



RECORD OF DECISION

TITLE: Capital Planned Programme Spending Authorisation

Ref: PCC/D/2021/29

EXECUTIVE SUMMARY

The estates programme includes an annual capital budget which is available to carry out planned works on West Mercia Estate. It is referred to as 'Investment in Estates Infrastructure (Planned Programme)'.

Capital budgets are included in the Annual Budget Report as an indicative proposal of spend, but require a formal decision on individual projects once a business case has been prepared. As such the Capital Planned Programme does not fall into the governance arrangements which delegates authority for approved budgets to the Head Of Estates.

Delegation would better enable the efficient and effective implementation of the planned programme.

PROPOSAL

The PCC delegates authority to the Head of Estates to manage 'Investment in Estates Infrastructure (Planned Programme)', referred to as the Capital Planned Programme.

**APPROVAL OF
West Mercia Police and Crime Commissioner**

I hereby approve the above proposal.

Signed:

PART 1 – NON-CONFIDENTIAL/EXEMPT FACTS AND FIGURES

SUPPORTING REPORT

The Police and Crime Commissioner's Scheme of Corporate Governance delegates to the Chief Executive at paragraph 3.4.16 To authorise expenditure in relation to estates management and projects within approved budgets

The capital budget included in the budget report is not a part of the formal approved budget, as it is an indicative budget that requires a formal decision for each individual project. The Capital Planned Programme is an annual fixed sum which is available to the Estates team to undertake small scale works on the estates such as replacement of plant, fixtures and fittings and equipment; small scale improvements to the Estate through remodelling, renovation and refurbishment to fit the working requirements of the OPCC and Force.

To be in line with the governance arrangements already in place, this proposal extends the delegated authority to the Head of Estates for the Capital Planned Programme.

The Head of Estates will be responsible for ensuring the Police and Crime Commissioner is kept informed of capital works that are being undertaken

FINANCIAL COMMENTS

The delegated authority will provide the Head of Estates the ability to authorise any works to the West Mercia Estate which will be charged to the Capital Planned Programme Budget.

TREASURER COMMENTS

The original budget in the Capital Programme for these works is £315,000 in 2021/22. It has been increased to £466,000 because of slippage from the previous year. This budget is reviewed annually.

LEGAL CONSIDERATIONS

By virtue of schedule 11, paragraph 14 of the Police Reform and Social Responsibility Act 2011 the Police and Crime Commissioner may do anything which is calculated to facilitate, or is conducive or incidental to, the exercise of the functions of commissioner. That includes entering into contracts and other agreements (whether legally binding or not) and acquiring and disposing of property (including land).

PUBLIC ACCESS TO INFORMATION

Information in this form is subject to the Freedom of Information Act 2000 (FOI Act) and other legislation. Part 1 of this form will be made available on the West Mercia Commissioner's website. Any facts and advice that should not be made automatically available on request are not included in Part 1 but instead in a separate Part 2 report.

OFFICER APPROVAL

Chief Executive Officer

Signature . *Andy Claxson* Date *10th Sept 2021*