

## West Yorkshire Combined Authority

### Sub-delegation scheme of the Deputy Mayor for Policing and Crime

This sub-delegation scheme sets out how the Deputy Mayor for Policing and Crime (DMPC) has authorised individuals to carry out specific Police and Crime Commissioner (PCC) functions on their behalf, exercising the DMPC's delegated authority under the Mayor's Police and Crime Commissioner Functions Scheme of Delegation.

The DMPC may at any time:

- direct individuals authorised under this scheme to refer a matter to them for determination,
- amend or withdraw any sub-delegation,
- impose an additional limitation on the exercise of any sub-delegation provided for under this sub-delegation scheme<sup>1</sup>
- confer any additional sub-delegation in relation to a specific matter or function.

Individuals may decide not to exercise their authority under this scheme in relation to a particular matter, for example, where significant implications arise. They should refer any such matter to the Deputy Mayor for Policing and Crime, in the first instance.

An officer with sub-delegated authority must comply with:

- the overriding requirements set out in the Mayor's PCC Scheme of Delegation<sup>2</sup>,
- Standing Orders including Financial Regulations,
- Any Codes of Conduct, gifts and hospitality policy and the Conflicts of Interest Policy and Protocol,
- organisational values,
- the anti-fraud and anti-corruption policy,
- internal audit and risk management arrangements, and
- the Decision-Making Framework for the Mayor's PCC Functions

When exercising any sub-delegated authority, an officer must:

- ensure their decision conforms with and furthers strategies and policies approved by the or on behalf of the Mayor,

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<sup>1</sup> For example, specific thresholds or contingencies.

<sup>2</sup> In particular those set out at paragraph 2.2

- follow approved practices and procedures of the Combined Authority, relevant Government Guidance and industry/professional best practice.
- consult with the Head of Commissioning.

Unless expressly indicated in this sub-delegation scheme, an Officer with sub-delegated authority under this scheme is not required to discharge their sub-delegated authority personally, but may further sub-delegate to an officer of suitable experience and seniority.

The Officer with authority under this scheme will remain responsible for any decision taken.

The DMPC gives delegated authority to:

- The Director of Policing, Environment and Place
- The Head of Policing and Crime
- The Director of the VRU

to exercise the following functions, in relation to matters within their remit, where in line with budgets and/or strategies agreed by, or on behalf of, the Mayor;

- acceptance of grant funding,
- contract awards up to and including £250,000,
- grants and funding awards up to and including £250,000 per annum,
- any other agreements up to an including £250,000,
- variation or extension to contracts where variation or extension is provided for in the original contract, or to reflect an increase in the original contract value up to and including 10% where there is no change to the overall nature of the contract,
- in consultation with Finance and Legal, variation or extension to contracts to reflect an increase in the original value of the contract up to an including 50% where there is no change to the overall nature of the contract.

The DMPC gives delegated authority to the Head of Legal and Governance Services to:

- certify, sign or execute and to authenticate the seal of the Combined Authority in relation to PCC Functions on all legal documents (or to authorise agency arrangements for the same) necessary to implement decisions, made under the Mayor's Scheme of Governance.
- authorise agency arrangements to certify, sign or execute and to authenticate the seal of the Combined Authority on legal documents in respect of the Mayor's PCC functions.