

# Record of Decision

**ORIGINATOR:** Head of Policy  
Coordination & Research

**REFERENCE:** OPCC.D.003.16

**TITLE:** Advertise and appoint a new Chief Finance Officer

**OPEN**  **CONFIDENTIAL**

**Reason if Confidential:**  
Click here to enter text.

## EXECUTIVE SUMMARY

Sean Nolan, the current Chief Finance Officer (CFO) will be leaving the Office of the Police and Crime Commissioner on 14 August 2016 to join the Chartered Institute of Public Finance and Accountancy (CIPFA) in a national role advising on local government finance.

Under the Police Reform and Social Responsibility Act, Police and Crime Commissioners are required to appoint 'a person to be responsible for the proper administration of the commissioner's financial affairs' - referred to as the Commissioner's Chief Finance Officer (Schedule 1, 6 (1)(b)).

The CFO is the Commissioner's professional adviser on financial matters and the Financial Management Code of Practice for the Police Forces of England and Wales sets out their responsibilities.

The CFO has certain statutory duties which cannot be delegated, namely, reporting any potentially unlawful decisions by the Commissioner on expenditure and preparing each year, in accordance with proper practices in relation to accounts, a statement of the Commissioner's accounts, including group accounts.

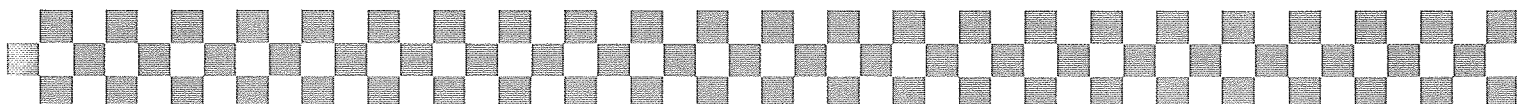
The CFO must be a professionally qualified accountant and suitably experienced.

## RECOMMENDATION

The Commissioner is strongly recommended to conduct a transparent recruitment process in order to select and appoint a new Chief Finance Officer.

## DECISION

With immediate effect, commence recruitment for a new Chief Finance Officer.



**Chief Finance Officer:**

Comments:

NOT REQUIRED

Signature: ..... Date: .....

**Chief of Staff:**

Comments: This is a post you must appoint. I therefore fully support the immediate advertising of this role.

Signature: *Al. Harper Chief of Staff* Date: *31/5/2016*

**POLICE AND CRIME COMMISSIONER FOR KENT**

Comments:

Supported and authorised.

Signature: *MR [Signature]* Date: *31/05/16*

**BACKGROUND DOCUMENTS:**

None.

**IMPACT ASSESSMENT:**

Police and Crime Plan  
*(please indicate which objectives decision/recommendation supports)*

Supports delivery of the Commissioner's Six Point Plan by ensuring required funding is available, properly administered and Value for Money in the use of public funds.

Has an Equality Impact Assessment been completed?

Yes  No  *(If yes, please include within background documents)*

Will the decision have a differential/adverse impact on any particular diversity strand?  
*(e.g. age, disability, gender reassignment, race, religion/belief, sex, sexual orientation, marriage/civil partnership, pregnancy/maternity)*

Yes  No   
No - the recruitment and selection process will be open, transparent and comply with all relevant legislation to ensure there is no differential/adverse impact on any particular strand of diversity.