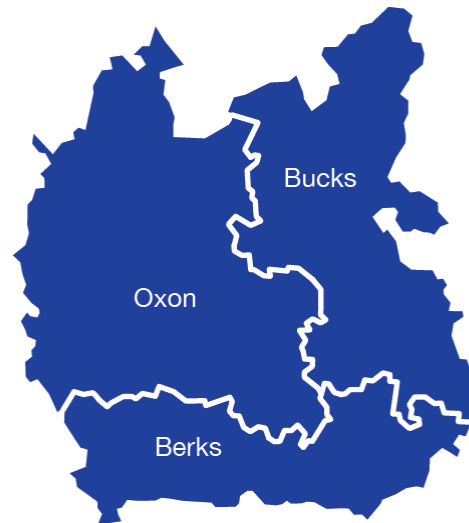


## Agenda

- Date:** Friday 11 July 2014
- Time:** 11.00 am
- Venue:** Council Chamber South Oxfordshire District Council, Benson Lane, Crowmarsh Gifford, Wallingford OX10 8ED



### Map and Directions

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The briefing Meeting for Members only will be held in Committee Room 4 at 10am.

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|-------|---|---------------|
| 11.00 | <b>1. Election of Chairman</b>  |               |
| 11.05 | <b>2. Appointment of Vice-Chairman</b>  |               |
| 11.10 | <b>3. Apologies for Absence</b>   |               |
| 11.15 | <b>4. Declarations of Interest</b><br>To disclose any Personal or Disclosable Pecuniary Interests |               |
| 11.20 | <b>5. Minutes</b><br>To agree the minutes of the meeting held on 16 May 2014.                     | <b>3 - 14</b> |



11.25	<b>6. Police and Crime Plan - Overview of Delivery</b>	<b>15 - 26</b>
	Strategic Objective 1:	
	<ul style="list-style-type: none"><li>• Violent crime</li><li>• Acquisitive Crime (esp. dwelling burglaries, rural crime and 'cyber' crime)</li><li>• Local priority crime</li><li>• Rural crime</li><li>• Troubled Families</li></ul>	
11.55	<b>7. Proposed Extension to the Contract of the Deputy Police and Crime Commissioner</b>	<b>27 - 38</b>
12.25	<b>8. Police and Crime Panel Annual Report</b>	<b>To Follow</b>
12.45	<b>9. Proposals for Future Operation of the Police and Crime Panel</b>	<b>39 - 42</b>
13.05	<b>10. Annual Review of Police and Crime Panel Rules of Procedure and Police and Crime Panel Budget</b>	<b>43 - 58</b>
13.25	<b>11. General Issues</b>	<b>59 - 62</b>
	To consider the responses to questions pre-submitted by Panel Members to the PCC	
13.35	<b>12. Work Programme</b>	<b>63 - 64</b>
	To consider the 2014 Work Programme.	
	<b>13. Date and Time of Next Meeting</b>	
	19 September 2014 – 11am at West Berkshire Council	

### Committee Members

Councillor Bill Bendyshe-Brown (Wycombe District Council), Councillor Mark Booty (West Oxfordshire District Council), Councillor Noel Brown (Chiltern District Council), Mr Terry Burke (Independent Co-opted Member), Councillor Anita Cranmer (South Buckinghamshire District Council), Councillor Trevor Egleton (Buckinghamshire County Council), Councillor Jesse Grey (Royal Borough of Windsor and Maidenhead), Councillor Bill Jones (Vale of White Horse District Council), Councillor Kieron Mallon (Oxfordshire County Council), Councillor Iain McCracken (Bracknell Forest Council), Councillor Tony Page (Reading Borough Council), Councillor Barrie Patman (Wokingham Borough Council), Councillor Pam Pearce (Aylesbury Vale District Council), Councillor George Reynolds (Cherwell District Council), Councillor Bill Service (South Oxfordshire District Council), Councillor Mohammed Sharif (Slough Borough Council), Councillor Dee Sinclair (Oxford City Council), Mr Rajinder Sohpal (Independent Co-opted Member) and Councillor Quentin Webb (West Berkshire Council)

# Minutes

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**Minutes of the Thames Valley Police and Crime Panel held on Friday 16 May 2014, in Council Chamber Wycombe District Council Queen Victoria Road High Wycombe HP11 1BB, commencing at 11.00 am and concluding at 1.00 pm.**

## Members Present

Councillor Noel Brown (Chiltern District Council), Councillor Trevor Egleton (Buckinghamshire County Council), Councillor Jesse Grey (Royal Borough of Windsor and Maidenhead), Councillor Bill Jones (Vale of White Horse District Council), Councillor Pat Kennedy (Oxford City Council), Councillor Iain McCracken (Bracknell Forest Council), Councillor Barrie Patman (Wokingham Borough Council) and Councillor Quentin Webb (West Berkshire Council)

## Officers Present

Michael Chard (Buckinghamshire County Council), Helen Fincher and Clare Gray

## Others Present

David Carroll (Deputy Police and Crime Commissioner), Francis Habgood (Thames Valley Police), Paul Hammond (Chief Executive Office of the Police and Crime Commissioner), Anthony Stansfeld (Thames Valley Police and Crime Commissioner) and Ian Thompson (Acting CFO Office of the Police and Crime Commissioner)

## Apologies

Councillor Bill Bendyshe-Brown (Wycombe District Council), Councillor Mark Booty (West Oxfordshire District Council), Terry Burke (Independent Co-opted Member), Councillor Anita Cranmer (South Buckinghamshire District Council), Councillor Kieron Mallon (Oxfordshire County Council), Councillor Tony Page (Reading Borough Council), Councillor Pam Pearce (Aylesbury Vale District Council), Councillor George Reynolds (Cherwell District Council), Councillor Bill Service (South Oxfordshire District Council), Councillor Mohammed Sharif (Slough Borough Council), Mr Rajinder Sohpal (Independent Co-opted Member), Councillor Cec Tallack (Milton Keynes Council) and Sara Thornton (Chief Constable Thames Valley Police)

### 1. Declarations of Interest

There were no declarations of interest.

### 2. Minutes

The Minutes of the Meeting held on 21 March 2014 were agreed as a correct record subject to amending Councillor Jesse Grey as an apology.

### 3. Confirmation Hearing - PCC Chief Finance Officer

Members noted that the Police Reform and Social Responsibility Act 2011 stated that the PCC must notify the Panel of his proposed appointment to the post of the Commissioner's Chief Financial Officer. Under the Act the PCC must notify the Panel of the following information:-

- The name of the person proposed to be appointed to the post of Chief Finance Officer and Deputy Chief Executive (i.e Mr Ian Thompson).
- The criteria used to assess the suitability of Mr Thompson for the appointment including why he satisfies the criteria (as set out in the report).
- The terms and conditions on which Mr Thompson is to be appointed (included within the Annex to the report).

The Panel asked the following questions:-

What performance standards would the post be working to?

The Chief Executive reported that the job description and the roles and responsibilities of the post were included in the report. Under a separate system officers have a Performance Development Appraisal with interim reviews. Corporate and personal objectives are set for each postholder . This was a standard system used within the Police Force.

What is the split of responsibilities between the Deputy Chief Executive and the Chief Financial Officer (CFO)?

For the CFO the bulk of the work was financial management which was a statutory requirement. In order to create resilience it was important to have a Deputy Chief Executive. The post holder would contribute to the Statutory and Corporate Management for the OPCC.

Did the Structure have too many primary roles?

Ian Thompson had his own designated Deputy. The OPCC had rationalised its structure and taken out an unnecessary posts and reinvested this funding into other priority areas to build capacity and capability.

Why has it taken so long to make this appointment?

When the structure of the OPCC was being looked at a 'bottom-up' approach' was taken. It was important to undertake a comprehensive review of organisational need before this appointment the Job Description of this key statutory post was finalised and an appointment made. The PCC reported that there were a number of fundamental changes happening within the OPCC such as responsibility for commissioning victim support and restorative justice services and the award of grants from the Property Fund. Some Services may only be given a small amount of funding but it could take a disproportionate amount of time to administer.

The Chairman asked for a briefing note on how the OPCC would operate in the future, including a structure chart.

Two Members proposed and seconded the recommendation which was agreed unanimously.

#### **RESOLVED**

**That the Panel recommends to the Police and Crime Commissioner that Mr Ian John Thompson be appointed to the position of the PCC's Chief Finance Officer and Deputy Chief Executive.**

#### **4. Review of the Police and Crime Plan 2013-17**

At the last Meeting the Deputy Police and Crime Commissioner had informed Members of the PCC's intention to publish a refreshed Police and Crime Plan that incorporates emerging new, additional, prioritised issues/risks.

The PCC reported on the following issues:-

##### **Cyber Crime and Fraud**

The PCC reported that crime was changing. Whilst residents were properly concerned about burglary, in fact the impact of it costs less than £10 million each year across the Thames Valley. In comparison the Home Secretary estimates that the cost of Cyber Crime was up to £50-60 billion for the Country. The PCC therefore estimated

that £1-2 billion of this must relate to the Thames Valley and yet was largely unreported. As a result of this some companies could suffer financial losses, particularly small and medium sized companies many of which exist in the Thames Valley. Cyber crime was dealt with centrally by the City of London Police. The PCC took fraud cases in his area very seriously. It was a difficult area as the victim and the perpetrator could be in different counties or countries even.

#### Female Genital Mutilation

This was another area of concern as there were so few prosecutions but one area which is particularly looking at this issue was Slough. There was a conference in Slough on Monday 19 May on this issue. Another area of concern was 'false' marriage.

#### Relationship with Crown Prosecution Service (CPS)

The PCC reported that there was a new Chief Crown Prosecutor for CPS Thame and Chiltern named Adrian Foster and it was important to develop a good relationship with the CPS in order to ensure that there was an efficient and effective system between the Police Force and the Crown Prosecution Service. Previously cases had been rejected because the quality of files and evidence were not seen as adequate and feedback from the CPS had been too late to address such deficiencies. It was important that there was adequate forward planning and that for the benefit of victims and witnesses, the case was not abandoned at a late stage shortly before the trial date.

#### Dealing with road traffic accidents

The Force would be looking at how serious road traffic accidents were dealt with. Roads often had to be closed for a long period of time which disrupted the local economy. They would be looking at collecting evidence more quickly.

#### Late night drinking

Some localities were better than others in dealing with late night drinking related problems and the PCC referred to the Purple Flag Scheme and the late night levy. Community Safety Partnerships would benefit from the late night levy scheme and it was up to Local Authorities to address this.

#### Multi Agency Safeguarding Hub (MASH)

Buckinghamshire, Oxfordshire and Milton Keynes were moving forward with the establishment of their Hubs but no solution had been found for Berkshire. The Leaders of the Berkshire Local Authorities had asked for individual Hubs but there were not enough police resources for this structure. The Police were putting forward the option of having two Hubs across Berkshire.

#### Victim Services

The PCC was developing a combined referral service to be commissioned in collaboration with the Sussex and Surrey PCC's (whereas Hampshire and Kent were organising their own arrangements for commissioning Victim Services).

#### Police Integrity and Leadership

There have been a number of high profile cases in the Country in which the police have been seen not to have acted as they should have, such as Hillsborough and the case with Stephen Lawrence. Cases of this type have not happened within Thames Valley Police but nevertheless the PCC and Chief Constable have set up the Complaints, Integrity and Ethics Panel.

During discussion Members made the following comments:-

A Member asked how a Local Force could address the huge issue of **cyber crime** which was a global activity. He asked whether any extra resources were required and whether this would be co-ordinated centrally. The PCC commented that this area of crime needed to be investigated properly. Cases would be reported centrally to the City of London Police but may then be allocated to local forces for local investigation. It was also important to alert local residents to this crime threat as for example older people could be targeted. It was important to promote keeping personal bank account information and computers secure.

**Do you hold CSP's to account with agreed actions and targets?**

The PCC replied that to date CSP's were not reporting back in detail on how they spent their funding but if the PCC was not happy with the way the CSP was operating he would not give them any funding the following year. Members commented that any organisation who had been given funding should have a business plan outlining value for money and outcomes.

#### **How far back would the Complaints, Integrity and Ethics Panel go back on previous cases?**

The PCC reported that it depended on what issues the Panel was discussing. Some complainants continued to write into the Police over a number of years and the PCC commented that the system was open to abuse. It was important to draw a close to a complaint and to not cause a disproportionate amount of work e.g. over a historical parking offence. The Deputy PCC reported that the first meeting would set the scene for Members and look at training. They would report back to the Panel on their Work Programme once established. A Member expressed concern about reopening old complaints and that the Panel had limited resources.

#### **Was the PCC working on track for setting up Victim Services?**

The PCC confirmed that they were working towards October 2014 for taking over responsibility for allocating grants for specialist service providers and April 2015 for commissioning and implementing the generic referral services, as per Ministry of Justice timetables and deadlines .

#### **Were there any obstacles to the delivery of the Plan?**

The PCC commented that some performance was difficult to measure and also some areas were not reported eg FGM, cyber crime and fraud. He would like to set clear targets e.g. how soon a road was opened after a traffic accident. Last year it was easier to monitor as he had three main priorities:-

- Burglary was now at a 40 year low and burglary in Reading had reduced by 40%. There was only one area where there was a 'red' performance indicator and this was in burglary where the figures were so low it was difficult to make an impact. To reduce the figures any further the Force would have to spend a disproportionate amount of time for little gain. It was important now to look at other areas of crime.
- Rural Crime was difficult to measure but on what information the Force had obtained there was a reduction of 20%. Feedback from residents has been very positive. Rural crime could also be a front to serious organised crime and intimidation and it was important to show a police response.
- MASH – this was proceeding well apart from the issues in Berkshire

The Member recognised this issue but also commented that it was essential that the Panel received a full report on performance which could include a dashboard of performance measures with red-amber-green highlights. This information was important to the Panel in order to assess whether the PCC was achieving his targets. Local Area Commanders could assist with this information. The PCC commented that he did not like performance being measured through a dashboard and used the example of burglary which showed red even though they were performing well in this area. Two extra burglaries could have a huge impact on the statistics as the figure was already low. This document could be misinterpreted by the public.

#### **Has the Government given PCC's adequate funding for Victim Support?**

The PCC reported that it was difficult to comment on at the moment. The Chief Executive said there was no evidence either way that the funding was insufficient. Ministry of Justice money had been given to PCC's to enable them to take responsibility at a local level for commissioning victim services that had previously been supported and delivered under a national system of victim support. There would be greater clarity as to the adequacy of funding when the PCC had undertaken a local needs assessment of what services victims require and the services had been subject to a competitive commissioning process. The PCC reported that historically Victim Support had got a loyal volunteer base and the OJEU Procurement Rules stated that they had to go out to contract which may introduce a risk that current volunteers may not or cannot carry out the work under whatever new arrangements are put in place. A Member commented that Local Authorities often gave grants to victim support and expressed concern that if this was not funded adequately the OPCC may look to Councils to help give extra funding, which they could not afford.

#### **Was the OPCC adequately staffed?**

The PCC had concerns about the sustainability of his small office and the impact on the office if a member of staff went on maternity or long term sick leave. It also helped to have the new appointment of Deputy Chief Executive to cover if needed. The OPCC had used a 'bottom-up' approach to their restructuring and had held staff workshops looking at the legislative obligations on the PCC and how this transcribed into day to day activities. They had looked in detail at the capacity and capability of the office and the level of resource and skill required to discharge roles and responsibilities. It was a collective effort to draw up a structure which was fit for purpose. Once job descriptions had been drawn up they had gone through a staff slot-in process and looked at pay evaluation for the new posts. They had been running a number of vacancies since November 2012 until all decision had been made on the new structure. No extra resources would be employed until they were sure that there was a demonstrable deficiency in the new structure.

#### **What about the change in Government taxation?**

The Chief Finance Officer reported that this issue of additional employer national insurance costs would be addressed in the next Medium term Financial Plan and commented that it affected Local Authorities as well.

**The Chairman concluded by acknowledging the challenges ahead. He informed the PCC that performance against targets was an essential piece of information for the Panel in order to scrutinise his performance effectively. He would discuss how this could be taken forward with the PCC so that there could be success measures for each objective.**

**Action: Chairman/PCC**

**The Panel agreed the refresh of the Police and Crime Plan 2013-17.**

#### **5. Police and Crime Plan - overview of delivery**

The Police and Crime Commissioner reported on Strategic Objective 1.

- Anti-Social Behaviour - At the end of 2013/14, 118 cases had been identified, of which 78 were closed and 40 remained open. They had met the target set out in the Plan. Reference was made to the Anti-Social Behaviour, Crime and Policing Act 2014 which was expected to be implemented in October 2014.
- Domestic and other inter-personal abuse, inc. child sexual exploitation – There are currently 19 ongoing investigations across most of the Thames Valley area relating to possible child exploitation which are at varying stages of investigation. The Force approach to the protection and investigation of children at risk from sexual exploitation is captured in a specific Child Exploitation Strategy. The Strategy is given effect through a detailed Action Plan and contains 31 specific actions and initiatives. The Serious Case Review for the Oxfordshire Safeguarding Children's Board is due to be completed in July/August.
- Safeguarding vulnerable adults, children and young people – The Buckinghamshire MASH is expected to go live in September and the Oxfordshire and Milton Keynes MASH hubs are due to go live later in the Autumn. The Berkshire model has yet to be agreed. The Force has recognised the impact of offenders who can be classified as 'Crime Magnets'. A response will only be used for serious offences.

During discussion the following points:-

- A Member referred to the Community Trigger which gives victims and communities the right to request a review of their case and bring agencies together to take a problem solving approach to find a solution. Recommendations for application of a Community Trigger across TVP were being drafted and considered by the Force in June and he asked if the document was ready to be circulated. The Deputy Chief Constable reported that it was being discussed at local level by the CSP's and the PCC was waiting for their views. The Member commented that it would be useful to see an overview of comments for the Thames Valley. The Chief Executive commented that it would

be useful for each Member to chase their own Local Authority for any responses, which could be co-ordinated by the Panel.

- Reference was made to the Berkshire MASH. The PCC commented that there were not enough Police Officers to resource six separate hubs and they only had resources for two hubs. The system needed to be sustainable and Council Leaders needed to discuss this further.
- A Member referred to the Troubled Families initiative and commented on the success of one agency dealing with all the issues rather than having to engage in lots of groups. This helped to remove barriers. CSP's have the best ability to reduce anti-social behaviour so it was important to retain the funding in this area. With joint working with the Police anti-social behaviour could be significantly reduced. There had been an excellent response to Anti-Social Behaviour in Chesham with four convictions. The Deputy Chief Constable reported that lead agencies were better placed in dealing with anti-social behaviour working with the community. He referred to 'Dfuse' which was a small charity that provides training in defusing social conflict and responding to crime and ASB which had recently provided training events in three areas in the Thames Valley. The root causes of ASB needed to be addressed. The PCC responded that resources for policing were limited and it was important to work with other agencies to address this area. An example was given of the work undertaken by Positive Futures in Oxford. The Chief Executive reported that they would be working with CSP's to look at priorities and how the funding was utilised in the most effective way using local knowledge. A Member commented that it was important to have a clear system in place for ASB.
- A Member asked for a briefing on the new ASB legislation. The Chief Executive reported that once they had received the relevant guidance from Government they would pass this onto Members.

The report was noted.

## **6. The Integrity of Crime Data in the Thames Valley**

The PCC reported on the recent press coverage of the recent Interim Report by Her Majesty's Chief Inspector of Constabulary regarding crime recording by the police service at national level. The Interim Report drew on its findings from visits to 13 police forces, which did not include Thames Valley Police. Recording crime is very subjective e.g. if a 12 year old beat up his sister should this be recorded as a violent crime. Rape cases could also be reported incorrectly.

The Chief Executive reported that this Interim Report had attracted a lot of media coverage on the under reporting of crime. When Thames Valley were last inspected in September 2011 no significant issues were identified. He wanted to give assurance to Panel Members that the integrity of crime data was good so the PCC had requested a report from the Chief Constable. Unfortunately the national report had undermined confidence in all Police Forces. The Regional Inspector was adopting a harder test with Forces this year so although a clean bill of health was given in 2011, this time around forces would be assessed against higher standards.

The Deputy Chief Constable reported that government stated that the rules concerning data were not complex. However, the guidance covers over a hundred pages and includes a number of processes. He commented that the Service to the public and the victim was the most important aspect rather than the crime being in the wrong category. According to the crime survey in England and Wales crime had reduced by 38% and this responds to figures recorded by the Forces. However, there would always be unreported crime. Hospital admissions have reduced significantly relating to violent crimes and police figures support this information as well. He was confident that the Force was doing their utmost to record crime accurately.

During discussion the following points were noted:-

- The problem was the perception of crime rather than the level of crime itself which was still high. The PCC reported that this was a difficult issue to address.
- Reference was made to the new Niche System and whether this would impact on figures. The new system was very powerful and linked to a number of databases. There was an adjacent system



alongside the new system to ensure a proper transition of data and the outcomes for crime recording would still remain the same.

- A Member commented that frontline police officers needed good training in terms of recording crime. The Deputy Chief Constable reported that frontline officers were trained on a basic set of rules. However, once the information was sent to the main desk, those officers had been trained specifically on how crime was recorded so they could enter the information correctly. There was a code of ethics on crime recording. When officers were trained on the new system these rules would be reinforced.
- Were the Force confident that they would satisfy Inspectors? The Deputy Chief Constable reported that the figures were monitored and audited on a regular basis so he expected standards to be maintained. He commented that the size of the sample being used was quite small but could seem significant at a national level.
- How could you reassure the public? The Deputy Chief Constable reported that this was difficult without a recent inspection and there was a general distrust with all national statistics. They had the evidence of the previous inspection and it was up to the resident to make up their own mind. The Force received high satisfaction levels when obtaining feedback from victims and hopefully this message would be passed onto the general public.
- Would the change in the system have any adverse impact on management and staffing? The Deputy Chief Constable reported that there would always be unfamiliarity with a new system but there had been no changes to call handling. This had dropped slightly at the beginning but had returned to normal.
- A recent survey had been conducted on resident priorities in Bracknell Forest and the perception of crime was third on the list alongside the environment and leisure. The Member then referred to domestic abuse and the importance of getting standardised information from the NHS. His Local MP who was also a GP was addressing this issue with Health England.

The Chairman thanked the PCC for this item and commented on the importance to the Panel and the public of the robustness of Thames Valley reporting procedures.

## **7. Proposals for Future Operation of the Police and Crime Panel**

The Chairman of the Police and Crime Panel reported on proposals for future meetings.

During discussion the following points were made:-

- There was a concern about the low attendance of Members at this meeting, obviously related to elections taking place and a number of Panel Members being involved.
- A Member expressed concern about having two venues but it was difficult to find a convenient meeting point for the Thames Valley. Whilst rotating did not work, having two venues would also be difficult. Another Member suggested not rotating around all venues but having more than two.
- A Member referred to public question time to Panel Members and how this would work alongside changing the venue arrangement. The Chairman reported that at the moment there was no facility for the public to ask questions of Members. This needed a structured process but it was unlikely there would be a huge number of questions put forward. The Panel could consider written questions as it was important to engage the public as much as possible. Another Member welcomed the idea of public questions which would be managed through the Panel.
- A Member welcomed the idea of undertaking more 'Task and Finish' work and expanding the 'overview' function of the Panel. It was important to both scrutinise and support the PCC.
- A Member welcomed the idea of having a themed meeting.
- The Chairman suggested that local issues were more Member led.

The Chairman suggested that as the attendance was low that the views of Members not present should be sought on the future working of the Panel and that they have a more focused approach to issues and perhaps a

themed meeting with external organisations providing presentations. A decision on future options for the Panel will be made at the next meeting.

## **8. General Issues**

The Panel received the report on national publications relevant to the work of the Police and Crime Panel.

A Member asked about the Association of Chief Police Officers (ACPO) being disbanded and what would take its place?

The PCC reported that the Home Secretary was looking at disbanding ACPO and moving the funding to PCC's to set up alternative arrangements, as necessary and appropriate, on the assumption that ACPO was not delivering. Retired Army General Sir Nick Parker had been asked by PCC's to look into this area and one suggestion was having a Chief Constables Council which should be more open and transparent about national policing issues.

Have there been any further developments on merging blue light services?

There has been some national discussion. In some cases this would be easy to achieve with smaller, county-based, force areas. Ambulance Services have very different control rooms and systems. It would be unrealistic to have the same triage and expertise for all three services. There needs to be a further steer from the Home Office about what direction this is taking. A Member commented that once further direction had been obtained that a briefing could be given to Members on how this would be taken forward.

## **9. Work Programme**

The Work Programme would be amended according to revised priorities.

The Policy Officer reported that at the last meeting the Panel had agreed to set up a Task and Finish Group to investigate how the PCC could be supported in working in partnership with key stakeholders. A proposal/scoping template had been included within the agenda. Members were asked to volunteer for the Group and appoint a Chairman. The following Members volunteered; Barrie Patman, Iain McCracken, Quentin Webb and Jesse Gray. Other Members who were not present would be asked to volunteer via an e-mail.

## **10. Date and Time of Next Meeting**

11 July 2014 – South Oxfordshire District Council

**CHAIRMAN**



## Thames Valley Police & Crime Panel

Chairman: Cllr. Trevor Egleton

### Anthony Stansfeld

Office of the Police and Crime Commissioner  
The Farmhouse  
Thames Valley Police Headquarters  
Oxford Road,  
Kidlington  
Oxon  
OX5 2NX

### Thames Valley Police & Crime Panel Secretariat

Policy, Performance and Communications  
Buckinghamshire County Council  
G9, New County Offices, Walton Street  
Aylesbury, HP20 1UA  
(01296) 387728

**28 May 2014**

Dear Mr Stansfeld,

### Proposed Appointment of the Police and Crime Commissioner's Chief Finance Officer and Deputy Chief Executive

I am writing to you on behalf of the Thames Valley Police and Crime Panel about the proposed appointment of Mr Ian Thompson to the position of the Police and Crime Commissioner's Chief Finance Officer and Deputy Chief Executive.

The Panel received detailed paperwork and answers to their questions at the meeting held on 16 May concerning the proposed appointment of Mr Thompson. It is clear from the information received that Mr Thompson is an appropriate candidate for the position especially given his experience and qualifications including:

- A qualified accountant
- 35 years in public sector finance
- Membership of the respective Thames Valley Police Authority and Office of the PCC (OPCC) 'senior management' teams since 1994
- Successful discharge of the statutory 'chief finance officer' responsibilities within the OPCC since November 2012, in his current capacity as the PCC's 'Acting Chief Finance Officer'.

After deliberations members recommended that:

**Mr. Ian John Thompson be appointed to the position of the PCC's 'Chief Finance Officer and Deputy Chief Executive'**

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'T. Egleton'.

### Councillor Trevor Egleton

Chairman, Thames Valley Police and Crime Panel



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Councillor Trevor Egleton  
 Chairman  
 Thames Valley Police and Crime Panel  
 Policy, Performance and Communications  
 Buckinghamshire County Council  
 G9, New County Offices  
 Walton Street  
 AYLESBURY  
 Buckinghamshire  
 HP20 1UA

**Anthony Stansfeld**  
 Police & Crime Commissioner  
 for Thames Valley

Date: 2<sup>nd</sup> June 2014  
 Our Ref: AS/LMR  
 Your Ref: PCP16052014

Dear Councillor Egleton,

**Re: PCC's proposed Chief Finance Officer and Deputy Chief Executive**

Further to the confirmation hearing held by the Police and Crime Panel on 16<sup>th</sup> May, I acknowledge receipt of your letter dated 28<sup>th</sup> May confirming the recommendation of the Panel, that "Mr Ian John Thompson be appointed to the position of the PCC's 'Chief Finance Officer and Deputy Chief Executive'."

In response, and in accordance with paragraph 12(2) of Schedule 1 of the Police Reform and Public Responsibility Act 2011, may I inform you of my decision to ACCEPT the recommendation of the Panel, and that I will appoint Ian Thompson as my Chief Finance Officer and Deputy Chief Executive with effect from the date of your letter, i.e. 28<sup>th</sup> May 2014.

May I also take this opportunity to thank you and the Panel for conducting the confirmation hearing process in such a constructive and efficient manner.

Yours sincerely,

**Anthony Stansfeld**  
 Police and Crime Commissioner for Thames Valley

cc Ian Thompson Chief Finance Officer and Deputy Chief Executive  
 Mike Chard Policy Officer, Police and Crime Panel

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**OFFICE OF THE POLICE & CRIME COMMISSIONER  
FOR THAMES VALLEY**

**REPORT OF THE  
POLICE AND CRIME COMMISSIONER FOR THAMES VALLEY  
TO THE THAMES VALLEY POLICE AND CRIME PANEL**

**11 JULY 2014**

**Strategic Objective 1:**

**TO CUT CRIMES THAT ARE OF MOST CONCERN TO THE PUBLIC AND TO PROTECT  
THE MOST VULNERABLE MEMBERS OF OUR COMMUNITIES**

**Theme: Violent Crime and Acquisitive Crime (including dwelling burglaries and Cyber  
crime)**

**Lead Agency: Police**

1. The Force Delivery Plan contained the following relevant actions:

1.1 Cut the level of violence against the person by 2% and the level of domestic burglary by 2%

1.2 Maintain the detection (outcome) rate for violence with injury above 45%; achieve a detection (outcome) rate for domestic burglary of 18% and for rape of 23%

2. In addition there were 5 Performance targets and these are set out below with the provisional outturn figures:

<b>Performance target</b>	<b>Annual Target</b>	<b>March</b>
Reduce the level of violence against the person	- 2%	0.5%

3. Violence against the person increased by 94 offences (0.5%) between April 2013 and March 2014 compared to 2012/13. The target was not achieved. The number of homicides fell from 20 to 17 and violence with injury fell by 23 offences (0.3%).

Performance target	Annual Target	March
Reduce the level of domestic burglary	- 2%	- 19.8%

5. Domestic burglary has fallen from 7,069 offences in 2012/13 to 5,668 offences in 2013/14. This was a reduction of 1,401 offences (19.8%). The target was achieved.

Performance target	Annual Target	March
Increase the detection rate for violence against the person with injury	45%	47.8%

6. The detection rate for violence against the person with injury was 47.8% in 2013/14. This is above the target of 45%. In 2012/13 the detection rate was 46.9%.

Performance target	Annual Target	March
Increase the detection rate for domestic burglary	18%	20.4%

7. The detection rate for domestic burglary was 20.4% in 2013/13, above the target of 18%. In 2012/13 the detection rate was 15.8%.

Performance target	Annual Target	March
Maintain the detection rate for rape	23%	24.3%

8. The detection rate for rape offences was 24.3% in 2013/14, above the target of 23%. In 2012/13 the detection rate was 22.6%. The detection rate has been achieved against a background of increased reporting of offences (up 176 offences – 33.7% – to 698) following the publicity in respect of Operation Yewtree and the Bullfinch investigation.
9. The Force applied a range of initiatives and tactics across the year in support of these actions. Local Police Areas (LPAs) regularly deployed Operation Nightsafe – a tactical response to policing the night time economy, applying effective practice from across the LPAs including use of Special Constabulary to undertake early evening patrols, alongside proactive enforcement of licensing legislation.
10. Body worn video cameras have now been rolled out across the force assisting officers by capturing evidence of incidents and crime scenes which may otherwise have been lost, as well as acting as a deterrent from committing acts of violence against and in the presence of officers.



11. The Force identified and prioritised all burglary hotspots. Evidence gained as a result of the Operation Reacher pilot, which utilises an enhanced “cocooning” response (gathering information and issuing crime prevention advice) in hotspot areas, saw an increase in public confidence and is thought to have contributed to the overall reduction in burglaries. In support, crime prevention advice was been redesigned and tailored for use by specific communities, and is accessible from the Force Website. Social media and local neighbourhood policing teams kept communities informed regarding trends and occurrences.
12. The Force is trialling offender tagging on short term release prisoners across the LPAs to help improve offender management and target the most prolific offenders in relation to burglary.
13. The detection rate for violence against the person with injury was 47.8% in 2013/14 which exceeds the 46.9% achieved in 2012/13.
14. The detection rate for domestic burglary was 20.4% in 2013/14, above the target of 18% and an increase on the 15.8% achieved in 2012/13.
15. The detection rate for rape offences was 24.3% in 2013/14. In 2012/13 the detection rate was 22.6%. This improvement has been achieved against a background of increased reporting of offences (up 176 offences – 33.7% – to 698) following the publicity in respect of Operation Yewtree and the Bullfinch investigation.
16. As part of the need to ensure that the Force meets its national requirements in support of the Strategic Policing Requirement a Cyber Crime Steering Group chaired at ACC level was set up in support of the national Cyber Crime strategy. The steering group is supported by a detailed action plan. The Regional Organised Crime Unit, which contains a Regional Cyber Crime capability, has also been implemented and is now operational

**Anthony Stansfeld**  
**Police and Crime Commissioner for Thames Valley**





**REPORT OF THE  
POLICE AND CRIME COMMISSIONER FOR THAMES VALLEY  
TO THE THAMES VALLEY POLICE AND CRIME PANEL**

**11 JULY 2014**

**Strategic Objective 1:**

**TO CUT CRIMES THAT ARE OF MOST CONCERN TO THE PUBLIC AND TO PROTECT  
THE MOST VULNERABLE MEMBERS OF OUR COMMUNITIES**

**Theme: Local Priority Crime (Business Crime)**

**Lead Agency: Police and CSP**

1. The Force Delivery Plan contained the following specific action in respect of tackling Business Crime:
  - 1.6 Tackle Business Crime through intelligence, enforcement and prevention
2. A new Business Watch Web page, designed with the Force Corporate Communications Department and launched on the Force Website in April 2014, now allows business members to receive relevant information, witness appeals and crime alerts for the relevant area. Thames Valley Police has worked with other forces to identify best practice for prevention and reduction. A Commercial Security Risk Assessment is now available both on intranet and internet for business self assessment and for use by Crime Prevention and Reduction Advisors and LPA Staff.
3. The Business Watch Portal (an interface between the police and local businesses) has been launched and work is being undertaken to promote FaceWatch (an internet based system that enables the sharing of intelligence and images of unidentified suspects) via Business crime partnerships. Business Watch schemes are partnerships between the business community, local authorities, the police, and other organisations that represent business interests.
4. There are over 2,500 Business Watch members across the five police areas within Thames Valley.

5. The aims of Business Watch are to:

- Enable businesses to take an active part in preventing and reducing crime on their business premises.
- Share best practice, raise business crime prevention awareness and improve communication between members through meetings and newsletters.
- Promote increased standards for business security.

6. Local Police Areas (LPAs) have been actively seeking to increase Business Watch membership using Thames Valley Alert (a similar scheme for members of the public).

7. Operation Counterfoil reviewed incidents occurring in independent stores, and following development of a Self assessment security tool, the CPRA is working with independent stores on prevention of robbery. Repeat victim data has identified the most significant threats. Additional analysis has flagged those businesses which are repeat victims of crime and the top 20 businesses in each relevant crime category.

8. As you will be aware I provide funding to local partnerships based in every Local Authority through a 'Community Safety Fund' which you use to implement crime reduction and community safety activity at a local level. Business Crime may well fall under the initiatives and activity identified at that local level.

**Anthony Stansfeld**  
**Police and Crime Commissioner for Thames Valley**



**REPORT OF THE  
POLICE AND CRIME COMMISSIONER FOR THAMES VALLEY  
TO THE THAMES VALLEY POLICE AND CRIME PANEL**

**11 JULY 2014**

**Strategic Objective 1:**

**TO CUT CRIMES THAT ARE OF MOST CONCERN TO THE PUBLIC AND TO PROTECT THE MOST VULNERABLE MEMBERS OF OUR COMMUNITIES**

**Theme: Rural Crime**

**Lead Agency: Police**

1. The Force Delivery Plan contained the following specific action in respect of Rural Crime:
  - 1.5 Tackle rural crime through intelligence, enforcement and prevention
2. Rural geography presents unique policing challenges. Preventing and detecting crime is often harder due to the fact there may be fewer witnesses to criminal activity and there are greater opportunities for criminals to target isolated properties and businesses.
3. In the light of commitments in the Police and Crime Plan relating to “rural crime”, it was first necessary to define what constitutes “rural crime” in terms of type of offence, property and location in order to ensure that such incidents are counted and resources targeted appropriately. The Force subsequently identified a clear definition which includes these three aspects and response grading criteria which were circulated Forcewide. New processes were adopted in Control rooms and Enquiries Department to identify and grade reports of rural crimes.
4. Operation Ranger was the umbrella name for a range of co-ordinated activities designed to tackle the issue of rural crime. Those activities included:

- Increased Automatic Number Plate Recognition capacity in the Rural communities alongside improved technology in Roads Policing cars.
  - Enforcement activity included a “100 days of action” tactical plan, with performance framework and regular review of rural incidents at the Force Daily Management Meeting
  - Joint Local Police Area/Crime Prevention Reduction Advisor visits to farms , with follow up visits by PCSOs to promote CREMARK (Crime Reduction Enterprise marking) property marking and make CESAR (Construction Equipment Security and Registration) property marking bookings. All second hand agricultural vehicle premises were visited with very positive levels of interest.
  - The figures for data tag fitting between 1/1/13 and 31/3/14 stood at 338.
  - A liveried tractor was used to publicise the work of the Force in relation to rural crime and proved a popular attraction at a number of public events in the summer.
  - The Country Watch portal was re-launched with advice, guidance and toolkits, and the Farm security assessment tool is now available on the internet. Country Watch is a free Thames Valley Alert messaging service specifically for rural and farming communities and businesses across the Thames Valley. As with Thames Valley Alert, people are able to choose whether they receive messages via email, text or telephone. Messages can be targeted to those who the information applies to, for example witness appeals can be sent to the people who live on the road or in the village where the crime took place rather than an entire LPA. Country Watch is also a two-way messaging service, meaning members of the community are able to contact you with concerns, suspicions or intelligence should you ask for it.
  - A Country Watch folder containing crime prevention advice and product security information was produced for distribution to farm owners/managers following the farm security survey.
  - Local officers worked closely with farmers across the Thames Valley area which often led to joint patrols with gamekeepers and other agencies. Such a high visibility approach, which was regularly publicised through the media, provided both reassurance and a visible deterrence.
5. Nationally I joined with 17 other Police and Crime Commissioners in February 2014 to establish the National Rural Crime Network with the following objectives:
- To act as a think tank on rural crime strategy.
  - To facilitate and allow comparison of operational techniques in rural areas. region by region, to seek out/share best practice.

- To develop and target good publicity to encourage stronger local response from the rural public.
  - To facilitate a national forum for discussion between relevant rural partners and appropriate national organisations and watch groups.
  - To act as a forum to consider Community Safety Initiatives across rural areas.
6. Despite the increased focus, the outcome rate for rural crime offences remains low and the Neighbourhood Policing and Partnership Department continues to examine options and methods for increasing the detection rate. This experience has been reflected in other rural police force areas and it has generally thought that the greatest impact can be achieved through focussing efforts on disruption activities.

**Anthony Stansfeld**  
**Police and Crime Commissioner for Thames Valley**







**REPORT OF THE  
POLICE AND CRIME COMMISSIONER FOR THAMES VALLEY  
TO THE THAMES VALLEY POLICE AND CRIME PANEL**

**11 JULY 2014**

**Strategic Objective 1:**

**TO CUT CRIMES THAT ARE OF MOST CONCERN TO THE PUBLIC AND TO PROTECT THE MOST VULNERABLE MEMBERS OF OUR COMMUNITIES**

**Theme: Troubled Families**

**Lead Agency: Local Authorities**

1. The Troubled Families programme, launched by the Government in 2011, was highlighted by local authorities and community safety partnerships (CSPs) as a priority for them during the initial evidence gathering and consultation phase (April – October 2012) of the development for my current Police and Crime Plan. The Troubled Families programme was also referred to in the briefing papers written by the CSP Managers for the prospective PCC candidates. Given the impetus of the programme at the time of drafting the original Police and Crime Plan I felt it appropriate to include Troubled Families as a key theme under strategic objective 1 of the Plan (To cut crimes that are of most concern to the public and to protect the most vulnerable members of our communities).
  
2. In practice, implementation and delivery of the programme at a local level sat largely with children and family intervention services within local authorities and not CSPs. Many CSPs receive periodic updates on the programmes and have links to the programme through their anti social behaviour (ASB) and youth offending work, however, crucially none of my community safety funding is specifically used for troubled families initiatives. Therefore, whilst I remain interested in the work of local authorities to identify and work with families who are known to contribute to crime and ASB, it is not appropriate for me to report on the performance and progress of local authorities in this particular area of work as I am not responsible for commissioning such services.

3. As the Panel is aware, I am in the process of updating my Police and Crime Plan to ensure it remains relevant and fit for purpose. In doing so this exercise has provided me with an opportunity to identify themes and issues such as the Troubled Families programme which, whilst continuing to be important, are no longer considered appropriate to be included in my Plan as a prioritised key theme that I can influence through my statutory commissioning role.

Anthony Stansfeld  
Police and Crime Commissioner for Thames Valley



**OFFICE OF THE POLICE & CRIME  
COMMISSIONER FOR THAMES VALLEY**

**REPORT TO THE THAMES VALLEY POLICE AND CRIME PANEL**

**PROPOSED EXTENSION TO THE CONTRACT OF THE  
DEPUTY POLICE AND CRIME COMMISSIONER**

**Executive Summary**

The Police Reform and Social Responsibility Act 2011 ('the Act') provides, under section 18(1), that the Police and Crime Commissioner for a police area may appoint a person as the deputy police and crime commissioner for that area.

Under Schedule 1, paragraph 9, of the Act, the Police and Crime Commissioner (PCC) must notify the Police and Crime Panel ("the Panel") of his proposed appointment to the post of 'Deputy Police and Crime Commissioner', including the following information:

- a) The name of the person whom the commissioner is proposing to appoint ("the candidate")
- b) The criteria used to assess the suitability of the candidate for the appointment
- c) Why the candidate satisfies those criteria
- d) The terms and conditions on which the candidate is to be appointed.

At its meeting held on 6<sup>th</sup> December 2012 the Panel held a confirmation hearing and recommended that my proposed Deputy Police & Crime Commissioner for Thames Valley, Councillor David Carroll, be appointed.

Members will recall, however, that the terms and conditions applicable to this appointment, as notified to the Panel at the time, stipulated that "...*this appointment is for a two year period and the commencement date of the DPCC will be subject to the Police and Crime Panel confirmation hearing process but the contract of employment will end no later than 19<sup>th</sup> December 2014.*" In the event, the confirmation hearing process concluded on the 7<sup>th</sup> December 2012, which represented the formal commencement date of Councillor Carroll's appointment to the post of Deputy PCC. Accordingly, Councillor Carroll's appointment is due to end on 6<sup>th</sup> December 2014.

Having reviewed the situation, I now wish to propose to the Panel that Councillor Carroll's appointment and contract of employment be extended until the 31<sup>st</sup> December 2015.

**Recommendation to the Police and Crime Panel**

That the Panel be invited to endorse my proposed extension of Councillor David Carroll's appointment as Deputy Police and Crime Commissioner for Thames Valley to the 31<sup>st</sup> December 2015.

**Police and Crime Commissioner**

**Signature**

**Date**



## **PART 1 – NON-CONFIDENTIAL**

### **1. Introduction and background**

- 1.1. The Police Reform and Social Responsibility Act 2011 (“the Act”) provides, under section 18(1), that the Police and Crime Commissioner (PCC) for a police area may appoint a person as the deputy police and crime commissioner (DPCC) for that area.
- 1.2. At its meeting held on 6<sup>th</sup> December 2012 the Panel held a confirmation hearing and recommended that my proposed candidate, Councillor David Carroll, be appointed to the post of DPCC for Thames Valley.
- 1.3. The information I presented to and considered by the Panel in December 2012 in support of my proposal included:
  - a) The name of the candidate
  - b) The criteria used to assess the suitability of the candidate for the appointment
  - c) Why the candidate satisfies those criteria
  - d) The terms and conditions on which the candidate is to be appointed
- 1.4. The DPCC is a member of my staff and is, therefore, subject to a contract of employment which sets out the terms and conditions of the appointment (per item 1.3(d) above).
- 1.5. Members will recall that the terms and conditions applicable to this appointment, as notified to the Panel at the time, stipulated that “...*this appointment is for a two year period and the commencement date of the DPCC will be subject to the Police and Crime Panel confirmation hearing process but the contract of employment will end no later than 19<sup>th</sup> December 2014.*” In the event, the confirmation hearing process concluded on the 7<sup>th</sup> December 2012, which represented the formal commencement date of Councillor Carroll’s appointment to the post of DPCC. Accordingly, Councillor Carroll’s appointment is due to end on 6<sup>th</sup> December 2014.
- 1.6. I have reviewed the role of the DPCC in the light of experience and am satisfied that this post is essential to help me discharge my statutory duties across a police force area as large as Thames Valley. Furthermore, I am satisfied with Councillor Carroll’s performance in that role to date and I now wish to propose to the Panel that Councillor Carroll’s appointment and contract of employment be extended until the 31<sup>st</sup> December 2015.
- 1.7. Whilst this proposal does not represent a new appointment, I acknowledge that it does represent a material variation of the terms and conditions of the previous proposal and appointment considered and endorsed by the Panel in December 2012. I therefore believe it appropriate for this proposed revision to the terms and conditions of Councillor Carroll’s appointment to be presented to the Panel for review and endorsement.

## **2. Issues for consideration**

- 2.1 The criteria used to assess the suitability of Councillor Carroll for his appointment as DPCC; why he satisfied those criteria, and the terms and conditions of his appointment, as previously notified to the Panel at its meeting held on the 6<sup>th</sup> December 2012, still stand today.
- 2.2 The main variation proposed to the above information relates to the terms and conditions of Councillor Carroll's appointment as DPCC. In brief, the original proposal was for a two-year appointment, due to end on the 6<sup>th</sup> December 2014, at a pro-rata salary of £35,000 per annum.
- 2.3 The revised proposal presented for consideration and endorsement today is that Councillor Carroll's appointment and contract of employment be extended until the 31<sup>st</sup> December 2015 (but no change to the level of remuneration). The Panel will be aware that the next scheduled national PCC election is due in May 2016.
- 2.4 The updated version of the Terms and Conditions applicable to this proposed extended appointment are attached at Annex A.

## **3. Financial comments**

- 3.1 The extended salary and employer oncosts can be contained within existing approved budgetary provisions.

## **4. Legal comments**

- 4.1. The power and process by which the Police and Crime Commissioner may appoint a Deputy Police and Crime Commissioner for his police area is provided by The Police Reform and Social Responsibility Act 2011 (section 18(1), and Schedule 1, paragraphs 9 and 10, respectively).

## **5. Equality comments**

- 5.1 Although the DPCC is a member of the PCC's staff (s18(10) of the Act), under paragraph 8(4) of Schedule 1 of the Act the appointment of a DPCC is exempt from the requirement of Section 7 of the Local Government and Housing Act 1989, that all staff appointments should be made on merit.

## **6. Background papers**

- a) The Police Reform and Social Responsibility Act 2011
- b) Report to the Thames Valley Police and Crime Panel held on 6<sup>th</sup> December 2012, titled 'Confirmation Hearing' (agenda item 7)

<p><b>Public Access to Information</b></p> <p>Information in this form is subject to the Freedom of Information Act 2000 (FOIA) and other legislation.</p> <p>Part 1 of this form will be made available on the website within 1 working day of approval. Any facts and advice that should not be automatically available on request should not be included in Part 1 but instead on a separate Part 2 form.</p> <p>Deferment of publication is only applicable where release before that date would compromise the implementation of the decision being approved.</p>
<p><b>Is the publication of this form to be deferred? No</b></p> <p><b>If yes, for what reason? n/a</b></p> <p><b>Until what date? n/a</b></p>
<p><b>Is there a Part 2 form? No</b></p>

<b>Name &amp; Role</b>	<b>Officer</b>
<p><b>Head of Unit</b></p> <p>I have reviewed this document and am satisfied that it has been produced in accordance with published guidance</p>	PCC Chief Executive
<p><b>Legal Advice</b></p> <p>The proposals in this document are in accordance with the relevant legislative requirements</p>	Monitoring Officer to the PCC
<p><b>Financial Advice</b></p> <p>This appointment can be accommodated within existing budgetary provisions</p>	PCC Chief Finance Officer
<p><b>Equalities &amp; Diversity</b></p> <p>No specific implications arising</p>	Chief Executive

**PCC CHIEF OFFICERS' APPROVAL**

<p>We have been consulted about the proposal and confirm that financial and legal advice has been taken into account in the preparation of this report.</p> <p>We are satisfied that this proposal represents an appropriate decision to be taken by the Police and Crime Commissioner for submission to the Police and Crime Panel for review.</p>	
<p>Paul Hammond Chief Executive</p>	<p>Date 2<sup>nd</sup> July 2014</p>
<p>Ian Thompson Chief Finance Officer &amp; Deputy Chief Executive</p>	<p>Date 2<sup>nd</sup> July 2014</p>

## Deputy Police and Crime Commissioner for the Thames Valley

### Summary of Terms and Conditions of Appointment (draft)

Under Section 18(10) of the Police Reform and Social Responsibility Act 2011 (“the Act”) the deputy police and crime commissioner (DPCC) is a member of the police and crime commissioner’s (PCC) staff.

The DPCC will be employed by the PCC and be subject to a contract of employment which will generally reflect the terms and conditions applying to the PCC’s staff. However, this post is **not** a “politically restricted” post within the terms of the Local Government and Housing Act 1989 and Local Government (Political Restrictions) Regulations 1990.

As this post represents a new statutory role, the delegated functional responsibilities of the post and associated terms and conditions will be subject to review at the discretion of the PCC.

Notwithstanding the above, the main terms and conditions of appointment are:-

1. Job Title – ‘Deputy Police and Crime Commissioner’ (DPCC).
2. Responsibilities – the purpose and role of the DPCC are to support and deputise for the PCC, whose statutory duties and responsibilities are set out in the Act (a summary of the statutory responsibilities and functions of the PCC and the permissible delegation of functions to a DPCC is provided at Appendix 1 to this Annex). You should also have regard to guidance issued from time to time by Government and relevant national bodies. The specific role and responsibilities of the DPCC for the Thames Valley will be reviewed at the discretion of the PCC.
3. Eligibility - the DPCC will be required as a condition of employment to make a declaration of eligibility that the appointment is held subject to the requirements of the Act and is not subject to a relevant disqualification.
4. Date of Commencement of Employment and Length of contract – the original date of appointment was 7th December 2012 for an initial two year contract period ending on 6<sup>th</sup> December 2014. Following review of the appointment by the PCC, the length of contract is to be extended to end no later than the 31<sup>st</sup> December 2015 (subject to the Police and Crime Panel confirmation hearing process and receipt of the report and recommendations of the Panel).
5. Hours of Work and Salary – the DPCC will be appointed to work, on average, 22.2 hours per week (which equates to 0.6 of a full-time equivalent post). The nature of the post and role will require that these hours of working by the DPCC will be flexible, with provision for attendance on days and at times reasonably required by the PCC which will involve work outside of normal office hours.



6. Remuneration – the DPCC will be paid at the rate of £35,000 per annum (which equates to a full-time equivalent salary of £58,333 per annum), effective from the date of appointment. No overtime will be paid. Salary reviews will be in line with those made to the PCC's salary which is set by the Home Secretary. You will be paid in arrears at monthly intervals by bank direct transfer.
7. Allowances – travelling and subsistence allowance will be paid at the rates applicable to the PCC's staff. Allowances paid will be disclosed quarterly under the Elected Local Policing Bodies (Specified Information) Order 2012 (as amended) and in accordance with the Home Secretary's determination.
8. Holiday entitlement – All holiday leave is calculated in hours. The DPCC will be entitled to 133.2 hours per annum (18 days per annum equivalent) annual leave pro rata (proportionate to the number of completed calendar months of service during the standard leave year – represented by the period 1<sup>st</sup> January – 31<sup>st</sup> December – with one twelfth of annual leave entitlement for each completed month of service). In addition, you are entitled to receive your standard remuneration for all Bank and Public holidays normally observed in England and Wales (usually 8 days in any year). All proposed leave must be arranged and agreed with the PCC before it is taken and appropriate documentation completed. Every effort will be made to accommodate your wishes on the timing of annual leave; however, there may be occasions when requests cannot be met due to the requirements of the PCC.
9. Sickness absence – statutory sick pay (SSP) is payable from the fourth qualifying day in any period of incapacity for work.
10. Pension – you are entitled to join the Local Government Pension Scheme (LGPS).
11. Termination of Contract of Employment by Employer – the appointment as DPCC may be terminated at any time by the PCC. You are entitled to a minimum period of 12 weeks' notice of termination of your contract of employment. These notice rights do not affect the PCC's right to terminate your employment summarily without pay in lieu of notice in cases of gross misconduct. Your contract of employment will terminate in any event upon the completion of the extended contract period or the PCC ceasing to hold office for any reason, whichever event is the sooner, including reaching the end of the term of office under which the appointment is made. The appointment will end if the appointee becomes disqualified under the Act.
12. Termination of Contract of Employment by Employee – you may terminate your employment by giving the PCC 12 weeks' notice. If you fail to give and serve the prescribed notice period for termination of your employment, the PCC may deduct a sum for that period of notice not served from any outstanding amount due to him/her.

13. Any PCC code of conduct will apply and in addition the DPCC will be subject to the complaints process under the Elected Local Policing Bodies (Complaints and Misconduct) Regulations 2012.
14. Performance Review and Appraisal – the PCC may conduct a performance review and appraisal of the DPCC (in a form and frequency as appropriate to be determined by the PCC).
15. Official Secrets Act – the post of DPCC and appointed post-holder will be subject to the Official Secrets Act 1989.

## Appendix 1

### Summary of the Statutory Responsibilities and Functions of the PCC and the permissible delegation of functions by a PCC to a Deputy Police and Crime Commissioner (DPCC)

PCC FUNCTIONAL RESPONSIBILITY	PR&SR Act 2011	Permissible Delegation of PCC function to DPCC?	
	Reference to Section of Act	Permissible (at discretion of PCC)	Non-Permissible (s18(3)(b))
<b>Policing</b>			
Secure the maintenance of an efficient and effective police force for that area	s1(6)	√	
<b>Strategic Planning</b>			
Issue a Police and Crime Plan	s5		X
Review the Police and Crime Plan	s5(9)	√	
<b>Holding the Chief Constable (CC) to account for:</b>			
<ul style="list-style-type: none"> <li>The exercise of the functions of the CC, and of persons under the direction and control of the CC</li> </ul>	s1(7)	√	
<ul style="list-style-type: none"> <li>The exercise of the duty to have regard to the Police and Crime Plan</li> </ul>	s1(8)(a)	√	
<ul style="list-style-type: none"> <li>The exercise of the duty to have regard to the Strategic Policing Requirement</li> </ul>	s1(8)(b)	√	
<ul style="list-style-type: none"> <li>The exercise of the duty to have regard to codes of practice issued by the Secretary of State</li> </ul>	s1(8)(c)	√	
<ul style="list-style-type: none"> <li>The effectiveness and efficiency of the CC's arrangements for co-operating with other persons</li> </ul>	s1(8)(d)	√	
<ul style="list-style-type: none"> <li>The effectiveness and efficiency of the CC's arrangements for engagement with local people</li> </ul>	s1(8)(e)	√	
<ul style="list-style-type: none"> <li>The extent to which the CC achieves value for money</li> </ul>	s1(8)(f)	√	
<ul style="list-style-type: none"> <li>The exercise of duties relating to equality and diversity</li> </ul>	s1(8)(g)	√	
<ul style="list-style-type: none"> <li>The exercise of duties in relation to the safeguarding of children and the promotion of child welfare</li> </ul>	s1(8)(g)	√	
<b>Partnership Working</b>			
May make a crime and disorder reduction grant to any person	s9(1)	√	
Must have regard to the relevant priorities of each responsible authority	s10(1)	√	

Must act in co-operation with responsible authorities	s10(2)	√	
Must make arrangements with criminal justice agencies for the exercise of functions so as to provide an efficient and effective criminal justice system for the area	s10(3)	√	
Must keep under consideration the ways in which the collaboration functions could be exercised to improve the efficiency and effectiveness of the policing body and/or the Force, or one or more other policing bodies and forces	s89(2)	√	
Enter into collaboration arrangements	s89 & Schedule 12	√	
Keep collaboration agreements under review	s89 & Schedule 12	√	
Provide advice and assistance to a body outside the UK	Schedule 16, para. 25	√	
<b>People</b>			
Appointment, suspension and removal of the CC	s38		X
Appointment of a chief executive and chief finance officer	Schedule 1	√	
Appointment of Deputy Police and Crime Commissioner	s18(1)		X
Appointment of other staff as appropriate	Schedule 1, para. 6(3)	√	
<b>Information and Engagement</b>			
Publish specified information for the public in the time or manner specified	s11	√	
Produce an Annual Report	s12	√	
Provide the Police and Crime Panel with any information which the Panel may reasonably require	s13	√	
Make arrangements for obtaining:	s14		
• The views of people about matters concerning the policing of the area		√	
• The views of victims of crime about matters concerning the policing of that area		√	
• The views of:			
(a) The people in that area		√	
(b) The relevant ratepayers' representatives		√	
on the proposals of the PCC for expenditure before the first precept for a financial year is issued by the a PCC			

<b>Finance</b>			
Enter into agreements for the supply of goods and services	s15	√	
Keep a Police Fund	s21	√	
Receive grants for police purposes	s24	√	
Receive grants for capital expenditure	s25	√	
Receive national security grants	s25	√	
Receive grants from local authorities	s25	√	
Accept gifts or loans	s25	√	
Borrow monies	s25	√	
Issue a precept	s26		X
Receive emergency financial assistance	s27	√	
Do anything calculated to facilitate the exercise of the PCC's functions, including:	Schedule 1, para. 14	√	
• Entering into contracts and other agreements		√	
• Acquiring and disposing of property (including land)		√	
• Borrowing money		√	
<b>Commissioning</b>			
Victim support services	Anti-Social Behaviour, Crime and Policing Act 2014	√	
Restorative justice services	---- do ----	√	



## Report to the Police and Crime Commissioner for the Thames Valley

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# Proposal for Future Meetings

Author- Trevor Egleton,  
Chairman

11 July 2014



### Background

The Panel met on 16 May and as part of the agenda discussed a paper on the future operation of the Panel. Due to low attendance at the May meeting it was agreed that the views received at that meeting, along with views received from Panel members via email would form the basis of an updated paper at the July meeting of the Panel.

This paper makes recommendations to the Panel for debate.

When considering the recommendations below it is important to consider the Centre for Public Scrutiny's (CfPS) four principles of good scrutiny and accountability:

1. constructive 'critical friend' challenge
2. amplifies the voices and concerns of the public
3. led by independent people who take responsibility for their role
4. drives improvement in public services.

### Recommendations

In light of the research work undertaken by the Panel's Policy Officer on the agendas of other Police and Crime Panels nationally and feedback from Panel members I recommend the following:

**To raise the profile and increase engagement with the Panel we should introduce:**

- 1) **Themed meetings-** Feedback from Panel members on this proposal was positive across the board. Members of the Panel were keen to hold themed meetings as this would increase engagement with the public and stakeholders. In addition to this it was felt that holding themed meetings on topics such as youth engagement would help raise the profile of the Panel.

- 2) **Two task and finish groups per year-** Panel members have requested that two Task and Finish groups are held per year to ensure that detailed scrutiny is carried out on specific topics. The Panel has recently agreed to undertake a review into *'How the Police and Crime Commissioner can be supported in working in partnership with key stakeholders to deliver the Police and Crime Plan for the Thames Valley'*.
- 3) **Introduce public questions-** Panel members were generally positive about the introduction of public questions. Members must decide whether they wish public questions to:
  - i) Have strict criteria to manage the types of questions that the Panel will receive e.g. Questions cannot relate to individual complaints, must be strategic, must be submitted in writing prior to the meeting, etc... OR
  - ii) Allow questions to be on any subject relating to police and crime in the Thames Valley.
- 4) **Hold meetings at 2-3 venues with webcasting facilities to reduce travel time for all Panel members over the course of the year-** Panel members had mixed views on this proposal. Feedback from Panel members suggested that 2 venues for meetings as previously proposed may not be enough, but rotating around every Council represented on the Panel should be reconsidered. With this in mind the Panel must decide whether to:
  - i) Hold meetings only at venues that have webcasting available such as South Oxfordshire and Aylesbury Vale District Councils. OR
  - ii) Hold meetings at 3 venues, including one in Berkshire where at present webcasting is not available.

**To ensure that the Panel can effectively carry out its 'critical friend' and support roles in relation to the Police and Crime Commissioner for the Thames Valley:**

- 5) **Ensure that agenda items are outcome focused and targeted in order to scrutinise the Police and Crime Commissioner in the delivery of his actions, with particular reference to the delivery of the Police and Crime Plan-** Members of the Panel were generally supportive of this recommendation. The main driver for this recommendation is to reduce time spent on information items and more time on those items that will scrutinise and/or support the Police and Crime Commissioner in his role.
- 6) **Request more detailed performance information from the Police and Crime Commissioner's Office relating to the Police and Crime Plan-** As part of the Police and Crime Plan refresh the Police and Crime Commissioner has revised his targets and will be introducing outcome measures. There will be a push for lead agencies, such as Community Safety Partnerships (CSPs), to submit regular returns outlining how they



are spending the grants received from the Police and Crime Commissioner and what outcomes are being achieved. Panel members were in general agreement with this recommendation.

- 7) Police and Crime Panel members lead on local issues-** Panel members were generally supportive of this recommendation. At present the Panel receives an overview of the issues but the item in its current form does not meet the Panel's prime objectives of scrutinising and supporting the Police and Crime Commissioner.

I propose that the lead member of the Panel for the local area leads on the local issues item by:

- Outlining key community safety issues in the area and any good practice that has taken place to reduce crime in the area.
- Asking the Police and Crime Commissioner questions relating to their local area, including raising issues relating to poor performance.

The attendance of the CSP manager would be decided by the lead member for the local area being discussed at that given meeting. Local issues would be scheduled in on the Panel's work programme to ensure full coverage of the Thames Valley over the course of a year.



## Report to the Thames Valley Police & Crime Panel

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**Title:** Review of Panel Rules of Procedure and Budget

**Date:** 11 July 2014

**Author:** Mike Chard, Policy Officer, Thames Valley Police & Crime Panel



### Background

1. The Panel operates in accordance with specifications outlined in Rules of Procedure and Panel Arrangements documents. The Rules of Procedure were originally agreed by the Panel at its 19 July 2012 meeting and subsequently reviewed and agreed at the Panel's AGM on 12 July 2013.

### Annual Review of the Panel Rules of Procedure

2. The Panel Rules of Procedure (Appendix B) stipulate that:

[1.3] *The Rules shall be reviewed annually at the Panel's Annual meeting ...*

[1.4] *The Rules shall not be amended unless written notification of the amendment/s required are received by the Panel Secretariat not less than fifteen working days prior to the Panel meeting ...*

3. No amendments have been received by the Panel Secretariat. However, the following points will require alteration as a result of members' discussions at this meeting on the options paper for the future operation of the Panel. The points in question are:
  - 4.5- location of meetings
  - 7.0- public participation

### Consideration of Draft Panel Budget

4. The Panel Arrangements document states:

[5.1] *An annual draft budget for the operation of the Panel shall be drawn up each year by the Host Authority and approved by the Panel.*

5. A draft budget is attached at Appendix A. The overall Home Office grant to the Panel has been reduced for 2014/15 to £64,340 from £71,700 in 2013/14, approximately a 10% reduction.

### **RECOMMENDATION**

It is recommended that the Panel:

- i) Approve the budget set out in Appendix A.
- ii) Approve the Rules of Procedure set out in Appendix B subject to minor changes as a result of discussions on the future operation of the Panel.

## APPENDIX A

### Draft Panel Budget 2014/15

<b>Service</b>	<b>Description</b>	<b>Indicative cost £</b>
Scrutiny, policy and communications support	Scrutiny, policy and communications support for the Panel & review groups; management support, organisational on-costs – NIC/Pensions/HR/ICT	53,000
Legal and Democratic Services Support	Clerking, Complaints procedure, use of veto powers and other special functions	8,500
General expenses	2 Independents – travel/subsistence, Panel- training, expenses and refreshments	2,840
<b>Total Budget 2014/15</b>		<b>64,340</b>

**Thames Valley Police and Crime Panel  
Rules of Procedure**

**Published: 26 July 2012**

These rules of procedure were originally agreed by the Thames Valley Police and Crime Panel at its meeting on 19 July 2012 and subsequently reviewed and agreed at the Panel's AGM on 12 July 2013.

**1.0 General**

1.1 In this document:

the "Panel" is the Police and Crime Panel for the Thames Valley Police Force;

the "Secretariat" is the financial, administrative, scrutiny and other officer support to the Panel;

the "Host Authority" is the council which is host to the Secretariat at the relevant time;

the "Act" is the Police Reform and Social Responsibility Act 2011;

the "Panel Arrangements Document" is the document which sets out the agreement of all 18 principle Authorities on the overarching framework for how the Panel will operate;

the "Rules" are the rules as set out in this Rules of Procedure Document.

1.2 These Rules of Procedure ("the Rules") are made by the Panel pursuant to Schedule 6, paragraph 25, of the Police Reform and Social Responsibility Act 2011 (the 'Act'). The Police and Crime Panel ('the Panel') will be conducted in accordance with the Rules. The Rules should be read and considered in conjunction with the Panel Arrangements.

1.3 The Rules shall be reviewed annually at the Panel's Annual meeting. In the first year of operation amendments may be made mid-year to take into account the Memorandum of Understanding between the Panel and the newly elected Police and Crime Commissioner; and at any time may be updated should regulations require.

1.4 The Rules shall not be amended unless written notification of the amendment/s required are received by the Panel Secretariat not less than fifteen working days prior to the Panel meeting. No amendment may be considered by the Panel which does not comply with the Act, relevant Regulations or statutory guidance.

1.5 If there is any conflict in interpretation between these Rules and the Act or Regulations made under the Act, the Act and Regulations will prevail. The Monitoring Officer of the Host Authority will have the final ruling as to the interpretation of legal requirements, these Rules and the Panel Arrangements Document.

1.6 Where the Rules do not explicitly address an issue the Standing Orders from the Host Authority will apply.

1.7 All Panel members will be subject to a Member Code of Conduct which for elected members will be those of their own Council; co-opted members will be subject to the Code of Conduct of the Host Authority provided that the Panel may agree to adopt such additional protocols as it thinks fit.

## **2.0 Election of Chairman and Vice-Chairman**

2.1 The Chairman and Vice-Chairman of the Panel shall be elected from amongst the members of the Panel. The election will take place annually at the Annual meeting of the Panel, which will normally be held in June of each year.

2.2 Save for the requirement for re-election; there is no maximum term length for the Chairman or Vice-Chairman positions.

2.3 The positions will be elected by those members present at the June/July Annual Meeting by a simple majority vote.

2.4 The Vice-Chairman will preside in the absence of the Chairman and if neither is present the Panel will appoint a Chairman from among the remaining Members for the purposes of that meeting.

## **3.0 Resignation and removal of the Chairman and Vice- Chairman**

3.1 The Chairman and/or Vice-Chairman may be removed by a vote of no confidence by a simple majority vote at a formal meeting of the Panel.

3.2 In the event of the resignation or removal of the Chairman or Vice-Chairman an election for the position will be held at the next meeting of the Panel.

## **4.0 Panel Meetings**

4.1 The Panel will hold at least six ordinary meetings per year to carry out its functions. The calendar of meetings will normally be agreed by the Panel at its Annual Meeting. .

4.2 Extraordinary meetings may also be called by the Chairman or by any four Members of the Panel by giving notice in writing to the Secretariat.

4.3 At least 10 working days notice will be given before an Extraordinary meeting (unless the Chairman agrees that there are special reasons for an urgent meeting) and the meeting must then be held within 20 working days of the notice.

4.4 Any request for an Extraordinary Meeting must specify the particular item of business for which the Extraordinary Meeting of the Panel is to be called.

4.5 The Panel will determine the location and timing of its meetings, bearing in mind the principle that meetings should be rotated across the Thames Valley area

**\* This may require alteration dependent upon the outcome of the discussion on the future operation of the Panel at the 11 July meeting\***

4.6 Ordinary meetings will take place in accordance with a work programme agreed by the Panel, and will start at the time decided by the Panel. The maximum length of a meeting shall normally be three hours.

4.7 The agenda to be followed at ordinary meetings will be as follows:

- a) to receive apologies for absence;
- b) to receive any declarations of interest from members;
- c) to approve the minutes of the last meeting;
- d) to receive the minutes of sub-committees and task groups and any reports submitted to the Panel by those Sub-committees and task groups; and
- e) to consider written and verbal reports from officers and Panel members; and
- f) items requested by members of the Panel in accordance with 4.10

4.8 The only business to be conducted at an Extraordinary Meeting of the Panel will be to choose a person to preside if the Chairman and Vice-Chairman are absent or otherwise unable to preside and to consider the matter specified in the request to call an Extraordinary Meeting. No other business may be conducted at the meeting unless the Panel otherwise resolve.

4.9 The Panel Agenda, and accompanying papers, will normally be issued to Panel Members at least 5 working days before the meeting. It will also be published on the Panel's website, and publicised by any other means the Panel considers appropriate. Papers will normally be sent by Email.

4.10 The Secretariat will endeavour to co-ordinate the circulation of papers as early as possible to enable members to have as much time as possible to consider the issues before the meeting.

*The scheduling of ad-hoc agenda items*

4.11 Any Member of the Panel shall be entitled to give notice to the Secretariat that he or she wishes an item relevant to the functions of the Panel to be included on the agenda following the existing scheduled items of business. Items will normally be considered at the next ordinary meeting of the Panel, providing that the following conditions apply:

At least 15 working days written notice is given to the Secretariat (The PCC is required to be given 10 working days notice therefore this timing allows for discussions prior to this).

The item must be relevant to the remit of the Panel, as set out in the Panel Arrangements Document.

The item must not have been already considered within the last six months by the Panel.

4.12 In the event of a dispute on whether the conditions listed above apply, the Monitoring Officer of the Host Authority will advise the Chairman and Panel. The Panel's decision shall be final.

4.13 Where the conditions above apply and the agenda item is discussed, the Panel may consider at this point whether any further action is needed in terms of further agenda time; investigation outside of the meeting; or a written response or information from the PCC.

## **5.0 Quorum**

5.1 A meeting of the Panel cannot take place unless at least one third (7) of the membership of the Panel is present.

## **6.0 Voting**

6.1 A decision is taken by a majority of those present and voting.

6.2 Voting is generally by a show of hands unless a named vote is called for by a member of the Panel.

6.3 If a Panel Member arrives at the meeting before the casting of votes on any item has been commenced he/she is entitled to vote on that item.

6.4 Immediately after a vote is taken any Panel Member may ask for it to be recorded in the minutes that he/she voted for or against the question, or that he/she abstained.

6.5 The Chairman of the Panel, or other person presiding, shall have a second and/or casting vote where votes for and against a proposal are equal. There shall be no restriction on the manner in which the casting vote is exercised.

## **7.0 Public Participation**

**This section will need to be altered dependent upon the outcome of the paper being discussed at the Panel meeting on 11 July on the future operation of the Panel.**

## **8.0 Work Programme**

8.1 The Panel will be responsible for setting its work programme. In doing so it shall have regard to:

- a) the requirement to undertake the functions and responsibilities of the Panel as set out in the Act including consideration of the necessary timings to meet its legal responsibilities;
- b) the priorities defined by the PCC;
- c) the ascertainable views of the public on Police and Crime matters;
- d) the views of key partners, including Probation, Health, Community Safety Partnerships;
- e) the views of its members and advisers; and
- f) the resources available to support the delivery of the work programme.

## **9.0 Sub-Committees**

9.1 The Panel may set up sub-committees to undertake specified functions of the Panel. The role of sub-committees is to carry out delegated Panel functions, excluding those functions that are not able to be delegated under the Act. Sub-committees may formally take decisions as delegated to them by the Panel.

9.2 The work to be undertaken by a sub-committee will be agreed by the Panel. In commissioning the work the Panel will agree as part of the scoping document the following:

terms of reference and delegations

purpose/objectives

resources

timescales for completing the work and reporting back

membership

9.3 The Panel shall appoint sub-committees. The Chairman of the Panel may make a recommendation to the Panel on Membership.

9.4 The maximum size of a sub-committee shall be seven members. The minimum size is three members. Size shall be determined on a case-by-case basis at the point that the review is commissioned.

9.5 The membership of sub-committees shall be confined to members of the Panel.

9.6 In determining the membership of a sub-committee the Panel shall give so far as practicable, consideration to the duties in the Act to consider political balance; geographical balance; and the skills and expertise of members.



9.7 Sub-Committees shall report back to the Panel, and the minutes of the Sub-committee shall be received by the Panel.

## **10 Task Groups**

10.1 The role of Task Groups is to undertake time-limited investigations into particular issues, such as a scrutiny topic review. They are informal working groups, and as such have no decision-making power. Task Groups will report back upon the completion of their work with a report and recommendations to the Panel.

10.2 The work to be undertaken by a Task Group will be agreed by the Panel. In commissioning the work the Panel will agree as part of the scoping document the following:

- terms of reference;
- purpose/objectives;
- approach to gathering evidence;
- resources to support the review;
- timescales for completing the work and reporting back; and
- membership.

10.3 Task Groups can only make reports or recommendations to the Panel. The Panel will consider reports it receives, and if agreed, such reports may be adopted as the Panel's report.

10.4 The Panel will appoint Task Groups. The Chairman of the Panel may make a recommendation to the Panel on the membership.

10.5 The maximum size of a Task Group shall be agreed by the Panel at the point that the review is commissioned. The minimum size is three members.

10.6 The Panel shall appoint a Chairman of the Task Group from within the membership of the Panel. The Chairman of the Panel may make a recommendation on whom to appoint.

10.7 The composition of a Task Group will be determined by the role it is to perform. Whilst issues of political and geographical balance may be taken into account, to help the effectiveness of the group consideration may also be given to:

- skills and expertise
- availability of members to undertake the work
- interest and commitment

10.8 The Panel may choose to co-opt non-Panel members onto a Task Group if it is considered that they possess skills, expertise, or a perspective which will assist the Group in its work. Co-opted members on a Task Group are non-voting members of the Group.

10.9 The following eligibility rules will apply to non-voting co-opted members of Task Groups:

must live and/or work in the Thames Valley Police Force area; and

must be able to provide expertise/layperson's perspective to assist the group in carrying out its scrutiny function.

## **11.0 Panel Reports and Recommendations—General**

11.1 Where the Panel makes a report to the PCC it will publish the report or recommendations on its website, except where the information is exempt or confidential as defined in the Local Government Act 1972 (as amended).

11.2 The Panel may require the PCC within 20 working days (or within such other period as is indicated in these Rules) of the date on which s/he receives the Panel's report or recommendations to:

- a) consider the report or recommendations;
- b) respond to the Panel indicating what (if any) action the PCC proposes to take;
- c) where the Panel has published the report or recommendations, publish the response from the PCC.

11.3 The Panel will formally make requests to the PCC or issue other statements by way of reports and recommendations. As the Panel is a scrutiny body, rather than an executive decision-making committee, motions or resolutions will not be considered by the Panel.

#### *Procedure for Agreeing Reports and Recommendations*

11.4 Recommendations to the PCC from the Panel will be made as an outcome of a scrutiny review or as a result of an agenda item discussion.

11.5 As a cross-party scrutiny committee reports and recommendations to the PCC should normally be agreed by consensus rather than a formal vote. Where this is not possible a vote may be taken, under the voting procedure outlined above. This includes the option of a Panel member requesting a named vote is taken at the meeting to ensure that views are minuted.

#### *Minority Reporting*

11.6 In exceptional circumstances, one minority report in relation to reports prepared by Task Groups may be prepared and submitted for consideration with the majority report to the PCC. Where a member or members wish to submit a minority report the Chairman of the Panel and Secretariat should be notified as soon as possible in advance of the Panel meeting, normally 10 working days notice should be given depending on the timing of the Task Group's consideration of its majority report.

11.7 The PCC's responsibilities and remit relate to the Committee as a whole, therefore the PCC will respond to the Committee as a whole and not to individual members of the Panel. This means that for the purposes of communication to the public, stakeholders and the PCC the majority report represents the viewpoint of the Panel and the PCC will be required only to respond to the majority report.

## **12.0 PCC and others giving account**

12.1 The presumption will be that the PCC will be required to attend all formal Police and Crime Panel meetings (ordinary and extraordinary) to answer questions which may be necessary to assist the Panel in discharging its functions, unless the Panel decides that this is not necessary and informs the PCC that they will not be required.

12.2 The PCC shall be notified on the Annual Work Programme of the Panel including meeting dates.

12.3 In setting the Annual Work Programme the Panel should identify and consider where possible what papers will be required, and if any supporting staff from the Secretariat, Police or otherwise are likely to be needed in addition to the PCC, in order to give as much notice as possible.

12.4 Where a new agenda item is scheduled for a meeting that is not included within the work programme and the PCC (and staff/or Chief Constable) is required to attend, the Secretariat will inform the relevant persons of the nature of the agenda item and any written information that is required as soon as possible.

12.5 At least 15 working days notice will be given of the new agenda time to the PCC and any requirement to provide written information (owing to the access of information requirements this equates to 10 working days notice for the provision of written information).

12.6 In exceptional circumstances, and where there is agreement between the PCC and Chairman of the Panel, shorter notice may be required for either attendance or papers.

12.7 If the Panel requires the PCC to attend before the Panel, the Panel may also request the Chief Constable to attend on the same occasion to answer any questions which appear to the Panel to be necessary in order for it to carry out its functions.

12.8 In undertaking its functions, the Panel may invite persons other than those referred to above to attend Panel meetings, to address the meeting, discuss issues of local concern and/or answer questions. This may, for example and not exclusively, include residents, stakeholders, Council Members who are not members of the Panel and officers from other parts of the public sector.

### **13.0 Special Functions**

13.1 The Special Functions of the Panel, as set out in the Panel Arrangements, are those functions which are conferred on the Panel in relation to:

- a) the review of the Police and Crime Plan as required by Section 28(3) of the Act;
- b) the review of the Annual Report as required by Section 28 (4) of the Act;
- c) the review of senior appointments in accordance with Paragraphs 10 and 11 of Schedule 1 of the Act;
- d) the review and potential veto of the proposed precept in accordance with Schedule 5 of the Act;
- e) the review and potential veto of appointment of the Chief Constable in accordance with Part 1 the Act.

### **14.0 Police and Crime Plan**

14.1 The Panel is a statutory consultee on the development of the PCC's Police and Crime Plan and will receive a copy of the draft Police and Crime Plan, or a draft of any variation to it, from the PCC.

14.2 The Panel will:

- a) hold a meeting to review the draft Police and Crime Plan (or a variation to it); and
- b) report or make recommendations on the draft Plan which the PCC must take into account.

### **15.0 Annual Report**

15.1 The PCC must publish an Annual Report about the exercise of his/her functions in the financial year and progress in meeting police and crime objectives in the year. The report must be sent to the Panel for consideration.

15.2 The Panel must comment upon the Annual Report of the PCC, and for that purpose must:

- a) arrange for a meeting of the Panel to be held as soon as practicable after the Panel receives the Annual Report;
- b) require the PCC to attend the meeting to present the Annual Report and answer such questions about the Annual Report as the Panel think appropriate;
- c) make a report and/or recommendations on the Annual Report to the PCC.

### **16.0 Proposed precept**

*[this section will be updated in light of forthcoming regulations]*

16.1 The Panel will receive notification from the PCC of the precept that they are proposing to issue for the coming financial year. The Panel will arrange for a meeting of the Panel to be held as soon as practicable after the Panel receives the proposed precept and make a report including recommendations.

16.2 Having considered the precept, the Panel will:

- a) support the precept without qualification or comment; or
- b) support the precept and make recommendations; or

The Panel would need to indicate whether it considered the proposed precept to be too high or too low.

c) veto the proposed precept (by the required majority of at least two thirds of the persons who are members of the Panel and present at the time when the decision is made).

16.3 If the Panel vetoes the proposed precept, the report to the PCC must include a statement that the panel has vetoed the proposed precept and give reasons for that decision. The Panel will require a response from the PCC to the report and any such recommendations.

## **17.0 Senior Appointments**

17.1 The Panel must review the proposed appointment by the PCC of the Chief Constable, Chief Executive, Chief Finance Officer and Deputy Police and Crime PCC.

17.2 The Panel will receive notification of the proposed appointment from the PCC, which will include:

- a) the name of the candidate;
- b) the criteria used to assess suitability of the candidate;
- c) why the candidate satisfies the criteria; and
- d) the terms and conditions proposed for the appointment.

17.3 The Panel must hold a confirmation hearing for all proposed senior appointments within 15 working days of receipt of notification by the PCC. It must also report to the PCC at the same time with its recommendations. The 15 working days will not include the post-election period.

17.4 The confirmation hearings will be held in public and the candidates will be questioned in relation to their appointment. Candidates must attend, either in person or by video link.

17.5 Following the hearing, the Panel will make a report and/or recommendations to the PCC on the proposed appointment. The PCC must respond in writing within the usual 20 working days confirming whether the recommendation has been accepted or not.

17.6 In relation to the proposed appointment of the Chief Constable, the Panel is required to make recommendations to the PCC and has the power to veto the appointment. Following the hearing, the Panel will be asked to:

- a) support the appointment without qualification or comment;
- b) support the appointment with associated recommendations, or
- c) veto the appointment of the Chief Constable (a two thirds majority is required of those members present at the time when the decision is made).<sup>1</sup>

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<sup>1</sup> Subject to change following HO regulations

17.7 If the Panel vetoes an appointment, it must set out its reasons for doing so in a report to the PCC and the PCC must not then appoint that candidate as Chief Constable.

### **18.0 Suspension of the Police and Crime Commissioner**

18.1 The Panel may suspend the PCC if it appears to the Panel that:

- a) the PCC is charged in the United Kingdom, the Channel Islands or the Isle of Man with an offence; and
- b) the offence is one which carries a maximum term of imprisonment exceeding two years.

18.2 This decision will be taken at a formal Panel meeting via a vote.

18.3 The suspension of the PCC ceases to have effect upon the occurrence of the earliest of these events:

- a) the charge being dropped;
- b) the PCC being acquitted of the offence;
- c) the PCC being convicted of the offence but not being disqualified under Section 66 of the Police Reform and Social Responsibility Act 2011 by virtue of the conviction; or
- d) the termination of the suspension by the Police and Crime Panel.

18.4 In this section references to an offence which carries a maximum term of imprisonment exceeding two years are references to:

- a) an offence which carries such a maximum term in the case of a person who has attained the age of 18 years, or
- b) an offence for which, in the case of such a person, the sentence is fixed by law as life imprisonment.

### **19.0 Suspension and Removal of the Chief Constable**

19.1 The Panel will receive notification if the PCC suspends the Chief Constable.

19.2 The PCC must also notify the Panel in writing of his/her proposal to call upon the Chief Constable to retire or resign together with a copy of the reasons given to the Chief Constable in relation to that proposal.

19.3 The PCC must provide the Panel with a copy of any representations from the Chief Constable about the proposal to call for his/her resignation or retirement.

19.4 If the PCC is still proposing to call upon the Chief Constable to resign, she/he must notify the Panel accordingly (the 'further notification').

19.5 Within 30 days from the date of receiving the further notification the Panel must make a recommendation in writing to the PCC as to whether or not s/he should call for the retirement or resignation. Before making any recommendation the Panel may consult the chief inspector of constabulary, and must hold a meeting.

19.6 The scrutiny hearing which must be held by the Panel is a Panel meeting in private to which the PCC and Chief Constable are entitled to attend to make representations in relation to the proposal to call upon the Chief Constable to retire or resign. Appearance at the scrutiny hearing can be by attending in person or video link.

19.7 The PCC may not call upon the Chief Constable to retire or resign until the end of the scrutiny process which will occur:

- (a) at the end of 30 days from the Panel having received notification if the Panel has not by then given the PCC a recommendation as to whether or not she/he should call for the retirement or resignation; or
- (b) the PCC notifies the Panel of a decision about whether she/he accepts the Panel's recommendations in relation to resignation or retirement.

19.8 The PCC must consider the Panel's recommendation and may accept or reject it, notifying the Panel accordingly.

## **20.0 Appointment of an Acting Police and Crime Commissioner**

20.1 The Panel must meet to appoint a person to be acting PCC if:

- a) no person holds the office of PCC;
- b) the PCC is incapacitated (i.e. unable to fulfil the functions of PCC) which is a matter for the Panel to determine; or
- c) the PCC is suspended.

20.2 In the event that the Panel has to appoint an acting PCC it will meet to determine the process for appointment which will comply with these Rules of Procedure and any legal requirements.

20.3 The Panel may appoint a person as acting PCC only if the person is a member of the PCC's staff at the time of the appointment.

20.4 In appointing a person as acting PCC in a case where the PCC is incapacitated, the Panel must have regard to any representations made by the PCC in relation to the appointment.

20.5 The appointment of an acting PCC will cease to have effect upon the earliest of the following:

- a) the election of a person as PCC;
- b) the termination by the Panel, or by the acting PCC, of the appointment of the acting PCC;
- c) in a case where the acting PCC is appointed because the PCC is incapacitated, the PCC ceasing to be incapacitated; or
- d) in a case where the acting PCC is appointed because the PCC is suspended, the PCC ceasing to be suspended.

20.6 Where the acting PCC is appointed because the PCC is incapacitated or suspended, the acting PCC's appointment does not terminate because a vacancy occurs in the office of PCC.

## **21.0 Complaints**

21.1 Serious complaints which involve allegations which may amount to a criminal offence by the PCC or senior office holders are dealt with by the Independent Police Complaints Commission (the 'IPCC').

21.2 The Panel may however be involved in the informal resolution of certain other complaints against the PCC and Deputy PCC, where they are not being investigated by the IPCC or cease to be investigated by the IPCC.

21.3 The Panel shall have a Complaints Procedure for complaint handling that shall be set out in a protocol.

## **22 Further Guidelines/Protocols**

22.1 The Panel may agree further guidelines/protocols to assist it in carrying out its business so long as these are in accordance with the Rules of Procedure, Panel Arrangements and legal requirements.

## **ANNEX A: ACCESS TO INFORMATION STANDING ORDERS**

### **1.0 SCOPE**

1.1 These standing orders apply to all formal meetings of the Police and Crime Panel.

1.2 These rules do not affect any additional rights to information contained elsewhere in this Constitution or granted by law.

### **2.0 RIGHTS TO ATTEND MEETINGS**

2.1 Members of the public may attend all meetings subject only to the exceptions in these standing orders.

### **3.0 NOTICES OF MEETING**

3.1 The Secretariat will give at least ten clear days notice of any meeting by posting details of the meeting at the principal offices of the Host Authority and on the Internet.

### **4.0 ACCESS TO AGENDA AND REPORTS BEFORE THE MEETING**

4.1 The Secretariat will make copies of the agenda and reports open to the public available for inspection at the designated offices at least five clear days before the meeting. If an item is added to the agenda later, the Monitoring Officer of the Host Authority shall make each report available to the public as soon as the report is completed and sent to members, and will ensure that it will be open to inspection from the time the item was added to the supplementary agenda.

### **5.0 SUPPLY OF COPIES**

5.1 The Secretariat will supply copies of:

- a) any agenda and reports which are open to public inspection;
- b) any further statements or particulars necessary to indicate the nature of the items in the agenda; and
- c) if the Monitoring Officer of the Host Authority thinks fit, copies of any other documents supplied to members in connection with an item to any person on payment of a charge for postage and any other costs under the Host Authority's Charging Policy. Under the Freedom of Information Act, information would be supplied free until these costs go over the threshold of £450, when a charge would be levied.

### **6.0 ACCESS TO MINUTES ETC AFTER THE MEETING**

6.1 The Secretariat will make available copies of the following for six years after a meeting:

- a) the minutes of the meeting, or, where appropriate, records of decisions taken, together with reasons, for all meetings of the Panel excluding any part of the minutes of proceedings when the meeting was not open to the public or which disclose exempt or confidential information;
- b) a summary of any proceedings not open to the public where the minutes open to inspection would not provide a reasonably fair and coherent record;
- c) the agenda for the meeting; and
- d) reports relating to items when the meeting was open to the public.

## **7.0 BACKGROUND PAPERS**

*7.1 List of background papers:* Reports will include a list (prepared by the Secretariat) of those documents (called background papers) relating to the subject matter of the report which in their opinion disclose any facts or matters on which the report or an important part of the report is based; and which have been relied on to a material extent in preparing the report but does not include published works or those which disclose exempt or confidential information.

*7.2 Public inspection of background papers:* The Council will make available for public inspection for six years after the date of the meeting one copy of each of the documents on the list of background papers.

*7.3 Use of media technology at Panel Meetings:* At the discretion of the Chairman of the Panel recording of meetings and use of media technology will be permitted provided that it does not release information that the Secretariat has identified as being confidential under the Access to Information Regulations.

7.4 The Secretariat supports the use of networking sites to disseminate information during their meetings, provided that confidential information as outlined above is not deliberately or inadvertently disclosed.

## **8.0 SUMMARY OF THE PUBLIC'S RIGHTS**

8.1 A written summary of the public's rights to attend meetings and to inspect and copy documents is available for inspection at the Principal offices of the Host Authority.

## **9.0 EXCLUSION OF ACCESS BY THE PUBLIC TO MEETINGS**

### **Confidential information – requirement to exclude public**

9.1 The public must be excluded from an item at a meeting whenever it is likely in view of the nature of the business to be

*9.2 Meaning of confidential information:* Confidential information means information given to the Panel by a Government Department on terms which forbid its public disclosure or information which cannot be publicly disclosed by reason of a Court Order or any enactment.

*9.3 Exempt information – discretion to exclude public:* The public may be excluded from an item at a meeting whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings, that exempt information would be disclosed.

*9.4 Meaning of exempt information:* Subject to, and to the test of the Public Interest set out in paragraph below, information is exempt information where it falls within any of the following categories:

- 1 Information relating to an individual.
- 2 Information which is likely to reveal the identity of an individual.
- 3 Information relating to the financial or business affairs of any particular person (including the public authority holding the information), except where the



information is required to be registered under certain prescribed statutes including the Companies Act 1985 and the Charities Act 1993. "Financial or business affairs" includes contemplated, as well as past or current activities.

- 4 Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the Authority. "Labour relations matter" means any matter which may be the subject of a trade dispute, or any dispute about any such matter (ie a matter specified in paragraphs (a) to (g) of section 218(1) of the Trade Union and Labour Relations (Consolidation) Act 1992.
- 5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- 6 Information which reveals that the Authority proposes:
  - a) to give under any enactment a notice, under or by virtue of which requirements are to be imposed on a person; or
  - b) to make an order or direction under any enactment.
- 7 Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

*9.5 Public interest test:* Information falling within any of categories 1-7 set out above, which is not prevented from being exempt because it falls within category 3, and is required to be registered under the prescribed enactments is exempt information if, and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

#### **10.0 EXCLUSION OF ACCESS BY THE PUBLIC TO REPORTS**

10.1 The Monitoring Officer of the Host Authority may exclude access by the public to a report which, in his or her opinion, relates to an item during which, in accordance with this Access to Information Standing Order, the meeting is likely not to be open to the public; or, as the case may be, was not open to the public. Such reports will be marked "Not for publication", together with the category of information likely to be disclosed.

#### **11.0 RECORD OF DECISIONS**

11.1 After any formal meeting of the Panel, the Secretariat will produce a record of every decision taken at that meeting as soon as practicable. The record will include a statement of the reasons for each decision and, where appropriate, any alternative options considered and rejected at that meeting.



## Report to the Thames Valley Police & Crime Panel

**Title:** General Issues: National  
**Publications Relevant to the Work**  
**of the Police and Crime Panel**

**Date:** 11 July 2014

**Author:** Michael Chard, Policy Officer,  
 Thames Valley Police & Crime  
 Panel



### [If 43 police forces is the problem, what is the solution and how do we get there?](#)

Oxford Policing Policy Forum

The Oxford Policing Policy Forum, a joint initiative of the Police Foundation and the Centre for Criminology at the University of Oxford, held an event on 13 May 2014 to discuss '*If 43 police forces is the problem, what is the solution and how do we get there?*'.

The background to the event centred on whether in the current economic climate a policing model based on 43 separate forces is justifiable. Concern has been voiced that the current structure is not cost effective, nor equipped to meet the challenges of organised and cross-border crime. However, there is little agreement on what might be a better arrangement.

Key findings and discussions included:

- Forum participants were in agreement that there are pressing issues facing the police such as inadequate training, insufficient administrative support, out-dated systems and inadequate leadership.
- It was clear that the financial constraints of the current economic climate required greater inter-force collaboration and that the current arrangement of 43 forces needed reform. The Forum was less clear however on what the best model might be let alone how to achieve it.
- The Forum agreed that the new structure would need to find a balance between the local, the regional and the national. It should focus on crime prevention and harm reduction, and care should be taken to maintain an ethos of policing by consent, making the police answerable to the local community through strong lines of democratic accountability. Neighbourhood policing should remain the bedrock of policing, with multi-agency partnerships and Police and Crime Commissioners (PCCs) taking joint responsibility for community safety.
- The Forum raised the question of whether policing hubs, which currently exist in for example Hampshire, Surrey and Sussex, might be a way forward. Policing hubs have largely arisen in response to financial constraints/stretched resources.

- An alternative approach – and one which takes inter-force collaboration much further – is the model that has been developed in Warwickshire/West Mercia. Their Strategic Alliance has effectively merged everything at Assistant Chief Constable level and below. Here, effective leadership has been key, with the full cooperation of both Chief Constables and the two (independent) PCCs an essential pre-requisite. But it falls short of a full amalgamation or merger.

The event was attended by the Police and Crime Commissioner for the Thames Valley.

### [Safeguarding adults- Roles and responsibilities in health and care services](#)

The Care Quality Commission in partnership with NHS England, the Directors of Adult Social Services (ADASS), the Local Government Association (LGA) and the Association of Chief Police Officers (ACPO) has published '**Safeguarding Adults – Roles and Responsibilities in Health and Care Services**' document. This sets out how individuals and organisations should work together to prevent abuse and neglect from happening and ensure the safety and well-being of anyone who has been affected.

The publication states that it's important to remain focused on outcomes rather than just the process of safeguarding. The outcomes should be to:

- To **promote well-being** and **prevent** abuse and neglect from happening in the first place
- Ensure the **safety and wellbeing** of anyone who has been subject to abuse or neglect
- **Take action against those responsible** for abuse or neglect taking place
- **Learn lessons and make changes** that could prevent similar abuse or neglect happening to other people (e.g. through learning and development programmes for staff).

The publication includes a useful diagram that summaries the range of powers and responsibilities that agencies should be using to tackle abuse and neglect.

### [Crime Statistics, Focus on Victimisation and Public Perceptions, 2012/13](#)

The Office for National Statistics (ONS) has published its third of three annual 'Focus on crime statistics' publications produced through collaboration between ONS and Home Office analysts.

The first chapter explores adults overall ratings and confidence in the police. It then looks at measures of police visibility, before tying the two together and examining the relationship between visibility and ratings of the police. Included in this are both trends over time and demographic breakdowns from the Crime Survey for England and Wales 2012/2013 (CSEW). It finishes by considering victim satisfaction with the police, another key measure of police performance.

Chapter 2 looks at perceptions of the police by children aged 10 to 15. Similarly to Chapter 1, topics such as ratings and perceptions of the police, police visibility, and satisfaction with the police are covered. Breakdowns by personal characteristics are also provided.

Chapter 3 then turns to child victims of crime. This includes the extent of different types of crime, the characteristics associated with being a child victim, before examining the

relationship between adult and child victimisation. There is also information on the nature of the crimes experienced by 10 to 15 year olds.

Key findings from the publication include:

- The proportion of adults who reported that the police in their local area do a good or excellent job has increased year-on-year over the past decade. The latest data from the 2012/13 Crime Survey for England and Wales (CSEW) indicate the trend is levelling off, with the proportion of adults giving positive ratings of the local police recording a small decrease when compared with the 2011/12 survey (down one percentage point to 61%).
- Since 2009/10, 10 to 15 year olds have also been asked for their opinion of the local police. The proportion that had positive opinions increased over time, from 48% in the 2009/10 survey to 55% in the 2012/13 survey. Young girls (aged 10-12) were the age group most likely to have a positive opinion (72%), while older boys (aged 13-15) were the least likely (40%).
- According to the 2012/13 CSEW, there were an estimated 821,000 incidents of crime experienced by children aged 10 to 15. Boys were more likely to be victims, with 16% having experienced a crime in the previous twelve months, compared to 9% of girls.
- The proportion of adults who reported seeing a police officer on foot patrol in their local area at least once a week recorded a decrease of four percentage points from 38% in the 2011/12 CSEW to 34% in the 2012/13 CSEW. Prior to this, proportions reporting this level of visibility increased until 2009/10, after which trends remained broadly steady.
- Children are also asked a similar question about police visibility. The percentage of 10 to 15 year olds that are defined as having a high level of police visibility in their local area was 34%

### [Serious Crime Bill, Home Office](#)

The [Serious Crime Bill](#) will provide the National Crime Agency and others with greater powers to prosecute those responsible, deny them the proceeds of their illegal activity and effectively tackle cyber-crime and the illegal drugs trade.

The Bill will strengthen and update laws to protect vulnerable individuals at risk of child cruelty, sexual exploitation and female genital mutilation.

The Bill builds on existing legislation and the Serious and Organised Crime Strategy, which was published in October 2013 and aims to cut substantially the level of serious and organised crime affecting the UK and its interests.



Thames Valley Police & Crime Panel Work Programme 2014

Date	Meeting Theme and Sub-Themes <small>(based on Police &amp; Crime Plan Strategic Objectives and key themes)</small>		Other agenda items	Attending
11/7/14	<u>Police &amp; Crime Plan Strategic Objective 1: To cut crimes that are of most concern to the public and to protect the most vulnerable members of our communities</u>	Violent crime	<ul style="list-style-type: none"> <li>• Scrutiny of PCC Annual report</li> <li>• Review of Panel rules of procedure and budget</li> <li>• Proposed Future Operation of the Panel</li> </ul>	
Acquisitive Crime (esp. dwelling burglaries, rural crime and 'cyber' crime)				
Local priority crime				
Rural crime				
19/9/14	<u>Police &amp; Crime Plan Strategic Objective 3: To protect the public from harm arising from serious organised crime and terrorism</u>	Serious organised crime	<ul style="list-style-type: none"> <li>• Asset Management Plan</li> <li>• PCP annual report</li> </ul>	
Terrorism including PREVENT				
21/11/14	<u>Police &amp; Crime Plan Strategic Objective 2: To increase the visible presence of the police and partners to cut crime and the fear of crime, and reassure communities</u>	Patrol and deployment of uniformed officers and staff	<ul style="list-style-type: none"> <li>• Bullfinch update</li> </ul>	
	<u>Police &amp; Crime Plan Strategic Objective 4: To communicate and</u>	ASB Teams <sup>1</sup>		
	Community Wardens			

Date	Meeting Theme and Sub-Themes <small>(based on Police &amp; Crime Plan Strategic Objectives and key themes)</small>	Other agenda items	Attending
	<p><i>engage with the public in order to cut crime and the fear of crime, and build trust and confidence with our communities</i></p>	<p>Two-way communication with partners</p> <p>Promote crime reduction and prevention activities</p> <p>Obtain the views of communities and 'seldom heard' groups on policing and crime issues</p> <p>Publish info about accessing, delivery and outcomes of policing and crime services</p>	

<sup>1</sup> Linked to ASB sub-theme under strategic objective 1 – therefore may not need to be considered again