

Draft minutes – subject to correction/approval at the next meeting of the Panel

## **Sussex Police and Crime Panel**

26 November 2012 – at a meeting of the Panel held at 10.30 a.m. at County Hall, Lewes.

Present:

David Simmons	Adur DC
Ben Duncan	Brighton and Hove CC
Warren Morgan	Brighton and Hove CC
Tony Dignum	Chichester DC
Nigel Boxall	Crawley BC
John Ungar	Eastbourne BC
Michael Ensor(1)	East Sussex CC
Rosalyn St Pierre	East Sussex CC
Trevor Webb	Hastings BC
Brian Donnelly	Horsham DC
Andy Smith	Lewes DC
Christopher Snowling	Mid Sussex DC
Robin Patten	Rother DC
Johanna Howell(2)	Wealden DC
Andrew Smith	West Sussex CC
Brad Watson (Chairman)	West Sussex CC
Tom Wye	Worthing BC
Graham Hill	Independent
Sandra Prail	Independent

(1)Substitute for David Elkin

(2)Substitute for Claire Dowling

Apologies for absence were received from David Elkin (East Sussex CC), Paul Wotherspoon (Arun DC) and Claire Dowling (Wealden DC).

In attendance: Katy Bourne, Sussex Police and Crime Commissioner; Dan Steadman and John Eagles (Office of the Sussex Police and Crime Commissioner); and Ninesh Edwards, Charles Gauntlett and Matthew Evans (Host Authority - West Sussex CC).

### **Election of Chairman**

1. Charles Gauntlett opened the meeting and asked for nominations for role of Chairman for the period up to the annual meeting in 2013.
2. The Panel nominated and seconded Brad Watson for the role of Chairman. Brad Watson was agreed as the Chairman by the Panel and took the chair for the meeting.
3. Resolved – That Brad Watson is elected Chairman of the Panel for the period up to the annual meeting in 2013.

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### **Election of Vice-Chairman**

4. The Chairman called for nominations for the role of Vice-Chairman for the period up to the annual meeting in 2013.
5. John Ungar was nominated for the role of Vice-Chairman by Rosalyn St Pierre and seconded by Trevor Webb.
6. David Elkin was nominated by Michael Ensor for the role of Vice-Chairman and seconded by Tony Dignum.
7. A vote was taken and David Elkin received a majority.
8. Resolved – That David Elkin is elected Vice-Chairman of the Panel for the period up to the annual meeting in June/July 2013.

### **Declarations of Interest**

9. In accordance with the code of conduct, the following personal interests were declared:

Nigel Boxall	Chairman of Crawley CDRP
Andy Smith	Member of Kings Safety Partnership, Lewes
David Simmons	Member of Safer Communities Partnership, Adur
Ben Duncan	Chairman of Brighton and Hove Safety Partnership Member of Safe in the City CDRP
Brad Watson	Member of Horsham Safety Partnership
Robin Patten	Member of Rother Safety Partnership
Graham Hill	Member of Horsham Safety Partnership Senior Service Delivery Manager for Victim Support charity
Tom Wye	Member of Adur and Worthing Safety Partnership
Christopher Snowling	Member of Mid Sussex Partnership
Brian Donnelly	Member of Horsham Safety Partnership
Trevor Webb	Member of East Sussex County Council

### **Sussex Police and Crime Panel Constitution**

10. The Panel considered the Constitution and Terms of Reference of the Sussex Police and Crime Panel (copy appended to the signed version of the minutes). It was confirmed that all constituent authorities of the Panel had approved the Constitution. The Panel was asked to agree that the Clerk to the Panel acts as the monitoring officer.
11. Resolved – That the Panel notes the Constitution and Terms of Reference and agrees that the Clerk to the Panel acts as the Monitoring Officer to the Panel.

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## Membership

12. The Panel received and noted the list of appointed members and noted the following updates to nominated substitute members: Nigel Peters as substitute for Brad Watson of West Sussex CC; Michael Ensor as substitute for David Elkin of East Sussex CC; and Ron Maskall as substitute for Andy Smith of Lewes DC.

13. The Panel was asked to confirm the co-option of the two independent members, Graham Hill and Sandra Prail, to the Panel following the advertisement and selection process for the appointment of co-opted independent members.

14. Resolved – That the Panel confirms the co-option of Graham Hill and Sandra Prail as the two independent members to the membership of the Panel.

## The Police and Crime Commissioner

15. The Chairman welcomed Katy Bourne, the Sussex Police and Crime Commissioner (PCC), to the meeting. Mrs Bourne provided a presentation to the Panel (copy appended to the signed version of the minutes) and introduced her support officers from the Office of the Sussex Police and Crime Commissioner (OSPCC). The presentation outlined the structure of the Police and Crime Plan and policy priorities including public confidence, crime and community safety, victim focus and value for money. As part of the value for money priority the Commissioner confirmed that she would propose a freeze for the council tax precept in 2013/14.

16. The Panel raised the issues below in the discussion that followed:

- The Commissioner was asked to confirm that she would be committed to equalities and diversity, particularly LGBT. *The Commissioner confirmed that principles of equality and diversity were embodied in the OSPCC and explained that she was aware of the interests of LGBT groups.*
- The Panel recognised that funding would be dedicated at areas of clear need such as drugs and domestic abuse but highlighted the importance of retaining community partnerships and providing adequate funding for their operation. *The Commissioner explained that the allocation of funding for community partnerships would be the responsibility of the Commissioner from 2013/14. Further detail relating to the budget would be available at the next meeting in January. It was acknowledged that the work of community safety partnerships could be highly valuable; the Commissioner highlighted work relating to domestic abuse in Brighton and Hove.*
- The Panel queried the inclusion of the priority relating to the securing of Sussex borders and fighting organised crime and terrorism. It was felt that this was the responsibility of other agencies. *The Commissioner confirmed that the priority was contained in the Plan as a strategic policing requirement.*
- The Panel raised the notion of joint commissioning and the co-location of services in shared accommodation with local authorities. This was proposed as a cost saving measure providing an alternative to cuts to front line services. Without an increase to the precept it was queried where funding would come from for the priorities. *The Commissioner confirmed that she was currently undertaking a full review of contractual obligations (such as the PFI custody agreement) and an audit of estate which would realise*

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*savings to help fund priorities. It was too early to provide further detail ahead of the budget but the Commissioner did agree with co-location in principle.*

- The Panel emphasised the importance of retaining a focus on rural crime and road deaths in rural areas of Sussex which were not well served by officers. *The Commissioner was aware of rural issues, supported community speedwatch campaigns and was keen to meet with parish councils.*
- The Panel raised the importance of work with the voluntary sector. *The Commissioner acknowledged the importance of the work of Neighbourhood Watch and Street Pastors and confirmed that the OSPCC would work closely with voluntary organisations.*

17. The Chairman congratulated the Commissioner on her election and thanked her for her presentation.

18. Resolved – That the Panel notes the election of Katy Bourne as Sussex Police and Crime Commissioner.

### **Procedure for Confirmation Hearings**

19. The Panel considered a procedure (copy appended to the signed version of the minutes) for the conduct of confirmation hearings for Schedule 1 and Schedule 8 appointments contained in the Police and Social Responsibility Act 2011. Under the Act confirmation hearings would be held for the appointment of a Deputy Police and Crime Commissioner, a Chief Constable and the Chief Executive and Chief Finance Officer of the OSPCC.

20. The Panel queried the quorum that was required to exercise the power of veto and asked that clarification was provided to define precisely what constituted two thirds of the current membership. It was confirmed by the Clerk to the Panel that two thirds of the current membership related to principal, standing members of the board, who numbered 20; nominated substitutes were not included in the figure for the current membership. Two thirds of the principal, standing membership was 14 which represented the quorum required for the Panel to exercise the power of veto at a confirmation hearing for schedule 8 appointments. It was confirmed that when a nominated substitute attended a confirmation hearing in place of a principal member they would be included in the calculation of quorum.

21. The status of officers who had previously been employed by the Sussex Police Authority was queried and clarification was requested by the Panel as to whether confirmation hearings would be undertaken for senior officers in the OSPCC. The Clerk to the Panel would clarify the situation and report back to members of the Panel before the next meeting.

22. Resolved – That the Panel approves the procedure to be followed at confirmation hearings of the Sussex Police and Crime Panel.

### **Procedure for the Handling of Complaints**

23. The Panel considered a report relating to a procedure for the handling of complaints made against the PCC and the Deputy PCC (copy appended to the signed version of the minutes). The Clerk to the Panel introduced the report and outlined the recommendations for the handling of complaints. The Panel was asked

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to decide whether: the initial handling of complaints should be delegated to the Chief Executive of the OSPCC, with the informal resolution of complaints undertaken by a subcommittee of the Panel; or the initial handling of complaints should be the role of a subcommittee of the Panel together with informal resolution of appropriate complaints. It was recommended that the agreed arrangements should be reviewed after 12 months.

24. The Panel emphasised the importance of a politically balanced subcommittee with at least one member drawn from a minority party. It was proposed that the element of the complaints procedure setting out the constitution of the subcommittee should be amended to include the wording that the subcommittee would strive to ensure at least one member was drawn from the minority parties. The importance of a gender balance on the subcommittee was also highlighted by a member of the Panel.

25. The Panel felt that the close working relationship between the Chief Executive of the OSPCC and the PCC could compromise the impartial initial handling of complaints by the Chief Executive. It was felt that such an arrangement could be negatively perceived by the public. It was proposed that the model for the handling of complaints against the PCC should be based on the procedure for dealing with complaints made against members of the PCP i.e. the Monitoring Officer of the host authority should deal with the initial handling of complaints. The Monitoring Officer would be responsible for determining either the referral of complaints to the Independent Police Complaints Commission (IPCC) or to the complaints subcommittee for complaints requiring informal resolution. It was proposed that the initial handling of complaints be delegated to the Monitoring Officer of the host authority.

26. The Panel felt that the membership of the subcommittee should be up to 5 members with a quorum of 3 and the membership should be rotated to ensure all members of the Panel had experience of the role. It was proposed that the subcommittee should include one member of a minority party and an independent member of the Panel.

27. The Panel proposed that arrangements be reviewed at the annual meeting in 2013. It was confirmed that the Panel would receive a schedule of complaints received at quarterly meetings.

28. Resolved – that:

- 1) The Sussex Police and Crime Panel agrees the procedure set out in the appendix subject to the delegation of the initial handling of complaints against the PCC to the Monitoring Officer of the host authority to determine either the referral of complaints to the IPCC or the complaints subcommittee ;
- 2) The Panel receives a schedule of complaints received at quarterly meetings;
- 3) A subcommittee is established to consider complaints against the PCC that require informal resolution;
- 4) The subcommittee will have a quorum of 3 with up to 5 members of the Panel on the subcommittee. The membership will be rotated and the subcommittee will strive to include 1 minority party member and 1 independent member;

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- 5) Arrangements for the handling of complaints will be reviewed at the annual meeting in 2013.

### **Work Plan**

29. The Panel considered the Work Plan for the remainder of 2012/13 and the outline work plan for 2013/14 (copy appended to the signed version of the minutes).

30. The Panel raised the prospect of a working group to consider the Police and Crime Plan and Budget. It was recognised that it would not be possible to convene a working group to consider the Plan and Budget for 2013/14 but it was an intention to establish working groups in future years. The Panel requested that a training session be provided prior to the meeting in October 2013 to focus on the draft Police and Crime Plan and Budget for 2014/15.

31. Resolved – That the Panel approves the rolling work plan for the remainder of the current year and outline work plan for 2013/14.

### **Date of next meeting**

32. The next meeting of the Panel was scheduled for Friday 11 January 2013 at County Hall, Lewes.

The meeting ended at 12.15 p.m.

Chairman