



# Cheshire Police Authority

## Members Induction & Development Programme

*At all times in the induction and ongoing training of Members, the primary role and responsibilities of a Member (attached at Annex A) need to be considered to ensure that individuals can, and continue to, fulfil that role effectively.*

### **Stage 1 – Induction Training to be carried out by the Authority on appointment**

1. Chief Executive to brief Members (within the first month of becoming a Member) on:-
  - Role of Member (as set out in Annex A);
  - Police Authority and its structure (decision making and staffing);
  - Role of Authority Officers;
  - Constabulary Officers and their key responsibilities;
  - Overall strategy of the Authority and Constabulary;
  - Scheme of Allowances;
  - Corporate Governance issues;
  - Code of Conduct;
  - Declarations of Interest;
  - Diversity issues;
  - PA scrutiny groups;
  - Role of the APA;
  - Crime & Disorder Reduction Partnerships.
2. Members to be supplied with the following:-
  - Members handbook (which includes Standing Orders; Financial Regulations; Members Allowance Scheme; Member and officer contact details; Code of Conduct;
  - Authority publications including the Policing Plan, Annual Report, Policing Strategy and Human Resources Plan;
  - Glossary of policing terms;
  - Programme of meetings (Committees, Panels and Forums).

### **Stage 2 – Training to be carried out in the first two years of becoming a Member**

3. Members will receive induction training over the course of their first year. Issues for training to include:-
  - Finance (including Medium Term Financial Scenario);
  - Audit (both internal and external) issues;
  - Performance Management;

- Human Resource/Diversity issues;
  - Consultation/Engagement;
  - Professional Standards/Complaints.
4. Members will also receive specialist induction training on the work of the Constabulary through organised visits to Constabulary Departments and Divisions. Over the course of a Members first two years in office, it is anticipated that these visits will include:-
- Scientific Support;
  - Public Protection Unit;
  - Roads Policing Unit;
  - Crime Policy/Administration of Justice;
  - Operations Policy;
  - Stronger Safer Communities Unit;
  - Call Management Department;
  - Driver Training;
  - Air Support Unit;
  - Vector (including the Dogs Unit, Firearms; Area Support Group & Air Support);
  - Firearms;
  - Economic Crime.

### **Stage 3 – Ongoing training: Assessment and development of skills**

5. It is acknowledged that there are a number of skills that are vital for a Member to develop if they are to fulfil their role as a Member effectively. An analysis of the skills base during the initial induction and training of Members will enable further appropriate skills to be developed through specifically tailored training packages delivered either locally or regionally/nationally by the APA. These may include:-
- Appointment and selection processes;
  - Chairing of meetings;
  - Dealing with/representing the public;
  - Leadership;
  - Diversity;
  - Media skills;
  - Information Technology;
  - Performance management;
  - Scrutiny and challenge;
  - Finance;
  - Analytical skills;
  - Health and safety.
6. Opportunities will also arise for Members to attend national seminars, conferences and workshops on particular areas of interest. Wherever possible, as many Members as possible will be encouraged to partake in such activities.

## **Member of Cheshire Police Authority**

### ***Role***

- To ensure that there is an effective and efficient police force for the area
- To ensure that local communities receive value for money in local policing services
- To set the strategic direction for the force and exercise effective oversight of force performance
- To secure continuous improvements in force performance and ensure delivery of the highest standards of policing. To represent the interests of all those who live in, work in, or visit the police authority area and to ensure that the views of local people are reflected in the nature and style of local policing
- To ensure that policing services are provided fairly and in a way which does not discriminate against any group or individual
- To participate constructively in the good governance of both the authority and the force

### ***Responsibilities***

1. To carry out collectively all statutory and locally determined requirements of a Police Authority member, including participation in the formulation of policy, decision-making and other activities of the full Authority (such as determining the budget and precept, determining local policing priorities, agreeing the annual policing plan and other strategies)
2. To participate effectively and fully as a member of any committee, panel, scrutiny group or other Authority forum to which the member is appointed
3. To participate in other areas of work of the Authority, as nominated
4. To comply with all relevant codes of conduct and maintain the highest standards of conduct and ethics
5. To maintain an up-to-date knowledge and awareness of national and local policing issues

6. To maintain a good working knowledge of force policies and practices and to establish good working relationships with officers of both the Authority and the Constabulary
7. To rigorously scrutinise, challenge and monitor all aspects of force performance
8. To participate fully in local consultative arrangements and actively engage in communication and dialogue with local people about local policing services
9. To represent the views of the Authority within local communities and the views of local communities to the Authority
10. To participate actively in any outside body or forum on which the member is appointed to represent the Authority
11. To be involved in the appointment, discipline or dismissal of senior officers, as appropriate
12. To monitor the way in which complaints are dealt with by the Constabulary and deal with complaints against chief officers
13. To promote equality of opportunity and work to eliminate unlawful discrimination both internally within the Authority and Constabulary and in the provision of policing services
14. To attend local, regional and national conferences/seminars/briefings, if nominated by the Authority
15. To answer questions at council meetings if nominated to do so by the Authority
16. To ensure that an effective Independent Custody Visiting Scheme is maintained
17. To participate in inspections and audits of the force and authority
18. To effectively undertake any other role, if nominated to do so by the Authority