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## Independent Chair for the Lammy Review Group of the Avon & Somerset Criminal Justice Board Role Profile

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### 1. Purpose

To oversee the work of the Avon and Somerset Local Criminal Justice Board (A&S LCJB) sub group and ensure that it delivers upon its mandate.

The objectives of the Lammy Review sub-group are to proactively build upon the findings of the Lammy Review (2017) and the Cabinet Office Race Disparity Audit (2017). This will be done by providing strategic direction, co-ordination and oversight of single and multi- agency actions to explain and/or reform racial disparity in the Avon and Somerset criminal justice area.

The core membership of the sub-group is made up of representatives from the criminal justice agencies and partners.

The remit of the sub group is to:

- Work together to identify the opportunities and areas of focus to begin explaining or reforming disproportionality and disparity e.g. the application of discretion and decision making in service delivery
- Decide the strategic and operational actions that single and/or multi-agencies should undertake, with timescales
- Ensure own agency undertakes agreed activity, reports back to the sub group and delivers effective and co-ordinated communication with staff and partners concerning disparity and disproportionality
- Provide a forum for the resolution of multi-agency issues arising from findings/data and lessons learned and make recommendations for further reform/improvements
- Develop and share good practice

### 2. Responsibilities

2.1 The Chair of the Sub Group is responsible for providing leadership for the purpose of it effectively setting and discharging the Lammy Review LCJB Sub Group Terms of Reference.

2.2 Ensuring that the Sub Group achieves its purpose as set out in its Terms of Reference and that this is done so in a professional and diligent manner.

2.3 The Chair, within the context of making the Sub Group effective, must create and manage effective working relationships between:

- Office of the Police and Crime Commissioner (A&S OPCC)
- Crown Prosecution Service
- Her Majesty's Courts and Tribunal Service
- Resident Judge /Magistrate/Sentencer Representation
- Police

- Community Rehabilitation Company
- National Probation Service
- HM Prison Service
- Youth Offending Service
- Sari
- Witness and Victim Service
- Bristol Council
- Criminal Justice Board Business Manager
- Defence Solicitor Representation

2.4 Act as the Sub Group's spokesperson.

2.5 To keep abreast of general developments affecting policing, both locally and nationally, that may have an impact upon the work of the Sub Group.

2.6 To maintain the highest standards of professional conduct and ethics, confidentiality and data protection.

### **3. Accountabilities**

- Hold to account the participating organisations to deliver their agreed tasks within the programme of multi-agency responses to the Lammy review
- Co-ordinate the deliverable from the agencies to ensure they are complementary to one another.
- Assist the participating organisations to identify and overcome hurdles to delivery.
- Be the single voice on behalf of the programme in terms of communicating and assessing progress.
- Provide regular quarterly reports to Local Criminal Justice Board and other key stakeholder groups.

### **4. Conduct of Sub Group meetings**

4.1 Act as the Independent Chair of each meeting ensuring the appropriate conduct of business in accordance with the Terms of Reference.

4.2 Conduct the business of each Sub Group meeting in a manner which will result in all matters on the agenda being dealt with effectively and appropriately.

4.3 Propose the termination of discussion on any matter when in the view of the Chair that the matter has been thoroughly canvassed and discussed and that no new points of view or information are being presented.

4.4 Attempt to achieve resolution of all issues discussed at the meeting in respect of which a decision is required and members express conflicting positions, views, or advice, but such attempt should in no way inhibit a member from maintaining a different position, view, or advice.

4.5 Ensure that all members who wish to address a matter at a meeting are afforded a reasonable opportunity to do so.

4.6 Require members to identify any conflicts of interest at the commencement of the Sub Group meeting. In any case where a member of the Sub Group has an interest or potential conflict in respect of a matter that may arise through discussion at a meeting, arrange for that member to excuse himself/herself from all or a portion of the discussion.

4.7 To highlight examples of good practice so these can be more consistently adopted

- 4.8 To contribute towards the success of the Sub Group, promoting and developing scrutiny opportunities

## 5. Reporting

Reports to the Criminal Justice Board Steering Group, via John Smith, Chief Executive of the Office of the Police and Crime Commissioner for Avon and Somerset.

## 6. The location

Sub Group meetings may be convened at locations throughout the Avon and Somerset Policing area but are mainly held in central Bristol.

## 7. Term

The term period for this appointment is 2 years.

It is expected that the PCC as a public authority supports the 7 Principles of Standards in Public Life (called the Nolan Principles). As such, the seven principles of conduct underpin the work of the PCC and are used as the basis for working practices.

The principles are:

**Selflessness:** Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family or their friends.

**Integrity:** Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

**Objectivity:** In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

**Accountability:** Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

**Openness:** Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

**Honesty:** Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

**Leadership:** Holders of public office should promote and support these principles by leadership and example.