

**Devon and Cornwall Police Authority Planning and Consultation Committee**

**6 September 2007**

*Open for the purposes of FOI*

*Report of the Chief Executive*

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**Planning and Consultation Committee Terms of Reference**

**Recommendations**

**(i) that the terms of reference as set out at paragraph 4 are recommended for inclusion in the Authority's Constitution.**

**(ii) the Committee is invited to give its views on the process for electing a Chairman**

**(ii) The Committee to determine whether the Committee should be renamed, and if so, to what.**

**INTRODUCTION / SUMMARY**

1. *As Members are aware work is being undertaken to produce a Constitution for adoption by the Authority at its meeting on 5 October.*
2. *It is intended that in the future Committees will be given delegated powers to take decisions in relation to the areas covered by their terms of reference. It is therefore important that the terms of reference for individual committees are set correctly.*
3. *The suggested Terms of Reference for this Committee are as follows: -*

**4. PLANNING AND CONSULTATION COMMITTEE TERMS OF REFERENCE**

- *To review the Force's activities in the area of equality and diversity to ensure that, as a minimum, legislative requirements are met. [Statutory Instrument – Police Authorities (Particular Functions and Transactional Provisions) Order 2007].*
- *To ensure that the Police Authority meets its statutory responsibilities under all relevant equalities and anti-discrimination legislation and to maximise opportunities to promote equality and diversity.*
- *To ensure that the Police Authority and Force have in place adequate and appropriate arrangements for engaging with the community.*
- *To ensure that the Authority's strategy for engaging with the community is accessible to the public, meets the Police Authority's statutory requirements and also meet the needs of the Authority and the Force.*
- *Oversee ways of raising the profile of the Police Authority and making the community and partner organisations aware of its role and work*

- *Oversight of the production of the three-year rolling policing plan, Local Policing Summary and Annual report [the requirement for Police Authorities to produce an annual plan, a strategic plan and Annual Report is removed by the Police & Justice Act 2006, although clarity is needed as to exactly when this comes into effect and whether it will apply retrospectively regarding the Annual Report. This Act also introduced the need to produce a three-year rolling policing plan].*
  - *Ensuring the Authority participates effectively in Crime and Disorder partnerships and any other partnership work*
5. *The working group looking at the Constitution has also considered whether Committee Chairmen should be appointed by the full Authority at the Annual General meeting in June or by individual Committees. It has been agreed that Committees will be invited to indicate their preferred option.*
  6. *Members are also asked to consider whether the name of the Committee needs changing.*

**Contact: for further information**

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