

DECISION NOTICE (GMP)

Decision author and proposer:

Subject:
Delegation of responsibility to the Deputy Mayor

Type of decision:			
Mayor's decision	x	Chief Officer's decision	

The decision is that:
 The Mayor will delegate to the Deputy Mayor Policing and Crime responsibilities as follows in addition to those detailed in the body of the report '**GREATER MANCHESTER COMBINED AUTHORITY MAYORAL FUNCTIONS - ARRANGEMENTS FOR POLICE AND CRIME COMMISSIONER FUNCTIONS**' and as outlined in the Mayor's PCC Scheme of Delegation,

- i) Determining police and crime objectives;
- ii) Attending a meeting of the police and crime panel when required to do so;
- iii) Preparing an annual report to the police and crime panel.
- iv) Signing the PCC Statement of Accounts and Annual Governance Statement for 2016/17

Amend the Mayor's PCC Scheme of Delegation as follows,

- Financial planning and budgetary control – a second category for the approval of Revenue and Capital Business Cases **over** £500k is required with the Mayor and Deputy Mayor Policing and Crime as Principal Authoriser and Deputy Authoriser respectively. This was omitted from the Constitution paper presented to the GMCA on 30 June in error.
- Financial planning and budgetary control - approval of Revenue and Capital Business cases **less** than £500k with the GMCA Treasurer and Director of Finance Police and Crime as Principal Authoriser and Deputy Authoriser respectively. This was assigned to the Mayor and Deputy Mayor in the Constitution paper in error.
- Management of assets and risks - removal of **Receive, consider and decide upon all applications and requests from Special Constables, Police Community Support Officers or their representatives for death or disability benefits**. This is a function of the Chief Constable as employer and was taken from an earlier version of the former PCCs Scheme of Delegation which applied to

the period prior to the transfer of all police staff to the employment of the Chief Constable.

- External funding – Approve external funding from central Government and other public sector bodies over £50,000. The current document is silent on approvals above £50,000.

The reasons for the decision are:

To allow the Deputy Mayor to effectively execute the duties of her role.

Alternative options considered and rejected:

None

Financial comments:

Legal comments:

Risk Assessment:

Is safeguarding of children relevant and has this been considered:

Not relevant though this will continue to be factored in to all decisions delegated going forward.

Agreed by Mayor

Signed:


Date:
10/7/13

GREATER MANCHESTER COMBINED AUTHORITY MAYORAL FUNCTIONS - ARRANGEMENTS FOR POLICE AND CRIME COMMISSIONER FUNCTIONS

1. Purpose of report

The Greater Manchester Combined Authority (Transfer of Police and Crime Commissioner Functions to the Mayor) Order 2017 has transferred the functions of the Police and Crime Commissioner for Greater Manchester to the Greater Manchester Combined Authority; the functions are exercisable by the Mayor. This paper outlines decision making authorities and delegated powers set out in the GMCA Constitution report approved by the GMCA on 30 June 2017.

2. Recommendations

The Mayor is asked to:

Delegate to the Deputy Mayor Policing and Crime responsibilities as follows in addition to those detailed in the body of the report and as outlined in the Mayor's PCC Scheme of Delegation,

- i) Determining police and crime objectives;
- ii) Attending a meeting of the police and crime panel when required to do so;
- iii) Preparing an annual report to the police and crime panel;
- iv) Signing the PCC Statement of Accounts and Annual Governance Statement for 2016/17

Amend the Mayor's PCC Scheme of Delegation as follows,

- Financial planning and budgetary control – a second category for the approval of Revenue and Capital Business Cases over £500k is required with the Mayor and Deputy Mayor Policing and Crime as Principal Authoriser and Deputy Authoriser respectively. This was omitted from the Constitution paper presented to the GMCA on 30 June in error.
- Financial planning and budgetary control - approval of Revenue and Capital Business cases less than £500k with the GMCA Treasurer and Director of Finance Police and Crime as Principal Authoriser and Deputy Authoriser respectively. This was assigned to the Mayor and Deputy Mayor in the Constitution paper in error.
- Management of assets and risks - removal of **Receive, consider and decide upon all applications and requests from Special Constables, Police Community Support Officers or their representatives for death or disability benefits**. This is a function of the Chief Constable as employer and was taken from an earlier version of the former PCCs Scheme of Delegation which applied to the period prior to the transfer of all police staff to the employment of the Chief Constable.

3. Contact Officers

Liz Treacy, Monitoring Officer
l.treacy@manchester.gov.uk

Clare Monaghan, Assistant Director Policing, Crime, Criminal Justice and Fire
Clare.monaghan@greatermanchester-ca.gov.uk

4. The Mayor

The Mayor must exercise the following functions personally –

- (a) issuing a police and crime plan;
- (b) appointing the Chief Constable, suspending the Chief Constable, or calling upon the Chief Constable to retire or resign;
- (c) setting a budget and determining a precept requirement.

The Mayor may be assisted in the exercise of police and crime commissioner functions by a person acting under arrangements with the mayor made in accordance with provision made under Schedule 5C to the Local Democracy, Economic Development and Construction Act 2009. Those arrangements allow for assistance, including delegation of functions, by –

- the deputy mayor for policing and crime
- any other person (except those prohibited by statutory order).

5. Deputy Mayor for Policing and Crime

The Mayor has appointed a deputy mayor for policing and crime whose appointment has been confirmed by the Police and Crime Panel.

The Delegations agreed by the Mayor at the GMCA Meeting on 30 June are outlined in the table below in section 6. The Mayor has further delegated to the Deputy the following functions,

- Support the Mayor in holding the Chief Constable to account for the exercise of his duty to have regard to the Police and Crime Plan and the Strategic Policing Requirement by monitoring the performance of GMP.
- To consider complaints submitted to the Mayor in relation to the exercise of PCC functions.

The Mayor may wish to consider further delegations to the Deputy Mayor Police and Crime as follows,

- i) Determining police and crime objectives;

- ii) Attending a meeting of the police and crime panel when required to do so;
- iii) Preparing an annual report to the police and crime panel.

if these functions are delegated by the Mayor, the Deputy Mayor Policing and Crime cannot then delegate them further.

6. Governance Arrangements: Post 30 June 2017

The GMCA has adopted a Constitution which incorporates at Part 9 a Police and Crime Scheme of Governance in the form of:

- Mayor's PCC Scheme of Delegation
- Mayor's PCC Contract Standing Orders
- Mayor's PCC Financial Regulations
- Mayor's PCC Scheme of Consent

The Mayor's PCC Financial Regulations include delegations to the Chief Constable and officers of the GMCA. The Chief Constable has a scheme of delegation for GMP to delegate decisions to officers and staff and the Mayor's PCC Scheme of Delegation outlines decision taking powers and delegations to the Deputy Mayor for Police and Crime and officers of the GMCA as follows,

Financial Planning and Budgetary Control

Activity	Authorising Limit	Principal Authoriser	Deputy Authoriser
Approve Revenue and Capital Business Cases * see note	Less than £500,000 (Minor Business Cases)	Mayor	Deputy Mayor for Policing and Crime
Increases to Approved Revenue and Capital Major Business Cases * see note	Increase of up to and including 10% on Business Cases with a total value more than £5,000,000	Mayor	Deputy Mayor for Policing and Crime
Increases to Approved Revenue and Capital Minor Business Cases	If Revised Value less than £500,000	Mayor	Deputy Mayor for Policing and Crime

Monitor and Approve Forecast Outturns (Revenue)	All Forecasts	Treasurer to the GMCA	Director of Finance (Police and Crime)
Monitor and Approve Forecast Outturns (Capital)	All Forecasts	Treasurer to the GMCA	Director of Finance (Police and Crime)
Year End Revenue Carry Forwards	All	Mayor	Deputy Mayor for Policing and Crime
Approve Slippage in Capital Programmes	No Financial Impact on the Following Year	Treasurer to the GMCA	Director of Finance (Police and Crime)

***Where such approvals will require borrowing or an amendment to prudential indicators these will require GMCA approval**

Note: Minor project is up to £500,000. Major Project greater than £500,000.

Contract Standing Orders

Activity	Authorising Limit	Principal Authoriser	Deputy Authoriser
Approve Tenders (for goods and services above £500,000)	£500,000 and above	Mayor	Deputy Mayor for Policing and Crime
Approve Quotations (for goods and services below £500,000)	Less than £50,000	Primary Budget Holder	Secondary Budget Holder
	Between £50,000-£249,999	Primary Budget Holder in conjunction with Procurement Officer	Secondary Budget Holder in conjunction with Procurement Officer
	Between £250,000 - £499,999	Treasurer to the GMCA	Director of Finance (Police and Crime)

Contract Extensions and Variations * see note	Value to Date + Estimated Value of Extension £500,000 and above	Mayor	Deputy Mayor for Policing and Crime
	Value to Date + Estimated Value of Extension Less than £500,000	Treasurer to the GMCA	Director of Finance (Police and Crime)
Approve Exemptions	More than £50,000	Mayor	Deputy Mayor for Policing and Crime
	Less than £50,000	Treasurer to the GMCA	Director of Finance (Police and Crime)

Ordering and Payment of Goods and Services

Activity	Authorising Limit	Principal Authoriser	Deputy Authoriser
Approve Purchase Orders and Pay Only Invoices/Credit Notes	£250,000 and above	Treasurer to the GMCA	Director of Finance (Police and Crime)
	Up to £250,000	Primary Budget Holder	Secondary Budget Holder
Approve Purchase Order and Invoice Authorisation Limits	All	Treasurer to the GMCA	Director of Finance (Police and Crime)

Ordering and Payment of Goods and Services – Feeder Systems

Activity	Authorising Limit	Principal Authoriser	Deputy Authoriser
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Not applicable at this stage as the Mayor does not use GMP's feeder systems

Banking and Income Collection

Activity	Authorising Limit	Principal Authoriser	Deputy Authoriser
Approve External Invoices and Credit Notes (for Goods and Services Provided by the Mayor) Excluding Sponsorship	More than £20,000	Treasurer to the GMCA	Director of Finance (Police and Crime)
	Less than £20,000	Budget Holder	Secondary Budget Holder
Initiate Debt Recovery Procedures (in line with Financial Regulations)	All	Treasurer to the GMCA	Director of Finance (Police and Crime)
Authorise Debt Write Off (Excludes Write Off Requests Resulting from Theft or Fraud)	Individual Items less than £10,000 or Less than £100,000 in Total for the Financial Year	Treasurer to the GMCA	Director of Finance (Police and Crime)
Authorise Debt Write Off Resulting from Theft or Fraud	All	Mayor	Deputy Mayor for Policing and Crime
Authorise the Opening of Unofficial Bank Accounts	All	Treasurer to the GMCA	Director of Finance (Police and Crime)

Management of Assets and Risks

Activity	Authorising Limit	Principal Authoriser	Deputy Authoriser
Purchase of Land and Property	All	Mayor	Deputy Mayor for Policing and Crime
Disposal of Land and Property	All	Mayor	Deputy Mayor for Policing and Crime
Indemnities in connection with use of other's premises	All	Director of Land and Property to GMCA	
Write off Stock Discrepancies / Disposals of Obsolete Stock , Equipment and Materials	Individual Items less than £10,000 or Less than £100,000 in Total for the Financial Year	Treasurer to the GMCA	Director of Finance (Police and Crime)
Disposal of Surplus Items of Equipment	Estimated Amount Less than £10,000	Treasurer to the GMCA	Director of Finance (Police and Crime)
Buy Assets	All Assets (Excluding Land and Property)	Treasurer to the GMCA	Director of Finance (Police and Crime)
Lease Assets	All Leases	Treasurer to the GMCA	Director of Finance (Police and Crime)
Exercise the Powers and Duties of the Police (Property) Regulations 1997	All	Treasurer to the GMCA	Director of Finance (Police and Crime)

Authorise and Remove Access to Finance Systems	All	Treasurer to the GMCA	Director of Finance (Police and Crime)
Approve Financial Settlement of Civil Damage and Cost Claims	Total Value (Claims + Legal Costs) More than £50,000	Mayor	Deputy Mayor for Policing and Crime
	Total Value (Claims + Legal Costs) Less than £50,000	Monitoring Officer (in consultation with the Treasurer to the GMCA)	
	Total Value (Claims + Legal Costs) Less than £25,000	Monitoring Officer	
Approve Financial Assistance to Officers and Staff (under the direction and control of the Mayor) in Legal Proceedings taken by or against them whilst performing police duties	All	Mayor	Deputy Mayor for Policing and Crime
Receive, consider and decide upon all applications and requests from Special Constables, Police Community Support Officers or their representatives for death or disability benefits	All	Mayor	Deputy Mayor for Policing and Crime

Ex-Gratia Payments

Activity	Authorising Limit	Principal Authoriser	Deputy Authoriser
Ex-Gratia Payments * see note	Total Value (Claims + Legal Costs) More than £50,000	Mayor	Deputy Mayor Policing and Crime
	Total Value (Claims + Legal Costs) Less than £50,000	Treasurer to the GMCA	Director of Finance (Police and Crime)
	Total Value (Claims + Legal Costs) Less than £25,000	Monitoring Officer	

* The Chief Constable's Chief Finance Officer will be required to produce a quarterly report on the amounts approved below £50,000.

External Funding

Activity	Authorising Limit	Principal Authoriser	Deputy Authoriser
Approve External Funding from Central Government and Other Public Sector Bodies	Matched Funding Less than £50,000	Treasurer to the GMCA	Director of Finance (Police and Crime)

Sponsorship

Activity	Authorising Limit	Principal Authoriser	Deputy Authoriser

Approve Individual Sponsorship for Community and Award Events (providing it does not imply that the Mayor endorse the sponsoring organisation or its products)	In Kind and/or Value Less than £10,000	Treasurer to the GMCA	Director of Finance (Police and Crime)
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Urgent Matters

Activity	Authorising Limit	Principal Authoriser	Deputy Authoriser
Financial and Related Issues	All	Treasurer to the GMCA	Director of Finance (Police and Crime)
Operational Issues	All	Head of Paid Service	Deputy Chief Executive

Appendix 2 – Cheque Signatories

Bank Account	Signatory Limit	Authorised Signatory
Drawings Account	All Pre-Printed Cheques	Treasurer to the GMCA
	All Other Cheques	Treasurer to the GMCA and approved Finance Officers

Three amendments to the above delegations are suggested,

- Financial planning and budgetary control – a second category for the approval of Revenue and Capital Business Cases over £500k is required with the Mayor and Deputy Mayor Policing and Crime as Principal Authoriser and Deputy Authoriser respectively. This was omitted from the Constitution paper presented to the GMCA on 30 June in error.
- Financial planning and budgetary control - approval of Revenue and Capital Business cases less than £500k with the GMCA Treasurer and Director of

Finance Police and Crime as Principal Authoriser and Deputy Authoriser respectively.

- **Management of assets and risks - removal of Receive, consider and decide upon all applications and requests from Special Constables, Police Community Support Officers or their representatives for death or disability benefits.** This is a function of the Chief Constable as employer and was taken from an earlier version of the former PCCs Scheme of Delegation which applied to the period prior to the transfer of all police staff to the employment of the Chief Constable.

