

Joint Audit Committee

12th December 2016

Joint Corporate Governance Framework Review

1.0 Introduction

- 1.1 The Joint Corporate Governance Framework includes the Finance and Contract regulations and has been in existence across the Alliance since the inception of Police and Crime Commissioners and the creation of Chief Constables as separate legal entities. It was fundamentally reviewed for April 2014 with the transfer of staff to the Chief Constables. A further comprehensive review was undertaken in 2015.
- 1.2 In accordance with established good practice, the Framework has again been reviewed by the Chief Executives, Treasurer and Deputy Treasurer, Director of Finance and Head of Procurement, Director of Enabling Services and Head of Legal Services.
- 1.3 The following paper outlines the major changes as a result of that review. The full Corporate Governance Framework is attached at Appendix A. The committee are asked to consider and review the framework.

2.0 Major Changes

- 2.1 The following parts of the Code of Corporate Governance have been changed:

Section 2 pages 3,4,5 and 6

- Statement now incorporates the International Framework for Good Governance in the Public Sector

The following parts of the Scheme of Corporate Governance have been changed:

Section 3.4.4 page 10 Delegations by the Police and Crime Commissioner to the Chief Executive

- Arrangements now outlined should a significant conflict of interest for a Police and Crime Commissioner arise

Section 3.4.7 page 11 Delegations by the Police and Crime Commissioner to the Chief Executive

- Delegation to sign contracts made to the Chief Executive

Section 3.4.35 page 13 Delegations by the Police and Crime Commissioner to the Chief Executive

- Delegation given to the Chief Executive amended to include the completion of necessary documentation in pursuance of court orders, directions and/or procedural rules.

Sections 3.12 page 14 Delegations by the Chief Constable to the Head of Legal Services

- Delegation given to the Head of Legal Services amended to include the completion of necessary documentation in pursuance of court orders, directions and/or procedural rules.

2.2 The following section highlights the parts of the Financial Regulations and Contract Standing Orders have been changed:

Section 4.17, page 21 Overview

- Inclusion of a new paragraph emphasising the expectation that police officers and members of staff will read the Financial and Contract Regulations. This follows a recommendation from Internal Audit.

Section 7.9.2 and 7.9.3 page 64 Administration of Seized and Found Property

- Amended to incorporate the requirement for the adequate segregation of duties and regular inventory checks. This follows a recommendation from Internal Audit.

Section 8.1.3 page 67 Systems and Processes

- Responsibilities amended to include the determination of arrangements for the retention of accounting systems and financial records. This follows a recommendation from Internal Audit.

Section 8.3.8 page 71 Ordering and Paying for Work, Goods and Services

- Inclusion of a new paragraph stating that payment by BACS is the preferred method of payment. This follows a recommendation from Internal Audit.

Andy Champness and Neil Hewison, Chief Executives
Liz Hall, Treasurer
Heather Costello, Director of Finance