

**ORIGINATOR: HEAD OF TRANSACTIONAL  
SERVICES**

**DECISION NUMBER: 15 - 2021**

**REASON FOR SUBMISSION: FOR DECISION**

**SUBMITTED TO: POLICE AND CRIME COMMISSIONER**

**SUBJECT: FINANCIAL REGULATIONS – ROLE OF STATUTORY OFFICERS**

**SUMMARY:**

- 1 This paper proposes a change to cover banking arrangements in the absence of the Police and Crime Commissioner's Chief Finance Officer in order to facilitate the conduct of business in a timely way.
- 2 The Police and Crime Commissioner is asked to consider the proposal contained within the paper to amend the current arrangements.

**RECOMMENDATION:**

It is recommended that the Police and Crime Commissioner's Chief Finance Officer and Police and Crime Commissioner's Chief Executive are both added as sole signatories for the opening and closing of bank accounts and that the relevant financial instructions are amended accordingly.

**APPROVAL BY: PCC**

The recommendation set out above is agreed.



**Signature**

**Date 18.03.21**

## DETAIL OF THE SUBMISSION

### 1. KEY ISSUES FOR CONSIDERATION:

- 1.1 The Police Reform and Social Responsibility Act 2011 defines the arrangements for separate corporations sole for the Police and Crime Commissioner (PCC) and the Chief Constable (CC). Each is required to appoint a Chief Finance Officer (CFO). It is the responsibility of the PCC CFO to ensure that sound financial policies are in place and adhered to by the CC CFO.
- 1.2 Section A4 of the PCC's Financial Regulations, sets out at paragraph 4.2 that the PCC CFO will:  
*"Be responsible for all banking arrangements and authorise the creation and closure of any account".*
- 1.3 All accounts opened or closed are required to be signed by the PCC CFO as sole signatory as per the mandate held by Lloyds. However, in the event of the absence of the PCC CFO an account required by the Chief Constable to be opened or closed is prohibitive to the Chief Constable in conducting business in a timely manner. In such circumstances, the Chief Constable is unable to open and close bank accounts in the absence of the PCC CFO as he is the sole signatory. During the current absence of the PCC CFO this is proving restrictive in practical terms to the day to day operation of accounts. In order to address this current difficulty and in order to provide resilience for the future, it is therefore recommended that the PCC Chief Executive be added as signatory.

### 2. FINANCIAL IMPLICATIONS:

- 2.1 There are no financial implications.

### 3. OTHER IMPLICATIONS AND RISKS:

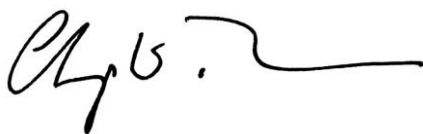
- 3.1 There are no other material implications. No current risks on the PCC's Risk Registers are engaged and no further risk needs to be added to those registers as a result of this paper.

<b>ORIGINATOR CHECKLIST (MUST BE COMPLETED)</b>	<b>PLEASE STATE 'YES' OR 'NO'</b>
Has legal advice been sought on this submission?	YES
Has the PCC's Chief Finance Officer been consulted?	NO (absent)
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	YES
Have human resource implications been considered?	YES
Is the recommendation consistent with the objectives in the Police and Crime Plan?	YES
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	YES
Has communications advice been sought on areas of likely media interest and how they might be managed?	N/A
Have all relevant ethical factors been taken into consideration in developing this submission?	YES

**APPROVAL TO SUBMIT TO THE DECISION-MAKER**

**Chief Executive**

I am satisfied that relevant advice has been taken into account in the preparation of the report and that this is an appropriate request to be submitted to the PCC.



**Signature:**

**Date: 18.03.21**