



Sussex Police & Crime Commissioner

Decision Notice

To	Sussex Police and Crime Commissioner
From	Mark Streater Chief Executive & Monitoring Officer
Reference	021/2020
Subject	Appointment of Deputy Chief Finance Officer (CFO) - Updated
Date	23 June 2020
Recommendation	i) That the Chief Finance Officer for Surrey Police & Crime Commissioner be appointed as Deputy Chief Finance Officer for Sussex OPCC and ii) that this appointment is made on the basis of a reciprocal agreement whereby the Sussex CFO is appointed as Deputy Chief Finance Officer for Surrey OPCC
Is the decision of significant public interest	No
Summary of reasons for decision	<p>To update the existing reciprocal arrangement that was approved in 2013 with the current CFO post holders.</p> <p>The Police and Crime Commissioner has a statutory duty to appoint a Chief Finance Officer. Iain McCulloch commenced in the role on 3 October 2016.</p> <p>It is recommended that Sussex updates the reciprocal arrangement with the OPCC for Surrey so that should either Surrey or Sussex's CFO be incapacitated, the PCCs would be able to call on each other's CFO to fulfill any pressing statutory duties.</p>

Consultation undertaken	Each CFO was confirmed by their respective Police and Crime Panels prior to appointment.
Approved by legal adviser (if appropriate)	N/A
Approved by finance (if appropriate)	N/A
Background papers	2013 Decision notice
Communication and media	N/A
Financial implications	As this is a reciprocal arrangement, it is not expected that either PCC would charge in the event that they call upon the services of the other's CFO

Executive Summary

Every Police & Crime Commissioner is obliged to appoint a Chief Finance Officer (CFO) who is the PCC's professional advisor on financial matters. The statutory responsibilities of this role are set out in the Police Reform & Social Responsibility Act 2011(paragraph 6 of Schedule 1) and Section 114 of the Local Government Finance Act 1998. The CFO must be professionally qualified and suitably experienced. In summary, the CFO is responsible for:

- ensuring that the financial affairs of the PCC are properly administered and that financial regulations are observed and kept up to date
- ensuring regularity, propriety and Value for Money in the use of public funds
- ensuring that the funding required to finance agreed programmes is available from Central Government, precept, other contributions and recharges
- reporting to the PCC, the Police and Crime Panel and to external auditors any unlawful, or potentially unlawful, expenditure by the PCC or his/her officers
- reporting to the PCC, the Police and Crime Panel and to external auditors when it appears that expenditure is likely to exceed the resources available to meet that expenditure
- advising on the robustness of the budget and adequacy of financial reserves
- ensuring production of the statements of accounts of the PCC
- ensuring receipt and scrutiny of the statements of accounts of the Chief Constable and ensuring production of the group accounts
- liaising with the external auditor

In Sussex, this role is fulfilled by Iain McCulloch. The Chief Constable also has a Chief Finance Officer.

Appointment of a Deputy Chief Finance Officers

Certain duties of the PCC’s CFO, as set out in Section 114 of the Local Government Finance Act 1998, must be carried out by the CFO personally. Guidance from the Chartered Institute of Public Finance and Accountancy (CIPFA) states that a deputy should be appointed to carry out these duties in the event of the CFO’s absence.

There are no other suitably qualified individuals in the Office of the Police & Crime Commissioner (OPCC) who could fulfil the role of CFO in the absence of Iain McCulloch. It is therefore suggested that Sussex updates its existing reciprocal arrangement with the OPCC for Surrey so that should either Surrey or Sussex’s CFO be incapacitated, the PCCs would be able to call on each other’s CFO to fulfill any pressing statutory duties. It is not envisaged that this arrangement would be used with any regularity; rather just in the unlikely event that either CFO is unavailable to discharge a time critical statutory duty. Given the close collaborative working relationship with Surrey, this presents a practical and cost effective approach.

Officer approval	Signed agreement	Date
Mark Streater Chief Executive & Monitoring Officer		23/06/2020
Iain McCulloch Chief Finance Officer		23/06/2020



Signed:

Police and Crime Commissioner for Sussex

Date: 23/06/2020