu, Democracy Services Manager

Contact officer: amy.dumitrescu@merton.gov.uk (020 8545 3357)

Recommendations:

- A.** That Richard Seedhouse, Democratic Services Officer, London Borough of Merton, be appointed Clerk to Merton and Sutton Joint Cemetery Board, with effect from 1 April 2022.
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1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1. To seek the Board's agreement to formally appoint Richard Seedhouse as the Clerk to the Board, with effect from 1 April 2022.

2 DETAILS

- 2.1. The Board is required to appoint a Clerk and this appointment, together with all other senior officer appointments, has normally been made on the nomination of the Chief Financial Officer of the London Borough of Merton.
- 2.2. The Board has been without a designated Clerk since Lisa Jewell resigned in July 2021.

3 ALTERNATIVE OPTIONS

- 3.1. The Board can appoint any suitable person as its Clerk. However, appointing an officer from Democratic Services will ensure the officer has the appropriate skills and qualifications and enable the Board's required activities to dovetail with those of the Authority which are subject to audit and review to ensure their appropriateness.

4 CONSULTATION UNDERTAKEN OR PROPOSED

- 4.1. The Interim Executive Director of Innovation and Change and the Chief Financial Officer, London Borough of Merton, have been consulted and have made this nomination.

5 TIMETABLE

5.1. The appointment will be backdated to commence on 1 April 2022.

6 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

6.1. The budget for this post is included in the annual estimates of the Board.

7 LEGAL AND STATUTORY IMPLICATIONS

7.1. The Board is required to appoint a Clerk to the board

8 RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

8.1. It is essential for the proper management of the Board that a suitably qualified and experienced person is appointed to this position.