West Midlands Local Criminal Justice Board: Terms of Reference

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| **Draft Terms of Reference** |
| **Purpose** | To improve the efficiency and effectiveness of the criminal justice system (CJS)  |
| **Frequency** | Quarterly meetings |
| **Chair** | Police and Crime Commissioner |
| **Membership** | Birmingham and Solihull Mental Health NHS Foundation Trust (BSMHFT)Crown Prosecution Service (CPS) Her Majesty’s Court Service (HMCTS)Her Majesty’s Prison Service (HMPS)Mayoral representation Mental Health representation National Probation Service (NPS)NHS EnglandStaffordshire & West Midlands Community Rehabilitation Company (CRC) Victim Support West Midlands Police (WMP) Youth Justice Board (YJB)Youth Offending Teams  |
| **Core functions** | To ensure that the CJS in the West Midlands is efficient and effectiveTo identify and resolve performance issuesTo improve cross-agency working and end-to-end service deliveryTo collectively manage and mitigate risks and issuesTo champion the ‘right first time’ |
| **Local priorities** | Priorities will be reviewed annually:2017-18 priorities: Restorative JusticeCriminal Justice EfficiencyVictims and WitnessesOffenders and ReoffendingReview of Youth Justice |
| **Input to meeting** | As required  |
| **Output from meetings** | Record of actions and decisions Delivery and action plan updates |
| **Reporting**  | Publish local priorities annuallyPublish timetable of future meetings, and minutes following meetingsPublish joint-strategy and annual action plan Publish an annual progress reportShare priorities and action plan with the Criminal Justice Board annually |
| **Work plan** | A delivery plan will be produced and made public annually |
| **Linked meetings** | Reducing Reoffending Steering Group IOM Strategic Groups West Midlands Community Safety Partnership (in development) Community Safety PartnershipsThe Victim Commission |
| **Board support** | The PCC’s office will service the Board:Strategic lead, policy support and administrative support |
| **Meeting support** | Administrative functions – dates, agendas, supporting documents and minutes to be carried out by the Police and Crime Commissioner’s office.  |