

**Report to the Chair and Members of the Police Authority Executive
4th August 2011**

**Executive Officer: Mrs Julie Leng, Acting Chief Executive
Prepared by: Dr Neville Cameron, Service Improvement Manager
Status: For Decision**

Cleveland Police Authority - Code of Corporate Governance

1 Purpose of the Report

- 1.1 In March 2010, the format of the Code of Corporate Governance was reviewed at the Audit & Control Panel and agreed at the Police Authority Executive on 25th June 2010. This report outlines the annual update of the Code of Corporate Governance for 2011/12.

2 Recommendation

- 2.1 That Members agree the revised Code of Corporate Governance (Appendix A).

(Please note that "Appendix A – Code of Corporate Governance" will only be provided to CPA Members with the meeting papers. It is available to download from the page of this meeting on the Cleveland Police Authority website at www.clevelandpa.org.uk)

3 Reasons

- 3.1 A new format for the Code of Corporate Governance was accepted by the Police Authority at its meeting in December 2007, becoming effective from 1st January 2008. It was agreed that there would be an annual review of the Code, which would be brought to Members for approval.
- 3.2 Since the last update in June 2010, there have been a number of changes to the working document primarily minor amendments to wording. Other changes to the Code are as follows:-
- 3.3 In the section entitled "Officers of Cleveland Police Authority" (see Page 24), the role of the Chief Executive has been modified to reflect the current role of the Acting Chief Executive.

- 3.4 In the section entitled "Officers of Cleveland Police Authority" (see Page 25), the role of the Treasurer has been added to reflect the transfer of Section 151 duties from the Chief Executive role.
- 3.5 In the section entitled "Schemes of Delegation" (see Page 34), delegation to the Solicitor has been changed so that contract and deed signings are undertaken by Authority Legal Advisors. This delegation may also be undertaken by an agreed Legal Services representative of the Force or agreed member of the Force's Procurement team.
- 3.6 In Appendix B (see Page 56), the Members Allowance Scheme has been updated to reflect a 2.58% increase. This is in accordance with recommendations regarding the Members Allowance Scheme, approved on 15 June 2006, which states that "the scheme is updated annually by the percentage increase applied to support staff".
- 3.7 In Appendix E (see Pages 76-77) , the Terms of Reference for Panels has been amended to include the following additions of sub groups within the Panel structure:-
- a. The *Joint Risk Management Group* (a sub group of the Audit & Internal Control Panel) which provides bi-monthly scrutiny of the Force & Authority's Risk Registers and Business Continuity Plans.
 - b. The *Environmental Monitoring Group* (a sub group of the Policy & Resources Panel) responsible for the scrutiny and analysis of the Force & Authority's Carbon Footprint.

4 Implications

4.1 Finance

The Code contains the Financial and Contract Standing Orders.

4.2 Diversity and Equal Opportunities

There are no direct diversity and equal opportunities implications arising out of this report.

4.3 Human Rights Act

There are no human rights implications.

4.4 **Sustainability**

The Code will be reviewed annually and updated, as required, to take account of legislation and changes to policy and procedures.

4.5 **Risk Assessment**

By revising and updating the Code of Corporate Governance, the Police Authority will help ensure that it continues to meet its legal obligations and further its objective of maintaining good governance of its affairs.

5 **Conclusion**

- 5.1 The Code of Corporate Governance has been updated in a timely manner in accordance with agreed procedures.

Julie Leng
Acting Chief Executive