

17th March 2015

Hertfordshire Police and Crime Panel

Clerk to the Police and Crime Panel
Broxbourne Borough Council

Dear Panel Members

Chief Finance Officer of the Police and Crime Commissioner for Hertfordshire

The Panel will recall that following the stage 2 transfer process I appointed an independent Chief Finance Officer (CFO) in line with the Police Reform and Social Responsibility Act 2011. The Panel will also recall that the qualifications of the CFO must be in accordance with section 113 of the local Government Finances 1968.

For the financial year 2014/15 the financial services to my office were provided by the Constabulary's financial team on the basis that my CFO was appointed on a part-time basis. The CFO, John Franklin, was seconded from the County Council for one day a week. Mr Franklin is a fully qualified accountant, a full member of CIPFA since 2000 and deputy section 151 officer for the County Council.

These arrangements, in terms of independent advice to me, management of the PCC office budgets, control of grants, scrutiny of the Constabulary budget, effectiveness and efficiency, have been particularly successful. An excellent example is Treasury Management, where John Franklin's insight and scrutiny led to a change in this function that resulted in increased return in the region of £75,000 additional interest on balances over and above budget. It has become apparent, however, that the workload involved in the CFO position is greater than one day a week. I have, therefore, agreed with the County Council, subject to Panel consideration, that Mr Franklin will be seconded for 1.5 days per week in the next financial year. This arrangement will be reviewed after 3 months to ensure the time allocated remains appropriate.

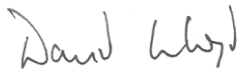
I propose that Mr Franklin remains as my Chief finance officer for the financial year 2015/16. As before, Mr Franklin would remain an employee of the County Council and retain the Council's standard terms and conditions for his current role which includes 30 days leave. His salary is £66,000 and my office will refund to the County Council the pro-rata cost of his salary, employment on-costs and travel which will be £28,200 for 1.5 days per week for the full year.

Police and Crime Commissioner

for Hertfordshire

As previously submitted to the Panel, I attach a summary of the relevant experience Mr Franklin has from within his current HCC role as Annex A to this letter. Mr Franklin and I will be happy to attend the Panel meeting which will review my proposed appointment.

Yours faithfully



David Lloyd
Police and Crime Commissioner for Hertfordshire

ANNEX A: RELEVANT EXPERIENCE

Mr Franklin's experience is current and highly relevant, as responsibilities in his County Council role include leading on:

- The production of HCC's statement of accounts
- HCC's Medium Term Financial Strategy, annual integrated planning/budget process and council tax precept setting
- The preparation of the Authority's monthly and quarterly revenue and capital budget monitors
- HCC's capital planning, monitoring and control processes
- Monthly/quarterly presentation and discussion of budget monitors/financial accounts with Senior Management Board, Executive Member for Resources, Cabinet, Resources and Transformation Panel and Audit Committee
- Liaison with External Audit, Audit Manager and Internal Audit re annual report

He is also an active member of the Southern Counties Chief Accountant Group.