



**AUTHOR:** Peter Skelton

**SPONSOR:** Peter Skelton, Chief Finance Officer

**DECISION NUMBER:** D11-2019

**SUBMITTED TO:** Martin Surl, Police & Crime Commissioner for Gloucestershire

**SUBJECT:** Draft Joint Annual Governance Statement for 2018/19

**EXECUTIVE SUMMARY:**

The paper presents the draft Joint Annual Governance Statement for the PCC and the Chief Constable for 2018/19 for the meeting to note.



Item 9 - Joint Annual Governance Statement

In previous years two reports have been prepared, one for the PCC and one for the Chief Constable. The two entities share the same governance processes, and therefore a Joint Annual Governance Statement has been prepared for 2018/19.

The Statement will be presented to the Audit Committee meeting on 19<sup>th</sup> June 2019 and the Committee will be asked to recommend the statement for approval. The Statement will then come to the PCC Governance Board in July for final approval.

**RECOMMENDATION:**

That the draft Joint Annual Governance Statement is noted.

**OUTCOME/APPROVAL BY:**

Signature:

A handwritten signature in black ink, appearing to read 'MAS' with a flourish underneath.

Police and Crime Commissioner for Gloucestershire

Date: 28 May 2019

<p><b>Public Access to Information</b></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><b>Is this a decision of significant public interest?</b></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><b>Yes</b></p>
<p><b>Is there a Part Two form?</b></p> <p><i>This section should only include information that, if published:</i></p> <ul style="list-style-type: none"> <li>a) <i>would, in the view of the chief officer of the police, be against the interests of national security;</i></li> <li>b) <i>might, in the view of the chief officer of police, jeopardise the safety of any person;</i></li> <li>c) <i>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></li> <li>d) <i>is prohibited by any enactment.</i></li> <li>e) <i>breaches commercial sensitivity</i></li> </ul>	<p><b>No</b></p>

<b>ORIGINATOR CHECKLIST (MUST BE COMPLETED)</b>	<b>Comments including who has approved the report if applicable</b>
Has legal advice been sought on this submission if required?	No
Has the Chief Finance Officer been consulted, if required?	Yes. Prepared the report.
Have equality, diversity and human rights implications been considered, as appropriate?	Yes
How is the recommendation consistent with the objectives of the Police and Crime Plan?	There is a statutory requirement to prepare the Annual Governance Statement. The statement confirms that the governance processes are in place for the Chief Constable and the PCC to achieve the objectives within the Police and Crime Plan.
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	No. The Statement will be presented to the Constabulary Governance Board in July for noting, after it has been discussed at Audit Committee in June.

Has communications advice been sought on areas of likely media, community, staff or partner interest and how they might be managed?	No. N/A
Have all relevant implications and risks been considered?	Yes. Statement considers risk management processes.

## **PART ONE – For publication**

### **1. Purpose of the report**

To present the draft Joint Annual Governance Statement for 2018/19 for the PCC and for the Chief Constable to the meeting for noting.

### **2. Background**

2.1 Both the PCC and the Chief Constable have to present a set of annual accounts, and these have to include an Annual Governance Statement.

2.2 There is a statutory requirement to prepare an Annual Governance Statement which sets out the internal controls in place to ensure proper practice and good governance arrangements.

2.3 The Annual Governance Statement has to be prepared in accordance with the delivering Good Governance in Local Government Framework, using the seven principles of the Framework as headings:

- Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law.
- Ensuring openness and comprehensive stakeholder engagement.
- Defining outcomes in terms of sustainable economic, social and environmental benefits
- Determining the interventions necessary to optimise the achievement of the intended outcomes.
- Developing the entity's capacity, including the capability of its leadership and the individuals within it.
- Managing risks and performance through robust internal control and strong public financial management
- Implementing good practices in transparency, reporting and audit to deliver effective accountability.

2.4 In previous years two reports have been prepared, one for the PCC and one for the Chief Constable. The two entities use the same governance processes, so the content of the two reports was very similar. Following discussions with the external auditors it was agreed that a joint Annual Governance Statement would be prepared for 2018/19 for the two entities. The draft Joint Annual Governance Statement is presented to the meeting for consideration.

2.5 Audit Committee reviews the statement and, if they are content with the statement, recommend it for approval by the PCC and the Chief Constable.

The report will be presented to Audit Committee on 19<sup>th</sup> June. If recommended for approval it is proposed that the report will be presented to:

- Constabulary Governance Board on 15<sup>th</sup> July for noting
- PCC Governance Board on 23<sup>rd</sup> July for approval.

The final approved Statement will be published with the audited accounts by 31<sup>st</sup> July 2019.

2.6 The main points to note from the report are:

- The current governance arrangements for the PCC and the Chief Constable have been reviewed and the PCC, the Chief Constable, the Chief Executive and the Chief Finance Officer are satisfied that the arrangements for governance, risk management and control are adequate and effective.
- The report states that there are no significant governance issues (Page 15).
- There are two significant red risks on the Corporate Risk Register (page 13).
- The Corporate Governance Framework should be reviewed in 2019. The framework will be presented to the June Audit Committee meeting for discussion and will be presented to the PCC Governance Board in June for approval.
- The Statement will be updated when the Internal Audit Opinion for 2018/19 is received. This will be at the June Audit Committee.

**3. Recommendation**

That the report is noted.

**4. Financial and resource implications**

There are no financial and resource implications.

**5. Risk assessment**

Risk management processes are noted in the Statement.

**6. Equality & Diversity impact assessment**

N/A

**7. Environmental impact assessment**

Noted in the Statement

**8. Consultation**

N/A

**9. Discussed with Communications & Engagement**

N/A

**10. Conclusion**

That the Statement is noted.

**SPONSORING BOARD MEMBER APPROVAL**

**Name: Peter Skelton**

**Job title: Chief Finance Officer**

**Signature:**

**Date: 21 May 2019**

**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:**