



# OFFICE OF THE POLICE & CRIME COMMISSIONER FOR NORFOLK

**ORIGINATOR:** Chief Executive

**DECISION NO.** 28/2019

**REASON FOR SUBMISSION:** Decision

**SUBMITTED TO:** Police and Crime Commissioner

**SUBJECT:** Scheme of Governance and Consent

**SUMMARY:**

The Scheme of Governance and Consent has been reviewed to cover a number of changes. These include changes to the Government Security Classification Scheme, Contract Standing Orders within the Seven Force Procurement Standing Orders and new structures of meetings to support the PCC's decision making processes.

Approval is now sought to the revised scheme.

**RECOMMENDATION:**

The PCC is invited to adopt the revised Scheme of Governance and Consent.

**OUTCOME/APPROVAL BY:** PCC/CHIEF EXECUTIVE/CHIEF FINANCE OFFICER  
(Delete as appropriate)

The recommendations as outlined above are approved.

**Signature**

**Date** 12/06/19

## **DETAIL OF THE SUBMISSION**

### **1. OBJECTIVE:**

- 1.1** The Scheme of Governance and Consent governs the interrelationship between the PCC and Chief Constable and others. It is expected that the Scheme be regularly reviewed to ensure it adapts to the ongoing needs and governance requirements of the corporations sole.

### **2. BACKGROUND:**

- 2.1** The Police and Crime Commissioner (PCC) has adopted a number of key corporate governance documents that help contribute to the good governance of the two corporations sole that operate in policing locally, namely the PCC and the Chief Constable. These corporate governance documents include a Scheme of Governance and Consent.

- 2.2** The Scheme has a number of constituent parts:

- Introduction, Outline and Legislative Background and General Principles;
- Key Roles of the Police and Crime Commissioner and Chief Constable;
- Delegations by the Police and Crime Commissioner;
- Financial Regulations;
- Contract Standing Orders;
- Decision-making and Accountability Framework;
- Arrangements between the PCC and Chief Constable;
- Appendices.

### **3. AREAS FOR CONSIDERATION:**

- 3.1** The Scheme of Governance and Consent has been revised to accommodate changes that have occurred since April 2017. In particular, changes to the Government Security Classification Scheme, Contract Standing Orders within the Seven Force Procurement Standing Orders and new structures of meetings to support the PCC's decision making processes.

- 3.2** The Scheme incorporates changes to accommodate the Seven Force Collaboration Agreement for Procurement which has introduced common Contract Standing Orders across the seven police force areas covered by the agreement.

### **4 OTHER OPTIONS CONSIDERED:**

- 4.1** All of these constituent parts of the Scheme have also been reviewed to ascertain whether any further change is necessary.

### **5 STRATEGIC AIMS/OBJECTIVE SUPPORTED:**

- 5.1** All of these constituent parts of the Scheme have also been reviewed in accordance with the Corporate Governance Framework.

**6 FINANCIAL AND OTHER RESOURCE IMPLICATIONS:**

**6.1** There are no direct financial implications

**7 OTHER IMPLICATIONS AND RISKS:**

**7.1** There are no other material implications or risks associated with consideration of this paper.

<b>ORIGINATOR CHECKLIST (MUST BE COMPLETED)</b>	<b>PLEASE STATE 'YES' OR 'NO'</b>
Has legal advice been sought on this submission?	<b>Yes</b>
Has the PCC's Chief Finance Officer been consulted?	<b>Yes</b>
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	<b>Yes</b>
Have human resource implications been considered?	<b>Yes</b>
Is the recommendation consistent with the objectives in the Police and Crime Plan?	<b>Yes</b>
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	<b>Yes</b>
Has communications advice been sought on areas of likely media interest and how they might be managed?	<b>Yes</b>
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	<b>Yes</b>

**APPROVAL TO SUBMIT TO THE DECISION-MAKER** (this approval is required only for submissions to the PCC).

**Chief Executive**

I am satisfied that relevant advice has been taken into account in the preparation of the report, that the recommendations have been reviewed and that this is an appropriate request to be submitted to the PCC.

Signature:



Date 11.6.2019

**Chief Finance Officer (Section 151 Officer)**

I certify that:

- a) there are no financial consequences as a result of this decision,  
OR
- b) the costs identified in this report can be met from existing revenue or capital budgets,  
OR
- c) the costs identified in this report can be financed from reserves  
AND
- d) the decision can be taken on the basis of my assurance that Financial Regulations have been complied with.

Signature:



Date: 11.6.2019

**PUBLIC ACCESS TO INFORMATION:** Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.

