



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, Fire and Crime Commissioner, the Chief Constable of Cumbria Constabulary and the Chief Fire Officer of Cumbria Fire and Rescue Service in monitoring and dealing with integrity and ethical issues within these organisations. By carrying out their role the Panel can aid transparency and provide public reassurance.

The panel will consider ethical and integrity issues within all three 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, Fire and Rescue Service and Office of the Police, Fire and Crime Commissioner.

Terms of Reference:

- 1) Promote and influence professional ethics in all aspects of policing and fire and rescue, with the ability to test the Commissioner, the Chief Constable and the Chief Fire Officer on the integrity of their respective organisations. Including the monitoring of each organisations compliance with their respective Codes of Ethics and Code of Conduct. They will carry out scrutiny and review work to achieve improvements within local policing and fire services.
- 2) To maintain an overview and monitor performance in relation to conduct, complaints, civil claims and grievances against Cumbria Constabulary or Cumbria Fire & Rescue Service, quality of service and integrity matters to ensure statutory responsibilities are met and ensure good governance.
- 3) Regularly review Cumbria Constabulary and Cumbria Fire & Rescue Service external 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) or other relating legislation (Grey book / Green book). Ensuring best practice and lessons learned are acted upon and disseminated appropriately.
- 4) Regularly examine complaint review files completed by the Office of the Police, Fire and Crime Commissioner (OPFCC) to ensure they are carried out in accordance with legislation and statutory guidelines published by the IOPC.
- 5) Regularly review police officer and staff, and fire employees misconduct files and grievance files to ensure cases are dealt with in a fair and timely manner in line with legislation, processes and procedures for Cumbria Constabulary and Cumbria Fire and Rescue Service.

- 6) To regularly review police officer and staff, and fire employee establishment, recruitment and sickness/wellbeing for Cumbria Constabulary and Cumbria Fire and Rescue Service.
- 7) To review registers maintained by the OPCC, Cumbria Constabulary and Cumbria Fire and Rescue Service including gifts and hospitality, registered interests, and secondary employment.
- 8) To monitor the OPFCC, Cumbria Constabulary and Cumbria Fire and Rescue Service 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, the Chief Constable or the Chief Fire Officer. These could include:
 - a. Critical Incidents
 - b. HMICFRS Inspections
 - c. Serious Case Reviews
 - d. Thematic areas of Performance – including those identified by HMICFRS
 - e. Internal Audit recommendations
 - f. Public Concerns
- 10) To support the Commissioner, Chief Constable and the Chief Fire Officer 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, Fire 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 consider any appeals following on from OPFCC HR policies or complaint outcomes.
- 14) 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, Fire and Crime Commissioner.

Cumbria Constabulary:

Detailed below are areas of business which the Panel scrutinise or review which are specific to Cumbria Constabulary.

Stop & Search and Use of Force

To provide external scrutiny of the Constabulary Use of Force and Stop and Search incidents through a quarterly dip sample process. By reviewing body worn video or CCTV footage and completed paperwork they ensure that the powers are not used disproportionately. The Panel can identify any issues or concerns thereby providing assurance and transparency regarding these police activities to local communities.

Custody Detention Scrutiny Panel

The primary objective of a Police Detention Scrutiny Panel is to independently:

- assess and report on detention and custody processes;
- review and advise on matters of disproportionality; and
- assist in generating a transparent product suitable for public consideration at the end of each annual Panel cycle.

this functionality will be carried out by the Ethics and Integrity Panel.

The focus of this Panel will be shaped by either local or national data or local concerns raised that might point to evidence of any form of disproportionality (in particular, racial disproportionality) within the police detention environment.

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 OPFCC. An identified member of the Ethics and Integrity Panel will sit as part of this group to provide continuity.