

Appendix 2: Proposed Terms of Reference for City of London Police Authority Board Committees

Strategic Planning and Performance Committee

Composition

- Up to five Members of the Police Authority Board appointed by the Police Authority Board, in addition to the Chairman and Deputy Chairman;
- Up to two co-opted Court of Common Council Members to be appointed by the Police Authority Board.
- Up to one external independent member, to be appointed by the Police Authority Board.

Frequency of meetings

The Committee shall meet four times per annum.

Quorum

Any three members

Terms of Reference

To be responsible for:

Policing Plan and Performance

- Overseeing the monitoring of policing performance against the City of London Policing Plan and measure crime and harm reduction against appropriate benchmarks;*
 - Monitoring government, policing bodies and other external agencies' policies and actions relating to police performance and advising the Police Authority Board or Commissioner as appropriate;*
 - Overseeing of the delivery of the City of London Police Corporate Plan and Strategic Policing Requirement;*
 - Monitoring of HMICFRS inspections, reporting and implementation of recommendations, and other relevant reporting;*
 - Monitoring of Human Resources performance and data issues not covered by the Professional Standards and Integrity Committee in particular work force planning.*
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Resource, Risk and Estates Committee

Composition

- Up to five Members of the Police Authority Board appointed by the Police Authority Board, in addition to the Chairman and Deputy Chairman;
- One co-opted Member to be appointed by the Audit and Risk Management Committee; and
- Up to two co-opted Members to be appointed by the Police Authority Board.
- The Chairman of Finance Committee or their nominee.
- One external independent member, to be appointed by the Police Authority Board.

Frequency of meetings

- The Committee shall meet four times per annum.

Quorum

Any three members

Terms of Reference

To be responsible for:

Finance, Risk, Estates and Change

- Overseeing the Force's resource management in order to maximise the efficient and effective use of resources to deliver its strategic priorities including **workforce planning**, monitoring in-year financial performance against revenue and capital budgets, scrutiny of proposed revenue and capital budgets and the Medium Term Financial Plan;*
 - Scrutinising and recommendations around capital spend and other investment programmes.*
 - Overseeing of commercial projects;*
 - Overseeing of Risk;*
 - Scrutinising of internal audit reporting and implementation of recommendations.*
 - Overseeing major change programmes including Transform;*
 - Scrutinising of Estates strategy requirements*
 - Making recommendations to the Police Authority Board or Commissioner, where necessary.*
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Economic and Cyber Crime Committee

Composition

- Up to six Members of the Police Authority Board appointed by the Police Authority Board (in addition to the Chairman and Deputy Chairman of the Board).
- Up to four co-opted Members to be appointed by the Police Authority Board.
- Chair and one other Member of the Policy and Resources Committee, to be appointed by that Committee.
- Up to one external Member, to be appointed by the Police Authority Board.

Frequency of meetings

- The Committee shall meet four times per annum.

Quorum

Any three members

Terms of Reference

To be responsible for:

- a. overseeing the force's national responsibilities for economic crime, and fraud and cyber crime having regard to the strategic policing requirement in this area;*
 - b. monitoring government, and other external agencies' policies and actions relating to economic crime;*
 - c. overseeing the delivery of the City of London National Lead Force Plan;*
 - d. monitoring the implementation of any external review recommendations related to economic crime, fraud and cyber crime (including, but not restricted to, Mackey Review, HMICFRS Fraud related inspections, Tori Consultant Review);*
 - e. overseeing of the City of London Police's private sector partnerships with regard to the tracking of fraud, cyber-crime & economic crime as well as the joint Cyber Griffin Project;*
 - f. identifying and oversee opportunities to exploit the synergies between the Corporation's Cyber Security agenda and that of the City of London Police;*
 - g. overseeing the business strategy, service and financial performance of the Economic Crime Academy;*
 - h. overseeing the Force's national responsibilities as the National Police Chiefs Council (NPCC) lead for the Cyber Portfolio;*
 - i. overseeing the work of Cyber Griffin initiative; and*
 - j. ~~e.~~ making recommendations to the Police Authority Board in any other matters relating to economic crime.*
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Professional Standards and Integrity Committee

Composition

- Up to six Members of the Police Authority Board appointed by the Police Authority Board, in addition to the Chairman and Deputy Chairman.
- Up to three co-opted Common Council Members to be appointed by the Police Authority Board
- One **Two** external co-opted Members, to be appointed by the Police Authority Board.

Frequency of meetings

- The Committee shall meet four times per annum.

Quorum

Any three members

Terms of Reference

To be responsible for:

- a. overseeing the handling of complaints and the maintenance of standards across the force, where necessary recommending changes in procedures and performance to the Police Authority Board;*
 - b. monitoring the Force's handling of misconduct cases and related organisational learning;*
 - c. monitoring government, police authorities and other external agencies' policies and actions relating to professional standards and advising the Police Authority Board or Commissioner as appropriate;*
 - d. overseeing the work of the City of London Police Integrity Standards Board, whose purpose is to direct and co-ordinate the auditing of the key indicators in relation to the City of London Police Integrity Dashboard, delivery of associated action plans and promoting the understanding of the Police Code of Ethics;*
 - e. the determination of reviews of police complaints submitted to the City of London Police Authority;*
 - f. The power to make a determination on reviews to lie with a Review Panel composed of at least three Members of the Committee.*
 - g. Overseeing measures to promote equality, inclusion and engagement by the Force.*
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City of London Police Pensions Board

Composition

- A Chair and Deputy Chair appointed by the Scheme Manager¹
- The Chair and Deputy Chair shall not both be Employer representatives² or Member representatives³
- At least four, and no more than twelve, voting Members appointed by the Chair with Scheme Manager approval
- An equal number of Employer representatives and Member representatives shall be appointed to the Board
- The Chair may appoint, with Scheme Manager approval, up to four independent⁴, non-voting Members to the Board

Terms of Reference

In line with the requirements of the Public Services Pensions Act 2013 and the Police Pensions Regulations 2015 for the management of the City of London Police's Pension Scheme, to be responsible for assisting the Scheme Manager (the City of London Police) in the following matters:

- a) Securing compliance with the scheme regulations and other legislation relating to the governance and administration of the scheme and any statutory pension scheme that it is connected to with
- b) Securing compliance with requirements imposed in relation to the scheme and any connected scheme by the Pensions Regulator in relation to the Scheme, or any statutory pension scheme that is connected with it; and
- c) The performance of the scheme manager's functions under the Police Pensions Regulations 2015
- d) Other such matters as the scheme regulations may specify.

Quorum

- Three Members, with at least one Employer Representative and one Scheme Member representative present.

Frequency of Meetings

Three times per year

Terms

Board Members are appointed to three 4-year terms (total 12 years).

¹ The Scheme Manager for the City of London Police Force (except the Commissioner) is the Commissioner of the City of London Police (Regulation 7 of Police Pension Regulations). The Scheme Manager for the Commissioner of Police is the Court of Common Council. The functions in relation to both to be delegated to the Police Authority Board (Regulation 11(2) of the Police Pension Regulations).

² An Employer representative is a person appointed to the Board for the purpose of representing employer for the scheme.

³ A Scheme Member representative is a person appointed to the Board for the purpose of representing members of the scheme.

⁴ An Independent Member is a person who is neither an employer representative nor a member representative.

Police Accommodation Working Party

Composition

- a. Chair and Deputy Chair of the Police Authority Board;
- b. Police Committee Members who are also Members of the Capital Buildings Committee;
- c. Commissioner of the City of London Police;
- d. City Surveyor;
- e. Chamberlain (or nominated deputy);
- f. Town Clerk (or nominated deputy);
- g. Police Accommodation Programme Director (City of London Police);
- h. Director of Estates and Support Services (City of London Police)

Terms of Reference

To be responsible for:

- a. Reviewing the requirements proposed by the Force for the new police station;
- b. Reviewing the requirements proposed by the Force for the different strands of the decant;
- c. Challenging the requirements to ensure that they are sufficient to meet the current and future needs of the Force, while representing value for money; and
- d. Defining the Force requirements for sign-off by the Police Authority Board prior to submission to the Capital Buildings Committee.
- e. Ensuring that the Capital Buildings Committee is fully informed of the dependencies and that these are reflected in the overall accommodation programme.
- f. Ensuring that the disposal strategy does not compromise operational requirements and that contingencies are appropriately considered.

Frequency of Meetings

The working party is proposed to meet as required.