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Originator: Peter Skelton
Chief Finance Officer

Decision number: D13-2018
(to be completed on approval)

Submitted to: Martin Surl, Police & Crime Commissioner for Gloucestershire

Subject: Corporate Governance Framework

Executive summary:

The Corporate Governance framework has been reviewed by the Chief Executive and the Chief Finance Officer. Amendments have also been proposed by the PCC. Details of the amendments are included in the report.

The revised framework has been presented to Audit Committee in September 2017 and an OPCC/COG meeting in October 2017.

Recommendation:

That the PCC and the Chief Constable approve the revised Joint Corporate Governance Framework.

Outcome/approval by:

Date: 27 March 2018

Signature:



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<p>Public access to information</p> <p><i>Information in this form and associated reports is subject to the Freedom of Information Act 2000 and the Elected Local Policing Bodies (Specified Information) Order 2011. Where it has been indicated that this is a decision of significant public interest, all of this form except Part Two will be made available on the website of the OPCC.</i></p> <p><i>Any information that should not be automatically available on request should not be included in Part One but instead on a separate Part Two form.</i></p>	
<p>Is this a decision of significant public interest?</p> <p><i>This includes a decision with any impact on the community, expenditure in excess of £50,000, or any decision that would be of obvious interest to the media or the general public</i></p>	<p>Yes</p>
<p>Is there a Part Two form? <i>This section should only include information that, if published:</i></p> <ul style="list-style-type: none"> <i>a) would, in the view of the chief officer of the police, be against the interests of national security;</i> <i>b) might, in the view of the chief officer of police, jeopardise the safety of any person;</i> <i>c) might, in the view of the chief officer of police, prejudice the prevention or detection of crime, the apprehension or prosecution of offenders, or the administration of justice; or</i> <i>d) is prohibited by any enactment.</i> <i>e) breaches commercial sensitivity</i> 	<p>No</p>

Originator checklist (must be completed)	Comments including who has approved the report if applicable
Has legal advice been sought on this submission if required?	Yes. Chief Executive reviewed the Framework.
Has the Chief Finance Officer been consulted, if required?	Yes. Chief Finance Officer reviewed the Framework.
Have equality, diversity and human rights implications been considered, as appropriate?	Yes

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How is the recommendation consistent with the objectives of the Police and Crime Plan?	Yes. The Framework clarifies the governance arrangements of the two organisations, the PCC and the Chief Constable, so that resources can be provided for the requirements for the Police and Crime Plan and the Strategic Policing Requirement. The Police and Crime Plan is referred to in Section 2.3.
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	Yes. Revised Framework presented to Audit Committee in September 2017.
Has communications advice been sought on areas of likely media, community, staff or partner interest and how they might be managed?	N/A
Have all relevant implications and risks been considered?	Yes

Part One – For publication

1. Purpose of the report

The Joint Corporate Governance Framework for the PCC and Chief Constable has been reviewed and revised by the Chief Executive and the Chief Finance Officer, and the revised document is presented to Governance Board for approval by the PCC and the Chief Constable.

2. Background

- The Corporate Governance Framework states how the two corporations sole, the PCC and the Chief Constable, will be governed and contains a number of documents, including the Financial Regulations and Standing Orders. The Framework was first approved in 2012, after the first PCC election.
- The Framework has been reviewed by the Chief Executive and the Chief Finance Officer, who have made amendments to the document. These are mainly for structural changes, to tidy up the wording and shorten the document, and to add some changes from the PCC. The attached version does not include tracked changes.
- The following points should be noted:
 - Structural changes have been incorporated into the document including the appointment of a Deputy PCC and a Deputy Chief Executive, and changes to senior management in the Constabulary.
 - The Framework refers to two CFO posts (PCC and Chief Constable), and allows for the two posts to be held by one person – sections 3.13.18 and 3.13.61.
 - All contracts are entered into by the PCC.
 - All contracts for over £200k must have the common seal applied to them (reduced from £250k) – Page 76. The CFO's approval limit for contracts is £200k. Contracts above this value must be approved by the PCC.
 - The CFO's approval limit for sole source applications is £25k. Sole source forms above this value must be approved by the Chief Executive.
 - The limit for new major revenue projects and virements has been reduced from £250k to £100k – Page 76.
 - A new section (C12) has been added on the use of consultants.
- The Framework was presented to Audit Committee on 26th September 2017 for comments and feedback. The Committee noted the document and suggested a few small changes which have been incorporated into the document.
- The Framework was discussed at the OPCC/COG meeting on 4th October 2017 and it was agreed that the Framework would be taken to Governance Board for approval.
- The Framework will be reviewed on an annual basis.

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3. **Recommendation(s)**
That the PCC and the Chief Constable approve the revised Joint Corporate Governance Framework.
4. **Financial and resource implications**
None
5. **Risk assessment**
N/A
6. **Equality & Diversity impact assessment**
N/A
7. **Environmental impact assessment**
N/A
8. **Consultation**
Revised Framework presented to Audit Committee and OPCC/COG meeting.
9. **Discussed with Communications & Engagement**
N/A
10. **Conclusion**
The revised framework is presented to Governance Board for approval by the PCC and the Chief Constable.

Originator approval

Name: Peter Skelton

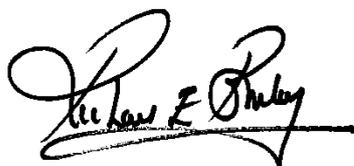
Job title: Chief Finance Officer

Signature: Peter Skelton

Date: 19/03/18

Deputy Chief Executive approval

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



Signature:

Date: 21/03/2018