

MEMBERSHIP, ATTENDANCE AND CONDUCT OF MEETINGS

1. A minimum of three members must attend for the meeting to be deemed quorate.
2. The Joint Committee will elect a Chair and Vice Chair annually from amongst their membership.
3. The Joint Committee will be appropriately attended by officers of both the OPCC and the Force, depending on the business to be conducted at each meeting. Members of the Joint Committee should also meet with internal and external audit at least annually without officers.
4. The Joint Committee is not subject to the Local Government Access to Information legislation but is subject to the Freedom of Information Act. Details of meetings, including agendas and open reports, will be made available on the OPCC website.
5. The Joint Committee will have four scheduled meetings per year and will work to a programme drawn up in advance and agreed by the Commissioner and the Chief Constable. Additional meetings may be called if necessary.
6. The Terms of Reference of the Committee shall be reviewed annually.
7. The Committee may advise on future membership and the recruitment of future members.