

Public Document Pack



Date and Time Friday, 8th July, 2022 at 10.00 am

Place Ashburton Hall, Elizabeth II Court, The Castle, Winchester

Enquiries to hampshire.pcp@hants.gov.uk

FILMING AND BROADCAST NOTIFICATION

This meeting may be recorded and broadcast live on Hampshire County Council's website and available for repeat viewing, it may also be recorded and filmed by the press and public. Filming or recording is only permitted in the meeting room whilst the meeting is taking place so must stop when the meeting is either adjourned or closed. Filming is not permitted elsewhere in the building at any time. Please see the Filming Protocol available on Hampshire County Council's website.

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

To enable Members to declare to the meeting any disclosable pecuniary interest they may have in any matter on the agenda for the meeting, where that interest is not already entered in their appointing authority's register of interests, and any other pecuniary or personal interests in any such matter that Members may wish to consider disclosing.

3. POLICE AND CRIME PANEL - APPOINTMENTS AND CO-OPTION REPORT (Pages 5 - 10)

To consider a report setting out the membership and proposed appointment of members to the Panel.

4. ELECTION OF CHAIRMAN

To elect a Chairman of the Panel for 2022/23.

5. ELECTION OF VICE CHAIRMAN

To elect a Vice Chairman of the Panel for 2022/23.

6. MINUTES OF THE PREVIOUS MEETING (Pages 11 - 16)

To confirm the minutes from the previous meeting.

7. QUESTIONS AND DEPUTATIONS

To receive any questions or deputations in line with Rule 31 and 31A of the Panel's Rules of Procedure.

8. CHAIRMAN'S ANNOUNCEMENTS

To hear any announcements the Chairman may have for this meeting.

9. POLICE AND CRIME COMMISSIONER'S ANNOUNCEMENTS

To hear any announcements the Commissioner may have for the Panel.

**10. POLICE AND CRIME COMMISSIONER - OFFICE ARRANGEMENTS
(Pages 17 - 26)**

To receive an update from the Commissioner following changes to the office arrangements for the Police and Crime Commissioner.

**11. POLICE AND CRIME COMMISSIONER - POLICE AND CRIME PLAN
PERFORMANCE AND DELIVERY (Pages 27 - 34)**

To receive a quarterly update from the Police and Crime Commissioner detailing performance of and delivery against the Police and Crime Plan.

**12. POLICE AND CRIME COMMISSIONER - ESTATES STRATEGY
(Pages 35 - 38)**

To receive an update from the Commissioner detailing progress against delivery of the Estates Strategy.

13. POLICE AND CRIME PANEL - ANNUAL REPORT (Pages 39 - 54)

To review the Panel's draft Annual Report for the 2021/22 municipal year.

14. POLICE AND CRIME PANEL - ANNUAL COMPLAINTS REPORT
(Pages 55 - 60)

To consider an annual report setting out the activities of the delegated officer and the Complaints Sub-Committee in relation to complaints made against the Police and Crime Commissioner and former Deputy Police and Crime Commissioner.

15. POLICE AND CRIME PANEL - FINANCIAL MONITORING LEADING TO THE 2023/24 GRANT BUDGET AGREEMENT (Pages 61 - 68)

To consider a paper monitoring the Police and Crime Panel's budget for 2021/22, in advance of agreeing the proposed budget for 2023/24.

16. POLICE AND CRIME PANEL - SUB-COMMITTEE AND WORKING GROUP ARRANGEMENTS (Pages 69 - 78)

To consider a report outlining proposed arrangements and membership for a Policy and Performance Working Group and Complaints Sub-Committee to operate under the Hampshire Police and Crime Panel (PCP).

17. POLICE AND CRIME PANEL - WORK PROGRAMME (Pages 79 - 84)

To consider a report setting out the proposed future work programme for the Panel.

ABOUT THIS AGENDA:

On request, this agenda can be provided in alternative versions (such as large print, Braille or audio) and in alternative languages.

ABOUT THIS MEETING:

The press and public are welcome to attend the public sessions of the meeting. If you have any particular requirements, for example if you require wheelchair access, please contact hampshire.pcp@hants.gov.uk for assistance.

Appointed Members of the Police and Crime Panel attending this meeting qualify for travelling expenses in accordance with their Council's 'Member's Allowances Scheme', as set out in the agreed Police and Crime Panel Arrangements.

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HAMPSHIRE POLICE AND CRIME PANEL

Report

Date considered:	8 July 2022
Title:	Appointments and Co-option Report
Report From:	Democratic Services Officer to the Panel

Tel: 0370 779 6176

Email: hampshire.pcp@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to set out how the Hampshire Police and Crime Panel (PCP) is meeting the balanced appointment objective in its Membership for the 2022/23 municipal year.
2. This paper recommends the co-option of three additional local authority members to the PCP, to enable the Panel to better meet the balanced appointment objective.

Recommendation(s)

3. That the Panel notes

- **Its Membership for the 2022/23 municipal year, as laid out in Table 2 of this report.**
- **Nominations for local authority co-opted members will be sought following confirmation of the Panel's appointed membership for 2022/23, which will enable the Panel to better meet the balanced appointment objective. These appointments will be considered by the Panel at its next meeting on 21 October 2022.**

Panel Proportionality

4. The PCP Arrangements set out that the Panel must secure that (as far as reasonably practicable) the "balanced appointment objective" is met. This is the objective that local authority members of the Panel (when taken together) represent all parts of the police area as well as the political make-up of the local authorities in the police area (when taken together); and have the skills, knowledge and experience necessary for the Panel to discharge its functions effectively.
5. The PCP is currently made up of 15 representatives from each of the local authorities in the Hampshire Police area. This includes the unitary authorities of Portsmouth, Southampton and the Isle of Wight, 11 Hampshire Borough and District councils and Hampshire County Council. To better meet the balanced appointment objective, three additional local authority members

have been co-opted to the PCP following agreement from the Home Secretary. Two non-political members of the Panel are also appointed to add to the collective spread of experience and knowledge.

6. A table outlining the political make-up of the local authorities in the policing area, as at May 2022, is attached as Table 1.

POLICE & CRIME PANEL PROPORTIONALITY 2022/23

Authority	Conservative	Liberal Democrat	Labour	Green	Alliance Group (IOW)	Community Campaign Hart	Independent and other	Vacancies	Total number of seats
Basingstoke & Deane	29	7	10				8		54
East Hampshire	31	8		1			3		43
Eastleigh	1	34					4		39
Fareham	25	5					1		31
Gosport	10	16	2						28
Hampshire County	55	17	3				3		78
Hart	11	11				10	1		33
Havant	35		2				1		38
Isle of Wight	18	1	1		17		2		39
New Forest	44	13					3		60
Portsmouth	13	17	9				3		42
Rushmoor	28	2	9						39
Southampton	21	1	26						48
Test Valley	26	12					5		43
Winchester	15	27		1			2		45
TOTAL	362	171	62	2	17	10	36	0	660

Table 1

7. In order to meet the balanced appointment objective, the data in appendix one surmises that the political balance of the PCP for the 2022/23 should, as far as is reasonably practical, be:

	Conservative	Liberal Democrat	Labour	Sub Total	Green	Alliance Group (IOW)	Community Campaign Hart	Independent and other	Vacancies	Total number of seats
Proportionality %	54.85%	25.91%	9.39%	90.15%	0.30%	2.58%	1.52%	5.45%	0.00%	100.00%
Therefore of the 15 seats (to 2 decimal points)	8.23	3.89	1.41	13.52	0.05	0.39	0.23	0.82	0.00	15
Rounded up/down	8	4	2	14	0	0	0	1	0	1
Therefore of the 18 seats (to 2 decimal points)	9.87	4.66	1.69	16.23	0.05	0.46	0.27	0.98	0.00	18
Rounded up/down	10	5	2	17	0	0	0	1	0	1

Table 2

8. Following notification of appointments, from the County Council and the local district, borough, unitary authorities across the Hampshire Policing Area, the appointed Membership of the PCP for 2022/23 is outlined in Table 3.

At the time of the publication of this report, confirmation of appointments from Hart District Council and Isle of Wight Council remain outstanding and therefore subject to potential change. For those Authorities, the Members appointed in 2021/22 remain appointed to the Panel, and are highlighted in italics in Table 3.

Name	Appointing Authority	Political Group
<i>Councillor Stuart Bailey</i>	Hart District Council	Liberal Democrats
Councillor Narinder Bains	Havant Borough Council	Conservative

Councillor Geoff Blunden	New Forest District Council	Conservative
Councillor Simon Bound	Basingstoke and Deane Borough Council	Conservative
Councillor Joanne Bull	Fareham Borough Council	Conservative
Councillor Tonia Craig	Eastleigh Borough Council	Liberal Democrat
Councillor Jason Fazackarley	Portsmouth City Council	Liberal Democrat
Councillor Phillip Lashbrook	Test Valley Borough Council	Conservative
Councillor David McKinney	East Hampshire Borough Council	Conservative
Councillor Lesley Meenaghan	Hampshire County Council	Conservative
Councillor Martin Pepper	Gosport Borough Council	Liberal Democrat
Councillor Margot Power	Winchester City Council	Liberal Democrat
Councillor Matthew Renyard	Southampton City Council	Labour
Councillor Maurice Sheehan	Rushmoor Borough Council	Conservative
<i>Cllr Ian Stephens</i>	Isle of Wight Council	Independent

Table 3

Co-option of Local authority Members

9. In accordance with Schedule 6, paragraph 4 of the Police Reform and Social Responsibility Act 2011 (“the Act”), the Hampshire Police and Crime Panel (“the Panel”) may resolve to appoint up to three additional co-opted members in order to meet the balanced appointment objective, subject to authorisation from the Secretary of State.
10. The Panel’s Rules of Procedure state that the Panel may resolve, with the Secretary of State’s agreement, to appoint up to three additional co-opted members, who may be members of the local authorities in the Hampshire police area. Appointments will usually be for a four-year term (and subject to

the terms of the Panel Arrangements on continuation in office), coterminous with that of the PCC, in line with Rule 21 paragraph (1). The Panel must, from time to time, decide whether the Panel's exercise of this power would enable the balanced appointment objective to be, or would contribute to that objective being, met or more effectively met, and if the Panel decides that the exercise of the power would do so, must exercise that power accordingly. At its meeting on 29 June 2012, the Panel resolved to have three additional local authority co-opted Members, to allow it to meet, or more effectively meet the balance appointment objective.

11. A decision of the Panel to co-opt a person who is a member of a local authority in the Hampshire Police area must be a unanimous decision of the Panel and must be notified to the Secretary of State in writing (including the Panel's reasons for deciding that co-opting that person would enable the balanced appointment objective to be, or contribute to the objective being, met or more effectively met).
12. The term of appointment for local authority co-opted members of the Panel runs counter terminus with that of the Police and Crime Commissioner (PCC), subject to annual review to ensure the political proportionality of the PCP is maintained.
13. Councillor Tony Jones is currently appointed as a Local Authority Co-opted Member for the Labour Group. The two remaining Local Authority Co-opted Member positions are vacant, following the resignation of Councillor Lee Jeffers and the appointment of Councillor Matthew Renyard as Southampton City Council's representative on the Panel.
14. When appointments to the Panel are confirmed by Hart District Council and Isle of Wight Council and the final Panel makeup is known, nominations for local authority co-opted members will be sought in accordance with confirmed political proportionality. These nominations will be reported for consideration by the Panel at its next meeting on 21 October 2022.
15. Conservative, Labour and Liberal Democrat Party group leaders across the Hampshire Policing area were written to on 23 June 2022, alerting them to these forthcoming appointments in order to facilitate appropriate nominations from each Party.

REQUIRED LEGAL INFORMATION:

Significant Links

Links to previous Member decisions:	
<u>Title</u>	<u>Date</u>
Direct links to specific legislation or Government Directives	
<u>Title</u>	<u>Date</u>

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
Rules of Procedure of the Hampshire Police and Crime Panel	http://documents.hants.gov.uk/partnerships/hampshire-pcp/PoliceandCrimePanelRulesofProcedure.pdf
The Police and Crime Panels (Nominations, Appointments and Notifications) Regulations 2012	http://www.legislation.gov.uk/uksi/2012/1433/pdfs/uksi_20121433_en.pdf

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HAMPSHIRE POLICE AND CRIME PANEL

**Monday, 25th April, 2022 at 10.00 am
Held in Mitchell Room, Winchester
(Hampshire County Council)**

Councillors:

Chairman

p Simon Bound
(Basingstoke & Deane Borough Council)

Vice Chairman

a Dave Stewart
(Independent Co-opted Member)

p Dave Ashmore
(Portsmouth City Council)
a Stuart Bailey
(Hart District Council)
p Narinder Bains
(Havant Borough Council)
p John Beavis MBE
(Gosport Borough Council)
a Geoffrey Blunden
(New Forest District Council)
a Trevor Cartwright MBE
(Fareham Borough Council)
a Tonia Craig
(Eastleigh Borough Council)

a Andrew Joy
(Hampshire County Council)
a Phillip Lashbrook
(Test Valley Borough Council)
p David McKinney
(East Hampshire District Council)
a Ken Muschamp
(Rushmoor Borough Council)
p Margot Power
(Winchester City Council)
a Ian Stephens
(Isle of Wight County Council)
p Sarah Vaughan
(Southampton City Council)

Co-opted Members:

Independent Members

p Shirley Young

Local Authority

a Lee Jeffers
a Tony Jones
p Matthew Renyard

At the invitation of the Chairman:

Peter Baulf
Donna Jones
Terry Norton

Legal Advisor to the Panel
Police and Crime Commissioner for Hampshire
Candidate

BROADCASTING ANNOUNCEMENT

The Chairman announced that the press and members of the public were permitted to film and broadcast the meeting. Those remaining at the meeting were consenting to being filmed and recorded, and to the possible use of those images and recordings for broadcasting purposes.

62. APOLOGIES FOR ABSENCE

Apologies were received from:

- Councillor Stuart Bailey, Hart District Council
- Councillor Geoffrey Blunden, New Forest District Council
- Councillor Trevor Cartwright, Fareham Borough Council
- Councillor Tonia Craig, Eastleigh Borough Council
- Councillor Tony Jones, Additional Local Authority Co-opted Member
- Councillor Andrew Joy, Hampshire County Council
- Councillor Ken Muschamp, Rushmoor Borough Council
- Councillor Ian Stephens, Isle of Wight Council
- Dave Stewart, Independent Co-opted Member

63. DECLARATIONS OF INTEREST

Members were able to disclose to the meeting any disclosable pecuniary interest they may have in any matter on the agenda for the meeting, where that interest is not already entered in their appointing authority's register of interests, and any other pecuniary or non-pecuniary interests in any such matter that Members may wish to disclose.

No declarations were made.

64. MINUTES OF THE PREVIOUS MEETING

The minutes from the 8 April 2022 meeting were confirmed as a correct record and signed by the Chair.

65. QUESTIONS AND DEPUTATIONS

No questions or deputations were received by the Panel on this occasion.

66. POLICE AND CRIME PANEL - GOVERNANCE UPDATE

The Monitoring Officer to the Panel introduced the report, explaining that the proposal to formalise the delegation of the Panel's functions under the Freedom of Information Act 2000, had arisen following the receipt of correspondence from the Information Commissioners Office (ICO).

No questions were raised in relation to the report or its recommendations.

RESOLVED:

- That the Panel confirms that, to the extent that the discharge of any of its functions under the Freedom of Information Act 2000 (FOIA) has not already been delegated to the Head of Risk and Information Governance of Hampshire County Council, as Lead Authority, it shall be so delegated.
- That the Panel notes that any decisions taken under the delegated functions will be made by the Head of Risk and Information Governance of Hampshire County Council, in consultation with the Chairman of the Panel, or in their absence the Vice-Chairman.
- That the Panel's annual complaints monitoring report, in future, contain appropriate monitoring information regarding the discharge of functions under the FOIA in relation to the Panel.

67. CONFIRMATION HEARING FOR THE APPOINTMENT TO THE ROLE OF DEPUTY POLICE AND CRIME COMMISSIONER

Following notification from the Commissioner to the Panel of her intention to appoint a preferred candidate, Mr Terry Norton, to the role of Deputy Police and Crime Commissioner (DPCC), the Panel held a Confirmation Hearing in accordance with Schedule 1 of the Police Reform and Social Responsibility Act 2011.

Members received a report setting out the powers of the Panel and the process to be followed in the Confirmation Hearing, as per the agreed 'Confirmation Hearing protocol'.

The Panel noted the information provided by the Commissioner relating to the appointment of the Deputy Police and Crime Commissioner, which included:

- The name of the preferred candidate and CV;
- A statement/report from the Police and Crime Commissioner (PCC) stating why the preferred candidate met the criteria of role;
- The terms and conditions of appointment;

The Commissioner expressed her pleasure in presenting the preferred candidate, and welcomed the input of and feedback from the Panel through the confirmation hearing process.

Following the recommendations of the Home Office's Police and Crime Commissioner Review, the Commissioner explained how her role and responsibilities would grow moving forward, and noted the review had laid out a clear expectation that all PCC's should appoint a DPCC by the next term.

Accordingly, before seeking to appoint a new DPCC the Commissioner had reviewed the role profile, with the support of the Chief Executive, to ensure it was fully inclusive of the scope of responsibilities to be held by the DPCC. Members heard this would include a significant volume of outward looking public work, and therefore the Commissioner had sought a candidate who could communicate effectively with the public, both in person and through social media, and provide

feedback to the office and who could portray the Commissioner's vision and aspirations of the Police and Crime Plan. If successful the candidate would need to make judgement on case work and respond appropriately on behalf of the Commissioner.

Members heard that the Commissioner and the candidate had worked together successfully in the past, had a strong foundation of trust and that the Commissioner felt the candidate demonstrated high moral integrity. Further the Commissioner felt the candidate would add to the vision of the Police and Crime Plan, bringing an additional depth of understanding in supporting children and young people and youth crime prevention, with experience of working in a large urban senior school.

Following a question from the Panel, the Commissioner confirmed that the candidate, if successful, would remain in his role of City Councillor until the end of his term in May 2023. Consideration had been given to how he would meet the commitments of the DPCC role in this time, and Members heard that the main focus of his remaining term as a City Councillor would be dedicated to case work. Members heard that the candidate had expressed his full commitment to the DPCC role, noting that many local councillors worked full time whilst maintaining their responsibilities as a local councillor. The Commissioner further noted that the DPCC, whilst a political appointment, was an employee and subject to the same performance review process as any other member of staff, as well as having access to the same training and support.

The candidate was invited by the Chairman to introduce himself, providing an overview of his past experience relevant to the role.

The Panel then asked questions of the candidate which related to his professional competence and personal independence, the answers to which enabled Members to evaluate Mr Norton's suitability for the role.

At the end of questioning, the Chairman thanked the candidate and provided an opportunity to clarify any responses given.

68. EXCLUSION OF THE PRESS AND PUBLIC

The press and public were excluded from the meeting during the following item of business, as it was likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during that item there would be disclosure to them of exempt information within Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972, being information relating to the financial or business affairs of any particular person (including the authority holding the information) and, further, that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. While there may have been a public interest in disclosing this information, namely openness in the deliberations of the Panel in determining its recommendation regarding the proposed appointment, it was felt that, on balance, this was outweighed by other factors in favour of maintaining the exemption, namely enabling a full discussion regarding the merits of the proposed appointment.

69. **CLOSED SESSION TO DISCUSS THE PROPOSED APPOINTMENT TO THE ROLE OF DEPUTY POLICE AND CRIME COMMISSIONER**

The Panel held exempt discussions which examined the evidence provided in the Confirmation Hearing session. The final reports of the Panel are appended to these minutes.

The Panel observed:

- Given the level of demand on the Commissioner's time and the increase in responsibilities being introduced as part of the Home Office review into the role of Police and Crime Commissioners, Members agreed unanimously that there was a clearly identified need for a DPCC to support the Commissioner in the effective delivery of her role.
- The Commissioner and the candidate had worked well together over a number of years in previous roles and the candidate displayed drive, enthusiasm and a work ethic which was similar to that of the Commissioner, which would support a positive working relationship. Further, the Commissioner explained that she had selected the candidate on the basis of trust and confidence in his ability to perform well in the role and support her in the effective delivery of her responsibilities.
- The strength of the candidate's previous experience in pastoral care in education, youth engagement and youth crime prevention would support the Commissioner in the delivery of the Police and Crime Plan.
- The candidate was keen to enhance the visibility of the Commissioner and her work, as well as promoting the role of Hampshire Constabulary, and was confident in engaging with residents and partner organisations, with a view to providing two-way communication and the sharing of information.
- Through shadowing the Commissioner, the candidate had gained an appreciation of the demands of the DPCC role.
- The candidate was clear that his role, if successful, would be to represent the Commissioner and that any views expressed, or approaches taken would be in accordance with those of the Commissioner and the aspirations of the Police and Crime Plan.
- The candidate was keen to engage with the Panel and the Panel would welcome his attendance at working group meetings of the Panel, as suggested by the candidate, if appointed.
- The candidate provided positive and enthusiastic responses to questions posed.
- Members felt that the candidate had the capability to undertake the role and met the minimum standards of professional competence and personal independence required of an appointed deputy to the Police and Crime Commissioner.

The Panel also noted some reservations about the candidate proposed, for which it was agreed reassurance would be sought from the Commissioner:

- The answers given by the candidate were not always well structured and did not fully respond to the question posed in a number of incidences. As a result, Members felt that the candidate did not demonstrate upon all bases, a full understanding of the breadth of responsibilities of the DPCC role. In

particular, the candidate focussed his responses upon outward facing responsibilities, and did not demonstrate a significant depth of understanding of the areas the DPCC would be responsible for within the Office of the Police and Crime Commissioner (OPCC).

- In his responses to Members questions, the candidate didn't reflect upon the extent to which he would need to learn and absorb the information required to be completely effective in the DPCC role. Members specifically highlighted that understanding of the strategic role and priorities of Hampshire Constabulary, how the Police and Crime Plan interfaces with operational delivery by the Constabulary, and the role of partners in crime prevention should be key areas of focus.
- Given his lack of previous experience in policing and criminal justice the Panel consider the candidate may find it difficult to be effective in his ability to deputise for the Commissioner at partnership meetings in the first three to six months in post.
- The candidate's response to a question regarding his understanding of equality and diversity lacked depth and assurance. The Panel recommends that the candidate undertake focussed training to address this perceived deficiency, such training to cover the Public Sector Equality Duty.
- In response to Members questions to the Commissioner, it was confirmed that the candidate would remain in his position as a local authority councillor for the next year. Whilst the Panel appreciated the candidate's consideration of the impact of a by-election should he step down, and his commitment not to stand for election in 2023, the Panel were concerned about his ability to fully commit to the role of DPCC during this period.
- Whilst the candidate expressed his commitment to be visible across the policing area, both the Commissioner and candidate have similar political and geographic backgrounds and the Panel would require evidence going forward that the DPCC understood the needs of and could be representative of all communities across Hampshire and the Isle of Wight.
- If appointed, the candidate and the Commissioner would need to demonstrate to residents and the Panel how the DPCC role was delivering value for money.

On the basis of the information provided by the Commissioner, and the discussions held during the Confirmation Hearing, a vote was held on the recommendation, as proposed within report of the Chief Executive. The outcome of the vote was 4 For, 4 Against, 1 Abstain. In the absence of a clear majority and in accordance with the Panel's Rules of Procedure, the Chairman submitted a casting vote. This was in favour of the proposed recommendation.

RESOLVED:

That the proposed candidate, Mr Terry Norton, is recommended to be appointed to the position of Deputy Police and Crime Commissioner.

Chairman, 8 July 2022

HAMPSHIRE POLICE AND CRIME PANEL

Report

Date considered:	8 July 2022
Title:	Police and Crime Commissioner – Office Arrangements
Contact:	Office of the Police and Crime Commissioner

Purpose of this report

1. **The purpose of this paper is to present an update on the office arrangements of the Police and Crime Commissioner.**

Recommendations

2. That the update on the Commissioner's office arrangements is noted.

REQUIRED LEGAL INFORMATION:

Significant Links

Links to previous Member decisions:	
<u>Title</u>	<u>Date</u>
Direct links to specific legislation or Government Directives	
<u>Title</u>	<u>Date</u>

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location



Police & Crime Panel
OPCC Restructure & Office Arrangements

8th July 2022

- Structure & location: Incremental change to suit two previous Commissioners
- Size & cost: Public & partnership expectation
- Value for money: Improving efficiency & effectiveness
- Opportunity: Improving corporate risk management, good governance & 'holding to account'
- Leadership: The right thing to do

	2022/23 Budget (Pre-restructure) £'000	2022/23 Budget (Post-restructure) £'000	Savings £'000
Business	1,866	1,168	(698)
Commissioning and CJ	448	649	201*
Estates	767**	697	(70)
Accommodation costs	255	118	(137)
Total	3,336	2,632	(704)



* Commissioning post-restructure costs have increased as the team now includes posts which were previously in the Office team.

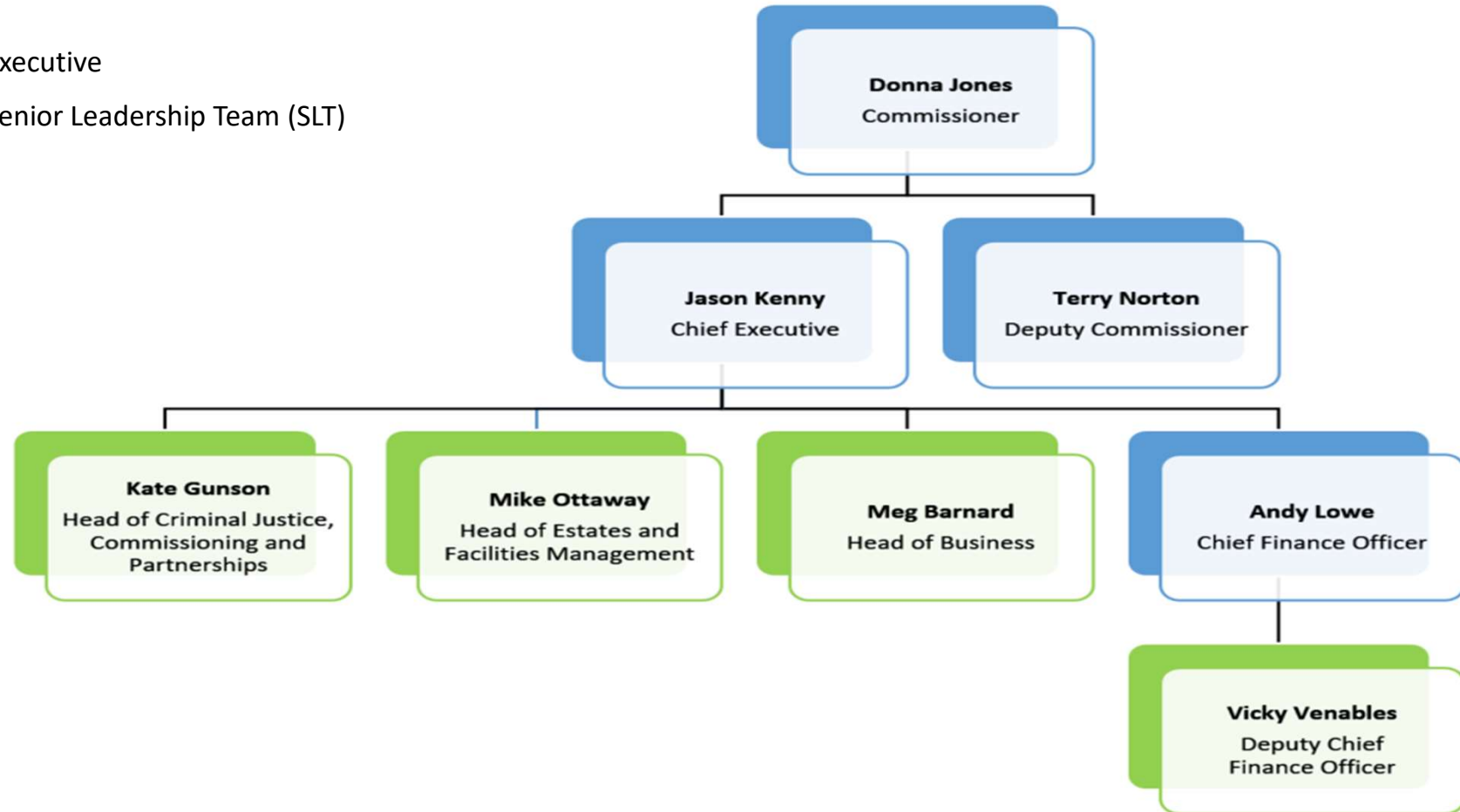
** The pre-restructure costs for Estates included £337k growth approved as part of the 2022/23 budget. This investment has enabled us to:

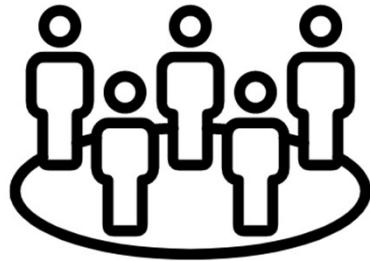
- eliminate our reliance on expensive Project Management consultancy (£561k in 2021/22)
- better resource the Estates team which will allow us to deliver more Estates improvement works and support the Uplift in police officer numbers.

Redundancy costs (£'000)	Payback period (months)
558	11.8

The New Structure

-  The Executive
-  The Senior Leadership Team (SLT)





Number of Teams: 5

- Communications & Stakeholder Engagement
- Performance & Information
- Complaints & Compliance
- Programmes & Projects
- Business & Executive Support

Key Priorities:

- ✓ Management and delivery of the Police and Crime Plan through the accompanying Implementation Plan
- ✓ Communications management and stakeholder engagement through events & consultations (e.g. precept setting) to ensure the voice of the public is heard; also includes 'holding to account' through the Commissioner's Oversight of Policing Services (COPS)
- ✓ Provision of performance data and insight for the Commissioner on police, partnership and commissioned services performance; ensuring informed evidence-based decisions on a wide range of areas from services that should be funded and identifying community needs, to detailed analysis on crime data locally
- ✓ Reviews of police complaints, management of complaints against the Chief Constable, and the provision of Legally Qualified Chairs for police misconduct hearings and appeals tribunals
- ✓ Data protection and Information standards
- ✓ Business support including correspondence/casework management
- ✓ Maintenance of OPCC back-office functions and statutory requirements; e.g. Specified Information Orders & PCC decisions
- ✓ Learning & development; policy management; strategy development; including wellbeing, equalities, diversity & inclusion



Number of Teams: 5

- Criminal Justice
- Commissioning
- Communities & Partnerships
- Violence Reduction Unit (VRU)
- Young People

Key Priorities:

- ✓ Criminal justice programmes & projects; PCC chairs the Local Criminal Justice Board (LCJB) and is a national lead for victims
- ✓ Commissioned services; Bids, grants & contracts and performance management of such services and funded projects
- ✓ Partnership work including Independent Custody Visitors (ICVs), Modern Slavery Partnership (MSP), Rural, Anti-Social Behaviour (ASB),
- ✓ 'Holding to account' and ensuring efficient & effective policing through a specific Oversight & Scrutiny Programme
- ✓ Violence Reduction Unit (VRU); To be expanded through central government funding
- ✓ Youth Commission, Youth Independent Advisory Group (IAG) and Cyber Ambassadors



Number of Teams: 5

- Hard Services
- Soft Services
- Capital Projects
- Improvements Management
- Change Management

Key Priorities:

- ✓ Delivery of estate compliance activities; for example ACOP L8, Control of Asbestos Regulations 2012, Regulatory Reform Order 2005, Electricity at Work Regulations 1989, HAWSAW Act 1976 as amended
- ✓ Maintenance and repair of physical estate assets
- ✓ Refurbishment and life extending project schemes to existing assets
- ✓ Decommissioning and delivery of new workspaces to meet policing requirements
- ✓ Management of internal and external standards and contracts regarding the working environment
- ✓ Management and delivery of change requirements to meet constabulary needs
- ✓ Development and delivery of the Estates Strategy to support policing and focus for the Police & Crime Plan

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HAMPSHIRE POLICE AND CRIME PANEL

Report

Date considered:	8 July 2022
Title:	Police and Crime Commissioner – Police and Crime Plan Performance and Delivery
Contact:	Office of the Police and Crime Commissioner

Purpose of this report

1. **The purpose of this paper is to present an update against Performance and Delivery of the Police and Crime Plan.**

Recommendations

2. That the update on the performance and delivery of the Police and Crime Plan is noted.

REQUIRED LEGAL INFORMATION:

Significant Links

Links to previous Member decisions:	
<u>Title</u>	<u>Date</u>
Direct links to specific legislation or Government Directives	
<u>Title</u>	<u>Date</u>

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

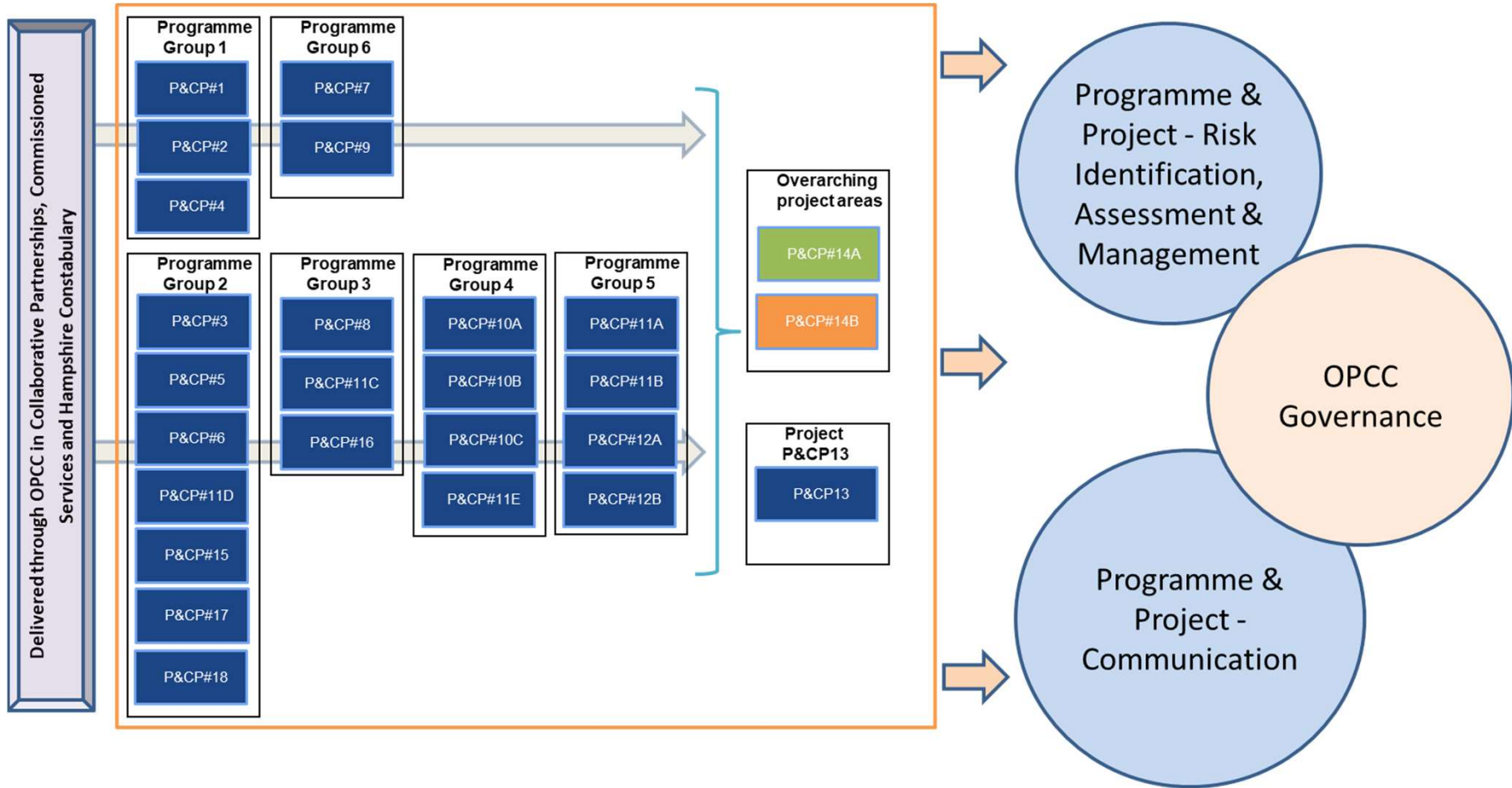
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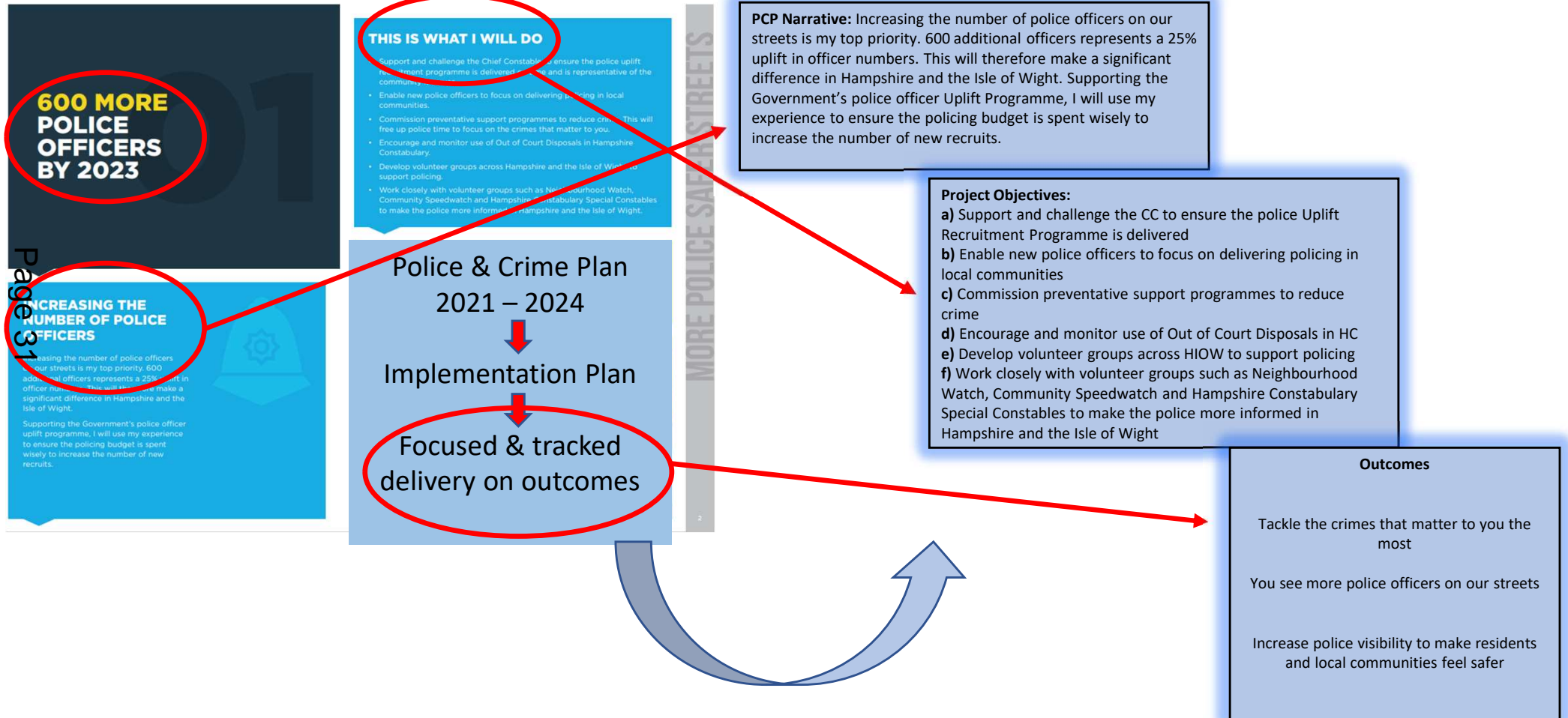
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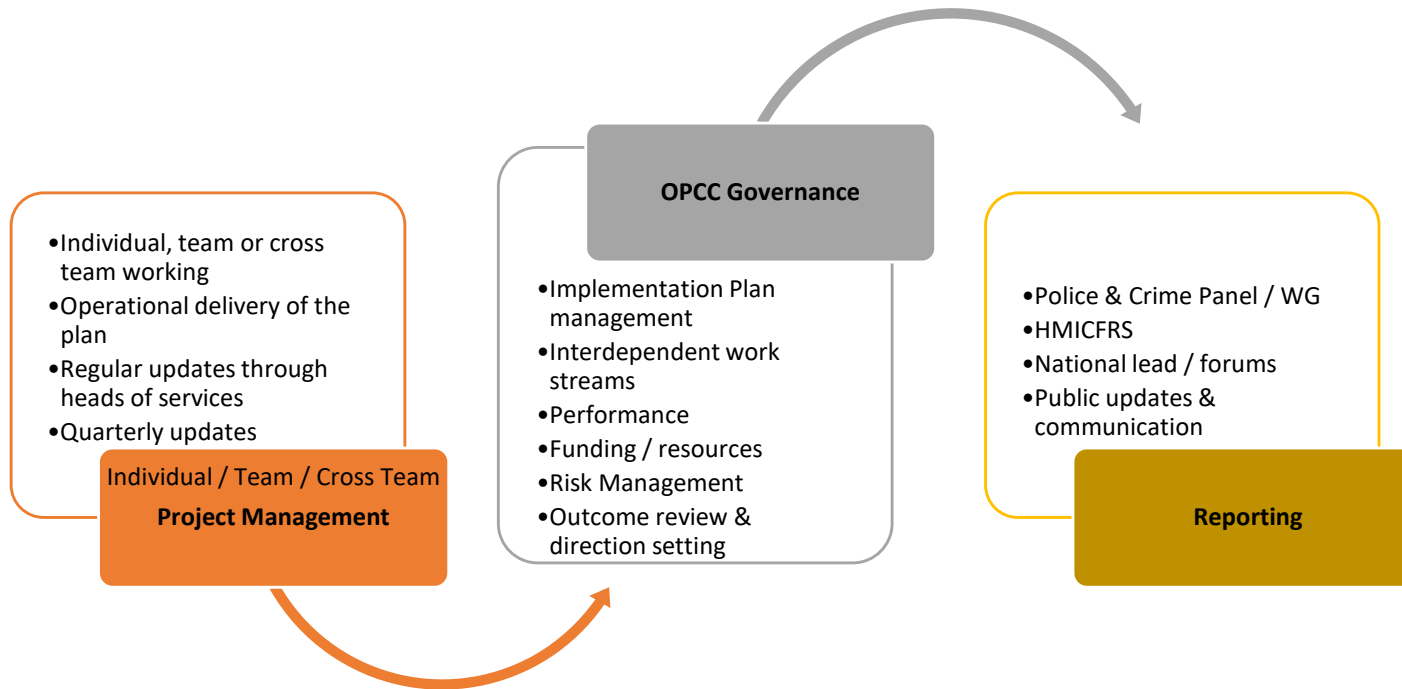


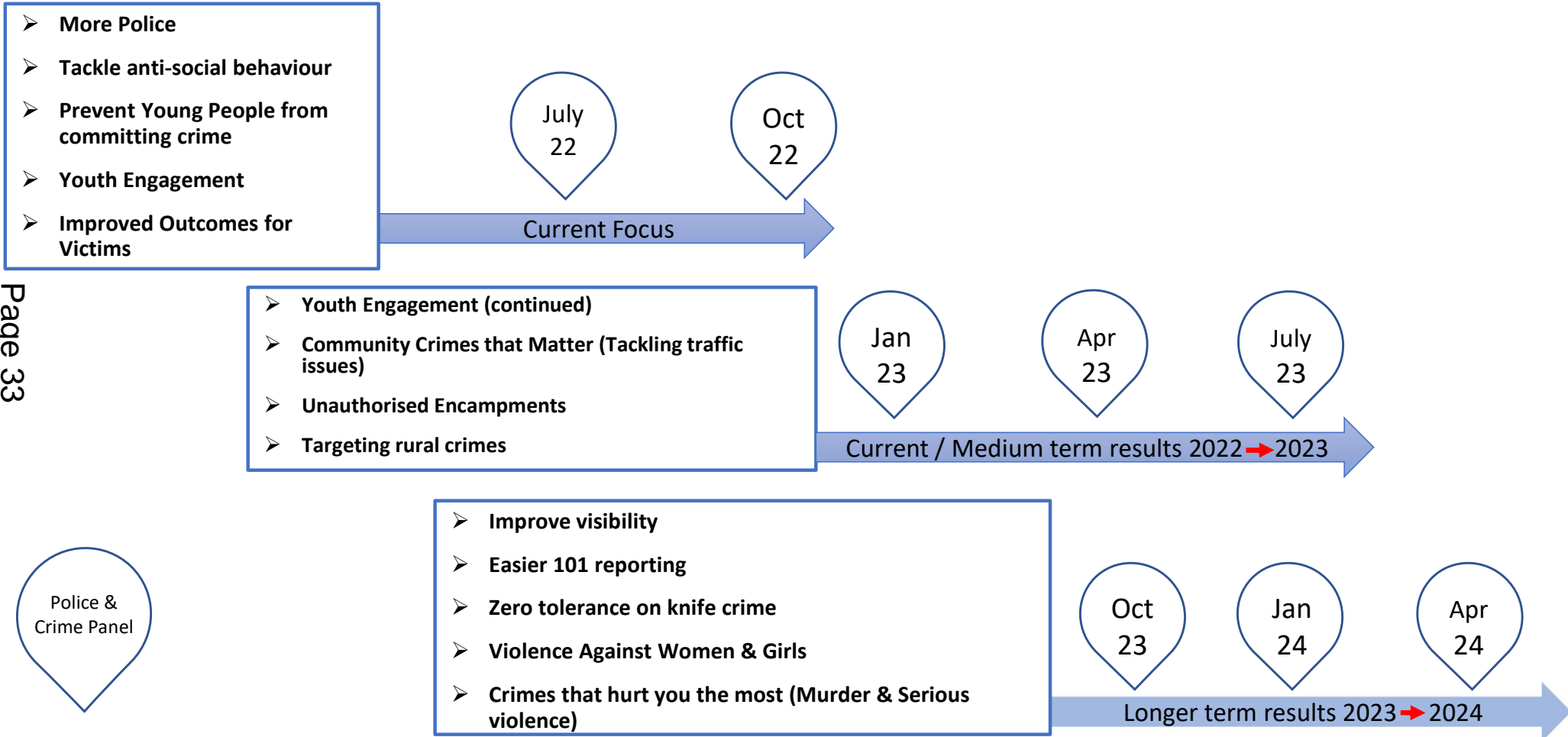
OPCC Implementation Plan Progress Report

July 2022









1. More Police
2. Tackle anti-social behaviour
3. Prevent Young People from committing crime
4. Youth Engagement
5. Improved Outcomes for Victims



1. On track to be achieved by end Sept 22, 102 more by end of March 2023 as part of the PCC additional pledge | Responding to Metpol recruitment |
2. Chair of ASB Taskforce | Oversight of HC activities | Investing in Commissioned Services to reduce ASB | Exploring Restorative Justice for victims of ASB |
3. Cross cutting into commissioning 8 'services' Pan HIOW) | Scrutiny of HC 'Child-Centred' approach
4. Engagement – Youth Commission | Youth IAG | Big Conversation | Student Safety | Safeguarding | Cyber Ambassadors | One Eighty |
5. £3.8M Contracts, Grants (in / out) of SCF covering over 20-Pan HIOW services, support and programmes | Links into VAWG 'prevention' sub group | Prioritising DA



Tackle the crimes that matter to you the most

You see more police officers on our streets

Increase police visibility to make residents and local communities feel safer

Reduce the number of young people committing crime through prevention and early intervention

Deliver a more visible and accessible police service for children and young people

Crime is reducing and people are safer

Increased victim satisfaction

Stand up for victims of crime

Reduce violence against women and girls

There is an increase in confidence in policing

HAMPSHIRE POLICE AND CRIME PANEL

Report

Date:	13 th June 2022
Title:	Hampshire OPCC Estates Strategy – Update
Report From:	Mike Ottaway

Purpose of this Report

1. The purpose of this report is to provide an update to the Police and Crime Panel regarding the OPCC Estates Strategy 2022 - 2024.

Recommendation(s)

2. That the update on the Estates Strategy is noted

Executive Summary

3. This report provides an update to the Police and Crime Panel regarding the ongoing activities in relation to the Estates Team, led by the office of the PCC.

The focus of the Estates Team is to successfully deliver the completion of upgrade and regeneration planned works to mission-critical properties within the Hampshire OPCC portfolio. These works are required to address issues which have not been resolved in years past or have recently been identified as requirements to safeguard buildings, some of which are in use 24 hours a day.

These planned activities are being delivered in conjunction with Hampshire Constabulary. In order to manage the projects a project board has been assembled to ensure the management of work is kept on track.

The Estates Team is focused on delivering the estates work programme to ensure the buildings remain legally compliant, functioning and to maximise the life span of the building. These planned works have been decided following an assessment of the estates condition, undertaken in 2021. The projects are managed following data driven decisions to ensure buildings are fit for purpose, relevant, affordable and have their performance formally measured.

4. The Estates Team aims to bring consistency to the estate whilst considering minimum space requirements, lighting design, design and decoration guides, among other aspects of estate management which are designed to ensure a safe, practicable and maintainable working environment for the constabulary.

An initial desktop review of the most critical buildings and spaces has been completed with the assistance of the Hampshire Constabulary, Hampshire County Council and other interested parties. This review has identified a small but important number of properties which will require a more formal feasibility study in order to make a case for recovering the condition of the property and or making it fit for purpose, versus a decision to re-provide the property and or sell the existing asset. Officer uplift and improvements in staff welfare are all both considered in this exercise.

The requirements of the OPCC estate management will continue until May 2024. The planned works are due to complete in Q4 2022, Q1 2023 and Q1 2024 respectively.

Contextual information

5. The Estate Improvement Plan is the condition and risk assessment document upon which data is entered using a set scoring methodology via a committee review process to score and thus rank existing estate assets in order of need, with lowest scoring assets indicating the greatest need for review/investment.

Over time this document will drive a cyclical view of building condition and function to support decision making within the OPCC, the expected long term output of this document is to provide a narrowing of scores between the best and worst scoring assets, indicating better consistency.

Conclusions

6. As with all large estates, there are on-going issues which are required to be resolved now and at staged phases over the next 24 months in order to prevent any adverse incidents within the estate which could impact operational policing.
7. The Estate Strategy is built upon the foundations of a fit for purpose estate which is maintained with a specific focus on how the estate is built to a standard which can withstand 24/7 operational use by police staff.
8. There are a number of estate assets which at this early stage, are easily and demonstrably identified as presenting a medium to long term risk to operational policing. These assets will be subject to specific review in conjunction with the constabulary to identify whether they can be returned to a fit for purpose condition or whether it is more affordable and practicable to dispose of it and re-provide.

REQUIRED LEGAL INFORMATION:

Significant Links

Links to previous Member decisions:	
<u>Title</u>	<u>Date</u>
Direct links to specific legislation or Government Directives	
<u>Title</u>	<u>Date</u>

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location

None

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HAMPSHIRE POLICE AND CRIME PANEL

Report

Date considered:	8 July 2022
Title:	Police and Crime Panel – Annual Report
Contact:	Democratic Services Officer to the Panel

Tel: 0370 779 6176 **Email:** hampshire.pcp@hants.gov.uk

Purpose of this report

1. The purpose of this paper is to present the Police and Crime Panel's draft Annual Report for 2021/22.

Recommendations

2. That the Panel receive and agree the draft annual report.
3. That, following the meeting and addition of a foreword from the Chairman, the final report be published and circulated to all local authorities in the Hampshire Policing Area.

REQUIRED LEGAL INFORMATION:

Significant Links

Links to previous Member decisions:	
<u>Title</u>	<u>Date</u>
Direct links to specific legislation or Government Directives	
<u>Title</u>	<u>Date</u>

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Document

Location



ANNUAL REPORT

2021-22

Foreword from the Chairman

(to be added)

DRAFT

Introduction

Police and Crime Commissioners (PCCs) were introduced through the Police Reform and Social Responsibility Act 2011, which significantly changed the arrangements for police accountability and governance in England and Wales. Through this legislation Police and Crime Panels (PCPs) were established to provide scrutiny and support to PCCs.

This annual report covers the first term in office of Ms Donna Jones, who was elected to serve as PCC for Hampshire from May 2021 - May 2024.

The Role of the Police and Crime Commissioner

Nationally, PCCs exist to ensure that the policing needs of their communities are met as effectively as possible, to be the voice of the people and hold the police to account. They are to give the public—to which they are directly accountable—a voice at the highest level of policing. They are expected to do this by:

- securing efficient and effective police for their area;
- appointing the Chief Constable, holding them to account for running the force, and if necessary dismissing them;
- setting the police and crime objectives for their area through a Police and crime plan;
- setting the force budget and determining the precept;
- contributing to the national and international policing capabilities set out by the Home Secretary; and
- bringing together community safety and criminal justice partners, to make sure local priorities are joined up.

Legislation protects the operational independence of the police, making it clear that the Chief Constable retains command and control of police officers and staff.

Contact details for the PCC for Hampshire can be found in Appendix 1.

The Police & Crime Plan

The PCC sets out in a Police and Crime Plan the objectives for their term of office. This document is of great importance to the PCP as a point of reference in fulfilling its duty to scrutinise and review the actions and decisions of the PCC. Following review of the draft plan by the PCP at its meeting on 12 November 2022, Ms Jones launched her 'More Police Safer Streets' Crime Plan. Through this plan her key priorities were defined as:

1. 600 more Police Officers by 2023
2. Improve police visibility – bringing policing to your community
3. Tackle anti-social behaviour
4. Making it easier to report crime through 101
5. Prevent young people from committing crime
6. Zero tolerance approach on knife crime
7. Crack down on unauthorised encampments
8. Improved outcomes for victims
9. Targeting rural crime

The Police and Crime plan can be found online at:

<https://www.hampshire-pcc.gov.uk/commissioner/police-crime-plan>

The Role of the Police & Crime Panel (PCP)

The PCP is a joint scrutiny body of the local authorities in the Policing area who perform a number of functions in relation to the PCC and their role. These include:

- To review the draft Police and Crime Plan
- To scrutinise the PCC's Annual Report
- To review and scrutinise decisions and actions by the PCC
- To review and veto the PCC's proposed Council Tax precept levels
- To review the PCC's Conduct – the PCP can suspend the PCC if they are charged with 2 year imprisonable offence and report to Independent Office for Police Conduct (IOPC), however they cannot remove the PCC from office.
- To confirm the Chief Constable's appointment.
- To appoint an acting PCC, if required.

Hampshire PCP fulfils all of these duties in relation to the PCC for Hampshire (and the Isle of Wight). Later sections of this report go into further detail on how and when each of these duties (if applicable) were fulfilled for 2021/22.

The PCP can require the PCC or their staff to be in attendance at PCP meetings. The PCP can also invite the Chief Constable or partners, responsible for helping to assist in the delivery of the Police and Crime Plan, to attend meetings of the PCP (although they do not have a statutory duty to attend).

Members of the Hampshire Police and Crime Panel

The PCP is made up of representatives from each of the Local Authorities in the Hampshire Police area, which includes the cities of Portsmouth and Southampton, the Isle of Wight as well as Hampshire County Council and the 11 Borough and District authorities within it. They are joined by three additional local authority co-

opted members, who sit on the PCP in order to better meet the ‘balanced appointment objective’, and two independent co-opted members, who are appointed through a competitive recruitment process to add to the collective spread of experience and knowledge. The PCP therefore has 20 members; the maximum size that it may be by law. All members – appointed and co-opted - have the same status and rights on the PCP.

The 15 local authorities in Hampshire and the Isle of Wight are:

- Basingstoke and Deane Borough Council
- East Hampshire Borough Council
- Eastleigh Borough Council
- Fareham Borough Council
- Gosport Borough Council
- Hampshire County Council
- Hart District Council
- Havant Borough Council
- Isle of Wight Council
- New Forest District Council
- Portsmouth City Council
- Rushmoor Borough Council
- Southampton City Council
- Test Valley Borough Council
- Winchester City Council

The PCP must be politically balanced, reflecting the political make-up of the councils in Hampshire. Each of the 15 councils has its own process for appointing its representative on the PCP.

Membership of the PCP for 2021/22 was as follows:

- Councillor Dave Ashmore (*Liberal Democrat, Portsmouth City Council*)
- Councillor Stewart Bailey (*Liberal Democrat, Hart District Council*)
- Councillor Narinder Bains (*Conservative, Havant Borough Council*)
- Councillor John Beavis MBE (*Conservative, Gosport Borough Council*)
- Councillor Geoff Blunden (*Conservative, New Forest District Council*)
- Councillor Simon Bound - **Chairman** (*Conservative, Basingstoke and Deane Borough Council*)
- Councillor Trevor Cartwright MBE (*Conservative, Fareham Borough Council*)
- Councillor Tonia Craig (*Liberal Democrat, Eastleigh Borough Council*)

- Councillor Lee Jeffers (*Conservative, Additional Local Authority Co-opted Member*)
- Councillor Andrew Joy (*Conservative, Hampshire County Council*)
- Councillor Phillip Lashbrook (*Conservative, Test Valley Borough Council*)
- Councillor Ken Muschamp (*Conservative, Rushmoor Borough Council*)
- Councillor David McKinney (*Conservative, East Hampshire Borough Council*)
- Councillor Margot Power (*Liberal Democrat, Winchester City Council*)
- Councillor Matthew Renyard (*Labour, Additional Local Authority Co-opted Member*)
- Councillor Ian Stephens (*Independent, Isle of Wight Council*)
- Dave Stewart – **Vice Chairman** (*Independent Co-opted Member*)
- Councillor Sarah Vaughan (*Conservative, Southampton City Council*)
- Shirley Young (*Independent Co-opted Member*)

The following Members also served on the PCP during 2021/22:

- Councillor Matthew Magee – until 30 July 2021 (*Conservative, Southampton City Council*)
- Councillor Mark Steele – until 8 November 2021 (*Conservative, New Forest District Council*)

Work Programme of the PCP

In 2021/22, the PCP undertook its statutory duties and requested to review items at its meetings that related to decisions and actions taken by the PCC for Hampshire. More details are outlined within the table below and full details of the reports can be viewed online, along with recordings of the meetings at:

<https://democracy.hants.gov.uk/ieListMeetings.aspx?Committeeld=185> :

<u>Meeting Date</u>	<u>Key Agenda Items</u>
2 July 2021 - AM	<ul style="list-style-type: none"> • PCP Appointments report and membership of working groups reviewed. • Chairman and Vice Chairman elected. • Announcements heard from the newly elected PCC • PCP Annual report agreed • PCP Annual Complaints report received • PCP Financial monitoring and budget agreed. • PCP Governance update agreed • PCP future meetings and work programme considered.

2 July 2021 - PM	<ul style="list-style-type: none"> • Confirmation Hearing for the appointment to the role of Deputy Police and Crime Commissioner
27 September 2021	<ul style="list-style-type: none"> • Confirmation Hearing for the appointment to the role of Chief Executive (OPCC) • Appointment of local authority co-opted member
12 November 2021	<ul style="list-style-type: none"> • Draft Police and Crime Plan reviewed, and recommendations made to the PCC. • Membership of working groups agreed • PCP future meetings and work programme considered.
28 January 2022	<ul style="list-style-type: none"> • Scrutiny of the PCC's proposed precept. • Police and Crime Plan delivery update heard. • Update from the PCP working groups heard. • PCP future meetings and work programme considered.
8 April 2022	<ul style="list-style-type: none"> • Update on PCC's office arrangements heard. • Police and Crime Plan delivery update heard. • Update on the PCC's Estates Strategy heard. • PCC's Draft Annual report reviewed, and recommendations made to the PCC. • Update from the PCP working groups heard. • PCP future meetings and work programme considered.
25 April 2022	<ul style="list-style-type: none"> • Confirmation Hearing for the appointment to the role of Chief Executive (OPCC) • PCP Governance update agreed

Working Groups and Sub-Committee

In July 2018, the Panel's Complaints Sub-Committee was appointed as a formal Sub-Committee of the Panel, following its previous status as a working group. The Complaints Sub-Committee is responsible for handling complaints made against the PCC and for informally resolving non-criminal complaints, as well as conduct matters that are referred to the Panel by the IOPC. Meetings of the Complaints Sub-Committee are held in public, with an annual report outlining complaints activity for the previous 12 months presented to the Panel at each AGM.

The working groups of the PCP undertake activities separate to the formal meetings of the PCP, in order to support the business, set out within its work programme. The working groups of the PCP undertake much of the detailed work that would otherwise take up significant time in a formal public meeting. Outcomes of these meetings are reported to the PCP prior to any review of the relevant item on the agenda.

The PCP has two long-standing working groups; one that meets to consider detailed information in advance of the scrutiny of the precept, and one that meets to review the implementation of the Police and Crime Plan. A new working group focused upon equality, diversity and inclusion was introduced in 2020/21.

Membership of these groups for the 2021/22 municipal year can be found below.

Complaints Sub-Committee

The PCP is responsible for handling complaints made against the PCC, and for informally resolving non-criminal complaints, as well as complaints or conduct matters that are referred to the PCP by the IOPC.

During 2021/22 the Complaints Sub-Committee met on four occasions.

Meeting Date	Purpose
2 September 2021	<p>To review a complaint made against the Police and Crime Commissioner in line with the informal resolution process.</p> <p>To receive a report outlining occasions where the informal resolution process was disappplied, in accordance with the Protocol for the Informal Resolution Procedure, during the period 1 September 2020 – 1 September 2021</p>
18 October 2021	To review a complaint made against the Police and Crime Commissioner in line with the informal resolution process.
9 February 2022	To review complaints made against the Deputy Police and Crime Commissioner in line with the informal resolution process.
12 April 2022	<p>To review a complaint made against the Police and Crime Commissioner in line with the informal resolution process.</p> <p>To review a decision to restrict access in accordance with the Guidance Note on the management of unreasonable complainant behavior.</p>

Papers for these meetings can be viewed online at <https://democracy.hants.gov.uk/ieListMeetings.aspx?CommitteeId=671>

Membership of the Sub-Committee for 2021/22 was follows:

- Councillor John Beavis MBE
- Councillor Tony Jones
- Councillor Philip Lashbrook
- Councillor Ken Muschamp
- Dave Stewart (Chairman)

Police and Crime Plan Working Group

This working group was set up in July 2016 in order to review the draft Police and Crime Plan prior to the PCP's scrutiny of it in October 2016. It has remained active since this time for the purpose of monitoring the implementation plan, and through this to set themes for scrutiny, taking a lead on the work in this area on behalf of the PCP.

The Police and Crime Plan working group met on three occasions in 2021/22.

<u>Meeting Date</u>	<u>Purpose</u>
19 October 2021	Within each of the meetings, Members of the working group received update on and discussed in detail development of and delivery against the Police and Crime Plan, ahead of each PCP meeting. Meetings were attended by the PCC and officers of the OPCC who provided verbal and written updates to Members.
3 March 2022	
21 June 2022	

Membership of the Police and Crime Plan Working Group for 2021/22 was as follows:

- Councillor Simon Bound
- Councillor David McKinney
- Councillor Ken Muschamp
- Councillor Matthew Renyard
- Councillor Sarah Vaughan (Chairman)

Finance Working Group

The PCP set up the Finance working group in 2012/13 in order to scrutinise the PCCs proposed budget and related financial papers, prior to the PCP's review of the proposed precept. It has continued to meet in order to review information in advance of the annual scrutiny of the proposed precept. The Finance working group met on four occasions during 2021/22. Meetings were attended by the PCC and officers of

the OPCC, who provided verbal updates and draft reports for the working group to review.

Police and Crime Panel – Finance Working Group		
<u>Meeting Date</u>	<u>Purpose</u>	<u>Overview</u>
28 October 2021	Review precept planning	Reviewed planning being undertaken by the OPCC in preparation for the precept setting.
15 December 2021		
19 January 2022		
25 January 2022	Review draft precept and associated finance papers	Reviewed draft precept and supporting information in advance of briefing the full PCP, at its meeting on 28 January 2022. Further agreed questions to be proposed by the Finance Working Group to be taken forward to the PCP meeting.

Membership of the Finance working group for 2021/22 was as follows:

- Councillor Stuart Bailey
- Councillor John Beavis MBE
- Councillor Margot Power
- Councilor Mark Steele (Until November 2021)
- Shirley Young (Chairman)

Equality and Diversity Working Group

At its meeting of 2 October 2020, the Panel agreed to create an Equality and Diversity working group to scrutinise and support the then Commissioner's pledge to support vibrant and inclusive communities across Hampshire and the Isle of Wight and to enhance the work of the PCP in their statutory responsibility to contribute to the development of the Police and Crime Plan. The working group met once during 2020/21.

<u>Meeting Date</u>	<u>Purpose</u>
12 January 2022	Members of the working group reviewed progress in matters of equality, diversity and inclusion led by the Commissioner and her office. The meeting was attended by the PCC and officers of the OPCC, who provided a

	verbal update to members.
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Membership of the Equality and Diversity working group for 2020/21 was as follows:

- Councillor Narinder Bains (Chairman)
- Councillor Simon Bound
- Councillor Matthew Renyard
- Councillor Ian Stephens

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2022/23 Outline Work Programme

<u>Meeting Date</u>	<u>Key Agenda Items</u>
8 July 2022 10.00am Winchester	<ul style="list-style-type: none">• PCP Appointments Report• Election of Chair and Vice Chair• Public questions• PCC Office Arrangements update• PCC Police and Crime Plan Performance and Delivery update• PCC Estates Strategy update• PCP Annual Report• Annual Complaints report• PCP Finance Monitoring and budget• PCP Sub-Committee ad Working group arrangements• PCP future meetings and work programme
21 October 2022 10.00am Winchester	<ul style="list-style-type: none">• Public questions• PCC Annual Report• PCC Police and Crime Plan Performance and Delivery update• PCP update from working groups• PCP future meetings and work programme
27 January 2023 10.00am Winchester	<ul style="list-style-type: none">• Public questions• PCC precept 2021/22• PCC Police and Crime Plan Performance and Delivery update• PCP update from working groups• PCP future meetings and work programme
14 April 2023 10am Winchester	<ul style="list-style-type: none">• Public questions• PCC Police and Crime Plan Performance and Delivery update• PCP update from working groups• PCP future meetings and work programme

Contact Details

Hampshire County Council is the Host Authority for the Hampshire Police and Crime (PCP) on behalf of the 15 local authorities in Hampshire and the Isle of Wight.

The Hampshire PCP is a joint committee of all 15 local authorities, consisting of a representative from each, three additional local authority co-opted members, and two independent co-opted members. The PCP can be contacted via:

Hampshire Police and Crime Panel
Members Services
Elizabeth II Court South, The Castle
Hampshire County Council
Winchester
SO23 8UJ

Telephone: 0370 779 6176

Email: Hampshire.pcp@hants.gov.uk

Website: <https://www.hants.gov.uk/aboutthecouncil/governmentinhampshire/police-crime-panel>

Papers for all meetings held in public are published online. Meetings are broadcast live and anyone can come along to observe the meetings in person:

<http://democracy.hants.gov.uk/mgCommitteeDetails.aspx?ID=185>

The public are encouraged to ask questions of the PCP:

<https://www.hants.gov.uk/aboutthecouncil/governmentinhampshire/police-crime-panel/get-involved>

The Police and Crime Commissioner for Hampshire can be contacted via the Office of the Police and Crime Commissioner:

Office of the Police and Crime Commissioner
St George's Chambers
St George's Street
Winchester
SO23 8AJ

Telephone: (01962) 871595

Email: opcc@hampshire.pnn.police.uk

Website: www.hampshire-pcc.gov.uk

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HAMPSHIRE POLICE AND CRIME PANEL

Report

Date:	8 July 2022
Title:	Annual Complaints Report 2021/22
Report From:	Democratic Services Officer to the Panel

Tel: 0370 779 6176

Email: Hampshire.pcp@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to provide the Hampshire Police and Crime Panel (PCP) with an overview of the work undertaken by the PCP's Complaints Sub-Committee (the Sub-Committee) over the previous 12 calendar months.

Recommendation(s)

2. **That the annual complaints report is noted.**

Contextual information

3. The PCP is responsible for handling complaints made against the Police and Crime Commissioner for Hampshire (PCC) and the Deputy Police and Crime Commissioner (DPCC), and for informally resolving non-criminal complaints, as well as complaints or conduct matters that are referred back to the Panel by the Independent Office for Police Conduct (IOPC).
4. The PCP is also required to forward any 'serious' complaint it receives against the PCC/DPCC to the IOPC. The definition of a 'serious' complaint is 'a qualifying complaint made about conduct which constitutes or involves, or appears to constitute or involve, the commission of a criminal offence', as per paragraph 2(6) of Schedule 7 to the Police Reform and Social Responsibility Act 2011.
5. At its meeting on 19 October 2012, the PCP agreed protocols for how it would handle such complaints. This included the delegation of the initial stages of the complaints handling system to the Chief Executive of the Office of the Police

and Crime Commissioner (OPCC). Should the delegated officer determine that a complaint received should be considered by the Sub-Committee, it will be recorded as such and referred to the Panel's Democratic Services Officer.

6. The complaints protocol is reviewed regularly to determine if any amendments need to be made. The current version was revised and agreed at the 7 February 2020 meeting and can be viewed on the PCP's web pages: <https://documents.hants.gov.uk/partnerships/hampshire-pcp/PCP-ProtocolfortheInformalComplaintsProcedure.pdf>
7. Should the Monitoring Officer to the PCP, in consultation with the Chairman of the Sub-Committee, consider a complaint, or part thereof, does not properly fall within the responsibility of the PCP then the complaint will not be recorded, and the complainant notified in writing of the grounds on which the decision was made.
8. Recorded complaints will be subject to an 'informal resolution' process, as described in the complaints procedure. Prior to initiating the informal resolution process the Monitoring Officer, in consultation with the Chairman of the Sub-Committee, will consider the suitability of the complaint, or part thereof, for disapplication within the meaning of section 15 of the Elected Local Policing Bodies (Complaints and Misconduct) Regulations 2012.

Complaints Sub-Committee

9. The Membership of the Complaints Sub-Committee during the 2021/22 municipal year was as follows:
 - David Stewart – Independent Co-opted Member
 - Councillor John Beavis – Conservative
 - Councillor Tony Jones – Labour
 - Councillor Phillip Lashbrook - Conservative
 - Councillor Ken Muschamp – Conservative
10. The Sub-Committee received legal advice from Portsmouth City Council.

Complaints Activity – June 2021 to June 2022

11. 13 potential complaints against the PCC, Donna Jones, were received by the delegated officer between 23 June 2021 and 22 June 2022 (see Table 1). Of these 13 complaints, 10 were considered not to properly fall within the responsibility of the PCP and were not recorded.
12. In addition, three potential complaints against Luke Stubbs, in his former role as DPCC, were received by the delegated officer between 23 June 2021 and 22 June 2022 (see Table1). One of these four complaints was withdrawn by the complainant before the Sub-Committee met to review it.
13. The Complaints Sub-Committee met on four occasions during the last 12 months. Further details of the date and papers for this meeting can be viewed online: <https://democracy.hants.gov.uk/ieListMeetings.aspx?Committeeld=671>
14. This represents a significant increase in complaints activity from the previous reporting period (June 2020 - June 2021), when the Sub-Committee were only required to meet on one occasion.
15. A summary of complaints activity can be found in Table 1. It should be noted that a DPCC was not in post during the periods 2019-20 and 2020-21.

Complaints Received – Delegated Officer	2021-22	2020-21	2019-20
Potential complaints received against PCC	13	10	3
- Not recorded as a complaint	10	8	2
- Recorded as a complaint	3	2	1
- Recorded as a potential 'serious' complaint	0	0	0
Potential complaints received against DPCC	4	0	0
- Not recorded as a complaint	0	0	0
- Recorded as a complaint	4	0	0
- Recorded as a potential 'serious' complaint	0	0	0

Table 1

Complaint Outcomes – June 2021 to June 2022

16. At the time of writing:

- No complaints were on-going.
- No complaints had been referred to the IOPC.
- The informal resolution process was dis-applied in respect of one complaint.
- Five complaints had been informally resolved, one with an action plan and three further with recommendation to the PCC, and one was informally resolved without further action.

17. A summary of complaint outcomes from those complaints recorded can be found in Table 2:

Complaints Conclusions	2021-22	2020-21	2019-20
Complaints recorded against PCC			
Informal resolution process dis-applied	1	1	0
Referred to the IOPC	0	0	0
Informally resolved without further action	1	0	1
Informally resolved without further action, with recommendation to the PCC	0	1	0
Informally resolved with action plan	1	0	0
Complaint still ongoing	0	0	0
Complaint withdrawn by complainant	0	0	0
Complaints recorded against DPCC			
Informal resolution process dis-applied	0	0	0
Referred to the IOPC	0	0	0
Informally resolved without further action	0	0	0
Informally resolved without further action, with recommendation to the PCC	3	0	0
Informally resolved with action plan	0	0	0
Complaint still ongoing	0	0	0
Complaint withdrawn by complainant	1	0	0

Table 2

Unreasonable Complainant Behaviour – June 2021 to June 2022

18. Usually, complaints reviewed by the Sub-Committee are subject to a straightforward process, but in a small number of cases complainants may

begin to pursue their cases in a way that can get in the way of reviewing the complaint or unfairly take officers supporting the Sub-Committee away from their other duties. Similarly, complainants who have had their complaints resolved by the Sub-Committee may continue to pursue their complaint, or request outcomes to their case that the Sub-Committee is not capable or is unwilling to grant.

19. If a complainant's behaviour adversely affects the Sub-Committee's ability to undertake their responsibilities or the work of any of the PCP's supporting officers, the Monitoring Officer, in consultation with the Chairman of the Sub-Committee may decide to restrict the contact that person has with the PCP, the Sub-Committee, its members and any officer supporting the PCP. Any decision taken to apply contact restrictions are formally reported to the Sub-Committee at its first meeting following the date of the determination.
20. When imposing a restriction on access a specified review date is given. The Sub-Committee will review the restrictions on or before the review date. Generally, once that date has been reached, any restrictions are lifted and relationships returned to normal unless there are good grounds to extend the restriction. Further details of management of unreasonable complainant behaviour by the PCP can be found online at <https://documents.hants.gov.uk/partnerships/hampshire-pcp/PoliceandCrimePanelGuidanceNoteManagementUnreasonableComplainantBehaviour.pdf>
21. Contact restrictions, as a result of unreasonable complainant behaviour, were applied once during the period 23 June 2021 and 22 June 2022. The restrictions were later reviewed by the Sub-Committee, at the specified review date, and lifted. This review meeting was held during the period June 2021-22.

REQUIRED LEGAL INFORMATION:

Significant Links

Links to previous decisions:	
<u>Title</u>	<u>Date</u>
Direct links to specific legislation or Government Directives	
<u>Title</u>	<u>Date</u>
Police Reform and Social Responsibility Act 2011 (legislation.gov.uk)	September 2011
The Elected Local Policing Bodies (Complaints and Misconduct) Regulations 2012 (legislation.gov.uk)	January 2012

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

Document

Location

HAMPSHIRE POLICE AND CRIME PANEL

Report

Date:	8 July 2022
Title:	Police and Crime Panel – Financial Monitoring leading to 2023/24 grant budget agreement
Report From:	Jonathan Trayer, Financial Planning Manager

Email: jonathan.trayer@hants.gov.uk

Purpose of this Report

1. The Police Reform and Social Responsibility Act 2011 (“the Act”) requires the Police and Crime Panel (PCP) to make arrangements regarding the manner in which funds paid by the Secretary of State are used to meet the costs of the Panel.
2. The purpose of this paper is to report the final position against the 2021/22 budget, the part year performance against the 2022/23 budget for the Police and Crime Panel, a revised budget for 2022/23 and a proposed budget for the panel for 2023/24. The timing of this annual report was brought forward in 2021/22 to meet the requirements of the Home Office to claim by 31 July the second and final grant relating to the financial year just ended. If required, the Panel will be updated later in the year regarding the financial position for the current year and the proposed budget for next financial year. The grant claim needs to include a performance report, which is presented at item 13 of this agenda as the Panel’s Annual Report.

Recommendations

The Panel is recommended to:

3. Note the final financial position for 2021/22.
4. Note the current performance against the budget for this financial year.
5. Agree the revised budget for 2022/23.
6. Agree the proposed budget for the panel for 2023/24, subject to confirmation of the Government grant for 2023/24.

Contextual Information

7. The Government made available a grant of £71,700 for the full year for 2021/22 (based on 20 Panel members). The total costs of running the Panel were contained within the Government funding.

8. The grant is paid by the Home Office in two instalments over the year. Only spend relating to the two six-month periods can be claimed. Spend in excess of the grant would need to be funded by the authorities in equal shares unless agreed otherwise.
9. The grant value for 2022/23 has not yet been confirmed by the Home Office. For the purposes of this report a budget of £71,700 is assumed to be available for the full year (the same amount as 2021/22). For the purposes of proposing a budget for the Panel for 2023/24 the same amount of grant is assumed for 2023/24.
10. The budget is based on the assumption that there will normally be four meetings of the Panel per year. Any decision to increase the number of Panel meetings will have an impact on the total estimated costs.
11. Another factor which impacts on the cost of supporting the Panel is the number of complaints which the PCP is required to consider.
12. The largest cost to the budget is the officer time spent in support of the PCP and its working groups. An analysis of time spent in prior years together with a view of forward expectations was used to calculate support costs and assist with budget estimates. This information has been used as the basis of the fixed support service charges as explained in section 18.

Final Financial Position for 2021/22

13. Appendix 1 shows the 2021/22 final spend against the budget set for that year. In total £70,335 of the £71,700 available grant was required and has been claimed. This equated to an underspend of £1,365 against the budgeted amount of £71,700.
14. There were budget savings for Members Travel (£778) and Members Training (£525) due to a reduction in members travel post Covid-19. This is expected to continue in future years and is reflected in the revised budget for 2022/23 and proposed budget for 2023/24.
15. A small overspend against the legal and complaints handling budget of £502 is attributable, in part, to an increase in Panel meetings, with seven meetings held in the 2021/22 municipal year instead of the usual four. These three additional meetings were held to confirm senior appointments proposed by the PCC, as required under Schedule 1 Part 10 of the Police Reform and Social Responsibility Act 2011 (Scrutiny of Senior Appointments). In addition, the Panel's Complaints Sub-Committee met in public on four occasions, in comparison with one public meeting during 2020/21. The increased number of meetings, together with the level of complexity of several complaints reviewed, resulted in a significant increase in expenditure on legal and compliance costs in comparison with the previous year.
16. The balance of the overall underspend against the grant related to minor variations against a number of budget lines.

Current Financial Position and Revised Budget for 2022/23

17. Appendix 2 shows the 2022/23 projected spend against the budget set out for the year. It forecasts that all of the £71,700 budgeted available grant will be used.
18. A fixed annual charge for support services has previously been agreed which has greatly simplified the approach to budgeting and forecasting. The fixed charge was calculated using time analysis from prior years together with a view of forward expectations linked to the work programme of the panel. This is kept under review and no significant change in overall officer time is currently anticipated.
19. Legal and Complaints Handling costs predominately arise from work associated with complaints to the Police and Crime Panel. Current costs as at 17th June are £0, however, this is expected as legal charges are raised quarterly. As future levels of complaints cannot be predicted, the projected costs for 2022/23 have remained as per the revised budgeted amount. Additional legal costs may arise from support provided by the legal adviser to meetings of the Panel, including participation in meetings, as well as costs associated with requests made under the Freedom of Information Act 2000 and other compliance matters.
20. Appendix 2 shows a revised budget for 2022/23. In consideration of the Covid impacts noted in sections 23 and 24 below, the legal and complaints handling costs budget will be increased from £10,300 to £11,450 to future proof against potential increases in the number or complexity of complaints, as has been observed in recent years. This has been offset by a reduction of £500 in members travel and £200 in officer travel budgets. In addition, the stationary budget has been reduced by £300 and catering budget by £150. These budget changes are expected to be permanent and have therefore been reflected in the 2023/34 proposed budget.
21. All other areas are projected to be either in line with the agreed budget figures or, where variances against the budgeted amounts occur, the values are minimal.
22. In the event of any additional Special Responsibility Allowances being required at a later date, the level of support services and the associated charge may need to be reviewed to ensure that the overall costs of the PCP do not exceed the funds available.

Covid-19 Impact

23. Formal meetings will be held in public, including meetings of the Complaints Sub-Committee, however the Panel intends to make use of the flexibility of virtual meetings for other informal briefings and meetings, to generate savings in both Member time and travel expenditure.
24. Savings to members travel and printing continued in 2021/22 despite the move away from Covid 19 restrictions. Therefore, these budgets have been reduced as part of the revised budget for 2022/23 and budgets

going forwards as legacy savings due to Covid 19. These savings will be used to bolster the legal and complaints handling budget as per point 20.

Legal Support to the Panel

25. As part of a regular review process, the contract for legal support was re-tendered for the period from April 2020 in accordance with Hampshire County Council's Contract Standing Orders (acting as the Panel's lead Authority and legal body). The contract was awarded to Portsmouth City Council Legal Services, following a successful bid, and was agreed on the basis of a 12-month rolling contract to be renewed for a maximum of four years.

Proposed budget for 2023/24

26. Appendix 2 also shows a proposed budget for 2023/24 which assumes the Government grant is unchanged and with expenditure likely to remain at similar levels.

POLICE AND CRIME PANEL
Final Budget Position for 2021/22

ITEM	2021-22 Budget	2021-22 Actuals	Variance
	£	£	£
Travelling – Members	1,000	222	(778)
<u>Special Responsibility Allowances</u>			
Chair	0	0	0
Co-opted Members	1,400	1,476	76
Members Training	1,800	1,275	(525)
Printing & Stationery	200	640	440
Refreshments	600	165	(435)
Room Hire + other expenses e.g. web costs	1,300	1,155	(145)
Miscellaneous expenses	100	0	(100)
Legal and Complaints Handling Costs	10,300	10,802	502
Communications & Web Team	1,400	1,400	0
Democratic, Policy & Scrutiny	48,000	48,000	0
Finance & Budget Support	5,200	5,200	0
Officer travel	400	0	(400)
Totals	71,700	70,335	(1,365)
Grant	71,700	70,335	(1,365)

Appendix 2

POLICE AND CRIME PANEL

**Original and Revised Budget Position for 2022/23
and Proposed Budget for 2023/24**

ITEM	2022/23 Budget £	2022/23 Revised Budget £	2022/23 Actuals Q1 (April – June) £	2022/23 Projected £	2023/24 Proposed Budget £
Travelling – Members	1,000	500	0	500	500
<u>Special Responsibility Allowances</u>					
Chair	0	0	0	0	0
Co-opted Members	1,400	1,400	396	1,400	1,400
Members Training	1,500	1,500	0	1,500	1,500
Printing & Stationery	500	200	37	200	200
Refreshments	600	450	0	450	450
Room Hire + other expenses e.g. web costs	1,300	1,300	0	1,300	1,300
Miscellaneous expenses	100	100	0	100	100
Legal and Complaints Handling Costs	10,300	11,450	0	11,450	11,450
Communications & Web Team	1,400	1,400	0	1,400	1,400
Democratic, Policy & Scrutiny	48,000	48,000	0	48,000	48,000
Finance & Budget Support	5,200	5,200	0	5,200	5,200
Officer travel	400	200	0	200	200
Totals	71,700	71,700	433	71,700	71,700

Grant	71,700	71,700		71,700	71,700
Shortfall / (Surplus)	0	0		0	0

REQUIRED LEGAL INFORMATION:

Significant Links

Links to previous Member decisions:	
<u>Title</u> Agenda for Hampshire Police and Crime Panel (Statutory Joint Committee) on Friday, 2nd July, 2021, 10.00 am About the Council Hampshire County Council (hants.gov.uk)	<u>Date</u> 2 July 2021
Direct links to specific legislation or Government Directives	
<u>Title</u> Police Reform and Social Responsibility Act 2011 (legislation.gov.uk)	<u>Date</u> 15 September 2011

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HAMPSHIRE POLICE AND CRIME PANEL

Report

Date considered:	8 July 2022
Title:	Sub-Committee and Working Group Arrangements
Contact:	Democratic Services Officer to the Panel

Tel: 0370 779 6176

Email: hampshire.pcp@hants.gov.uk

Purpose of this Report

1. The purpose of this paper is to set out the proposed arrangements and membership for a Policy and Performance Working Group and Complaints Sub-Committee to operate under the Hampshire Police and Crime Panel (PCP).

Recommendations

2. **That the Panel agree the continuation of the Complaints Sub-Committee and the introduction of a Policy and Performance Working Group for the 2022/23 municipal year, in accordance with the Terms of Reference set out in appendix one and appendix two of this report.**
3. **That the Panel agree the membership of the Complaints Sub-Committee and Policy and Performance Working Group for the 2022/23 municipal year.**
4. **That Terms of Reference for a Task and Finish Group, to review and pre-scrutinise the Commissioner's proposed precept annually, be considered at the next meeting of the Panel in October.**

Sub-Committee and Working Groups

Complaints Sub-Committee

5. The PCP is responsible for handling complaints made against the Police and Crime Commissioner for Hampshire (PCC), and for informally resolving non-criminal complaints, as well as complaints or conduct matters that are referred back to the Panel by the Independent Office for Police Conduct (IOPC).

6. At its meeting on 19 October 2012, the PCP agreed that all complaints received should be considered by a Complaints Sub-Committee. The terms of reference for this Sub-Committee are attached as appendix one.
7. This Sub-Committee meets on an ad hoc basis. In the previous year, the Sub-Committee met on four occasions.
8. The Sub-Committee is appointed on a politically proportionate basis and is made up of five members. Membership includes one of the PCP's two independent co-opted Members, who shall be appointed Chairman.
9. It is suggested that, as in previous years, the Chairman of the Panel will not be a member of this Sub-Committee. This will enable the Chairman to be independent of the process should an issue relating to the handling or outcome of a complaint arise.
10. It is recommended that the membership of this working group remain at five members.

Policy and Performance Working Group

11. The PCP previously operated three working groups, the Finance Working Group, set up in 2012, the Police and Crime Plan Working Group, introduced in 2016 and the Equality and Diversity Working Group which was created in 2020. The purpose of these working groups was to enhance the PCP's scrutiny of the policy delivery by the Police and Crime Commissioner, through undertaking an in-depth review of delivery in their respective areas and reporting back to the Panel.
12. Each working group previously met approximately four times per annum. It has become clear that there are a number of areas of overlap between the three working groups. Following discussion at the Panel meeting on 8 April 2022, regarding the information the Panel required from the Commissioner to enable effective scrutiny, it was observed that amalgamating all three working groups into a combined Policy and Performance Working Group may enable more efficient data flow and co-ordinated evaluation. This proposal also received support from the Office of the Police and Crime Commissioner (OPCC).
13. On 21 June, a meeting of the Plan Working Group was held, which was attended by the Chairmen of the Finance and Equality and Diversity Working Groups. At that meeting Terms of Reference for a new Policy and Performance Working Group were considered and supported, which are attached as appendix one.

14. It is proposed that the new Policy and Performance Working Group will meet four times per year, with meetings scheduled in advance.
15. It is recommended that, for the first year of operation, the membership of this working group be set at seven members, and this be reviewed at the Panel's annual meeting in 2023.
16. Given the specific annual function the Finance Working Group previously undertook in reviewing the draft budget and precept between November and January each year, it is proposed that consideration is given to annually setting up a separate Task and Finish Group to undertake this activity. This will enable specific focus to be given to this key area of the Panel's responsibility, within the timescales needed for budget development. To enable further exploration of this concept, it is proposed that terms of reference for a Task and Finish Group be drafted for consideration at the next meeting of the Panel.

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
N/A	N/A



COMPLAINTS SUB-COMMITTEE

TERMS OF REFERENCE

1. Role and Purpose of the Complaints Sub-Committee

The Complaints Sub-Committee is a permanent sub-committee of the Hampshire Police and Crime Panel (PCP), with membership agreed annually at the Panel's Annual Meeting.

The PCP is responsible for handling complaints made against the Police and Crime Commissioner (PCC) or the Deputy Police and Crime Commissioner (DPCC) (should one be appointed). The Complaints Sub-Committee's purpose is to review and determine all complaints made against the PCC and DPCC in line with the Panel's 'complaints protocol'.

2. Scope of the Complaints Sub-Committee

Objectives:

1. To review and determine any complaint received against the PCC or DPCC in line with the Panel's 'complaints protocol', which makes allegations of a breach of the PCC's code of conduct. In discharging their duties the Complaints Sub-Committee shall have regard to:
 - The Code of Conduct of the PCC/DPCC;
 - Whether the complaint discloses a specific conduct failure on the part of the PCC/DPCC, identifiable within the Code of Conduct of the PCC/DPCC, or whether it relates to operational matters of the constabulary, and operational policing matters in which the PCC has no authority;
 - The remedies available to it;
 - All other relevant considerations.

In undertaking their responsibilities, the sub-committee will consider how any action plan or recommendation made following determination of a complaint will seek to resolve a complaint, and support the PCC in avoiding future complaints of a similar nature.

Exclusions:

The sub-committee will only consider complaints which appear to be qualifying complaints within the meaning of section 31(1)(a) of the Police Reform and Social Responsibility Act 2011.

In accordance with the Elected Local Policing Bodies (Complaints and Misconduct) Regulations 2012 and any amending legislation, the Complaints Sub-Committee may not conduct an investigation. The Complaints Sub-Committee may exercise its delegated powers to require the person complained against to provide information or documents or attend before it to answer questions or give evidence, as this will not be regarded as an investigation. However, any other step intended to gather information about the complaint, other than inviting the comments of the complainant and the person complained against, will be likely to amount to investigation.

If, at any stage, the IOPC informs the PCP that they require the complaint to be referred to them, the sub-committee will do so on behalf of the PCP. If matters come to light during the resolution process which indicates the commission of a criminal offence, the complaint must be referred to the IOPC by the sub-committee as a potential 'serious complaint' and any resolution process suspended.

3. Method

The sub-committee shall meet on an ad-hoc basis in response to complaints activity, in accordance with the 'complaints protocol'.

As a sub-Committee of the Panel, "Access to Information" rules for the public will apply to these meetings. Circulation of Agenda's and minutes will be in accordance with Rule 4 of the Panel's Rule of Proceedings.

It is anticipated that, under the provisions of Section 100A of the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985, the press and public may be excluded for the consideration and determination of the complaint/s, at any meeting, on the grounds that the reports(s) contain or there may otherwise be disclosed information which is defined as exempt in Part 1 of Schedule 12A to the Local Government Act 1972, where the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

At any stage, members of the sub-committee or their supporting officers may seek legal advice from the Panel's legal adviser.

4. Membership

The Membership of the sub-committee shall be determined during the Annual Meeting of the Panel

The sub-committee shall be appointed on a politically proportionate basis and made up of five members. Membership shall include one of the PCP's two independent co-opted Members, who shall be appointed Chairman.

If during any meeting of the sub-committee, the Chairman after counting the number of members present declares that there is not a quorum¹ present, the meeting shall stand adjourned. The consideration of any business not transacted shall be adjourned to a time fixed by the Chair.

5. Outcomes

The Complaints Sub-Committee will provide an annual report to the AGM of the PCP, held in public, setting out complaints activity during the previous 12 calendar months.

Annexe

Background

The PCP is responsible for handling complaints made against the Police and Crime Commissioner for Hampshire, and for informally resolving non-criminal complaints, as well as complaints or conduct matters that are referred back to the Panel by the Independent Police Complaints Commission. In 2012, the PCP agreed that all complaints received should be considered by a Complaints Sub-Committee, in accordance with its agreed 'Complaints protocol'.

Further information can be found online:

<http://www3.hants.gov.uk/hampshire-pcp/pcc-complaints.htm>

¹ The Quorum for meetings of the sub-committee is three Members, in accordance with the Local Government Act 1972.



POLICY AND PERFORMANCE WORKING GROUP

TERMS OF REFERENCE

1. Role and Purpose of the Policy and Performance Working Group

The Policy and Performance Working Group (the Working Group) is a permanent Working Group of the Hampshire Police and Crime Panel (PCP), with membership agreed annually at the PCP's Annual General Meeting.

The Working Group's purpose is to support the PCP in their statutory responsibility to scrutinise delivery of the Police and Crime Commissioner's (PCC) Police and Crime Plan.

2. Scope of the Policy and Performance Working Group

Objectives:

1. To take a lead on the PCP's proactive scrutiny work programme.
Key activities include:
 - Making recommendations to the PCP upon themes for the proactive scrutiny reviews.
 - Drafting the scope for proactive scrutiny sessions, including the identification of witnesses to approach for written and oral evidence, and lines of enquiry for the review.
 - Reviewing written evidence received and identifying lines of enquiry.
 - Leading the drafting of scrutiny reports prior to agreement by the PCP, including the identification of areas of conclusion and recommendation.
 - Reviewing and monitoring the PCC's response to the recommendations of PCP scrutiny reports.

In undertaking their responsibilities, the Working Group will consider how outcomes from scrutiny reviews can support the PCC in the delivery of the Police and Crime Plan and inform and enhance the approach to tackling crime and improving community safety across Hampshire and the Isle of Wight.

2. To review the draft Police and Crime Plan, ahead of its scrutiny by the PCP. Through this activity members of the Working Group will make suggestions to the PCP on areas of scrutiny. This responsibility also extends to reviewing any subsequent updates to the Police and Crime Plan as required.
3. To review progress against activity and initiatives, driven by the Police and Crime Commissioner, to enhance equality and diversity through delivery of their Police and Crime Plan. Key activities include:
 - Receiving updates on matters of concern and interest from the Office of the Police and Crime Commissioner (OPCC).
 - Making suggestions to the PCP upon areas for note or further scrutiny.
 - Reviewing and monitoring the PCC's response to any recommendations made by the PCP in respect of equality and diversity.

In undertaking their responsibilities, the Working Group will consider how outcomes from their work can support the PCC in the delivery of the Police and Crime Plan and inform and enhance equality and diversity across Hampshire and the Isle of Wight.

4. To monitor progress against the delivery of the budget, as proposed each year when setting the policing precept. Key activities will include reviewing and receiving update against the Medium Term Financial Strategy, monitoring in year financial performance and maintaining an oversight of the financial impact of any significant projects or activity.

In undertaking their responsibilities, the Working Group will consider how outcomes from their work will support the PCP to comply with their duty under schedule 5 of the Police Reform and Social Responsibility Act 2011, to deliver effective financial scrutiny of the PCC.

Exclusions:

The Working Group will only consider matters which relate to the role and duties of the PCC, and not those which specifically regard the operational delivery of Hampshire Constabulary or the responsibility of other statutory bodies.

3. Method

The Working Group will meet a minimum of four times per year, with additional meetings arranged with the agreement of the Chairman if required. The four scheduled meetings will take place approximately six weeks before date of the PCP meetings. As a Working Group of the Panel, meetings will be informal and not be held in public, therefore “Access to Information” rules for the public will not apply to these meetings.

The Working Group may call on any member of the PCP to join them as an ‘expert’ adviser, in order to support the effective discharge of their responsibilities.

Where the Working Group requires further information from the PCC in order to enhance the efficiency of their work, such information will be requested.

Additionally, members of the Working Group or their supporting officers may seek advice from officers of the lead authority for the PCP or from other Authorities within the Hampshire PCP area, as appropriate.

Members of this Working Group will usually represent the PCP at conferences and events hosted by the OPCC and other organisations which relate to the areas of responsibility of the Working Group.

4. Membership

Membership for the year is determined at the annual meeting of the Panel.

The Working Group shall be formed of seven members. All members of the PCP are eligible for membership and although political proportionality is not required where possible appointments should seek to maintain cross Party representation.

The Working Group may request additional members of the PCP to contribute to the activities of the Working Group as they find advantageous in the course of their considerations. The Working Group may also invite representatives of the OPCC or other expert advisers to attend meetings in order to provide advice. Any such attendees will not be full members of the Working Group.

5. Outcomes

The Working Group will provide draft reports and updates, including proposed recommendations, to the PCP for consideration at formal Panel meetings.

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HAMPSHIRE POLICE AND CRIME PANEL

Report

Date:	8 July 2022
Title:	Work Programme
Report From:	Democratic Services Officer to the Panel

Tel: 0370 779 6176 **Email:** Hampshire.pcp@hants.gov.uk

Purpose of this Report

1. The purpose of this report is to set out the work programme for the Panel.

Legislative Context

2. It is for the Panel to determine its number of meetings. It is anticipated that the Panel will require a minimum of four ordinary meetings in public in each municipal year to carry out its functions.
3. In addition to the scheduled ordinary meetings, additional meetings may be called from time to time, in accordance with the Panel's Rules of Procedure (see Rule 1).
4. The Panel may also be required to hold additional meetings should the Commissioner wish to appoint to specific posts within their staff, or should a non-serious complaint be made against the Commissioner which requires the full Panel to consider it.

Recommendation

5. **That the work programme, subject to any recommendations made at the meeting, is agreed.**

REQUIRED LEGAL INFORMATION:

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
Rules of Procedure	https://documents.hants.gov.uk/partnerships/hampshire-pcp/PoliceandCrimePanelRulesofProcedure.pdf

WORK PROGRAMME – POLICE AND CRIME PANEL

Appendix One

Item	Issue	Item Lead	Status and Outcomes	8 July 2022 - AGM	21 October 2022	27 January 2023	14 April 2023
Police and Crime Plan	To receive an update on performance and delivery of the Police and Crime Plan	OPCC	Ongoing – update to each meeting of the Panel (following publication of the Plan)	X	X	X	X
Precept	To consider and take a decision on the PCC’s proposed precept	OPCC	To be considered January 2023			X	
Annual Report	To receive the annual report of the PCC for the previous year	OPCC	To be considered October 2022		X		
Annual Report	To provide an overview of the PCPs work for the previous year.	PCP	Annual report to be considered July 2022	X			
PCP Grant Budget	To agree the proposed budget for the next financial year, and to review the previous year’s spend	PCP	Budget for 2022/23 to be agreed July 2022	X			

Item	Issue	Item Lead	Status and Outcomes	8 July 2022 - AGM	21 October 2022	27 January 2023	14 April 2023
Police Recruitment	To understand progress against police recruitment targets by Hampshire Constabulary	OPCC	Ongoing – regular updates to meetings of the Panel				
Commissioning Strategy	To understand the PCC's commissioning strategy	OPCC	Ongoing – next date for consideration to be confirmed				
Estates Strategy	To understand progress made against the Estates strategy	OPCC	Update to received in July 2022	X			
Election of Chairman / Vice Chairman	Election of Chair and Vice Chairman for 2022/23	PCP	Occurs at each AGM	X			

Item	Issue	Item Lead	Status and Outcomes	8 July 2022 - AGM	21 October 2022	27 January 2023	14 April 2023
Complaints against the PCC	To review complaint activity annually	PCP	Occurs at each AGM	X			
Appointments and Co-option	To confirm how the PCP is meeting the balanced appointment objective in its Membership	PCP	Occurs at each AGM and throughout the year if required.	X	X		
Membership of Working Groups	To agree composition and membership of the PCP's working groups	PCP	Occurs at each AGM and throughout the year if required.	X			
Updates from Working Groups	To receive a verbal update from the Panel's working groups	PCP	Ongoing – update to each meeting of the Panel	X	X	X	X

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