

NORTHERN IRELAND POLICING BOARD

TERMS OF REFERENCE OF THE STANDING COMMITTEES OF THE BOARD

January 2019

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NORTHERN IRELAND POLICING BOARD
AUDIT AND RISK ASSURANCE COMMITTEE
TERMS OF REFERENCE

1 Role and Authority

- 1.1 The Northern Ireland Policing Board (the Board) has established an Audit and Risk Assurance Committee (the Committee) to support it in its responsibilities for issues of risk, control, governance and assurance by reviewing the comprehensiveness of the Board and PSNI's governance framework in meeting the Board's and the Accounting Officer's assurance needs and reviewing the reliability and integrity of these assurances, and particularly those in Sections 6.1 and 6.2.
- 1.2 The Committee has been established and functions in accordance with best practice contained in the revised Audit and Risk Assurance Committee (NI) Handbook issued by the Department of Finance in April 2018.
- 1.3 The Committee is an advisory sub-Committee of the Board with no executive functions.
- 1.4 The Terms of Reference for the Committee are approved by the Board.

2 Membership

- 2.1 Members of the Committee are normally appointed for the period of their appointment to the Board. Details of Membership can be found on the Board's website.
- 2.2 The Committee will be provided with a secretarial function by the Director of Resources.

3 Meetings

- 3.1 The Committee will meet at least 4 times a year; however, the Chair of the Committee may convene additional meetings as deemed necessary. One of these meetings should include a meeting for consideration of the Annual Governance Statement and Remuneration Report and Financial Statements. The Chair of the PSNI Audit and Risk Assurance Committee will be invited to a meeting once a year to discuss matters arising from the Committee.
- 3.2 A minimum of 3 Members of the Committee will be present for the meeting to be deemed quorate.
- 3.3 Committee meetings will normally be attended by the Accounting Officer, the Director of Resources, the Finance Manager, the Chief Audit Executive of the Internal Audit provider, a representative of External Audit, the Specialist Accountant advisor and an observer from the Department of Justice.
- 3.4 The Committee may ask any other officials of the organisation (Board or PSNI) or advisors to attend to assist it with its discussions on any particular matter.
- 3.5 The Committee may ask any or all of those who normally attend but who are not Members to withdraw to facilitate open and frank discussion of particular matters.
- 3.6 The Board may ask the Committee to convene further meetings to discuss particular issues on which it wants the Committee's advice.

4 Access

- 4.1 The Chief Audit Executive of the Internal Audit provider and the NIAO/External Audit representative will have free and confidential access to the Chair of the Committee.

5 Reporting

- 5.1 The Committee's agenda and minutes will be made available to all Board Members and political party Researchers to keep them up-to-date with the work of the Committee.

5.2 The Committee Chair will formally report back to the Board after each meeting. This report will include the Committee's draft minutes and will clearly communicate the Committee's advice and recommendations to the Board.

5.3 The Committee will provide the Board with an Annual Report, timed to support finalisation of the Accounts and the Governance Statement, summarising its conclusions from the work it has done during the year.

6 Responsibilities

6.1 Board

The Committee will advise the Board and Accounting Officer on:

- Strategic processes for risk, control and governance and the Governance Statement and assurances relating to the risk management framework and processes and corporate governance requirements for the organisation.
- Accounting policies, the financial statements, Remuneration Report, including the process for review of the accounts prior to submission for audit, levels of error identified, and Management's letter of representation to the external auditors.
- Planned activity and results of both Internal and External Audit.
- Adequacy of management response to issues identified by audit activity, including External Audit's Report to those charged with Governance.
- External Audit Annual Strategy and the Internal Audit Strategy and Internal Audit Annual Plans.
- Accounting Officer's 6-monthly Stewardship Statement.
- Audit & Risk Management Committee Annual Report.
- Review of the Board's Gifts and Hospitality Register.
- Monitoring Directly Awarded Contracts in respect of the Board.
- Anti-fraud policies and whistle-blowing processes.

6.2 PSNI

In respect of PSNI, the Committee will:

- Ensure attendance by a Board representative¹ at PSNI Audit and Risk Assurance Committee meetings.
- Be provided with all PSNI Audit and Risk Assurance Committee papers and minutes;
- Require input on occasion² from the PSNI Audit and Risk Assurance Committee to the Board's own Audit and Risk Assurance Committee; and
- Review the PSNI's Audit and Risk Assurance Committee terms of reference and be notified by PSNI of any subsequent changes.

6.3 Delegated Matters

The Committee has delegated authority to act for the Board in respect of the following matters:

- To approve the annual Internal Audit programme for the Board.

7 Rights

The Committee may procure specialist ad-hoc advice at the expense of the organisation, subject to budgets agreed by the Board.

8 Information Requirements

8.1 For each routine meeting the Committee will be provided with:

- Risk
A report summarising any significant changes to the strategic risks and a copy of the Corporate Risk Register.
- Internal Audit
A progress report from the Chief Audit Executive of the Internal Audit provider summarising:

¹ Chief Executive

² Twice yearly, unless decided otherwise by the Board ARAC

- work performed (and a comparison with work planned);
 - key issues emerging from Internal Audit work;
 - management response to Audit recommendations;
 - changes to the Annual Audit Plan; and
 - any resourcing issues affecting the delivery of Internal Audit objectives.
-
- External Audit
A progress report from the External Audit representative(s), summarising work done and emerging findings.
 - PSNI Audit and Risk Assurance Committee
A report on the latest Committee meeting(s) including, where appropriate:
 - Risk Management;
 - Directly Awarded Contracts;
 - Suspected/Actual Frauds;
 - Internal Audit Reports and Recommendations;
 - External Audit Reports and Recommendations;
 - Year End Financial Reports; and
 - Governance Statements.

8.2 As appropriate, or upon the Committee's request, the Committee will be provided with:

- The draft Governance Statement and Annual Accounts;
- A report on any changes to accounting policies;
- Internal Audit's Annual Assurance Statement;
- Proposals for the Terms of Reference of Internal Audit;
- The Internal Audit Strategy and Audit Plans;
- Quality Assurance reports on the Internal Audit function;
- The External Audit strategy;
- External Audit's Report to those Charged with Governance;
- A report on any proposals to tender for audit functions;
- Fraud Reports;

- Dear Accounting Officer (DAO) letters and Public Accounts Committee (PAC) Reports;
- The Risk Management Strategy;
- Direct Award Contracts within the Board; and
- Board Members' and Staff Gifts and Hospitality Register.

9 Evaluation of Performance

9.1 The Committee will assess its own effectiveness on an annual basis. The Committee will formally report the results of its review of effectiveness to the Board.

NORTHERN IRELAND POLICING BOARD

PARTNERSHIP COMMITTEE

TERMS OF REFERENCE

1 Role and Authority

- 1.1 The Northern Ireland Policing Board (the Board) has established a Partnership Committee (the Committee) to support it in its statutory responsibilities for Partnership working, including: Policing and Community Safety Partnerships (PCSPs), oversight of the PSNI Policing with the Community Strategy, strategic engagement and community consultation, particularly those at 5.1.
- 1.2 The Committee is an advisory sub-Committee of the Board with no executive functions.
- 1.3 The Terms of Reference for the Committee are approved by the Board.

2 Membership

- 2.1 Members of the Committee are normally appointed for the period of their appointment to the Board. Details of Membership can be found on the Board's website.
- 2.2 The Committee will be provided with a secretarial function by the Director of Partnership.

3 Meetings

- 3.1 The Committee will meet every month unless otherwise agreed; however, the Chair of the Committee may convene additional meetings as deemed necessary.
- 3.2 A minimum of 5 Members of the Committee will be present for the meeting to be deemed quorate.

- 3.3 Committee meetings will normally be attended by the Chief Executive and the Director of Partnership.
- 3.4 The Committee may ask any other officials of the organisation (Board, PSNI or PCSP) or Advisors to attend to assist it with its discussions on any specific matter.
- 3.5 The Committee may ask any or all of those who normally attend, but who are not Members, to withdraw to facilitate open and frank discussion of particular matters.
- 3.6 The Board may ask the Committee to convene further meetings to discuss particular issues on which it wants the Committee's advice.

4 Reporting

- 4.1 The Committee's agenda and minutes will be made available to all Board Members and political party Researchers to keep them up to date with the work of the Committee.
- 4.2 The Committee Chair will formally report back to the Board after each meeting. This report will normally take the form of the Committee's minutes and will clearly communicate the Committee's advice and recommendations to the Board.
- 4.3 The Committee will provide the Board with an Annual Report, timed to support finalisation of the Accounts and the Governance Statement, summarising its conclusions from the work it has done during the year.

5 Responsibilities

- 5.1 The Committee will:

PSNI Governance and General Matters

- Monitor police performance against the measures/indicators specific to the committee in the Annual Policing / Performance plan(s) and support the Board in holding the Chief Constable to account for delivery of the Plan.
- Review policies and procedures pertinent to the Committee's Terms of Reference and make recommendations to the Board in respect thereof.

- Monitor progress in embedding a Policing with the Community culture within PSNI.
- Monitor the development and administration of the Police Property Fund
- Monitor the implementation of the Cross Border Policing Strategy.

Policing and Community Safety Partnerships (PCSPs)

- Annually monitor, support and evaluate the effectiveness of PCSPs and report to the Board.
- Monitor the Reconstitution of PCSPs (usually every four years) and make recommendations to the Board concerning the appointment/removal of independent PCSP members as necessary.
- Nominate Members to become Joint Committee members to manage in partnership with the Department of Justice, the Policing and Community Safety Partnership programme.
- Monitor the work of the Policing Committees of the PCSPs.

Communications

- Monitor the Board's communications activity.
- Monitor PSNI communication plans and activity.

Engagement

- Develop, implement and monitor an Engagement Strategy for the Board that supports confidence and co-operation of the public with the police.
- Develop, implement and monitor activities which secure community involvement in policing, including community consultation activities.
- Monitor and promote the Independent Custody Visitors Scheme (ICV) and the Independent Community Observer Scheme (ICO).

6. Rights

- 6.1 The Committee may procure specialist ad-hoc advice at the expense of the organisation, subject to budgets agreed by the Board.

7. Information requirements

- 7.1 As appropriate, the Committee will be provided with:

- Progress against the specific measures / indicators relating to the committee in the Policing / Performance Plan;
- Policing & Community Safety Partnerships (PCSPs);
- The Board's Engagement Strategy;
- Information on the embedding of a PSNI Policing with the Community culture (PWC);
- The Board's Communications programme;
- The ICV and ICO Schemes; and
- The Police Property Fund.

8 Evaluation of Performance

8.1 The Committee will assess its own effectiveness on an annual basis. The Committee will formally report the results of its review of effectiveness to the Board.

NORTHERN IRELAND POLICING BOARD

PERFORMANCE COMMITTEE

TERMS OF REFERENCE

1 Role and Authority

- 1.1 The NI Policing Board (the Board) has established a Performance Committee (the Committee) to support it in its responsibilities for issues related to PSNI operational performance to include performance against the Policing Plan measures specific to the committee, Human Rights compliance and the Professional Standards of Police Officers. The committee will also oversee the exercise of the functions of the National Crime Agency (NCA) in Northern Ireland.
- 1.2 The Committee is an advisory sub-Committee of the Board with no executive functions.
- 1.3 The Terms of Reference for the Committee are approved by the Board.

2 Membership

- 2.1 Members of the Committee are normally appointed for the period of their appointment to the Board. Details of Membership can be found on the Board's website.
- 2.2 The Committee will be provided with a secretarial function by the Director of Performance.

3 Meetings

- 3.1 The Committee will meet every month unless otherwise agreed; however, the Chair of the Committee may convene additional meetings as deemed necessary.
- 3.2 A minimum of 5 Members of the Committee will be present for the meeting to be deemed quorate.

- 3.3 Committee meetings will normally be attended by the Chief Executive, the Director of Performance and the Board's Human Rights Advisor.
- 3.4 The Committee may ask any other officials of the organisation (Board or PSNI) or Advisors to attend to assist it with its discussions on any specific matter.
- 3.5 The Committee may ask any or all of those who normally attend but who are not Members to withdraw to facilitate open and frank discussion of particular matters.
- 3.6 The Board may ask the Committee to convene further meetings to discuss particular issues on which it wants the Committee's advice.

4 Reporting

- 4.1 The Committee's agenda and minutes will be made available to all Board Members and political party Researchers to keep them up-to-date with the work of the Committee.
- 4.2 The Committee Chair will formally report back to the Board after each meeting. This report will include the Committee's draft minutes and will clearly communicate the Committee's advice and recommendations to the Board.
- 4.3 The Committee will provide the Board with an Annual Report, timed to support finalisation of the Accounts and the Governance Statement, summarising its conclusions from the work it has done during the year.

5 Responsibilities

- 5.1 The Committee will:

Governance and General Matters

- Review policies and procedures pertinent to the Committee's Terms of Reference and make recommendations to the Board in respect thereof.
- Monitor police performance against the measures/indicators specific to the committee in the Annual Policing / Performance plan and support the Board in holding the Chief Constable to account for delivery of the Plan.

Other Police Performance

- Keep under review the outcome of external inspections/research or reviews of PSNI performance in the core policing functions of preventing and detecting crime;
- Monitor the implementation of recommendations from PSNI oversight bodies in respect of police performance, practice and policy;
- Consider reports from Independent Reviewers in respect of PSNI use of powers in the Terrorist Act 2000 (TACT) and the Justice & Security (NI) Act 2007(JSA);
- Monitor the work of PSNI Legacy Investigation Branch.

Human Rights

- Monitor PSNI compliance with the Human Rights Act 1998;
- Produce an annual report on PSNI compliance with the Human Rights Act 1998 and consider and make recommendations to the Board in respect thereof;
- Consider the Board's human rights thematic reports and make recommendations to the Board in respect thereof;
- Monitor the implementation of recommendations from the Board's Human Rights Reports.

Police Professional Standards

- Revise the Code of Ethics for Police Officers and make recommendations to the Board in respect of the publication thereof;
- Assess the effectiveness of the Code of Ethics;
- Monitor trends and patterns in complaints against PSNI;
- Keep under review the outcome of disciplinary procedures;
- Consider investigation reports of the Police Ombudsman and liaise with the Police Ombudsman in relation to policy and practice;
- Keep under review the outcome of Police Appeal Tribunals;
- Consider appeals on PSNI Officer Business Interests.

National Crime Agency

- Lead on the Board's oversight responsibilities with regard to the operation of the National Crime Agency (NCA) in Northern Ireland;

- Consider any changes to the Memorandum of Understanding between the Board and the NCA and make recommendations to the Board in respect thereof.

6 Rights

- 6.1 The Committee may procure specialist ad-hoc advice at the expense of the organisation subject to budgets agreed by the Board.

7 Information requirements

- 7.1 As appropriate, the Committee will be provided with:
- Reports on progress against the specific measures / indicators relating to the committee in the Policing / Performance Plan;
 - Reports from police oversight bodies and relevant research reports;
 - Reports from the Independent Reviewers of TACT and JSA;
 - Update reports from the Human Rights Advisor;
 - Progress updates on Human Rights Advisor recommendations;
 - Information from the Office of the Police Ombudsman;
 - Information from PSNI Discipline Branch; and
 - Information from NCA.
 - Information from PSNI in respect of the areas within the Human Rights Monitoring Framework.

8 Evaluation of Performance

- 8.1 The Committee will assess its own effectiveness on an annual basis. The Committee will formally report the results of its review of effectiveness to the Board.

NORTHERN IRELAND POLICING BOARD

RESOURCES COMMITTEE

TERMS OF REFERENCE

1 Role and Authority

- 1.1 The NI Policing Board (the Board) has established a Resources Committee (the Committee) to support it in its responsibilities for all issues related to Finance, Human Resources (including Pensions and Injury on Duty Awards), Land and Property, Information Technology and Equality in the PSNI, and particularly those at Section 5.1 and 5.2.
- 1.2 The Committee is an advisory sub-Committee of the Board with no executive functions.
- 1.3 The Terms of Reference for the Committee are approved by the Board.

2 Membership

- 2.1 Members of the Committee are normally appointed for the period of their appointment to the Board. Details of Membership can be found on the Board's website.
- 2.2 The Committee will be provided with a secretarial function by the Director of Resources.

3 Meetings

- 3.1 The Committee will meet every month unless otherwise agreed; however, the Chair of the Committee may convene additional meetings as deemed necessary.
- 3.2 A minimum of 5 Members of the Committee will be present for the meeting to be deemed quorate.

- 3.3 Committee meetings will normally be attended by the Chief Executive, the Director of Resources and the Finance Manager.
- 3.4 The Committee may ask any other officials, (Board or PSNI) or Advisors to attend and to assist it with its discussions on any specific matter. In particular, the PSNI's Senior Officers will be expected to be available for each meeting.
- 3.5 The Committee may ask any or all of those who normally attend but who are not Members to withdraw to facilitate open and frank discussion on particular matters.
- 3.6 The Board may ask the Committee to convene further meetings to discuss particular issues on which it wants the Committee's advice.

4 Reporting

- 4.1 The Committee's agenda and minutes will be made available to all Board Members and political party Researchers to keep them up-to-date with the work of the Committee.
- 4.2 The Committee Chair will formally report back to the Board after each meeting. This report will include the Committee's draft minutes and will clearly communicate the Committee's advice and recommendations to the Board.
- 4.3 The Committee will provide the Board with an Annual Report, timed to support finalisation of the Accounts and the Governance Statement, summarising its conclusions from the work it has undertaken during the year.

5 Responsibilities

5.1 PSNI

The Committee will:

Governance and General Matters

- Monitor police performance against the measures/indicators specific to the committee in the Annual Policing / Performance plan and support the Board in holding the Chief Constable to account for delivery of the Plan.

- Keep informed and as appropriate approve PSNI strategies relevant to the work of the Committee³.
- Oversee and report to the Board on the functions performed by the Chief Constable on behalf of the Board namely:
 - Directing and controlling Police staff;
 - Providing and maintaining buildings and equipment for police purposes;
 - Keeping proper accounts and related records; and
 - Preparing and submitting an annual statement of accounts in relation to amounts put at his/her disposal.

Financial Management

- Make a recommendation to the Board regarding approval of the PSNI budget for the financial year.
- Monitor the effectiveness of the PSNI's strategic financial planning process including monitoring and scrutiny of management accounts, the budget and forward financial forecasts.
- Consider and approve expenditure above delegated limits and novel, contentious or repercussive proposals.
- Consider and approve issues relating to borrowing, gifts made, write-offs, losses and other special payments.
- Monitor and consider as appropriate compensation claims made against the Chief Constable.

Estates

- Monitor and review the PSNI's Estate strategy and recommend to the Board acquisition and disposal of land and property.

Human Resources

- Monitor and report to the Board on trends and patterns in the recruitment of police and police support staff; and assess the effectiveness of measures taken to ensure that membership of the police service and the police support staff is representative of the community.
- Undertake the Board's responsibilities in relation to the secondment of PSNI officers up to and including the rank of Chief Superintendent.

³ The relevant PSNI enabling strategies include Estates, Transport, Digital Policing, Finance, Procurement , People, Training and Development, Leadership and Health and Safety.

- Exercise strategic oversight of equality and diversity and monitor the implementation of Section 75 within PSNI.
- Approve Special Purchase of Evacuated Dwellings (SPED) and relocation expenses for PSNI officers and staff.
- Undertake the Board's responsibilities in relation to police pay, allowances and conditions of service and provide a recommendation to the Board on input to the Police Remuneration and Review Body (PRRB) annual review of pay for police officers.

Police Training

- Advise the Board as appropriate on the facilities and provision of both pre-service and in-service training and development for police officers and staff, and oversee quality standards.
- Monitor the provision of continuous professional development and the opportunities for career development of all police officers and staff.

5.2 **Board**

The Committee will:

Governance and General Matters

- Review policies and procedures pertinent to the Committee's Terms of Reference and make recommendations to the Board in respect thereof.
- Receive reports on appropriate legal issues pertaining to the Board.
- Undertake the Board's responsibilities under Police and Police Pension Regulations⁴ and make recommendations to the Board in respect of pension forfeiture cases.

Financial Management

- Make a recommendation to the Board regarding approval of the Board budget for the financial year.
- Scrutinise the Board financial performance, including monitoring and scrutiny of management accounts, the budget and forward financial forecasts.

⁴ Management of the day to day workload and casework in accordance with the suite of Regulations is delegated to Police Administration Branch which provides quarterly reports and metrics for the Committee's information.

- Consider and approve expenditure above delegated limits and novel, contentious or repercussive proposals.
- Consider and approve issues relating to borrowing, gifts made, write-offs, losses and other special payments.
- Monitor and consider as appropriate compensation claims made against the Board.

Estates

- Advise the Board on the future accommodation for the Northern Ireland Policing Board.

Human Resources

- To consider the composition of the PSNI Senior Officer and staff equivalent positions and make recommendations in respect thereof;
- Exercise strategic oversight of equality and diversity and monitor the implementation of Section 75 within the Board.

6 Rights

- 6.1 The Committee may procure specialist ad-hoc advice at the expense of the organisation, subject to budgets agreed by the Board.

7 Information requirements

- 7.1 For each routine meeting the Committee will be provided with a:

- Board Finance Report; and
- PSNI Finance Report.

- 7.2 As appropriate, the Committee will be provided with:

- Reports on progress against the specific measures / indicators relating to the committee in the Policing / Performance Plan;
- External Auditor Reports to those Charged with Governance;
- Reports on Direct Award Contracts;

- Reports on Human Resources issues; and
- Other Reports relating to the Responsibilities in paragraph 5.1. and 5.2.

8 Evaluation of Performance

- 8.1 The Committee will assess its own effectiveness on an annual basis. The Committee will formally report the results of its review of effectiveness to the Board.

NORTHERN IRELAND POLICING BOARD

SPECIAL PURPOSES COMMITTEE

TERMS OF REFERENCE

1 Role and Authority

- 1.1 The Northern Ireland Policing Board (the Board) has established a Special Purposes Committee (the Committee) to receive confidential briefings for the purpose of monitoring the PSNI in accordance with the statutory functions of the Board set out in Sections 59⁵ and 60⁶ of the Police (Northern Ireland) Act 2000, and particularly those at Section 5.1.
- 1.2 The Committee is an advisory sub-Committee of the Board with no executive functions.
- 1.3 The Terms of Reference for the Committee are approved by the Board.

2 Membership

- 2.1 The Committee is comprised of the Board Chair, Vice-Chair and Chairs of each of the Board's Committees. Details of Membership can be found on the Board website.
- 2.2 Members of the Committee are normally appointed for the period of their appointment to the Board.
- 2.3 The Committee will be provided with a secretariat function by the Chief Executive.

⁵ General duty of Chief Constable to report to Board – link to legislation below:
<https://www.legislation.gov.uk/ukpga/2000/32/section/59>

⁶ Inquiry by Board following report by Chief Constable – link to legislation below:
<https://www.legislation.gov.uk/ukpga/2000/32/section/60>

3 Meetings

- 3.1 The Committee will meet as and when required with the agreement of the Chair.
- 3.2 A minimum of 3 Members of the Group will be present for the meeting to be deemed quorate.
- 3.3 Committee meetings will normally be attended by the Chief Executive.
- 3.4 The Committee may ask any other officials of the organisation (Board or PSNI) or Advisors to attend to assist it with its discussions on any specific matter.
- 3.5 The Committee may ask any or all of those who normally attend but who are not Members to withdraw to facilitate open and frank discussion of particular matters.

4 Reporting

- 4.1 The Committee will keep the Board informed through briefings from the Chair.

5 Responsibilities

- 5.1 The Committee will:
 - receive sensitive information following a section 59 request from the Board; (Information which if disclosed would be likely to put an individual in danger; information which ought not to be disclosed on grounds of national security; information which is sensitive personnel information; or information which if disclosed would, or would be likely to, prejudice proceedings which have been commenced in a court of law);
 - receive information where the Chief Constable has been directed to provide such information by the Secretary of State/Justice Minister; or
 - receive information from a person conducting an inquiry under section 60 should they have advised the Board that they have received certain sensitive

information⁷ from the Chief Constable that they wish to share with a Special Purposes Committee⁸.

6 Information requirements

6.1 For each meeting the Committee will be provided with any papers relevant to the agenda of the meeting.

7 Confidentiality

7.1 Any confidential information provided to the Committee by the Chief Constable or by any other person must not be disclosed beyond Members of the Committee and staff of the Board who provide services to the Committee; to do so is an offence.

8 Evaluation of Performance

8.1 The Committee will assess its own effectiveness on an annual basis. The Committee will formally report the results of its review of effectiveness to the Board.

⁷ As above

⁸ The Board can only have one Special Purposes Committee.

NORTHERN IRELAND POLICING BOARD

CHAIR'S ADVISORY GROUP

TERMS OF REFERENCE

1 Role and Authority

- 1.1 The NI Policing Board (the Board) has established a Chair's Advisory Group (the Group) to provide advice to the Board Chair and to discuss urgent issues which may arise between Board meetings.
- 1.2 The Terms of Reference for the Group are approved by the Board.

2 Membership

- 2.1 The Group is comprised of the Board Chair, Vice-Chair and Chairs of each of the Board's Committees.
- 2.2 Members of the Group are normally appointed for the period of their appointment as Committee Chairs.
- 2.3 The Board Chair will chair meetings of the Group.
- 2.4 The Group will be provided with a secretarial function by the Chief Executive.

3 Meetings

- 3.1 The Board Chair will arrange meetings of the Group as and when required.
- 3.2 The Group may ask any other officials of the Board or PSNI to attend to assist it with discussions on any specific matter.
- 3.3 The Group may ask any or all of those who normally attend but who are not Members to withdraw to facilitate open and frank discussion of particular matters.

4 Reporting

4.1 The Chair will update all Board Members as and when required.

5 Responsibilities

5.1 The Group will:

- provide advice to the Board Chair as required; and
- discuss and advise the Chair on urgent issues which may arise between Board meetings.

LIST OF ABBREVIATIONS

ARAC	Audit and Risk Assurance Committee
Board	Northern Ireland Policing Board
DAO	Dear Accounting Officer
ICO	Independent Community Observers
ICV	Independent Custody Visitors
JSA	Justice and Security (NI) Act 2007
MSFM	Management Statement and Financial Memorandum
NCA	National Crime Agency
NIAO	Northern Ireland Audit Office
PAC	Public Accounts Committee
PCSPs	Policing and Community Safety Partnerships
PRRB	Police Remuneration and Review Body
PSNI	Police Service of Northern Ireland
PSNI ARAC	PSNI Audit and Risk Assurance Committee
PWC	Policing with the Community
SPED	Special Purchase of Evacuated Dwellings
TACT	Terrorist Act 2000

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DOCUMENT TITLE

Northern Ireland Policing Board Terms of Reference of the Standing Committees of the Board

ONLINE FORMAT

This document is available in PDF format from our website. This document may also be made available upon request in alternative formats or languages. Requests should be made to the Northern Ireland Policing Board.

DISCLAIMER

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