

**JOINT INDEPENDENT AUDIT COMMITTEE**  
**1 FEBRUARY 2017**

SUBJECT		REVIEW OF SCHEME OF ARRANGEMENTS FOR THE DISCHARGE OF FUNCTIONS
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<b>SUMMARY AND PURPOSE OF REPORT</b>  An annual review of the Scheme of Arrangements is required to be undertaken. A review of Financial, Contract and Procurement Regulations has highlighted the need to update the documents.		
RECOMMENDATION	That the Committee reviews the changes to the Financial, Contract and Procurement Regulations	

## **A. SUPPORTING INFORMATION**

- 1.1. The Scheme of Arrangements for the Discharge of Functions includes provision for an annual review. A review of the Financial, Contract and Procurement Regulations has been undertaken.
- 1.2 In August 2016, the Commissioner's CFO agreed some minor changes in order to reflect the new purchasing process.
- 1.3 These regulations, as attached at Appendix A, have had some minor revision and reformatting. The updates have mostly been a tidying up exercise. However updates have also been made to:
  - Remove the Deputy Chief Executive from being able to approve contracts and orders as this post no longer exists.
  - Amended delegation limits for the disposal of plant and equipment.
  - The European Single Procurement Document (ESPD) shall be accepted as a means of evidence for tender shortlisting purposes.
  - Additional exclusions where the regulations don't apply:
    - Charges repaid to the Home Office for national systems/requirements
    - Appointment of External Auditors for 2017/18
    - Professional Subscriptions
  - In the event of the absence of the Police and Crime Commissioner, the statutory roles will be assumed by the Deputy Police and Crime Commissioner.
  - In the event of the absence of the Chief Constable, the statutory roles will be assumed by the Deputy Chief Constable.
- 1.4 Changes to the current regulations are shown in "track" to enable comparison with this document.

- 1.5 Consultation is currently in progress with EMPLS regarding a number of issues in respect of the scheme of delegation. Further changes may be required to these regulations depending on the final outcome of these discussions.

**B. FINANCIAL CONSIDERATIONS**

Included within the Regulations.

**C. LEGAL AND HUMAN RIGHTS CONSIDERATIONS**

The proposals described in this paper respond to the requirements of the Police Reform & Social Responsibility Act 2011.

**D. PERSONNEL, EQUAL OPPORTUNITIES AND DIVERSITY ISSUES**

(including any impact or issues relating to Children and Young People)

None specific

**E. REVIEW ARRANGEMENTS**

An annual review will be undertaken.

**F. RISK MANAGEMENT**

The Financial, Contract and Procurement Regulations are a key component of the risk management framework. Any associated risks will be held on the appropriate register.

**G. PUBLIC ACCESS TO INFORMATION**

Information in this report along with any supporting material is subject to the Freedom of Information Act 2000 and other legislation.