

CODE OF CORPORATE GOVERNANCE

Governance is about how a Police Authority ensures it is doing the right thing, in the right way, for the right people, in a timely, inclusive, open and accountable way. It comprises the systems, processes, culture and values by which police authorities are directed and controlled, and through which they account to, engage with and, where appropriate, lead their communities. Good governance leads to good management, good performance, and good stewardship of public money, good public engagement and ultimately good outcomes for citizens and users.

This Code of Corporate Governance describes how Dorset Police Authority discharges its governance responsibilities with particular regard to its two overarching statutory responsibilities to secure an efficient and effective local police service, and to hold the Chief Constable to account for the exercise of his functions and those of persons under his direction and control.

It is to be noted that in policing, there is an important distinction between the Chief Constable who is responsible for the control, direction and delivery of operational policing services in Dorset, and the Police Authority which is responsible for maintaining an efficient and effective police service for the County.

In discharging its governance responsibilities, Dorset Police Authority is committed to upholding the six core principles developed by the Independent Commission on Good Governance in Public Services and the six core principles lie at the heart of this Code of Corporate Governance. A framework has therefore been formulated locally which ensures that these core principles are fully integrated into the conduct of the Authority's business and includes the means to demonstrate compliance. This framework involves an Annual Governance Review and the preparation and publication of the Authority's Annual Governance Statement (AGS). The AGS forms part of the Authority's Annual Accounts and reports publicly on how our governance arrangements comply with our Code of Corporate Governance, how we have monitored their effectiveness and what changes are planned.

This Code of Corporate Governance will be reviewed and updated annually in the light the Annual Governance Review and the publication of the Annual Governance Statement.

1. To focus on the purpose of the authority and on outcomes for the community and creating and implementing a vision for the local area the Authority will:

- Ensure effective arrangements for consulting local communities about policing and for reflecting those views in local policing priorities and targets.
- Ensure effective arrangements are in place to develop Strategic and Capability Assessments that determine the policing priorities and the forces capability to deliver them.
- Produce a policing plan before the beginning of each financial year that sets out the vision, policing priorities and targets for the local police force and a medium term strategic plan.
- Set the budget and agree the policing council tax precept.

- Ensure the precept leaflet and an annual publication “Safer Dorset” are delivered to every household and that a website provides current information on policing priorities, objectives, activities performance and financial position.
 - Ensure arrangements for the oversight and scrutiny of performance and user satisfaction levels and provide information on performance to local communities.
 - Ensure effective monitoring arrangements of the Force Finance Strategy, Annual Budget, Human Resource Plans, Asset Management Plans, Procurement and Commissioning arrangements, and Efficiency and Productivity plans are in place.
 - Monitor the Force’s continuous improvement activity, internal and external inspection and the management of complaints.
 - Adopt a strong partnership philosophy and secure arrangements for the Force to develop complementary priorities and plans to those of partner agencies and to collaborate with other police forces in the interests of efficiency and effectiveness.
- 2. To ensure members and officers work together to achieve a common purpose with clearly defined functions and roles the Authority will:**
- Clearly define the roles and responsibilities of members and senior officers in the Authority and the Force within the Annual Policing Plan, Key Policy documents and on the Force Website.
 - Adopt a clearly defined committee structure that provides strategic direction for the Force and robust oversight arrangements by the Authority.
 - Annually review the terms of reference and committee membership.
 - Update, approve and publish a members’ allowance scheme annually.
 - Develop, maintain and regularly review policies, procedural standing orders and financial regulations.
 - Approve and keep updated a scheme of delegation.
 - Develop a clear partnership policy clearly defining the legal status, decision making powers and terms of reference for all partnerships.
- 3. To promote values for the authority and demonstrate the values of good governance through upholding high standards of conduct and behaviour the Authority will:**
- Ensure all new members sign up to a Code of Conduct as part of their acceptance of office and agree to uphold the ten general principles of public life.
 - Establish a Standards Committee chaired by an Independent Member for standards that meets quarterly and has a responsibility to promote and maintain high standards of conduct and to manage the complaints procedure.
 - Maintain a register of business interests and a gifts and hospitality register.
- 4. To take informed and transparent decisions which are subject to effective scrutiny and managing risk the Authority will:**
- Establish a risk management structure with clearly defined policy, roles and responsibilities and scrutiny arrangements.
 - Adopt open decision-making processes through advance publication of committee reports and ensuring meetings are open to the public, subject to the need to preserve confidentiality.
 - Adopt clear procedural standards for meetings. Aim to provide access to full, accurate and clear information on all of its activities.

- Establish an effective internal control framework in relation to Force and Authority decision-making procedures, performance and service delivery and financial management.
 - Ensure professional staff are appointed in key governance posts.
 - Establish a clear structure of reporting and, where possible, publishing the findings of internal and external audit, inspection and review with a view to enhancing performance.
- 5. To develop the capacity and capability of members and officers to be effective the Authority will:**
- Adopt robust competency based recruitment processes for Independent Members, Officers and Volunteers attract high quality candidates for selection.
 - Ensure effective induction procedures for new members, officers and volunteers.
 - Arrange a minimum of two annual seminars to develop member knowledge and awareness.
 - Identify lead members to represent the authority's interests and build particular expertise for the Authority.
 - Provide a structure of induction, training and development for all members, staff and volunteers.
 - Annually review the contribution and training requirements of all members, officers and volunteers.
 - Arrange a structure of member's attendance at force strategic boards to build knowledge and expertise.
- 6. To engage with local people and other stakeholders to ensure robust public accountability the Authority will.**
- Maintain a Community Consultation and Engagement Committee to promote effective community consultation and engagement arrangements are in place.
 - Develop and keep updated a community consultation and engagement policy.
 - As a statutory member of the partnership, work to develop and deliver the Crime and Disorder Reduction Partnership plans in accordance with the annual policing plan.
 - Attend community engagement and partnership meetings and maintain and publish a programme of community engagement events.
 - Establish a protocol for Members involvement within the safer neighbourhoods structure.
 - Engage with Independent Advisory Groups and others that have a role to represent the views of minority groups.