

Committee(s) City of London Police Authority Board	Dated: 12/12/2022
Subject: Annual Review of Terms of Reference	Public
Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?	3, 8 & 10
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	N/A
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain's Department?	N/A
Report of: The Town Clerk	For Decision
Report author(s): Richard Holt, Governance Officer	

Summary

This report calls for the annual review of the Police Authority Board's Terms of Reference.

Recommendation(s)

Members are invited to:

- approve, subject to any comments, the terms of reference of the Board be approved for submission both the Policy and Resources Committee and the Court of Common Council, as set out at Appendix 1, and that any further changes required in the lead up to the Court's appointment of Committees be delegated to the Town Clerk in consultation with the Chair and Deputy Chair; and
- consider whether any change is required to the constitution or frequency of the Committee's meetings.

Main Report

1. Each grand committee of the Court of Common Council is obliged to review its terms of reference annually and in good time for any changes to be considered before committees are reappointed by the Court in April each year.
2. The terms of reference of the City of London Police Authority Board are attached as an appendix for your consideration. Suggested deletions have been ~~struckthrough~~ and additions underlined.
3. It has become apparent that clarity in the Board's quorum is required to make explicit the respective voting rights of the Court of Common Council Members and External Members appointed to the Board. To reflect this, the proposed revision to

the Terms of Reference is for the quorum to be specified as 'any five voting Members'.

4. It is also suggested that the Terms of Reference is updated to reflect the appointment of two further External Members to the Board.
5. The Board is also required to review the frequency of its meetings and constitution. At present the Board is scheduled to meet ten times in 2023. These do not currently include any informal meetings or sub-committees.
6. Note that the Membership as it appears in Appendix 1 is correct as of April 2022. Any changes made to the membership after this time will be incorporated in the final Court Report for 2023.

Corporate & Strategic Implications

7. Members should consider the current scope of the Board's Terms of reference, and bear in mind the impact of any proposed changes, particularly resource, legal and equalities implications.

Conclusion

8. Amendments to the Terms of Reference are put forward for the consideration of Members.

Appendix 1 – Draft Terms of Reference 2023

Richard Holt

Governance Officer

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