

## HAMPSHIRE POLICE AND CRIME PANEL

### Report

<b>Date considered:</b>	21 October 2022
<b>Title:</b>	Sub-Committee and Working Group Arrangements
<b>Contact:</b>	Democratic Services Officer to the Panel

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#### **Purpose of this Report**

1. The purpose of this paper is to set out the proposed arrangements and membership for a Precept Task and Finish Group to operate under the Hampshire Police and Crime Panel (PCP). Further, this report recommends that the Panel seek nominations for and agree appointment to the current vacancy on the Policy and Performance Working Group.

#### **Recommendations**

2. **That the Panel agrees the introduction of the Precept Task and Finish Group 2023/24, in accordance with the Terms of Reference set out in appendix one of this report.**
3. **That the Panel agree the membership of the Precept Task and Finish Group 2023/24.**
4. **The Panel agree appointment to the vacancy on the Policy and Performance Working Group for the 2022/23 municipal year, as noted at the meeting.**

#### **Precept Task and Finish Group**

5. At its meeting of 8 July 2022, the PCP agreed to introduce a new Policy and Performance Working Group, to encompass the previous three operated working groups; the Finance Working Group, the Police and Crime Plan Working Group and the Equality and Diversity Working Group.
6. 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 was agreed, at the meeting on 8 July 2022, that a

separate Task and Finish Group be appointed annually to undertake this activity.

7. A proposed terms of reference for the Task and Finish Group is set out in appendix one of this report.
8. It is proposed that the Task and Finish Group meet a minimum of three times between October 2022 and January 2023, with additional meetings scheduled in advance as required..
9. It is proposed that the Task and Finish Group be formed of up to five members and the Task and Finish Group should, where possible, seek to be a cross party group and include at least one of the PCP's Independent Co-opted Members within its membership.

**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



## **PRECEPT TASK AND FINISH GROUP 2023/24**

### **TERMS OF REFERENCE**

#### **1. Role and Purpose of the Group**

The Precept Task and Finish Group is established to support the Police and Crime Panel (PCP) in their statutory responsibility to scrutinise the Police and Crime Commissioner's (PCC) proposed precept for 2023/4.

#### **2. Scope of the Task and Finish Group**

##### *Objectives:*

To review and examine supporting information prepared by the PCC and their office (including the budget and related financial papers), in advance of consideration, by the PCP, of the PCC's proposed precept.

The Task and Finish Group will prepare an update to and draft lines of enquiry for consideration of the full Panel, in advance of their review of the proposed precept. Through this, the Task and Finish Group should seek to support the Panel to enhance its scrutiny of the precept proposed.

Members of the Task and Finish Group will receive update on progress leading up to the precept setting and suggest appropriate information to be presented to the full Panel to enable them 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 and reach an informed decision when considering the proposed precept and issuing its report.

##### *Exclusions:*

The Task and Finish Group will focus their scrutiny on 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 Task and Finish Group will meet a minimum of three times between October 2022 and January 2023, with additional meetings scheduled in advance as required. As a Task and Finish Group of the Panel, meetings

will not usually be held in public, and access to information rules for the public will not apply to these meetings.

The Task and Finish 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 Task and Finish Group requires further information in order to enhance the efficiency of their work, such information will be requested.

Additionally, members of the Task and Finish Group or their supporting officers may seek advice from officers of the administrative authority for the PCP, as appropriate.

#### **4. Membership**

Membership for the year is to be determined at the PCP's meeting in October 2022, where members can volunteer for nomination to the Task and Finish Group, with the final membership agreed by the full PCP.

The Task and Finish Group shall be formed of up to five members. All members of the PCP are eligible for membership and the Task and Finish Group should, where possible, seek to be a cross party group and include at least one of the PCP's Independent Co-opted Members within its membership.

The Task and Finish Group may request additional members of the PCP to contribute to the activities of the group as they find advantageous in the course of their considerations. The Task and Finish Group may also invite representatives of the PCC's office or other expert advisers to attend meetings in order to provide advice, but these members will not be full members of the group.

#### **5. Outcomes**

The Task and Finish Group will provide a summary report to the Full Panel at its meeting in January 2023, outlining the groups review of the proposed precept and will present the Panel with drafted lines of enquiry for consideration in their review of the PCC's proposed precept in January 2023.