

For public release

**POLICE AND CRIME COMMISSIONER (PCC) FOR LINCOLNSHIRE
REQUEST FOR DECISION**

REF: 01-2024

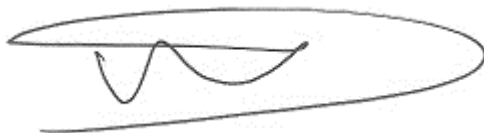
DATE: 19 January 2024

SUBJECT		SCHEME OF GOVERNANCE INCLUDING FINANCE, CONTRACT AND PROCUREMENT REGULATIONS
REPORT BY	Chief Finance Officer and Director of Finance & Corporate Services (S151)	
CONTACT OFFICER	Julie Flint, Chief Finance Officer Tel: 01522 947222 Sharon Clark, Director of Finance & Corporate Services (S151) Tel: 01522 947468	
EXECUTIVE SUMMARY AND PURPOSE OF REPORT		
To consider and approve a revised Scheme of Governance for the Discharge of Functions.		
RECOMMENDATION	The Police and Crime Commissioner is asked to: <i>That the revised Scheme of Governance for the Discharge of Functions provided at Appendices A to D be approved and implemented with immediate effect.</i>	

POLICE AND CRIME COMMISSIONER FOR LINCOLNSHIRE

I hereby approve the recommendation above, having considered the content of this report.

Signature:



Date: 19 January 2024

A. NON-CONFIDENTIAL FACTS AND ADVICE TO THE PCC

A1. INTRODUCTION AND BACKGROUND

- 1.1 The Financial Management Code of Practice for the Police Forces of England and Wales published by the Home Office (revised July 2018) provides that a Scheme of

Governance should be prepared by the Police and Crime Commissioner (PCC), advised by the Commissioner's Chief Finance Officer in consultation with the Chief Executive, the Chief Constable (CC) and the Director of Finance & Corporate Services (S151). The Scheme should be regularly reviewed and amended in consultation with, and on the advice of, these same people as appropriate.

- 1.2 The Scheme of Governance has been subject to annual review and the updated draft scheme was considered by the Joint Independent Audit Committee at its meeting on 4 October 2023. The updated Scheme of Governance attached to this decision report reflects the discussions at the Joint Independent Audit Committee meeting. The following minor amendments have subsequently been made:
 - Sequential numbering corrections in the PCC and Chief Constable Financial, Contract and Procurement Regulations at FR34 and CP27.5
 - Provision for the CFO to delegate authority for Exceptions below £25,000 (Single Source Approval) – Financial, Contract and Procurement Regulations CP10.4
 - Yellow highlights removed
 - Removal of 'Draft' watermarks
- 1.3 The Scheme should identify those powers which may be exercised by either the PCC or the Chief Constable but which may also be exercised by their staff. It should also set out any constraints on those powers, including requirements to report back or advise the PCC or the Chief Constable, and should address circumstances which will require consultation between the staff of the PCC and the Chief Constable.
- 1.4 The Integrated Scheme of Governance comprises of:
 - Scheme of Consent
 - PCC's Scheme of Delegation
 - Chief Constable's Scheme of Delegation
 - PCC and Chief Constable Financial, Contract and Procurement Regulations
- 1.5 The Integrated Scheme of Governance now in place reflects the completed transition of services from the previous Strategic Partnership with G4S. As a result, references to the Strategic Partnership that were included to reflect a transitional period, have now been replaced within the Scheme of Governance documents.

SCHEME OF CONSENT

- 1.6 The Scheme of Consent sets out the extent to which the PCC empowers the Chief Constable to enter into contracts etc. on their own behalf rather than as an agent of the PCC. The Scheme of Consent is attached at **Appendix A** and reflects the PCC's decision not to confer consent.
- 1.7 The Scheme of Consent has had some minor reformatting amendments.

PCC'S SCHEME OF DELEGATION

- 1.8 The PCC's Scheme of Delegation provides for the delegation of powers from the PCC to staff in their direct employ. The latest version is attached at **Appendix B**.
- 1.9 The Scheme of Delegation has had some minor reformatting amendments.

CHIEF CONSTABLES'S SCHEME OF DELEGATION

- 1.10 The Chief Constable's Scheme of Delegation provides for the delegation of powers from the Chief Constable to officers and to staff in their direct employ. The latest draft is attached at **Appendix C**.
- 1.11 The Scheme of Delegation has had some minor reformatting amendments.

PCC AND CHIEF CONSTABLE FINANCIAL, CONTRACT AND PROCUREMENT REGULATIONS

- 1.12 The PCC and the Chief Constable have the same Financial, Contract and Procurement Regulations, the latest draft is attached at **Appendix D**.
- 1.13 The final Financial, Contract and Procurement Regulations has had some minor reformatting and renumbering compared to the draft version. Specific updates include:
- Sequential numbering corrections from FR34
 - Sequential numbering corrections from CP27.5
 - Minor reformatting of some tables and removal of review comments

A2. LINKS TO POLICE AND CRIME PLAN AND PCC'S STRATEGIES AND PRIORITIES

None

B. FINANCIAL CONSIDERATIONS

None

C. LEGAL AND HUMAN RIGHTS CONSIDERATIONS

The proposals described in this paper respond to the requirements of the Police Reform & Social Responsibility Act 2011 and the Financial Management Code of Practice for the Police Forces of England and Wales published by the Home Office (2018).

D. PERSONNEL AND EQUALITIES ISSUES

None

E. REVIEW ARRANGEMENTS

The Scheme of Governance will be subject to annual review, changes are considered by the Joint Independent Audit Committee prior to this decision being taken.

F. RISK MANAGEMENT

The Scheme of Governance is a key component of the risk management framework and provides a framework for the operation of Internal Control and gives assurance on financial processes.

G. PUBLIC ACCESS TO INFORMATION

Information in this form along with any supporting material is subject to the Freedom of Information Act 2000 and other legislation. Part 1 of this form will be made available on the PCC's website within one working day of approval. However, if release by that date would compromise the implementation of the decision being approved, publication may be deferred. An explanation for any deferment must be provided below, together with a date for publication.

Is the publication of this form to be deferred? No

If Yes, for what reason: N/A

Until what date: N/A

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? No

DECLARATIONS


	Initial to confirm
Originating Officer: The CC's Director of Finance and Corporate Services (S151) recommends this proposal for the reasons outlined above	SC
Financial advice: The PCC's Chief Finance Officer recommends this proposal for the reasons outlined above	JF
Monitoring Officer: The PCC's Monitoring Officer has been consulted on this proposal	MB
Chief Constable: The Chief Constable has been consulted on this proposal	CH

OFFICER APPROVAL

Chief Executive

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. Consultation outlined above has also taken place. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner for Lincolnshire.

Signature:



Date: 18 January 2024