

## Appendix 1

### TERMS OF REFERENCE OF THE CONSULTATION DIVERSITY AND OUTREACH COMMITTEE

A Committee of seven members. It will meet monthly. The group oversees all the Authority and MPS consultation mechanisms as well as matters of MPA communication, PR and 'image'. This group leads on issues of equal opportunities. Detailed terms of reference are:

- To lead on all issues relating to equal opportunities and diversity and to co-ordinate the work of the other Committees in this area. **RDM**<sup>1</sup>, CB, AS, All CDO
- To advise the Authority on ways of raising the profile of the MA and its Chair and making the community aware of the MPA's work. RDM, CB, JJ
- To lead on the development and monitoring of all matters relating to the Authority's communications and public relations strategies and systems. **RDM**, JJ, NL
- To have particular regard to the need to ensure that consultation mechanisms engage with, and reflect the views of, London's diverse community. **CB**, NL, AD
- To consider all matters relating to Lay Visiting within the MPD. This is to include receipt and monitoring of key feedback; and to lead on any development proposals, including support for training, recruitment and promotion. **CL**, RS, EH
- To consider and agree the annual bids from Police and Community Consultative Groups and Lay Visiting Panels. **NL**, CL, All CDO
- To consider 'Community Safety matters' particularly those relating to Borough Crime and Disorder Strategy Groups and to ensure co-ordination of the Policing Plan with local strategies. **AS**, CL, JA
- To work with the MPS, SOLACE and the ALG and other parties to increase co-operation and decrease duplication between consultation for, and implementation of, community safety strategies under the Crime and Disorder Act and the Authority's duty for consultation and planning under the Police Act. **JA**, AS, CL

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<sup>1</sup> Lead Member

## Appendix 2

### Key Milestone chart for progressing the CDO Committee action planning and work programme development.

Timescale	Action	Responsibility
16 February	<b>First CDO Committee meeting to discuss priority setting and work planning</b>	<b>CDO Chair/MPA Policy Lead officer and Clerk</b>
Early March	First draft of CDO work plan for members' comments	MPA Policy Lead in consultation with CDO chair or designee
27 March	Paper outlining revision to CDO Committee for discussion	MPA Policy Lead officer in consultation with Clerk
Early April	Consultation with key MPA Committee chairs, MPS senior managers on CDO priorities	CDO Chair and Deputies
Mid April	Consultation with key outside organisations (GLA, Mayor's office and, MPS Independent Advisory groups, CRE and others) on draft priorities	CDO Chair/Deputies or independent consultant(s)
Early May	Finalisation of action planning process. with performance and monitoring indicators.	Consultant(s) or MPA Policy lead officer
Mid/Late May	Publication of Committee work programme	CDO Chair and Committee