



Ethics and Integrity Panel – Terms of Reference

Purpose:

The purpose of this panel is to provide a forum that challenges, encourages and supports the Police and Crime Commissioner and the Chief Constable in monitoring and dealing with integrity and ethical issues within Cumbria Constabulary and the Office of the Police and Crime Commissioner.

The panel will consider ethical and integrity issues within both organisations providing strategic input and support in relation to the same. The panel has no decision-making powers but can make recommendations to the Constabulary and Office of the Police and Crime Commissioner.

Terms of Reference:

- 1) Promote and influence professional ethics in all aspects of policing with the ability to test the Commissioner and the Chief Constable on the integrity of both organisations.
- 2) Regularly review Constabulary complaint files to ensure procedures, investigations and outcomes have been followed; and are addressed in accordance with statutory guidelines published by the Independent Office of Police Conduct (IOPC). Ensuring best practice and lessons learned are acted upon and disseminated appropriately.
- 3) Regularly examine complaint review files completed by the Office of the Police and Crime Commissioner (OPCC) to ensure they are carried out in accordance with legislation and statutory guidelines published by the IOPC.
- 4) Regularly review police officer and police staff misconduct files and grievance files to ensure cases are dealt with in a fair and timely manner in line with legislation, processes and procedures.
- 5) To maintain an overview and monitor performance in relation to conduct, complaints, claims against the force, quality of service, procurement and integrity matters to ensure statutory responsibilities are met and ensure good governance.
- 6) Monitor the Police and Crime Commissioner and the OPCC with regard to their implementation and adherence to the Code of Ethics/Code of Conduct.
- 7) To review registers maintained by the Constabulary and OPCC including gifts and hospitality, interests, and secondary employment.

- 8) To monitor the Constabulary and the OPCC in their data legislation compliance responsibilities. Including Freedom of Information and Subject Access Request compliance.
- 9) To undertake and scrutinise thematic areas and other ethical work when required. Identifying issues or lessons and reporting the Panel's findings to the Commissioner and the Chief Constable.
- 10) To support the Commissioner and Chief Constable in the development of policies and procedures in relation to integrity, ethical issues and confidential reporting.
- 11) To provide a quarterly report and annual report on the work carried out by the panel, including the raising of any issues or concerns. The report to be presented to the Police and Crime Commissioner's public meeting and be published on the Commissioner's website.
- 12) Where appropriate the Panel Chair may invite advisors to provide specialist or legal advice to support the work of the panel.
- 13) To annually review the Terms of Reference and annual work programme to ensure they allow the panel to fulfil its role effectively. Any amendments to be approved by the Police and Crime Commissioner and Chief Constable.

Data Ethics Advisory Group

The Constabulary may routinely or periodically set up a Data Ethics Advisory Group, a sub-group of the Ethics and Integrity Panel to raise awareness of new processes and technologies being considered to improve service delivery. The purpose of this group would be to facilitate an open environment to examine and discuss the impacts, risks, opportunities and consequences of any new methods of using personal data. The group would engage with independent members to identify and capture societal attitudes and any unintentional consequences arising from changes to how personal data is processed.

The work undertaken by this group and subsequently agreed work programme will be reported to the Ethics and Integrity Panel on a quarterly basis where work is being undertaken. This will allow them to have a view on the wider ethical issues of both the Constabulary and the OPCC. An identified member of the Ethics and Integrity Panel will sit as part of this group to provide continuity.