

22 October 2015

Mr Tom Hewins,
Clerk to the Police and Crime Panel for Hertfordshire
By e mail

PROPOSED APPOINTMENT OF MIKE COLLIER AS CHIEF FINANCE OFFICER

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.

I notified the panel in March 2014 of the proposed secondment of a Chief Finance Officer, Mr John Franklin, from Hertfordshire County Council (HCC) and at the March 2015 the panel was advised of the proposed extension of that arrangement until the end of the financial year 2015/16. Mr Franklin has resigned from HCC and so I need to appoint a new CFO. Given the PCC elections take place in May, I have agreed with HCC that a secondment to the end of June 2016 rather than the end of the financial year will be more appropriate. Discussions with HCC have resulted in the offer of secondment of Mike Collier from that council for approximately 1.5 days per week to replace Mr Franklin.

Mr Collier is suitably qualified as an accountant and is in fact in a more senior position at HCC than Mr Franklin. He also has experience as Section 151 officer at East Hertfordshire District Council and Deputy Section 151 officer at HCC. He has filled the vacant position on an acting basis for a few months and this arrangement is extremely effective and efficient. Mr Collier has been a member of CIPFA since 1984 and was the Deputy Section 151 officer to the former police authority. He has been an active member of the Police and Crime Commissioners' Treasurers' Society.

Responsibilities in his current role as Assistant Director of Environment (Strategic Finance & Performance) include:

- to ensure proper management and leadership of the Environment Department
- to lead for the department on budget monitoring and performance management, ensuring that appropriate processes and procedures are in place and implemented

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-to lead on the preparation of the department's revenue and capital returns and ensure that they are submitted to timetable and of appropriate quality

-to ensure that appropriate systems and safeguards are in place to manage the department's revenue and capital accounts

-to carry out the role as HCC appointed director of Hertfordshire Catering Limited & Herts for Learning

The secondment 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.

I propose that Mr Collier becomes my Chief finance officer for the financial year 2015/16. As before, Mr Collier would remain an employee of the County Council and retain the Council's standard terms and conditions for his current role which includes 31 days leave. My office will refund to the County Council the pro-rata cost of his salary, employment and on-costs which will be £30,000 for 1.5 days per week for the full year.

Mr Collier 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.