

[Final] Terms of Reference

External Review – IOPC Director General’s Resignation

14 February 2023

1. Purpose

To understand the full circumstances of the former Director General’s resignation to ensure that process and policies are fit for purpose, corporate risks were understood, and to make any recommendations for accountability, governance, culture and practice.

2. Scope

The review will consider matters and events culminating in the resignation of the former Director General, how they were handled and the response.

It will make recommendations for future improvements to processes, policy and systems, formal governance and accountability, as well as culture, custom and practice.

It is anticipated that activities will include, but are not limited to:

- 2.1 Identification and collation of material that evidences the facts and chronology
- 2.2 Understanding of matters that need further clarification or information
- 2.3 Fact-finding meetings with IOPC staff and members of UB, in line with the organisation’s values and the Nolan Principles
- 2.4 Review of relevant legislation, policies, procedures, and governance materials (including notes and minutes of meetings)

Due to the accountability and governance landscape, the IOPC’s interactions with the Home Office are within scope.

3. Objectives

The review will seek to:

- 3.1 Establish what was known to whom and when, and what they did with that information
- 3.2 Understand to what extent decisions and actions taken met good governance requirements
- 3.3 Provide recommendations to Unitary Board on any changes to policy and wider governance within the IOPC
- 3.4 To inform the Cabinet Office Review of the IOPC due to take place in 2023

4. Governance, reporting and timings

- 4.1 The review will be external, led by a suitable individual, independent of the organisation
- 4.2 The independent reviewer will report to the IOPC's Unitary Board, and their recommendations will be published
- 4.3 A review team comprising the Senior Independent Director and Chair of the Audit, Risk and Assurance Committee will be stood up to oversee the work between the reviewer and the organisation. Support will be provided to assist the reviewer in their work.
- 4.4 The review will report in the first quarter of 2023 (dependent upon the reviewer's availability)

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Notes:

- Information that is considered by the reviewer to fall within the scope of the criminal investigation will be remitted to the relevant policing body by the reviewer and will not be disclosed in the report or by any other means
- If any potential conduct issues involving individual members of staff are identified, they will be managed through the appropriate conduct and disciplinary policies and will not be disclosed in the report or by any other means