

Policing Protocol 2011 Health Check

Not compliant. Duty not currently being met				
Partially compliant. Some additional work necessary				
Fully compliant, no additional work necessary				
N/A				

				N/A
Duty	Number	Action Required	RAG status	Progress Update Nov 2018 (Q2 Jul/Aug/Sep)
	17a	Development of Police and Crime Plan in line with requirements set out in Police Reform and Social Responsibility Act 2011 (Part 1; Chapter 3; 7)		Launched following Police and Crime Panel review w/c 27th March 2017
Set the strategic direction and		Development of a Police and Crime Delivery Plan to support the achievement of the objectives as set out in the Police and Crime Plan		Launched following Police and Crime Panel review w/c 27th March 2017
objectives of the Force through the Police and Crime Plan which must have regard to the SPR		Review the Police and Crime Plan to ensure it remains fit for purpose		Informal review undertaken concluding that the PCP remains fit for purpose and relevant given the broad nature of the Plan, however consideration needs to be given to prioritisation for the remainder of the PCP lifespan. Policy officer lead on SPR supports the oversight of Force activity in relation to this and a response has been submitted to the recent national consultation on the SPR, which supports extending the focus to cover other elements e.g. roads policing
	17b	There are formal governance arrangements in place to support effective scrutiny		The revised governance structures were formally launched on 3rd September 2017. The arrangements are designed to enable clear structure, governance and accountability. In so doing, the arrangements provide a foundation for collaboration, efficiency, partnership working and importantly, provide a landscape that ensures greater understanding of our organisation, our demands and our service delivery. The governance arrangements have evolved over the last 12 months and V16 of the structure is available. A review of the governance arrangements is due to take place (October 2018) and once complete, findings will be reported and areas identified for improvements will be reviewed and where appropriate, implemented.
Scrutinise, support and		Development and annual review of Corporate Governance Framework		The annual review and ensuing amendments of the CGF was approved by the PCC and CC at Policing Board in April 2018 following extensive consultation internally and with the Joint Audit Committee. The revised CGF has been published along with an FAQ document to aide use and accessibility of the document.
chailenge the overall performance of the force				
ncluding against the prioritle agreed within the Plan		Establish a risk-based, forward looking schedule of activity to support improvements in Force performance		Supportive scrutiny process is gaining traction, with whole OPCC involved in scoping and fieldwork of first deep dive exercise. Forward work plan for assurance function is set out for forthcoming year, with additional detail being added each month when new themes are agreed. Corporate risks considered when planning future scrutiny activity. 40% of current risks have been considered prior to introduction of healthcheck.
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		Ensure the public's views are represented in the PCC's scrutiny work		Engagement with public through summer shows and online survey has provided suggestions for future scrutiny focus. Public views collected for Use of Force deep dive. Quality Assurance Panel have reported on Use of Force, neighbourhood dispute related complaints, Stop and Search and Hate Crime during this quarter.
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Remove the Chief Constable	17f 17g	Follow process set out in Part 2 of Schedule 8 to the 2011 Act and regulations made under Section 50 of the Police Act 1996(a)	Responsibilities and arrangements for striving for Value for Money are embedded throughout the Corporate Governance Framework with both Internal and External Audit seeking assurance that appropriate arrangements are in place to secure economy, efficiency and effectiveness in both the
Appoint the Chief Constable	17e	Appointment of Chief Constable	Mark Collins appointed as Chief Constable from 18th December 2016 for a 5 year fixed term contract
precept for the Force area		Funding of capital programme to provide force with appropriate assets to deliver effective policing services	Capital programme for 2018/19 set and considered by the Police & Crime Panel as part of the MTFP in January 2018
Decide the budget, allocating assets and funds to the Chlef Constable; and set the		Setting of Medium term financial plan for 2018/19 - 2023/24	Medium Term Financial Plan set and considered by the Police & Crime Panel in January 2018
	17d	Inform PCC's decision in respect of 2018/19 precept	Precept set and unanimously agreed by Police & Crime Panel in January 2018
		Chief Constable's Professional Development Review	Discussions on the Chief Constable's PDR have ensued however there is some further work to be undertaken in relation to 2019/20 priorities. HMICFRS inspection which has recently taken place will inform priority areas.
of the Force's officers and staff		There are formal governance arrangements in place to hold the Chief Constable to account for the performance of officers and staff	Formal governance arrangements are in place which include the Policing Accountability Board which is a public meeting where the PCC holds the CC to account for Force performance. Additionally there are fortnightly Policing Board meetings which focus on specific areas linked to the Police and Crime Plan. Standing agenda items include Finance and Strategic HR.
Hold the Chief Constable to account for the performance	17c	Development of a performance framework and structure that allows a greater understanding of the Police and Crime Plan outcomes	Compliance and Performance Manager is undertaking a piece of work to progress this to put measures in place, scheduled to be near completion for the next quarter.
		Oversight and implementation of external inspectorates recommendations	National thematic inspection into Hate Crime released in July. OPCC staff have been liaising closely with Force Hate Crime Lead and are assured that DPP have a proactive action plan to increase awareness and tackle incidents. QAP findings from follow-up dip-sample of Hate Crime in August found the Force had acted upon feedback and improved their recording of responses to Hate Crimes and Incidents. OPCC staff continue to oversee Force's progress against external inspectorate recommendations through access to the action tracker and attendance at governance meetings, where HMICFRS AFIs is a standing agenda item.

		There are formal governance arrangements in place to scrutinise collaboration agreements	Force governance arrangements include Force Collaboration Group - OPCC representation on this Group is Chief Finance Officer and Director of Estates. Policing Board periodically focuses on collaboration - next due December 2018. Furthermore, the All Wales Policing Board receive quarterly updates on the performance of policing collaborative activity in Wales.
Enter into collaboration agreements with other PCCs other policing bodies and partners		Explore collaboration opportunities with other partners	collaboration projects have already been developed with the other 3 Welsh OPCC's and Forces, this has opened up more opportunities for joint project development in the future which will be explored.
	17h	Explore collaboration opportunities in accordance with the Policing Vision for Wales	The PCC and his statutory officers have attended 2 All Wales visioning days during the last year, which focused on exploring further collaborative opportunities within the All Wales policing context. Progress is monitored by the All Wales Policing Group on a quarterly basis
		Utilise training and development plans for all OPCC staff	Induction packs are provided to all new personnel to ensure all have access to key documents e.g. relevant legislation, office handbook etc. The Force have recently Introduced a new performance development system which the OPCC is adopting. This will be utilised to inform training and development plans.
		Implement and maintain a risk register to identify and mitigate risks to the OPCC and force	Current risk register review is in progress, due for completion in the next quarter. Process for maintaining register will be re-communicated to all staff to become BAU. The top 5 and any new significant changes will be summarised for the Exec Team on a monthly basis for their consideration/discussion.
		Explore and maximise sponsorship initiative opportunities	A new sponsorship policy and procedure is being developed which will increase the opportunities available to obtain sponsorship.
		Explore and maximise external funding opportunities	3 grants submitted and approved, accumulating in an income of £314,005 for 17/18 so far. 2 bids were identified and led by the OPCC, 1 bid was an all Wales collaborative bid.
Maintain an efficient and effective police force for the police area		Explore opportunities to reduce environmental impact	SOLAR PANELS - We have a photo-voltaic array located on a roof at Police Headquarters, this feeds back into the national grid, for which we have received an annual income. BIOMASS - Our boiler in Police Headquarters provides heat and hot water for the main administration block, accompdation and recreation areas. The biomass is supplied by a local SME and we limit the olf burned, although oil boilers provide resilience and additional energy if required. Following the installation of the biomass boiler, we save on the oil consumed, whilst we receive a reneawble heat incentive (RHI) payment from government for using a sustainable green energy source. CARBON FOOTPRINT - As a rural force with many police stations in small villages and towns, we are reliant on oil fired boilers, however we have had a progressive replacement programme to ensure the majority of these are as efficient as possible. WASTE - Although we recycle over half of our waste, during the next year we a re focussed on reducing waste and the amount transported to landfill. Our confidential waste is very significant, however as a force we are digitally performing many business functions and achieving paperiess activity where possible. However in-linw with our retention policy, the paper documentation must be destroyed in the correct manner, thus causing a significant confidential waste demand. The next few years are expected to continue in this manner, however we expect the benefit of the digital processes to reduce confidential waste in the longer term.

17i	Development and implementation of OPCC Engagement Strategy and Action Plan	Development The OPCC Engagement and Communications Strategy is currently in draft format. We are developing a new approach to our community engagement and require the Commissioner's approval before we finalise our approach and publish the Strategy. Our Engagement-Comms 2018-19 Programme is currently an action plan of sorts - it details all of our engagement and communications tasks / projects. Implementation We are starting to trial our new approach; planning attendance at already-established community ground meetings We continue to engage and communicate with the residents of Dyfed-Powys, working to our Programme of tasks and projects: e.g. Community Engagement Days; Public Meetings (with the CC); and Inputs at established community groups.
	Development and implementation of OPCC Single Equality Plan	The Strategic Equality Plan 2017-2021 is on the OPCC Website. Every year, In the PCC's Annual Report, the Objectives are considered and evidence presented as to how we have met those Objectives. We are developing a Youth Engagement Forum. Our approach has three strands: 1. Strategic Input – The Youth Forum - The Forum is the main, formal link between the young people of Dyfed-Powys and the PCC and will drive the overarching direction of the PCC's youth engagement programme. Forum members will be known as Youth Ambassadors, directly representing the views of their school or community youth group, and will provide a direct link between the PCC and their group on the ground. We are currently recruiting to the Forum. 2. Working in Partnership with Existing Groups - We have already made meaningful links with a number of existing youth groups who are interested in being engagement ambassadors for us and we are looking to build further links throughout the year. 3. Reaching the Hard to Reach - we are particularity interested in working with partners to engage young people who may be missed through the above approach - young offenders and / or vulnerable young people. We are in the process of developing a wider network of Community Ambassadors who will represent various communities across Dyfed-Powys - 'community' as a location and as a 'protected characteristic group.
	Development and implementation of OPCC Single Equality Plan	We need to develop a system of recording the number of such opportunities i.e. every time the
Provide a local link between		Commissioner / his staff meet and engage with local communities, they have the opportunity to informus of their opinions, and we will bring them back to the office. We will utilise the Intel log so that common themes can be highlighted.
the police and communities, working to translate the legitimate desires and	Provide opportunities for local communities to inform and influence decision making	We also consult with the local communities on important decisions the Commissioner has to make, such as the Police Precept, and planning is underway for consultation to be undertaken.
aspirations of the public into action	Respond to community concerns in a timely manner	The OPCC received a total of 39 community concerns and addressed 38 of those concerns with a response, onward referral etc. within 30 working days. The main areas of concern related to Neighbourhood Disputes, Domestic Abuse, Firearms Revocation, Organisational Dissatisfaction, Response Times, Employment/Vetting and Local/National Concerns.

		Engage residents in contributing to assurance and scrutiny activity	Our volunteer base has recently been depleted slightly by 2 ICV resignations (1 moving away from the area and 1 taking up an alternative voluntary role with DPP). Recruitment is nearing completion, with a number of applicants currently going through interviews and vetting. Animal Welfare Visitor numbers are stable (above ideal capacity). Quality Assurance Panel capacity has been increased recently (see decision 83 on 17/7/18). Interviews currently in progress, which may see Panel up to capacity in coming months. Both QAP and ICVs contributed to the Use of Force deep dive fieldwork.
			The OPCC remain engaged with consultations as and when we are presented with the opportunity to do so. Over recent months HM Government released a consultation on "Transforming the Response to Domestic Abuse' looking to stimulate conversation on how to prevent and tackle domestic abuse. To ensure that Welsh PCC offices were represented fully, a decision was taken that there would be a collective response from the four Welsh PCC offices, co-ordinated by the All Wales Policing Team. To facilitate this the OPCC for Dyfed Powys hosted a thematic session looking into domestic abuse and how this affects the older population. This involved a facilitated session, attended by the Home Office, DEWIS Choice, Aberystwyth University, local specialist sector providers as well as survivors. The outcome of the above was a respond being fed into the All Wales team which helped form an all Wales response to the consultation process. As well as the above, the VAWDASV team within Welsh Government also released a consultation on 'Guldance for the Commissioning of VAWDASV services in Wales'. This document alms to provide clarity and guidance to commissioners of VAWDASV services across Wales, detailing what the Governments expectation would be on those commissioners. The OPCC for Dyfed Powys fed Into this consultation, working with specialist and non-specialist service providers to gain their input on this document. Since the completion of this consultation, Welsh Government are now reviewing the feedback received from all those who contributed in order to be able to revise the guidance, where required. The final document is aimed to be released by December and will then form the basis of the guidance for commissioners to use when commissioning services under this umbrella from April 2019. The main area of this being to produce collaborative and regional working arrangements wherever possible. Lastly, the OPCC for Dyfed Powys are currently looking to review the content of our Internet site, particularly the areas relating to the s
		Provide effective and accessible services for victims and vulnerable people	valuable work they carry out on a day to day basis. These pieces are now being planned and will be completed by the end of the financial year (2018/19).
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	171	As detailed in 17c	
Hold Chief Constable to account for the exercise of the functions of the office of Chief Constable and those under his direction and control		Ab detailed ii) 176	
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	17k	Publish information in accordance with the Elected Local Bodies Order	OPCC has submitted an entry for OPCC transparency awards (Sept). All requirements for published information checked and updated
		Publish information in an accessible and easy to reach format	Website has been checked, additional information added to make this more user friendly including an accountability and transparency tab

		Publish information in accordance with the Welsh Language Standards	Yr laith ar Waith' attended quarterly. Welsh language strategy complete and due to be launched imminently. Top 10 to do list circulated to all staff. Welsh Language Commissioners Successful Practices Seminar and Policy decisions and internal operations workshop both being attended in the next quarter (Nov). Audit tool to monitor compliance with standards to be designed and implemented in coming months
Publish information specified by the Secretary of State and information that the PCC considers necessary to		Proactively promote the work of the PCC and CC	Every time the PCC or his staff engage with members of the public, we are raising awareness of the role of the PCC, his office, and the Chief Constable and the Force. We have leaflets we take with us to all events / meetings which explain the role of the PCC, and states what he is not responsible for but what the CC is. Our website clearly explains the role of the PCC. Sections within the website are linked to the Force for further info, which helps explain the relationship between the PCC and CC / DPP. We are consistently trying to develop the methodology we use to promote the role of the PCC / CC, which will appeal to a wider audience than the methodology currently utilised by the team.
enable the people who live in the force area to assess the performance of the PCC and CC			During the last quarter the Director of Commissioning has attended regular meetings where the commissioned services are promoted. These include local meetings hosted by Dyfed Powys Police, as well as engaging with regional meetings. These include: Regional VAWDASV Board Regional Collaborative Committee Community Safety Partnerships Area Planning Board Local Criminal Justice Board Meeting In addition to the above, during July the PCC held a conference in Police Headquarters, co-ordinated by the Commissioning Team, with the aim of promoting the services currently being commissioned. This conference was targeted at both senior management from Dyfed Powys Police, as well as external partners and local MP's and AM's. Presentations were given by service providers with a brief of outlining the impact that each respective service has on the individuals they support, as well as how this assisted the PCC in achieving the priorities within his Police & Crime Plan. The day was attended by in excess of 60 guests.
			During September, Dyfed Powys Police hosted an Open Day at Police Headquarters, allowing members of the public access to the HQ site to see the hard work being carried out by a wide range of departments across the Force. Part of this was a display by the OPCC, as well as a commissioned service display. This was attended by Hafan Cymru - providing Independent Domestic Violence Advisor services, New Pathways - offering support to victims of sexual abuse and assault, Goleudy - providing the Force's in house victim and witness support services, as well as support for victims of anti social behaviour and lastly Dyfed Drug and Alcohol Services (DDAS), who attended in their recovery bus. While the weather was against us, the day was well attended by members of the public and was a good platform to be able to show the hard work being carried out by these commissioned services. All of the above were subject to social media posts, including social media posts regarding the Open
		Proactively promote and raise awareness of Commissioned Services	Day and the Commissioned Services conference.
Comply with all reasonable 1 formal requests from the Panel to attend their meetings	71	Quarterly attendance at Police and Crime Panel meetings	PCC has attended all Police and Crime Panel meetings, along with statutory officers - Chief of Staff and Chief Finance Officer.
		Provision of documentation to Police and Crime Panel as per their requests	Regular meetings between the Police and Crime Panel and OPCC have ensured that members receive information and documentation in a timely manner in accordance with their requests. The PCC encourages engagement and welcomes PCP representation at other fora such as Policing Accountability Board, Commissioning Board and Joint Audit Committee.

		Regular llaison between OPCC and PCP in support of discharging statutory duties	Regular meetings between the Police and Crime Panel and OPCC have supported the discharging of statutory duties for both parties.
Prepare and issue an annual report	17m	Prepare and issue an annual report to the Panel on the PCC's delivery against the objectives set within the Plan	The 2017/18 Annual Report has been finalised and published.
Monitor all complaints made against officers and staff, whilst having responsibility for complaints against the CC	17n	Handling of complaints against the Chief Constable	It can be seen that the OPCC received a total of 5 complaints, 1 of which resulted in a non-recording decision. The decision on whether or not to record a complaint has been completed within the statutory 10 working days requirement. No appeals to the IOPC were recorded during this quarter in response to CC Complaints.
		Maintain oversight of complaint cases as per requested by individual members of the public	The OPCC currently maintains oversight on a total of 8 cases. These will all be reviewed within the next quarter and any actions that can be completed to progress matters will be done, in order to close these oversight cases.
		Scrutiny of Force complaint handling	No scrutiny of the Force Complaint Handling has taken place during this quarter. However, the subject of Neighbourhood Disputes has been audited at the last QAP and will be considered in more depth during the next quarter again by QAP; as it will be the subject of the next Deep Dive.
		Ensure systems and processes are in place in readiness for the PCC's increased roles in complaints as outlined in Police and Crime Act 2017	It has been agreed that the best way to approach delivery, is to plan to process in two stages. The first stage is to continue to deliver the regulations and all related core products, aiming to have a final set of regulations and statutory guidance completed in early 2019. The second stage will be a six month preparation' period for stakeholders from the point the Home Office are able to confirm a laying date until the point that the reforms go 'live.' The earliest the Home Office may get certainty is at the start of 2019, meaning that April 2019 implementation is not feasible, however there is a possibility it could be pushed back further into next year.
PCC must not fetter the operational independence of the police force	18	Development and annual review of Corporate Governance Framework	The annual review and ensuing amendments of the CGF was approved by the PCC and CC at Policing Board in April 2018 following extensive consultation internally and with the Joint Audit Committee. The revised CGF has been published along with an FAQ document to alde use and accessibility of the document.
Access to Information, officers and staff	19	Corporate Governance Framework details information sharing arrangements	The CGF state under Section 3.7: 3.7.1 Both the PCC and the CC are separate data controllers and processors and have duties under the Data Protection Act 1998 (DPA)7 and Freedom of Information Act (FOIA) 3.7.2 For the purposes of the DPA the PCC and the CC remain the data controller for any personal data recorded under their respective control. 3.7.6 In order to enable the PCC to exercise the functions of their office effectively, they will need access to information and officers and staff within their force area. The PCC and CC will share information where appropriate to support each other in exercising their functions. Access to information must not be unreasonably withheld. There is no requirement for an information Sharing Agreement, however work is currently underway to review processes to ensure both parties are compliant with recent legiistative changes under GDPR.
		Handling of information in accordance with Data Protection legislation	Report on OPCC compliance with GDPR was produced and shared with All Wales Group. Action plan is a live document to be monitored and progressed, the nature of the legislation dictates that OPCC will never be fully compliant as this has to be monitored at all times. TIAA auditor meeting with Compliance and Performance Manager is scheduled for October to discuss OPCC compliance and make recommendations.

Delivery of community safety and crime reduction	20a	Development and implementation of Commissioning Strategy and Action Plan	The development of a commissioning strategy and action plan is a key part of the work of the Commissioning team which is being scoped at present, with a view of its completion being prior to the end of the 2018/19 financial year. This work will be fed by the commissioning of a needs assessment identify the areas of need for commissioning across Dyfed Powys. There is currently a specification being drafted to allow for this work to be commissioned, with a view that it will be awarded prior to the end of the 2018 calendar year. This will then look to feed into the commissioning future for 2019/20 and 2020/21.
		Development and Implementation of Commissioning Strategy and Action Plan	Dominissioning luture for 2019/20 and 2020/21.
		Commissioning of services in support of community safety and crime reduction	Overall the 2018/19 budget for Commissioned Services is forecasted to be slightly underspent for the end of the financial year. This is due to some slight vacancy factors within one of our internally provided services, which has now been resolved. To utilise this underspend the intention is for the Police and Crime Commissioner to commission a piece of research to carry out a needs assessment of the Dyfed Powys area. This will be done with the intention of feeding a commissioning strategy for 2019/20 and 2020/21.
		Evaluation of commissioned services to determine social return on investment	Plans are in place for a full review of the commissioned services to ensure that these offer both an effective service, but also offer a return on investment. This programme of work is due to commence towards the end of 2018 and conclude by mld 2019, where it will produce a report per commissioned service, focusing on how effective the service has been in meeting the aims of the contract, as well as how they have assisted the PCC in meeting the priorities in his Policing Plan. In addition to the above, the PCC's Commissioning Advisory Board meeting has been reviewed and scheduled for November 2018. The intention of this group is now to act as an independent oversight and scrutiny body of the commissioned services, holding each to account on their performance to date and how they have supported the PCC in his ability to meet his Police and Crime plan priorities.
Community Safety Partnerships	20b	N/A in Wales	
Crime and disorder reduction grants	20c	Development and implementation of a framework for the provision of crime and disorder grants	The OPCC is in the process of developing a new grants process which will allow for the OPCC to provide crime and disorder grants to the community.
		Provision of crime and disorder reduction grants within 2018/19	As mentioned, 3 grants have been approved, 2 grants have been explored and developed and are now awaiting a decision from the Home Office.
		Evaluation of crime and disorder reduction grants to determine social return on investment	An evaluation process will be part of the new grants process to ensure value for money and a return on investment.
Collaboration agreements	20d	As detailed in 17h	
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Wider responsibility for the enhancement of the delivery of criminal justice in their area		There are formal governance arrangements in place to support effective scrutiny	To ensure that effective scrutiny of the PCC's expenditure and also the services he commissions, there are two key areas of governance in place. Firstly, the Commissioning Advisory Board sits with the remit of acting as a reviewing body for the PCC and will scrutinise the services being commissioned to ensure that they are effective. This board will comprise of both OPCC staff, as well as members of independent groups and will sit quarterly, 2 months after the fiscal quarter end to ensure the most up to date data is captured and reported. Secondly, the Police and Crime Commissioner chairs the Local Criminal Justice Board (LCJB), attended by colleagues from OPCC, Dyfed Powys Police, HMCTS, HMPS, WCRC, CPS, Hywel Dda Health Board, Youth Offending Services and the Court Witness Service. The Board bring together these partners to operate collaboratively and to be responsible and accountable for the service provided to victims and witnesses. Service provision is monitored via this Board with a view of a multiagency approach being taken to resolve issues where needed.
	N	Monitor the performance of all commissioned services, ensuring they are fit for purpose, provide value for money and a social return on investment	Overall the performance and contract review process for the commissioned services remains effective, with quarterly meetings being held with each of the service providers to discuss performance along with any emerging issues identified by either the OPCC or provider. The exception to this has been the Goleudy service, where there have been issues in data capture from an IT perspective. This has resulted in discussions taking place to ensure that the KPI reporting requirements are both meaningful and obtainable. This work has now concluded and Goleudy are now better placed to provide a more effective and robust performance report. During this process there has been regular meetings between the OPCC and Goleudy, to discuss performance and to allow for areas of concern to be highlighted. This has ensured that there has been oversight of performance. Each performance meetings acts as an ideal opportunity to raise service delivery issues from either the perspective of the PCC or the provider and these are captured in the form of actions. These are then reviewed at each performance review to ensure that they are being progressed and monitored effectively and that actions are not taking unnecessarily long to resolve, and if there are longer timescales with some, that there are genuine reason behind each.
	F	PCC's contribution to the All Wales Criminal Justice agenda	As Chair of the Local Criminal Justice Board, the PCC submits a written report to the All Wales Criminal Justice Board on a quarterly basis, and actively contributes to discussions at the forum
	F	PCC's national portfolio responsibilitles	PCC's national portfolios include: Board member Policing ICT Company Board member digital policing Board members information and intelligence directorate Learning leaders group NPAS board member