

Terms of Reference for the Strategic Executive Board
Office of the Police and Crime Commissioner North Wales
and
North Wales Police

Definitions

1. In this document, unless the context otherwise requires, the
 - 2011 Act means the Police Reform and Social Responsibility Act 2011
 - The Commissioner means the Police and Crime Commissioner for north Wales.
 - The Deputy means the person appointed by the Commissioner under section 18 of the 2011 Act as Deputy Police and Crime Commissioner
 - The Chief Executive means the Chief Executive appointed by the Commissioner under schedule 1 of the 2011 Act
 - The Chief Constable means the Chief Constable for north Wales
 - The ‘Commissioner’s Chief Finance Officer’ and the ‘Chief Constable’s Chief Finance Officer’ have the meanings given to them respectively in section 102 of the 2011 Act (together referred to as the finance officers).
 - The Board means the Strategic Executive Board
 - The Board’s administrator means the member of the Commissioner’s staff with responsibility for administering the business of the Board including the preparation and distribution of the agendas and the taking and publishing of the records of the Board’s meetings including its extraordinary meetings
 - The Police and Crime Plan has the meaning given in section 7 of the 2011 Act
 - North Wales means the police area named as such in schedule 1 of the Police Act 1996 (police areas outside London)
 - The Staff Officer means the Inspector, Planning and Governance, Corporate Services
 - The Force means North Wales Police
 - The Manual of Governance comprises of the Scheme of Consent, Financial Regulations and Standing Order in relation to Contracts
 - The Plan objectives are the Commissioner’s police and crime objectives as set in the latest version of the Plan

2. There shall be a Strategic Executive Board (the Board) the principal functions of which are to scrutinise the Chief Constable’s performance of the functions and responsibilities listed in section 1(8) of the 2011 Act and those functions and responsibilities under the direction and control of the Chief Constable. It shall also have the following additional functions
 - to take such decisions as are required by the Scheme of Governance to be taken jointly by the Commissioner and the Chief Constable

 - to scrutinize performance of the Force against the plan and plan objectives

- to develop proposals for the delivery of the Commissioner's police and crime objectives as set out in the Plan.
3. The Board may do anything which is calculated to facilitate, or is conducive or incidental to, the exercise of the functions of the Board
 4. Membership of the Board shall comprise
 - The Commissioner
 - The Deputy
 - The Chief Executive
 - The Commissioner's Chief Finance Officer
 - The administrator
 - Such other person or persons as the Commissioner invites
 - The Chief Constable
 - The Deputy Chief Constable
 - The Assistant Chief Constable
 - The Chief Constable's Director of Finance and Resources
 - The Chief Superintendent, Corporate Services
 - The Inspector, Planning and Governance Unit, Corporate Services
 - Such other person or persons as the Chief Constable invites
 5. The Board shall be chaired by the Commissioner. In his absence, it shall be chaired by the Deputy.
 6. The Board shall meet at least once every six weeks or at such shorter intervals as shall be agreed between the Commissioner and the Chief Constable. Extraordinary meetings may be called by the Commissioner or the Chief Constable to address urgent matters. Whether a matter is urgent or not for these purposes shall be decided by either or both the Commissioner and the Chief Constable.
 7. A written record of all meetings of the Board shall be kept by the administrator. The Commissioner's office shall be responsible for the preparation and distribution of the agendas and the taking and publishing of the records of the Board's meetings including its extraordinary meetings.
 8. A summary of the records of the Board shall be published on the website of the Commissioner's office. Matters which are operationally sensitive or constitute personal information or are commercially sensitive will either be made public at some future date or be retained by the Commissioner's office. Decisions relating to making public the release of information emanating from the Board will be made in accordance with the relevant statutory provisions and the policies for the time being of the Commissioner's office and the Chief Constable's office relating to personal information
 9. The staff officer shall be responsible for communicating the decisions of the Board to the Force and any actions for the Force arising out of the decisions of the Board.

