**Policing Board**

**Terms of Reference**

# 1. INTRODUCTION

This document defines the terms of reference for the Policing Board, its membership and the roles and responsibilities of the members.

# 2. POLICING BOARD PURPOSE

The Police Reform and Social Responsibility Act 2011 established Police and Crime Commissioners (PCCs), who have a statutory duty and electoral mandate to hold the police to account on behalf of the public. The Policing Board is the forum in which the PCC will hold the Chief Constable (CC) to account for the exercise of the functions of the office of CC and the functions of the persons under the direction and control of the CC.

The Policing Board allows the PCC and CC to exercise their respective roles in a transparent manner. This means enshrining locally the operational independence of the police; ensuring robust scrutiny and holding the CC to account; and supporting good, effective decision-making. The Policing Board provides opportunity for timely scrutiny and oversight of Force business. It will focus on delivery of service against the priorities outlined in the Police and Crime Plan as well as discharging the requirements as set out in the Joint Corporate Governance Framework.

# 3. GOVERNANCE

* The Chair of the Policing Board is the Police and Crime Commissioner and in their absence the Chief of Staff and Monitoring Officer.
* Any issues that cannot be resolved by the Group or require escalation will be formally considered at the OPCC Executive Team Meeting.
* The Policing Board has the authority to make decisions and commit resources as long as it does not change the fundamental ethos of the PCC’s mission, vision and values. The Board has a key role in ensuring that force and OPCC commitments to national requirements are maintained and enhanced as required.
* The Policing Board is held to account for the way in which it delivers its functions by the Chief of Staff and Monitoring Officer. Any emerging risks will be considered for inclusion within the Force Risk Register.

# 4. TERMS OF REFERENCE

A forward work programme will be established to ensure that meetings are effective and focus on matters at appropriate intervals throughout the year. This will be reviewed on a quarterly basis by the OPCC Executive Team. A themed approach will be adopted whereby Policing Boards will focus on a particular area of business. Themes will be identified and prioritised based on matters relating to operational demand, community impact and organisational risk.

In line with the Policing Protocol 2011, the Policing Board will:

* Scrutinise, support and challenge the overall performance of the force including against the priorities set out in the Police and Crime Plan;
* Hold the CC to account for the performance of the force’s officers and staff;
* Work together to improve organisational health and well-being;
* Support the delivery of value for money through a focus on efficiencies and continuous improvement;
* Scrutinise the financial position and strategic resource allocation to support the delivery of policing services, without fettering the operational independence of the CC;
* Receive updates on critical incidents and strategic operational and organisational risks; and
* Oversee the Force’s progress against HMICFRS recommendations / Vision 2030.

## 5. MEMBERSHIP

The board will comprise of the following core members (or nominated representative):

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| **Office of the Police and Crime Commissioner** | **Dyfed-Powys Police** |
| * Police and Crime Commissioner | * Chief Constable |
| * Chief Finance Officer | * Deputy Chief Constable |
| * Chief of Staff & Monitoring Officer | * Assistant Chief Constable |
|  | * Director of Finance |

Both the PCC and CC may vary attendance and invite other attendees at their discretion to provide professional advice to the Board.

The Board will meet on a three weekly basis and a simple majority of those in attendance will be required to meet the quorum requirements for decision making.

## 6. SECRETARIAT

Members are supported by the CC’s Staff Officer. Meeting administration will be the responsibility of the OPCC Executive Support Officer.

An agenda and associated reports for the Policing Board will be circulated to Members no later than 3 working days in advance of the meeting. As such, papers for consideration at the Policing Board are to be received by the OPCC Executive Support Officer 4 working days in advance of the meeting. Urgent or late reports will need to be approved by the Chief of Staff before inclusion for consideration by the Board.

The OPCC is responsible for the maintenance of records relating to the Policing Board. This will include the management and publication of the minutes and the compilation of meeting agendas and papers. The CC’s Staff Officer is responsible for ensuring Force papers are submitted in line with the above and will communicate outcomes and actions to relevant staff in the Force. The OPCC Executive Support Officer will communicate outcomes and actions to relevant OPCC staff.

Papers submitted to the Policing Board must be presented in an agreed format. All papers received will need to be appropriately marked in accordance with the Government Security Classification Scheme to safeguard against inappropriate disclosure.

Matters discussed at the Policing Board which have operational sensitivity, relate to personal information or have commercial sensitivity will either be made public at an appropriate time in the future or be retained by the OPCC. The decisions relating to the public release of information will be made in accordance to the Freedom of Information Act and other statutory instruments or regulations which are applicable to the policing service and the Commissioner.

1. **VERSION CONTROL AND REVIEW DATE**

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