

## **PROFESSIONAL STANDARDS AND COMPLAINTS MONITORING GROUP**

### **Terms of Reference**

To carry out the Authority's oversight of the Force Complaints systems in accordance with the Police Reform Act 2002

## **CORPORATE GOVERNANCE COMMITTEE**

### **Terms of Reference**

To develop and monitor a Code of Corporate Governance for adoption by the Police Authority, including the purpose and effectiveness of corporate governance, good practice and areas for improvement.

To review the effectiveness of internal controls in line with statutory requirements and good practice and to determine the annual Statement on Internal Control required for the annual accounts

To consider and approve arrangements for the risk management policies, processes and documentation, the corporate risk register, new risks and risk mitigation including insurance.

To agree and monitor annual internal and external audit plans, fees and work and to monitor the implementation of recommendations of other reviews such as those by Her Majesty's Inspector of Constabulary or the Force which could affect risk, internal control and corporate control.

To monitor and review the Authority's Constitution and to recommend changes to the Police Authority when required.

### **Composition of the Committee**

That the composition of the committee remain as previously approved by the Authority (minutes P1055 and P1168 refer).

A quorum shall be at least 3 Members

The Chair of the Committee shall not sit on the Chairs Group

That the Committee size is 7

That representatives from all groups (councillors, lay justices and independent members) are on the Committee; and

That the Chairs of the Authority's Committees, the Authority Chairman and Authority Vice-Chairman should not be eligible to be members of the Committee, (but they would be welcome to attend meetings of the Committee).

## **COMMUNITY ENGAGEMENT COMMITTEE (previously Planning And Consultation)**

### **Terms of Reference**

To ensure that the Police Authority and Force have in place adequate and appropriate arrangements for engaging with communities.

To ensure that the Authority's strategy for engaging with the communities is accessible to the public, meets the Police Authority's statutory requirements and also meet the needs of the Authority and the Force.

To oversee ways of raising the profile of the Police Authority and making communities and partner organisations aware of its role and work

To have oversight of the production of the three-year rolling policing plan, Local Policing Summary and Annual report

To ensure the Authority participates effectively in Crime and Disorder Reduction Partnerships and any other partnership work

## **PERFORMANCE MANAGEMENT COMMITTEE**

### **Terms of Reference**

On behalf of the Police Authority set the rolling 3yr performance plan with annual milestones for inclusion in the Policing Plan, following consultation with the Force.

On behalf of the Police Authority hold the Chief Constable, or his appointed representative, to account for any area of Force performance

To call for a report on any areas requiring improvement action when necessary in areas of under-performance and to monitor delivery against appropriate action plan.

Report to the appropriate Police Authority Committee and/or full Police Authority with issues arising from the outcome of the scrutiny process.

To commission work on a Task and Finish basis following prior approval of the Chair's Group and the Chief Executive.

## **RESOURCES COMMITTEE**

### **Terms of Reference**

Monitoring of the budget for the current financial year

Initial consideration of the draft budget for the forthcoming financial year

Approval of business cases for major projects

Capital financing

Information systems

Airwave

Property Strategy

Acquisitions and Disposals

Medium Term Financial Strategy

Treasury Management

Budget virements and use of reserves

## **STANDARDS COMMITTEE**

### **Terms of reference**

#### **STANDARDS COMMITTEE** (amendments approved by Police Authority 03.06.05)

- The promotion and maintenance of high standards of conduct by all members of the Authority
- To make recommendations to the Authority on a code of conduct.
- To monitor the effectiveness of the Authority's code of conduct for members and advise the Authority about the operation of its Code of Conduct for Members in the light of best practice, changes to the law, and guidance from the Standards Board for England. (Local Government Act 2000 S54 (2))
- To ensure that all Members have access to training in all aspects of the Authority's Code of Conduct for members and that this training is actively promoted (Local Government Act 2000 S54(2))
- The determination of complaints about the conduct of members including cases referred by Ethical Standards Officers. (Statutory Instrument 2004 No 2617 The Local Authorities (Code of Conduct) (Local Determination) (Amendment) Regulations 2004.
- The granting of dispensations to Members from requirements relating to prejudicial interests as set out in Part 2 of the Authority's Code of Conduct for Members. (Statutory Instrument 2002 No 339 The Relevant Authorities (Standards Committee (Dispensations) Regulations 2002)
- The consideration and determination of appeals for information requested in accordance with the Freedom of Information Act 2000.

### **Composition of the Committee**

(minute P1030 Police Authority 03 .06.05)

The Standards Committee will only be quorate if at least 3 members of the Standards Committee are present for the whole of the meeting – including at least one of the independently appointed members to the Standards Committee.” (*Statutory Instrument 2001 No 2812 S6*)

(Minute P1145 Police Authority 05.05.06)

That the composition of the Standards Committee be 7 people; and that the 7 members comprise 3 Independent Members and 4 Members of the Police Authority, which will include at least 1 person from each of the membership groups represented on the Authority.