

## KEY OPCC / FORCE GOVERNANCE MEETINGS – October 2023

HOLDING TO ACCOUNT						
Event	Purpose	Who attends	Content	When	Where	Notes
<b>Public Assurance Meetings (PAM)</b>	<ul style="list-style-type: none"> <li>One of the primary mechanisms by which the PCC holds the Chief to account.</li> <li>Reviewing force performance (Crime) and workforce planning.</li> <li>Key Governance meeting (held in public / recorded and posted online).</li> </ul>	<ul style="list-style-type: none"> <li>PCC, DPCC, CEX, CFO, RPO</li> <li>Chief Constable &amp; Chief Officer Team</li> <li>Members of the public (if physical meeting)</li> </ul>	<ul style="list-style-type: none"> <li><b>Crime Performance reporting by exception</b> - Force Performance indicators (Performance Dashboard) and explanatory narrative from the Chief Constable</li> <li><b>Thematic or bespoke reports</b> – relating to force performance.</li> <li><b>Public questions</b> – written questions submitted by the Public.</li> </ul>	Quarterly	Online  (Published on – OPCC website)	<ul style="list-style-type: none"> <li>Recording of meeting published and all recordings &amp; documents available to the public on PCC's Website.</li> <li>Promoted via social media.</li> </ul>
<b>Police and Crime Strategic Board (PCSB)</b>	<ul style="list-style-type: none"> <li>Strategic Forward look at force activity (PESTELO)</li> <li>Track delivery of Police and Crime Plan.</li> <li>Strategic level review of Force use of resources.</li> <li>Track progress against force objectives &amp; deliverables.</li> </ul>	<ul style="list-style-type: none"> <li>PCC &amp; senior management team</li> <li>Chief Constable &amp; Chief Officer Team</li> </ul>	<ul style="list-style-type: none"> <li><b>Chief constables report</b> – includes highlighting issues of importance in operational and non-operational policing and any specific requests for assurance from the PCC.</li> <li><b>Financial reporting / Budget setting.</b></li> <li>Discussion of significant and emerging issues.</li> <li><b>HMIC Inspection reports / results</b></li> </ul>	Monthly	OPCC Meeting Room	Internal Meeting  Minutes taken.  Chief's Report Published on PCC website.
<b>Professional Standards Governance Meeting</b>	<ul style="list-style-type: none"> <li>Monitor professional standards within the force</li> <li>Hold the police force to account for complaints and handling procedures</li> </ul>	<ul style="list-style-type: none"> <li>PCC &amp; CEX, CAO</li> <li>Deputy Chief Constable</li> <li>Head of Professional Standards Department</li> </ul>	<ul style="list-style-type: none"> <li>Monitor current complaints</li> <li>Consider reports and guidance from external agencies</li> <li>Consider issues relating to ethics, integrity and professional standards.</li> </ul>	Bi-annually	OPCC meeting room / online.	Internal meeting
<b>Performance Review Meeting (PRM)</b>	<ul style="list-style-type: none"> <li>Hold Chief to account for Force performance.</li> <li>Detailed discussion of</li> </ul>	<ul style="list-style-type: none"> <li>CC, DCC, (COT / HoSDD)</li> <li>PCC, CEX, DPCC, RPO</li> </ul>	<ul style="list-style-type: none"> <li>Review <b>Performance indicators, data &amp; contextual information.</b> (Performance Pack)</li> <li><b>Brief Forward look to PAM</b> meeting</li> <li>Significant <b>risks emerging</b></li> </ul>	Quarterly	OPCC Meeting Room	Internal Meeting

	performance related issues.  (Excluding financial resources)		<ul style="list-style-type: none"> <li>• <b>Workforce information &amp; data</b></li> <li>• <b>Bespoke performance reporting</b></li> </ul>			
<b>Police and Crime Panel</b>	<ul style="list-style-type: none"> <li>• To hold the PCC to account</li> <li>• Scrutinising the Police and Crime Plan / progress</li> </ul>	<ul style="list-style-type: none"> <li>• PCC &amp; DPCC, CEX CFO, DSO</li> <li>• Panel members</li> <li>• Members of the public</li> </ul>	<ul style="list-style-type: none"> <li>• <b>PCC Delivery progress report</b></li> <li>• Questions from the Panel</li> <li>• Support or veto the proposed <b>council tax precept</b></li> <li>• Review and approve <b>Senior Officer appointments</b></li> </ul>	Quarterly	East Lindsey District Council office	Livestreamed - recorded & published online- physical meeting open to the Public & Press to attend.
<b>Regional Collaboration</b>						
Event	Purpose	Who attends	Content	When	Where	Notes
<b>PCC and CC Board</b>	<ul style="list-style-type: none"> <li>• Review the overall strategic direction for the 5 PCC'S and CC's</li> </ul>	<ul style="list-style-type: none"> <li>• All regional PCC's and their senior management team.</li> <li>• Regional DCC</li> <li>• CC and their Chief Officer Team</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Strategic Planning</b> – development of collaborations and business cases</li> <li>• <b>Financial management</b> – annual budget setting parameters, approving budget for collaborative activity,</li> <li>• <b>Performance Board</b> – Review CC's performance Bi-annually</li> </ul>	Bi-monthly	Leicester	Minuted  External meeting
<b>EMSOU Strategic Governance Board</b>	<ul style="list-style-type: none"> <li>• Maintain oversight of key topics and issues relating to EMSOU</li> </ul>	<ul style="list-style-type: none"> <li>• PCC &amp; CEX</li> <li>• Force Representatives</li> <li>• Regional DCC</li> <li>• ALL Regional ACCs,</li> <li>• Head of HR and Finance Support (Leicester)</li> <li>• Regional collaborations manager (PCC's)</li> <li>• Head of EMSOU finance</li> <li>• Head of ROCU intelligence</li> <li>• Head of ROCU operations</li> <li>• Head of EMSOU forensic services</li> <li>• Head of EMSOU special branch</li> <li>• Head of HUMIT</li> <li>• Head of East Midlands Major Crime</li> </ul>	<ul style="list-style-type: none"> <li>• Operational Performance</li> <li>• Finance</li> <li>• HR</li> <li>• Strategic Business Plan</li> </ul>	Bi-Annually	EMSOU	Minuted  External
<b>East Midlands Chief Finance Officers and Force</b>	<ul style="list-style-type: none"> <li>• Plan and manage annual budgets and inform PCC's</li> </ul>	<ul style="list-style-type: none"> <li>• All regional CFO's and FCFO's</li> </ul>	<b>Revenue budget</b> – consider annual budgets	Bi-Monthly	EMSOU	Minuted

Finance Directors Meeting	and CC's of financial plans	<ul style="list-style-type: none"> <li>EMSOU Head of Finance and Corporate Services</li> </ul>	Police funding formula – consider changes to formula			External
Joint Meetings						
Event	Purpose	Who attends	Content	When	Where	Notes
Joint Independent Audit Committee (JIAC)	<ul style="list-style-type: none"> <li>JIAC provide independent advice and recommendations to both the PCC and CC.</li> <li>JIAC ToR apply.</li> </ul>	<ul style="list-style-type: none"> <li>OPCC - CFO, RPO, CAO</li> <li>DCC &amp; DF&amp;CR, HoF</li> <li>Internal and External Auditors</li> <li>Committee members</li> </ul>	<ul style="list-style-type: none"> <li>Monitor, consider and review corporate governance arrangements, framework, control environment and risks.</li> <li>Monitor and review both Internal and External audit. (results &amp; actions)</li> <li>Review the annual statement of accounts.</li> <li>Review Annual Governance Statement &amp; Code of Corp Governance.</li> </ul>	Quarterly	OPCC meeting room and online.	Minuted / recorded (Published – apart from 'Private' section – closed to public and press.)
Joint Assurance Review	<ul style="list-style-type: none"> <li>Review content and development of Chief's Assurance Map.</li> <li>Identify any assurance gaps &amp; required actions Inc resourcing implications.</li> <li>Review content of Force risk register (by exception)</li> <li>Share content of PCC's risk register.</li> </ul>	<ul style="list-style-type: none"> <li>OPCC - CEX, CFO, RPO</li> <li>Force – DCC, FCFO, RPRO</li> </ul>	<ul style="list-style-type: none"> <li>Chief constables Assurance map.</li> <li>Force risk register</li> <li>PCC Risk register</li> <li>To cover - assurance landscape and control environment of Force activity.</li> </ul>	Quarterly	OPCC meeting room / online	Internal meeting <ul style="list-style-type: none"> <li>Standing agenda</li> <li>Documented 'Issues for discussion'.</li> </ul>
One-to-One Meetings						
Event	Purpose	Who attends	Content	When	Where	Notes
121 meetings (Two separate meetings)	<ul style="list-style-type: none"> <li>Opportunity to Discuss Key issues in a confidential environment outside of the formal governance framework.</li> </ul>	<ul style="list-style-type: none"> <li>PCC &amp; CC</li> <li>CEX &amp; DCC</li> </ul>	<ul style="list-style-type: none"> <li>Discuss key issues and actions arising.</li> </ul>	Monthly	<ul style="list-style-type: none"> <li>As required</li> </ul>	Confidential