



## **Subject: Scheme of Governance and Consent – Amendment**

**Originator:** Sharon Lister, Director of Performance and Scrutiny

**Decision no.** 28/2024

**Reason for submission:** For Approval

**Submitted to:** Police and Crime Commissioner for Norfolk

### **Summary:**

1. The Scheme of Governance and Consent requires amendment to take account of revisions made to Financial Regulations and Contract Standing Orders.

### **Recommendation:**

Police and Crime Commissioner to approve the amendment.

**Outcome/approval by:** PCC

*The recommendations as outlined above are approved.*

**Signature:**

**Date:** 18/03/2024

## Detail of the submission

### 1. Objective:

- 1.1 To approve the amendment to the Scheme of Governance and Consent by the inclusion of revised Financial Regulations and Contract Standing Orders.

### 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 (the Scheme).
- 2.2 The Scheme has a number of constituent parts, including Financial Regulations and Contract Standing Orders. The Financial Regulations are joint between Norfolk and Suffolk and Contract Standing Orders are for the 7 Forces in the Eastern Region with both sets of documents being reviewed on a regular basis.

### 3. Areas for consideration:

- 3.1 Following a review of both the Financial Regulations and Contract Standing Orders it is proposed that these documents are incorporated into an updated Scheme of Governance and Consent which is amended to incorporate these revisions.

### 4. Other options considered:

- 4.1 Not applicable to this decision.

### 5. Strategic aims/objective supported:

- 5.1 Delivers against all six pillars set out in the Police, Crime and Community Safety Plan for 2022-2024.

### 6. Financial and other resource implications:

- 6.1 There are no direct financial implications arising from consideration of this paper and its recommendation.

### 7. Carbon Emissions and Other Environmental Implications:

## Carbon Emissions

- 7.1 Not applicable to this decision.

## **Environmental Implications**

7.2 No material implications.

### **8. Other implications and risks:**

8.1 There are no other material implications or risks associated with consideration of this paper and its recommendation.

<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>No</b>
Have sustainability and environmental factors been considered? (e.g. biodiversity, employee commuting, business travel, waste and recycling, water, air quality, food and catering and estates construction)	<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>

**Is this report a Confidential Decision?**

**No**

If Yes, please state reasons below having referred to the [PCC Decision Making Policy](#)

**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: 15/03/2024**

**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: 25/03/2024**

**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.*