

HAMPSHIRE POLICE AND CRIME PANEL

Report

Date Considered:	7 July 2017	Item:	5
Title:	Appointment of Chief Finance Officer to the Police and Crime Commissioner		
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1. Executive Summary

- 1.1. Further to the provisions of Schedule 1 to the Police Reform and Social Responsibility Act 2011 ('the Act'), the Police and Crime Commissioner has given notification to the Hampshire Police and Crime Panel of the proposed appointment of Andy Lowe as Chief Finance Officer. This report sets out the information necessary to enable the Panel to review the proposed appointment and make a report to the Commissioner upon it, including a recommendation as to whether or not the candidate should be appointed.
- 1.2. Under the PRSRA 2011, the Commissioner must notify the panel of the following information:
- a) The name of the person whom the commissioner is proposing to appoint ("the candidate")
 - b) The criteria used to assess the suitability of the candidate for the appointment;
 - c) Why the candidate satisfies those criteria;
 - d) The terms and conditions on which the candidate is to be appointed.

2. Contextual information

- 2.1 The provision of strategic financial support to the Police and Crime Commissioner is made through a Service Level Agreement with the Hampshire Shared Service Partnership. This includes providing named personnel to perform the statutory function of Chief Finance Officer.
- 2.2 The Commissioner's current Chief Finance Officer is Carolyn Williamson, supported by Andy Lowe as Deputy Chief Finance Officer. Carolyn has been elected as the Junior Vice President of the Chartered Institute of Public Finance and Accountancy (CIPFA), a position she takes up this month. Together with the outcome of a review of how strategic financial support will be delivered to the Commissioner, this has led to the decision to propose the appointment of Andy Lowe to the statutory position of Chief Finance Officer.

3. Issues for consideration

3.1 Name of candidate

The name of the person the Commissioner is proposing to appoint to the post of Chief Finance Officer is Andy Lowe.

3.2 Criteria used to assess the suitability of the candidate for the appointment

The Home Office has produced a document called 'Financial Management Code of Practice for the Police Service of England and Wales'. Section 4 of the document sets out the key roles and responsibilities of the Chief Finance Officer for the Police and Crime Commissioner as follows:

- 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 (VfM) in the use of public funds;
- ensuring that the funding required to finance agreed programmes is available from Central Government and Welsh Government funding, precept, other contributions and recharges;
- reporting to the PCC, the Police and Crime Panel and to the external auditor any unlawful, or potentially unlawful, expenditure by the PCC or officers of the PCC;
- reporting to the PCC, the Police and Crime Panel and to the external auditor when it appears that expenditure is likely to exceed the resources available to meet that expenditure;
- advising the PCC 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;
- advising the PCC on the application of value for money principles by the police force to support the PCC in holding the Chief Constable to account for efficient and effective financial management; and
- advising, in consultation with the Chief Executive, on the safeguarding of assets, including risk management and insurance.

3.3 Why the candidate satisfies those criteria

It is proposed that Andy Lowe be appointed to Chief Finance Officer as he is considered a suitable candidate in terms of carrying out the above role.

In terms of his experience and suitability for the role, he is the current Deputy Chief Finance Officer for the PCC, a role he has undertaken since May 2016 through the Shared Service Partnership.

Mr Lowe also has significant previous experience in a senior leadership role from his time as Chief Financial Officer to Southampton City Council from 2011 – 2016, including leadership of a range of corporate services which fell within his remit, including Finance, IT, Procurement, Revenues and Benefits, Internal Audit, Insurance and Risk Management, Contract Management.

In addition to the above, Mr Lowe is considered a suitable candidate based on the following knowledge and experience:

- A proven track record of operating at Board level as Chief Financial Officer within a large multi-disciplined organisation (a Unitary Council)
- Current experience of providing strategic advice to the PCC for Hampshire, the Isle of Wight, Portsmouth and Southampton in his role as Deputy Chief Financial Officer.
- Significant experience of working with and advising politicians on complex and wide ranging issues
- Demonstrable experience of effectively leading a finance service and other key support services within a Unitary Authority
- Experience of supporting major change and transformation, and delivering outcomes as a senior leader in a demanding, complex and politically sensitive environment
- A successful track record of influencing and providing balanced financial advice to the Police and Crime Commissioner, and in his previous role advising Southampton City Council's Management Team and politicians during a period of sustained financial stress within Local Government
- Experience of leading, managing and motivating professional groups of staff to achieve progressively higher standards of service delivery, service improvements and cost reduction within challenging organisational circumstances
- Significant evidence and experience of effective partnership working with partner organisations, private sector providers, public agencies and statutory authorities

- A commercial focus, significant experience of managing and influencing major contracts, including leading the successful re-negotiation of Southampton City Council's £30M per annum contract with Capita for the provision of both back office and customer facing services, delivering both a significant one off saving, and significant recurrent savings per annum from January 2014
- Extensive experience of financial and risk management including leading the budget process, setting, managing and monitoring challenging budgets

3.4 Terms and conditions of appointment

Mr Lowe will not become a member of the Police and Crime Commissioner's staff through this arrangement, but will remain employed by his host authority, Hampshire County Council. His terms and conditions will therefore remain unchanged.

4. Recommendation

- 4.1 That the Police and Crime Panel recommend the appointment of Andy Lowe as Chief Finance Officer to the Police and Crime Commissioner.

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location