



PCC
Office of the Police
and Crime Commissioner
Devon and Cornwall

Part 1

Summary of

Code of

Corporate Governance

Part 1 Summary of Code of Corporate Governance

Code of Corporate Governance

- 1.1 The Code of Corporate Governance has been developed to provide an agreed system of governance for the two corporations sole of Devon and Cornwall namely the Police and Crime Commissioner and the Chief Constable.
- 1.2 The Code of Governance is comprised of the following parts:
 - **Part 1** – Summary of the Code of Corporate Governance
 - **Part 2** – Statement of Corporate Governance
 - **Part 3** – Scheme of Corporate Governance:
 - **Part 3A** – Schedule of Roles and Responsibilities
 - **Part 3B** – Scheme of Delegation and consent
 - **Part 3C** – The Financial Regulations
 - **Part 3D** – Contract Standing Orders
 - **Part 3E** – Meeting Structure
- 1.3 This **Summary (Part 1)** of the Code of Corporate Governance aims to give a brief overview of the Code (which is divided into Parts 1-3 as listed above paragraph 1.2) and an explanation as to the function of each of the parts and additionally in the case of Part 3 consideration of the functions of sub-parts 3A, 3B, 3C, 3D and 3E.
- 1.4 The Code of Governance incorporates the following definitions:

Definitions

- a. The Police and Crime Commissioner may be referred to as the Commissioner.
- b. The Police and Crime Commissioners' Chief Finance Officer is referred to as the Treasurer.
- c. The Chief Constable's Chief Finance Officer is referred to as the Chief Finance Officer (CFO).
- d. The Chief Constable of Devon and Cornwall and all those under their direction and control are referred to as Devon and Cornwall Police.
- e. The term "the Force" refers to Devon and Cornwall Police.
- f. The term "the OPCC" is a reference to the Office of the Police and Crime Commissioner for Devon and Cornwall.

- g. All references to Devon and Cornwall also include the Isles of Scilly.
- h. Unless the context otherwise requires a reference to one gender shall include a reference to the other genders.
- i. The term “statutory officers” refers to the Chief Executive of the OPCC, Treasurer and the CFO.
- j. The term ‘chief officers’ refers to other non-statutory posts within the executive team of the Force.
- k. The Police Reform and Social Responsibility Act 2011 will be referred to as PRSRA.

1.5 Police staff is the term used to refer to all personnel who are not police officers. In the PRSRA they are referred to as ‘civilian employees’ and will have the same meaning as that in legislation.

The Statement of Corporate Governance – Part 2

- 1.6 The Statement of Corporate Governance expresses the commitment of the two corporations sole to conduct business in an open, inclusive and accountable way. The Statement records:
 - The principles which underpin the governance structure.
 - The aims of the overall Code of Corporate Governance.
 - The arrangements and structures in place to facilitate good governance.
- 1.7 The Statement of Corporate Governance lists the Principles of the Code of Corporate Governance.
- 1.8 The Statement reflects the commitment of the two corporations sole to the values of fairness and respect and thus reflects the Police Code of Ethics and the Nolan Principles of Public Life.
- 1.9 The Statement of Corporate Governance also includes the aims of the Code of Governance at Section 3. It is not intended that the listed aims will be exhaustive but that they may be amended from time to time as part of governance reviews and as required.
- 1.10 The Statement of Corporate Governance also highlights the structures and organisations which are in place to reinforce and scrutinise the practise of sound governance; namely:
 - Review and scrutiny framework and other arrangements
 - Independent audit committee
 - Internal audit arrangements
 - External auditors

- His Majesty's Inspectorate of Constabulary and Fire and Rescue Service (HMICFRS)
- Police and Crime Panel (PCP) for scrutiny of the Commissioner.

The Scheme of Corporate Governance – Part 3

1.11 The Scheme of Corporate Governance sets out the strategies, arrangements, instruments and controls described in the Statement of Corporate Governance. They are:

- a. The Schedule of Roles & Responsibilities of those exercising leadership functions within the Code of Corporate Governance (Part 3A).
- b. Scheme of Delegation from the Commissioner and the Chief Constable (Part 3B).
- c. The Financial Regulations (Part 3C).

1.12 Part 3A referred to in paragraph 1.10 above details the Roles and Responsibilities of the Commissioner, the Chief Constable and their respective deputies. It also describes the role of the statutory officers.

1.13 Part 3B (the Scheme of Delegation and Consent) aims to clarify those powers which the Commissioner and/or the Chief Constable delegate to statutory and chief officers for the benefit of good business practice. The scheme ensures business decisions can be carried out lawfully and efficiently and are not subject to unnecessary delay and are taken at the appropriate level.

1.14 Part 3C (the Financial Regulations) set out the rules, regulations and guidelines and how financial management is to be undertaken in the OPCC and the Force. It sets out the delegated financial limits to each of the statutory financial officers. The regulations are an integral part of the Code of Governance and expand on the role and responsibilities of the Commissioner, the Chief Constable, and the statutory officers in relation to financial management matters. Appendices to the Financial Regulations record the financial limits and budget-setting practice.

1.15 Part 3D (Contract Standing Orders) governs the procedures for tenders and contracts and the relative responsibilities of the Commissioner and Chief Constable.

1.16 Part 3E (Meeting Governance) this section describes the strategic meeting's structure and how they are managed. A diagram showing how these fit into the wider sources of assurance for good governance is shown in section E.

James Vaughan
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