

HAMPSHIRE POLICE AND CRIME PANEL

Report

Date considered:	8 July 2016	Item:	14
Title:	Membership of Sub-Committee and Working Groups		
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1. Executive Summary

- 1.1 The purpose of this paper is to set out the working groups and sub-committee that operate under the Hampshire Police and Crime Panel (PCP), and to agree their Terms of Reference for the Panel from 2016 – 2020.
- 1.2 It also sets out the required membership for these working groups and a sub-committee in order for this to be agreed for the forthcoming year.

2. Sub-Committee and Working Groups

Complaints Sub-Committee

- 2.1 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 IPCC.
- 2.2 At its meeting on 19 October 2012, the PCP agreed that all complaints received should be considered by a Complaints Sub-Committee. A draft terms of reference for this Sub-Committee is being finalised and will be tabled at the meeting.
- 2.3 This Sub-Committee meets on an ad hoc basis. In the previous year, the Sub-Committee has met four times in person and numerous times electronically.
- 2.4 Following a review of the Sub-Committee's processes and a recent refresh of the Complaints Protocol, it is suggested that this working group has a membership of three, one of which is to be an independent member of the Panel who Chairs the Sub-Committee (to be determined once appointments have been made in October 2016). This will enable decision-making by the Sub-Committee to be faster, and will enable members on the Sub-Committee to develop an in-depth knowledge of the complaints process.
- 2.5 It is suggested that, as in previous years, the Chairman and Vice Chairman will not be members of this Sub-Committee. Their role in the complaint process will be to review outcomes and the protocol on an annual basis with the Chairman of the Sub-Committee. This will enable the Chair and Vice-

Chair to be independent of the process should an issue relating to the handling or outcome of a complaint arise.

Police and Crime Plan Working Group

- 2.6 The PCP set up the Police and Crime Plan working group in 2012/13 in order to review the draft Police and Crime Plan. It has remained active since this time for the purpose of monitoring the implementation plan and drafting and leading the work-programme for proactive scrutiny sessions. For 2016/17, this working group will have the responsibility of leading the Panel's response to the draft Police and Crime Plan for 2017-2021. The terms of reference for the Plan working group are being finalised and will be tabled at the meeting.
- 2.7 The Police and Crime Plan working group has met four times in the last year, and these are scheduled in advance.
- 2.8 It is recommended that the membership of this working group remain at five members.

Finance Working Group

- 2.9 The PCP set up the Finance working group in 2012/13 in order to scrutinise the proposed budget and related financial papers prior to the PCP's review of the proposed precept. Since this time, it has continued to meet in order to review information in advance of the annual scrutiny of the proposed precept.
- 2.10 The PCP agreed in January 2016 that it would take a more proactive approach to reviewing the budget and precept of the PCC, and would explore expanding the size and frequency of meetings of the Finance working group. The terms of reference for the Finance working group are being finalised and will be tabled at the meeting.
- 2.11 The Finance working group has met twice in the past year, but it is expected that this will increase for 2016/17.
- 2.12 It is recommended that the membership of this working group increase to five members to take account of 2.10 above.

3 Recommendations

- 3.1 That the Panel consider and agree the membership of the Complaints Sub-Committee, Police and Crime Plan working group and Finance working group for the 2016/17 year.**
- 3.2 That the Panel agree the proposed Terms of Reference for the working groups and sub-committee.**

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

n/a