

PFCC Decision Report

Please ensure all sections below are completed

Report reference number: PFCC/125/18
Classification (e.g. Not protectively marked/restricted):
Title of report: Decision Making Numbering Policy and Procedure
Area of County/Stakeholders affected: Countywide
Report by : Abbey Gough Date of report: 28 th August 2018 Enquiries to: <u>Abbey.gough@essex.pnn.police.uk</u>

1. Purpose of report

The purpose of the report is to approve the updated 'Decision Making Numbering Policy and Procedure'

2. Recommendations

It is recommended that the updated 'Decision Making Numbering Policy and Procedure' is approved.

3. Benefits of Proposal

The updated policy provides detailed approval processes for the OPFCC, Essex Police and Fire and Rescue Authority. This allows all decisions to be logged and tracked by the OPFCC before following the appropriate sign off process.

The updated policy will ensure decisions are signed in a timely manner and that the appropriate governance arrangements are followed.

4. Background and proposal

The previous policy was last reviewed in February 2017; the updated policy now incorporates the procedure to be followed by Police, Fire and Crime Commissioner Fire and Rescue Authority (PFCCFRA) as well as Essex Police.

This policy details the process for assigning a decision sheet number, who the decision sheet should be sent to and approval process to be followed.

The policy will be published on the OPFCC website at the address below:
<http://www.essex.pfcc.police.uk/finance-reporting/publications/>

- 5. Police and Crime Plan**
This policy supports the PFCC governance arrangements by ensuring open and transparent decisions are made.
- 6. Police Operational Implications**
There are no operational implications from the policy.
- 7. Financial Implications**
There are no financial implications arising from this decision.
- 8. Legal Implications**
There are no legal implication from this decision.
- 9. Staffing and other resource implications**
There are no staffing implications.
- 10. Equality and Diversity implications**
There are no equality and diversity implications.
- 11. Background papers**
PFCC decision sheet template
PFCCFRA decision sheet template
Decision Making Numbering Policy and Procedure

Report Approval

The report will be signed off by the OPFCC Chief Executive and Treasurer, prior to review and sign off by the PFCC / DPFCC

Chief Executive/M.O

Sign:

Print:

David Lawson

Date:

28 August 2018

Chief Financial Officer/Treasurer

Sign:

Print:

Arden Goffin

Date:

3/9/18

Publication

Is the report for publication?

YES

NO

If 'NO', please give reasons for non-publication (state 'None' if applicable)

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If the report is not for publication, the Chief Executive will decide if and how the public can be informed of the decision.

Redaction

If the report is for publication, is redaction required:

1. Of Decision Sheet

YES

2. Of Appendix

YES

NO

NO

If 'YES', please provide details of required redaction:

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.....

Date redaction carried out:

Treasurer / Chief Executive Sign Off – for Redactions only

If redaction is required, Treasurer or Chief Executive are to sign off that redaction has been completed.

Sign:

Print:

Chief Executive/Treasurer

Date signed:

Decision and Final Sign Off

I agree the recommendations to this report;

Sign: 

Print: R. C. HAS

PFCC/Deputy PFCC

Date signed: 12/9/10

I do not agree the recommendations to this report because;

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.....
.....

Sign:

Print:

PFCC/Deputy PFCC

Date signed: