



Report: Monitoring Officer Annual Report 2024/25

To: Chair and Members of the Audit Committee

Date: 25th September 2025

Status: For information

Executive Officer: Lisa Oldroyd, Chief Executive & Monitoring Officer, Office of the Police & Crime Commissioner for Cleveland.

1. Purpose

- 1.1 The purpose of this report is to provide the Chair and Members of the Audit Committee with an annual update on the exercise of the statutory function of Monitoring Officer for the Police and Crime Commissioner (PCC) for the period 1 April 2024 – 31 March 2025.

2. Recommendation

- 2.1 That members note the content of the report.

3. Background

- 3.1 As prescribed by the Police Reform and Social Responsibility Act 2011, the Police and Crime Commissioner (PCC's) must appoint a Chief Executive to be the Head of the PCC's staff.
- 3.2 The Chief Executive post also encompasses the role of Monitoring Officer, by virtue of Section 5 of the Local Government and Housing Act 1989.
- 3.3 The function of the Monitoring Officer is to report to the PCC, if it appears that any proposal, decision or omission by the elected Policing Body or by any person holding any office or employment under the PCC, constitutes, has given rise to or is likely to or would give rise to a contravention of any enactment or rule of law or any code of practice; or any such maladministration or injustice.
- 3.4 The Monitoring Officer must send a copy of that report to the Police and Crime Panel.
- 3.5 The Monitoring Officer is required to work closely with the PCC's Chief Finance Officer to ensure compliance with organisations regulatory rules (as set out in the Code of Corporate Governance) and is in a position to influence matters of

integrity, professional ethics and propriety in all aspects of the exercise of the PCC's business.

- 3.6 To ensure resilience of the role of Monitoring Officer, in the absence of the Chief Executive the Head of Standards, Scrutiny and Accountability acts as Deputy Monitoring Officer.

4. Monitoring Officer Activity 2024/25

4.1 Ensuring lawfulness and fairness of decision making.

- 4.1.1 In line with the PCC's decision-making framework, both the Chief Finance Officer (Section 151 Officer) and the Monitoring Officer continued to review all decisions of significant public interest made by the PCC, ensuring they were lawful and aligned with principles of good corporate governance. Statutory Officers have access to specialist advice and support on corporate decision-making through the Evolve Legal Services Collaboration, which includes the option to seek external legal opinions when required.
- 4.1.2 Unless classified as exempt, a record of key decisions made by the PCC is routinely published on the PCC's website and presented to the Cleveland Police and Crime Panel for further scrutiny. Supporting documentation is retained alongside each decision record and is available upon request, subject to any applicable exemptions. During the reporting period, one decision was subject to a publication exemption due to its sensitive nature, specifically relating to a covert site lease agreement.
- 4.1.3 The Chief Executive and Monitoring Officer, along with the Chief Finance Officer, hold membership in the Association of Policing and Crime Chief Executives and the Police and Crime Commissioners' Treasurers' Society, respectively. These professional bodies serve as valuable sources of expert advice and peer support. Additionally, both the Chief Executive and Monitoring Officer and the Deputy Monitoring Officer are members of Lawyers in Local Government (LLG), a representative organisation for legal and governance professionals working within local authorities and policing bodies.
- 4.1.4 Good governance and decision-making frameworks are firmly embedded within the Office of the Police and Crime Commissioner (OPCC). During the reporting period, significant process improvements were implemented following the findings of the Internal Audit of the OPCC Commissioning Processes in 2023. As reported to the Audit Committee in March 2025, a follow-up audit conducted in 2024 provided reasonable assurance of the controls in place.

4.2 Anti-fraud and corruption

- 4.2.1 The PCC and the OPCC is committed to upholding the highest standards of honesty and integrity, and to preventing corrupt, dishonest, unethical, and unprofessional conduct.

- 4.2.2 The Anti-Fraud and Corruption Policy, published on the PCC's website, outlines the procedures for identifying and responding to instances of fraud and corruption. Preventative measures include the implementation of robust policies and procedures, effective contract management, regular internal audits, staff vetting, and the Public Interest Disclosure Policy.
- 4.2.3 The Financial Regulations define the framework for internal financial controls, detailing the approach to fraud prevention and compliance. They also set out the procedures for addressing suspected fraud, theft, irregularities, and the misuse or misappropriation of property or resources. A review of the organisation's fraud controls are included in the Internal Audit Plan for 2025/26.
- 4.2.4 In accordance with the College of Policing's Vetting Authorised Professional Practice (2024), all OPCC staff are subject to police vetting processes. Statutory Officers hold enhanced Security Check (SC) vetting clearance.
- 4.2.5 The OPCC maintains an up-to-date register of the PCC's disclosable interests, as well as register of any offers of gifts or hospitality made to the PCC or OPCC staff. This register is published on the PCC's website in accordance with the Elected Local Policing Bodies (Specified Information) Order 2011.

4.3 Complaints against the Office of the Police and Crime Commissioner (OPCC)

- 4.3.1 The Office of the Police and Crime Commissioner (OPCC) has established transparent and accessible mechanisms for raising complaints and whistleblowing concerns.
- 4.3.2 The PCC's website provides clear guidance on the various types of complaints that may arise and directs individuals to the appropriate channels. It also outlines how the OPCC handles complaints within its remit and includes a copy of the OPCC Complaints Policy. During the reporting period, two complaints against OPCC staff were recorded and resolved.
- 4.3.3 Statutory whistleblowing provisions apply to staff within the Office of the Police and Crime Commissioner, as well as Cleveland Police officers and police staff. These provisions enable individuals to make protected disclosures under the legislation. The PCC's Public Interest Disclosure Policy reflects these statutory protections and clearly outlines the procedures to be followed in cases of qualifying disclosures.
- 4.3.4 Where concerns are raised by third parties that fall outside the scope of the PCC's policy, the Monitoring Officer will refer the reporting individual to the appropriate prescribed body, such as the Charity Commission or the Care Quality Commission.

4.3.5 During the reporting period, no qualifying disclosures were brought to the attention of the Monitoring Officer.

4.4 Complaints against the Police and Crime Commissioner

4.4.1 In accordance with the Elected Policing Bodies (Complaints and Misconduct) Regulations 2012, the handling of complaints against the PCC fall under the remit of the Police and Crime Panel. Any such complaints received by the OPCC are referred directly to the Panel.

4.4.2 During the reporting period, which included the PCC elections held on 2nd May 2024 and change of office holder, the Police and Crime Panel considered five complaints in line with its established procedures.

5. Conclusion

5.1 Overall, during the reporting period there were no occasions where Monitoring Officer had reason to believe that there was a likelihood that the PCC or a member of the OPCC was about to take a decision that would be unlawful or give rise to maladministration. Consequently, no reports have been issued to the Police and Crime Panel under Section 5(2) of the Local Government and Housing Act (1989).