



## **PCC Election Working Group** **Terms of Reference**

### **1. Purpose**

To ensure that effective planning, preparations and support are in place for the pre and post-election phases of the 2024 Cleveland PCC Election and that these processes are lawful, fair and fully compliant with the relevant PCC Election Order and related law and guidance.

The OPCC is not responsible for the overall conduct and arrangement of the PCC election. This is the responsibility of the Police Area Returning Officer (PARO), as set out in legislation and Electoral Commission guidance.

The PARO for the 2024 PCC Election is Mike Greene, Managing Director of Stockton Borough Council.

### **2. Aims**

The working group will examine, coordinate and advise on arrangements at the following stages:

#### **Pre-election**

- Formal pre-election period
- Communications and briefings for OPCC staff and partners
- Communications and media
- Candidate packs and briefings to prospective candidates
- Police Area Returning Officer (PARO) updates
- Identification and management of risks

#### **Post-election**

- Statutory requirements post-election
- Transition arrangements following election
- Induction of PCC
- Police and Crime Plan requirements
- Identification and management of risks

### **3. Membership**

The group will have the below membership as standard, although on occasions guest members may join the group if there is an identified need:

- Chief Executive & Monitoring Officer, Office of the Police & Crime Commissioner (Chair)
- Temporary Head of Policy, Partnerships and Delivery (Deputy Monitoring Officer), Office of the Police and Crime Commissioner for Cleveland
- Head of Communications, Digital Media and Engagement, Office of the Police and Crime Commissioner for Cleveland
- Senior Business Support Officer, Office of the Police and Crime Commissioner (Meeting Support)
- Staff Officer to the Chief Constable, Cleveland Police

#### **4. Meeting frequency**

The working group will meet every fortnight.