

Wiltshire Police and Crime Commissioner Record of Decision

Decision Detail	Scheme of Governance
Business Area	OPCC (Office of the Police and Crime Commissioner)
Decision No:	021 - 2023
Date	May 2023
Protection marker	Confidential

Executive Summary

The OPCC Scheme of Governance sets out how the Police & Crime Commissioner (PCC) and Chief Constable (CC) will demonstrate their governance arrangements, scheme of delegation, financial management and contract standing orders in four documents.

Document 1: Governance arrangements

The Chartered Institute of Public Finance and Accountancy (CIPFA) identified seven principles of 'good governance' (Delivering Good Governance– Guidance Note for Policing Bodies, 2016 Edition), listed below. Document one identifies how these principles will be adhered to.

A: Behaving with integrity, demonstrating strong commitment to ethical values, and respecting the rule of law.

B: Ensuring openness and comprehensive stakeholder engagement.

C: Defining outcomes in terms of sustainable economic, social, and environmental benefits.

D: Determining the interventions necessary to optimise the achievement of the intended outcomes.

E: Developing the entity's capacity, including the capability of its leadership and the individuals within it.

F: Managing risks and performance through robust internal control and strong public financial management.

G Implementing good practices in transparency, report, and audit to deliver effective accountability.

Scheme of Delegation

The Scheme of Delegation document details the key roles of the Police and Crime Commissioner for Wiltshire (PCC) and lists those functions which they designate will be carried out by their respective Deputy Police & Crime Commissioners (where appointed), the Chief Executive, Chief Finance Officer(s) and other staff employed by the PCC.

The Scheme also details those areas of business support that are being provided to the PCC by staff who are directly employed by the Chief Constable, under the arrangements outlined in the Memorandum of Understanding agreed between the PCC and the Chief Constable.

Financial management

The Police and Crime Commissioner (PCC) and Chief Constable (CC) are required to ensure that sound financial management policies are in place, which comply with the Home Office Financial Management Code of Practice issued under section 17 of the Police Reform and Social Responsibility Act 2011 and paragraph 7 of schedule A2 of the Fire and Rescue Services Act 2004 and that these are strictly observed by every police officer and employee under the control and direction of either the Police and Crime Commissioner or the Chief Constable. Document three quantifies how these principles will be adhered to.

Contract standing orders

Contract standing orders govern the procedures for procuring and awarding contracts for goods, services, and works and the respective responsibilities of the PCC and CC. These contract standing orders shall apply to all contracts entered by or on behalf of the PCC or in certain exceptional circumstances the CC with any other person or body. Document four quantifies how these principles will be adhered to.

Decision:

The Commissioner is asked to authorise the Scheme of Governance.

Implications

Please read appendix A in regard to this supporting information

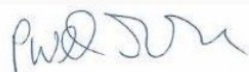
Has considerations been taken following:	Yes	No
Financial	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Legal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Equality and Diversity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sustainability	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Risk	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Additional comments

Police and Crime commissioner comments

I have read the documents and I confirm the decision to proceed as recommended.

Signed:



Date: 16/05/2023

Financial Implications: (Must include comments of the PCC's Chief Finance Officer where the decision has financial implications)

Comments: The Scheme of governance documents provides framework of financial operations of the OPCC and Wiltshire Police, including controls and risk

mitigations, including fraud and money laundering. The financial regulations are discharged through the budget book which sets the details processes and procedures based on the scheme of delegation, financial and contractual regulations.

Legal Implications: (Must include comments of the Monitoring Officer where the decision has legal implication)

Comments: The Scheme of governance sets the legal framework for effective and efficient decision making, spending of public money, and associated legal, financial and procurement risk and controls.

Equality and Diversity Implications

Comments: There are no Equality and Diversity implications.

Sustainability Implications

Comments: There are no Sustainability implications.

Risk Management

Comments: The Scheme of governance documents sets all risk controls, policies and procedures in relation to decision making, financial and contractual actions.

Monitoring Officer Approval

I have been consulted about the decision and confirm that financial, legal, sustainability, and equalities advice has been considered. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.

Signed: 	Dated: 16/05/2023
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Naji Darwish

Public Access to Information: APPENDIX A

Information in this form is subject to the Freedom of Information Act 2000 (FOIA) and other legislation. Part 1 of this form will be made available on the Commissioner’s website within 2 working days of approval. Any facts / advice / recommendations that should not be made automatically available on request should not be included in Part 1 but instead on the separate Part 2 form.

Is there a Part 2 form?	
If yes, for what reason: Disclosure of information in Part 2 Commercial sensitivity and may be a breach of terms of the Lease	

Appendix A: The Wiltshire PCC 2023 Scheme of Governance is comprised of 4 documents which can be viewed or downloaded from the OPCC website.

[Wiltshire PCC home \(wiltshire-pcc.gov.uk\)](http://wiltshire-pcc.gov.uk)