

Norfolk Police and Crime Panel



Date: **8 December 2015**

Time: **10am**

Venue: **Cranworth Room, County Hall, Norwich**

After the meeting, Panel Members are invited to make their own way to Norfolk Constabulary HQ, Wymondham, to attend a tour (beginning at 1pm).

Persons attending the meeting are requested to turn off mobile phones.

Membership

Main Member	Substitute Member	Representing
Mr William Richmond	Mr Mark Robinson	Breckland District Council
Mr Fran Whymark	Mr Roger Foulger	Broadland District Council
Ms Katy Stenhouse	Ms Kay Grey	Great Yarmouth Borough Council
Mr Brian Long	Mrs Elizabeth Nockolds	King's Lynn and West Norfolk Council
Mr Alec Byrne	Michael Chenery of Horsburgh	Norfolk County Council
Mr Terry Jermy	Mr Mick Castle	Norfolk County Council
Mr Brian Hannah	Mr James Joyce	Norfolk County Council
Mr Richard Shepherd	Mr Nigel Dixon	North Norfolk District Council
Mr Keith Driver	Mr Paul Kendrick	Norwich City Council
Dr Christopher Kemp	Mr Robert Savage	South Norfolk Council
Ms Sharon Brooks	(no substitute member)	Co-opted Independent Member

Mr Alexander D Sommerville, CPM	(no substitute member)	Co-opted Independent Member
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**For further details and general enquiries about this agenda
please contact the Committee Officer:**

Anne Pickering on 01603 223029
or email committees@norfolk.gov.uk

A g e n d a

1. **To receive apologies and details of any substitute members attending**
2. **Declarations of Interest**

Norfolk County Council and Independent Co-opted Members

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter. It is recommended that you declare that interest but it is not a legal requirement.

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is not on your Register of Interests you must declare that interest at the meeting and not speak or vote on the matter

In either case you may remain in the room where the meeting is taking place. If you consider that it would be inappropriate in the circumstances to remain in the room, you may leave the room while the matter is dealt with.

If you do not have a **Disclosable Pecuniary Interest** you may nevertheless have an **Other Interest** in a matter to be discussed if it affects:

- your well being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

If that is the case then you must declare such an interest but can speak and vote on the matter.

District Council representatives will be bound by their own District Council Code of Conduct.

3. **To receive any items of business which the Chairman decides should be considered as a matter of urgency**
4. **Minutes** Page **5**

To confirm the minutes of the meeting held on 8 October 2015.
5. **Public questions**

Thirty minutes for members of the public to put their question to the Panel Chairman where due notice has been given.

Please note that all questions were to have been received by the Committee Team (committees@norfolk.gov.uk or 01603 223814) by **5pm on Monday 30 November 2015.**
6. **Police and Crime Commissioner for Norfolk's 2016-17 budget consultation** Page **11**

To consider an overview of the Commissioner's forthcoming budget consultation.
7. **Police Integrity Reforms – update on managing police complaints** Page **16**

To consider an update on the development of a local model for managing police complaints.
8. **Complaints Monitoring Report** Page **20**

To consider the regular monitoring information.
9. **OPCCN Commissioning Strategy – Update on Theme 3 (Domestic Abuse and Sexual Violence)** Page **23**

To consider the update on from the Office of the Police and Crime Commissioner for Norfolk (OPCCN).
10. **Information bulletin – questions arising to the Commissioner** Page **30**

To hold the Commissioner to account for the full extent of his activities and decisions since the last Panel meeting.
11. **Norfolk Police and Crime Panel Forward Work Programme 2015-16** Page **46**

To review the proposed work programme.

Date Agenda Published: Monday 30 November 2015

Under the Council's protocol on the use of media equipment at meetings held in public, this meeting may be filmed, recorded or photographed. Anyone who wishes to do so must inform the Chairman and ensure that it is done in a manner clearly visible to anyone present. The wishes of any individual not to be recorded or filmed must be appropriately respected.

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Norfolk Police and Crime Panel

**Minutes of the Meeting held on Thursday 8th October 2015 at 10.00 a.m.
Cranworth Room, County Hall, Norwich**

Main Panel Members Present:

Mr Alec Byrne
Mr Keith Driver
Dr Christopher Kemp
Mrs Elizabeth Nockolds
Mr William Richmond
Mr Alexander D Sommerville, CPM
Mr Fran Whymark

Norfolk County Council
Norwich City Council
South Norfolk Council
King's Lynn and West Norfolk Council
Breckland Council
Co-opted Independent Member
Broadland District Council

Officers Present

Mr Greg Insull
Mrs Jo Martin

Assistant Head of Democratic Services
Democratic Services and Scrutiny Support Manager

Others Present

Mr Stephen Bett
Ms Sarah Hamlin
Ms Sharon Lister
Mr Mark Stokes
Dr Gavin Thompson

Police and Crime Commissioner for Norfolk
Assistant Chief Constable Norfolk Constabulary
Performance and Compliance Officer, OPCCN
Chief Executive, OPCCN
Senior Policy & Commissioning Officer, OPCCN

1. To receive apologies and details of any substitute members attending

- 1.1 Apologies received from Mr Brian Long (substituted by Mrs Elizabeth Nockolds), Ms Katy Stenhouse, Mr Terry Jermy, Mr Brian Hannah, Mr Richard Shepherd, and Ms Sharon Brooks.

2. Members to Declare any Interests

- 2.1 Mr F Whymark declared an Other Interest as he sat as a member for organisations that may be part of some of the commissioned services provided by the commissioner's office.

3. To receive any items of business which the Chairman decides should be considered as a matter of urgency

- 3.1 The Chairman asked the Panel to agree to a revised order of business as the Commissioner had requested that the Assistant Chief Constable Hamlin give a brief presentation on 'Norfolk 2020' and to be present for item 7. It was suggested that the Assistant Chief Constable address the Panel after item 5, then item 7 would be taken before returning to the running order.
The Panel **agreed**.

4. Minutes of the meeting held on 28th July 2015

- 4.1 The minutes of the meeting held on the 28th July 2015 were confirmed by the Panel as a correct record and signed by the Chairman.

Referring to paragraph 9.3 the Panel noted that the independent members had confirmed they would continue with the handling of complaints.

5. Public Questions

- 5.1 No questions received from the public.

6. Norfolk 2020

- 6.1 The Panel received a brief presentation from Assistant Chief Constable Sarah Hamlin regarding the plans for Norfolk 2020. She outlined the challenges facing Norfolk Constabulary in anticipation of further budget cuts and the terms of reference for the Constabulary's review called 'Norfolk 2020' which had been launched the previous week. This would establish the vision for policing in Norfolk in five years' time and beyond, questioning the current shape, scope and size of Norfolk Police and, importantly, building upon ideas for the future of policing in Norfolk. This review would be delivered in parallel to existing programmes of change and collaboration.
- 6.2 The following points were raised by the panel and responded to by the Assistant Chief Constable and the Police and Crime Commissioner:-
- There would be a public consultation before any major changes were made and it was considered that engagement with the public at an early stage would be key to facilitating any required changes.
 - What changes would be required would depend on the changes that could be made to the Police Grant Formula; this information should be available by the end of October 2015.
 - Public Services could do much more by working together and sharing a common budget, thereby identifying duplicate services and removing services that were no longer needed.
 - Public services needed to start looking forward strategically and considering options for the long term goals which may include joined up working with organisations outside of Norfolk.

- 6.3 The Panel thanked the Assistant Chief Constable for attending the meeting to provide the Panel with the updated information and answering the Panel's questions.

7. Police Integrity Reforms

- 7.1 The Panel received the suggested approach from the Scrutiny Support Manager which outlined the approach for considering the update from the Home Office on Police Reforms.

- 7.2 The Panel received the update from Ms Sharon Lister, Performance and Compliance Officer for the Police and Crime Commissioner's Office.

- 7.3 The following points were made during the discussion:-

- The timescales for the new reforms coming into practice were as follows:
 - final draft of the new Policing and Criminal Justice Bill should be released by the end of 2015.
 - The bill would receive Royal Assent in November 2016
 - Enactment of reforms in relation to police complaints expected by the end of 2016-2017.
- Concerns were raised around the availability of resources to carry out the work should more of the complaints processes move to the Office for the Police and Crime Commissioner.
- The Police and Crime Panel would need to be made aware of the model that the Commissioner intended to adopt, to enable it to understand any additional responsibilities it might have with regards to scrutiny of the Commissioner. The appellant functions that currently sit within Chief Constables will move to Police and Crime Commissioners regardless of which model is adopted. There would not be a route of further appeal beyond the Police and Crime Commissioner to the Police and Crime Panel.
- In response to a question around how many complaints had been received by Norfolk Constabulary in the last year, officers advised that national figures had been published that week and they would provide a copy for circulation.
- The OPCC had received 153 applications for the legally qualified chairs for the Eastern Region to sit on the Police Officer Misconduct Hearing Panels and they would be in post by the start of 2016 in line with the new legislation requirement.
- The Chairs of the Police Officer Misconduct Hearing Panels would be paid a daily rate of £366 and this expenditure would be dealt with by Norfolk Constabulary, Professional Standards Department.
- The Vice Chairman queried why the Commissioner's Office had not provided feedback on the reform consultation (referring to P89 of the report.) and was advised that the Commissioner had provided feedback

through the formal route of the Association of Police and Crime Commissioners.

- The Panel were advised that the HMIC would retain inspection functions in relation to the police complaints process no matter whether the process was fully or partly allocated to the commissioner's office.

- 7.4 The Chairman informed the Panel that a member of the public had contacted him to raise concerns regarding the handling of complaints by Norfolk Constabulary. The member of the public had said that they had evidence to show that the recommendations made by HMIC following its November 2014 'Police Integrity and Corruption' were entirely valid, and that staff do not address the criticisms made ". The Chairman advised that he had not validated the member of the public's claim, but asked the Commissioner to comment and give his views on the integrity of Norfolk Constabulary.
- 7.5 In response the Performance and Compliance Officer for the Police and Crime Commissioner's Office advised that the Commissioner held the Chief Constable to account for the performance of Norfolk Constabulary's handling of complaints at the regular Police Accountability Forum meetings, and the progress of implementation of HMIC's recommendations was routinely monitored by the Commissioner's Office.
- 7.6 The Chairman proposed that the Vice-Chairman, one other Panel member and support officer should work with OPCCN to develop how the complaints process might work in practice once the legislation is published, including the PCP's scrutiny role. Also that it should support the idea of Norfolk being an 'early adopter' area, which would probably be after the PCC elections in May 2016.
- 7.7 The Panel **agreed** that the Vice Chairman and panel member Mr Alexander D Sommerville, CPM, would work with the OPCCN.
- 8. Police and Crime Plan for Norfolk 2014-16: progress and performance monitoring of commissioned services**
- 8.1 The Panel received the suggested approach from the Scrutiny Support Manager which outlined the progress being made by the Commissioner towards delivering the strategic objectives set out in the current Police and Crime Plan 2014-16 and possible areas for the Panel to consider.
- 8.2 The Police and Crime Commissioner invited Dr Gavin Thompson, Senior Policy & Commissioning Officer, OPCCN to present the report.
- 8.3 The following points were raised during the discussion:-
- Each organisation was vetted and then the panel would decide funding allocation based on a needs assessment.
 - Each charity would have a contract, which would stipulate length of contract and short, mid and long term goals. This was monitored by the

charity providing quarterly reports which would provide performance indicators.

- Information on all the organisations and the bids won was available on the Commissioner's website to ensure that all transactions were transparent.
- The Commissioner highlighted the success of one organisation, Leeway – General Practitioner Training as now all GP's in Norfolk had been trained and the goal had shifted to now include A&E doctors; the service was believed to have filled a critical gap.
- The Commissioner intended to present an update report to the Panel every quarter.

8.4 The Commissioner thanked his team for the hard work they had put in to making the commissioned services process such a success.

8.5 The Panel noted the report and that it would receive an update report every quarter.

9. Procedure for public questions

9.1 The Panel received a report which provided it with options for amending the period of notice required for the submission of public questions.

9.2 The Vice Chairman proposed that dual model be considered (submit 10 working days in advance and be guaranteed a response, and submit no later than 2 working days before the meeting with Panel's Chairman having the option of providing a written response within a stated time-frame).

9.3 Mr K Driver proposed, seconded by Mr C Kemp that the period of notice required to submit a question to the Panel should be reduced to 5 working days.

The motion was **carried** with 5 votes For and 2 Against.

10. Information bulletin – questions arising to the Commissioner

10.1 The Panel received the report from the suggested approach from the Scrutiny Support Manager which summarised for the Panel both decision taken by the Commissioner and the range of his activity since the last Panel meeting.

10.2 The Chairman invited the Commissioner to highlight any matters within the report he felt should be mentioned.

10.3 The Commissioner highlighted the Norfolk 2020 review and the following points were raised:-

- The Chief Constable had opened the debate by outlining the challenges that would be faced if the force had to find 40% worth of savings.

- As 83% of the budget was staff this would mean a significant cut in officers and would likely mean that most policing would need to be focused on where the greatest need was, the urban areas of the county.
- Currently there was a need to find £9m, if the grant formula was decided at 40% then this would mean a need to find a further £9m.
- The Norfolk 2020 consultation would continue until the end of the year to enable a wide communication with members of the public.

10.4 In response to a question from the Panel, Mr S Bett confirmed that he did intend to run in the next round of elections for the Police and Crime Commissioner for Norfolk but that he would be running without a Deputy.

10.5 The Panel noted the report.

11. Work Programme

11.1 The Panel received the report which outlined the Forward Work Programme.

11.2 Panel members **agreed** that an item should be included at the December meeting about the Cities and Devolution Bill and the possible impact of combined authorities on the Police and Crime Panel.

11.3 The Panel members **agreed** that the meeting on the 8th December would be a good opportunity to hear from the Commissioner's Office early views on the Commissioner's proposed budget consultation.

11.4 The Panel members **agreed** that an informal meeting with the newly elected Police and Crime Commissioner should be programmed before the 15 June 2016 meeting.

11.5 The Panel noted the Work programme.

The meeting closed at 11:36am.

CHAIRMAN



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Police and Crime Commissioner for Norfolk's 2016-17 budget consultation

Suggested approach from Jo Martin, Democratic Support and Scrutiny Team Manager

The Panel is recommended to consider an overview of the Commissioner's forthcoming budget consultation.

1. Background

- 1.1 Every year the Police and Crime Commissioner for Norfolk ("the Commissioner") is required to set the police budget and determine the amount that local people will pay for policing through their Council Tax.
- 1.2 As requested by the Panel, the Commissioner has agreed to provide an early overview of his forthcoming public consultation, together with an update on his medium- to long-term financial strategy, progress with delivering efficiency savings and the challenges that will influence the options that will be presented.

2. Suggested approach

- 2.1 The Commissioner will outline the proposed approach to his 2016-17 budget consultation, together with an overview of the key financial issues that he will be taking into consideration to model possible precept options. Attached at **Annex 1** of this report is an outline of the proposed approach to the public consultation.
- 2.2 The Commissioner will be supported by the Chief Constable and members of his staff.
- 2.3 After the Panel has received the presentation, the Panel may wish to question the Commissioner on the following areas:
 - a) The likely timings and mechanics of the public consultation.
 - b) The Government financial settlement.
 - c) Progress with delivering efficiency savings arising from previous and current Comprehensive Spending Review periods, collaboration and the Challenge Programme.
 - d) The level of risk and the adequacy of reserves in preparing the draft budget proposals.

- e) How the Commissioner plans to address the projected significant funding shortfall in 2016-17 and beyond when the Budget Support Reserve is anticipated to run out.
- f) Current pressures.
- g) Emerging issues.
- h) The implications for partnership working and his commissioning strategy.
- i) How the Commissioner will continue to deliver his pledge to Norfolk's communities.
- j) The options that are likely to be considered in formulating the proposed precept.

3. Action

- 3.1 The Panel is recommended to consider an overview of the Commissioner's forthcoming budget consultation.



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**Office of the Police & Crime Commissioner
Budget Consultation 2016/17**

Summary

1 The Police and Crime Commissioner (PCC) has a statutory duty to consult Norfolk people on his proposals over whether to raise the amount they pay for policing through their council tax (or precept).

2 This report outlines how the Office of the Police and Crime Commissioner (OPCCN) proposes consulting on the Commissioner's proposals and publishing the results.

1.0 Background

- 1.1 The Police and Crime Commissioner has a statutory duty to consult Norfolk people on his proposals over whether to raise the amount they pay of policing through their council tax, or precept.
- 1.2 The Police and Crime Commissioner will consult on whether to raise the policing element of the Council Tax by XXX (figure to be set) or whether the precept amount should be frozen for 2016/17.
- 1.3 The consultation on the precept proposals for 2015/16 received 1,121 responses from across Norfolk.

2.0 Approach to budget consultation 2016/17

- 2.1 There is a duty on the PCC to consult with members of the public and community representatives.
- 2.2 Consultation can be undertaken in whatever format the PCC considers appropriate.
- 2.3 The public consultation will be held from 4 January to 29 January 2016. The consultation will include at least two open, public events.
- 2.4 The Commissioner will report the results of the public consultation back to the Police and Crime Panel at its precept meeting on 2 February 2016.
- 2.5 The Office of the Police and Crime Commissioner's consultation will include:
 - Norfolk public
 - The PCC's Victims' Panel
 - Norfolk Community Safety Partnership member organisations
 - Police officers and staff

- Police staff representative bodies
- Norfolk's business community
- Partners and key stakeholders
- Local councils and elected representatives

2.6 The OPCCN consultation will include the following channels:

- PCC and Norfolk Constabulary websites
- Norfolk Constabulary Intranet
- Police Direct (system by which the force communicates directly with subscribers)
- PCC's monthly round up
- OPCCN e-mail signatures
- OPCCN's coordinators contacts
- Hyper local publications (local publications such as parish newsletters)
- Volunteers (e.g. Independent Custody Visitor network)
- Twitter, facebook and other appropriate digital media.
- Independent Advisory Group, Disability Advisory Forum etc
- Media (Press Release, interviews etc)
- Norfolk Association of Local Councils
- Local members and elected representatives
- Partner organisations and key stakeholders
- Community newsletters
- Norfolk Chamber of Commerce/Federation of Small Businesses
- Your Voice (Norfolk County Council consultation tool, including 200+ emails)

Our principles for consulting on-line:

- We are all about digital inclusion, not digital exclusion.
- If you restrict to one response from one url you are excluding members of same family or a couple from using the same computer.
- Asking for an e-mail address may also exclude some potential responders– some people are unwilling to leave one, especially if the consultation is relating to the police.
- This is also prohibitive for people without direct access. We urge people to use a library computer for example which would not work if restricted to one response, one url.
- There is also nothing to stop people filling in more than one hard copy form, or having more than one e-mail address.
- Data analysis to spot any repeats/unusual patterns is we believe satisfactory.
- Overall we believe access issues out-weigh any potential fraud.

3.0 Results of the public consultation

3.1 The results of the public consultation and comments received will be published on the OPCCN website.

3.2 The Commissioner will report the results of the public consultation back to the Police and Crime Panel at its precept meeting on 2 February 2016.

4.0 Conclusions & Recommendations

4.1 The Police and Crime Panel is asked to note the arrangements for the Police and Crime Commissioner's budget/precept consultation 2016/17.

Police Integrity Reforms – update on managing police complaints

Suggested approach from Jo Martin, Democratic Support and Scrutiny Team Manager

The Panel is recommended to consider an update from the Commissioner's Office on the development of a local model for managing police complaints.

1. Background

- 1.1 During its last meeting on October 2015, the Panel noted that the May 2015 Queen's Speech included proposals for a Police Reform and Criminal Justice Bill, which would continue the reform of policing and enhance the protection of vulnerable people.
- 1.2 The Panel agreed to receive regular updates on the development of a model for handling police complaints and the police disciplinary system.

2. Suggested approach

- 2.1 The Bill has not yet been published, but the Government has consulted on changes to both the police complaints and disciplinary systems.
- 2.3 The Commissioner has provided a report which updates the Panel on progress with developing a local model for managing police complaints, which is attached at **Annex 1**.
- 2.4 The Police and Crime Commissioner for Norfolk will attend the meeting to answer the Panel's questions and will be supported by members of his staff.
- 2.5 After the Commissioner has presented his report, the Panel may wish to question him on the following areas:
 - a) The likely impact of the reforms on the Commissioner and his office.
 - b) The likely impact of the reforms on the Police and Crime Panel.

3. Action

- 3.1 The Panel is recommended to consider the update from the Commissioner's Office on the development of a local model for managing police complaints.



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Office of the Police and Crime Commissioner

Police Integrity Reforms

Summary:

This report provides an update on the Home Office proposals on Police Reform namely a local model for managing police complaints.

1.

Background / National Context

- 1.1 This paper follows on from the last Norfolk Police and Crime Panel Paper presented on 8 October 2015.
- 1.2 The draft of the new Police and Criminal Justice Bill is expected in early 2016 and the bill will receive Royal Assent in November 2016.
- 1.3 A series of workshops have been facilitated by the Home Office of which the OPCCN has attended to discuss sections of the draft bill around complaints handling. The next workshop is scheduled for early January 2016.

2. **Progress on Developing a Local Model**

- 2.1 Meetings are taking place with colleagues in Suffolk OPCC to discuss the three proposed models as the Professional Standards Department is a collaborated unit between Norfolk and Suffolk Constabularies.
- 2.2 Further meetings are scheduled in December 2015 with members of the Joint Professional Standards Department to further explore the options.
- 2.3 The functions of the complaints model which will be expressed as duties in the Police and Criminal Justice Bill are shown in the table below:

Function	Expressed as Duties	Model 1: Oversight	Model 2: Informal Resolution & Recording	Model 3: Communication
Oversight of the Local Complaints System & Acting as an Appeal Body	Right of the complainant to review the steps taken to resolve their complaint.	PCC	PCC	PCC
Receiving, Initial Contact (including Informal Resolution) & Recording	Duty to contact a complainant to understand how their complaint might be best resolved.	Force	PCC	PCC
Contact	Duty to record. Duty to update a complainant on the progress of the complaint. Duty to inform the complainant of the outcome of the complaint and their right to appeal.	Force	Force	PCC

3. Police and Crime Panel Implications

- 3.1 The Home Office have provided reassurance that the legislative change in relation to appeals moving across to the Police and Crime Commissioner will not facilitate a further route of complaint to the Police and Crime Panel.
- 3.2 All appeals heard by the Police and Crime Commissioner and their subsequent decision will be final and any complainant who is dissatisfied with the outcome would have to seek a Judicial Review. There will be no mechanism to submit a complaint about the Police and Crime Commissioner if they are dissatisfied with the outcome of their appeal.
- 3.3 Once a model has been proposed for the local handling of police complaints a paper will be provided to the Police and Crime Panel that will explore the additional areas of oversight and scrutiny that will be required.

4. Financial Implications

- 4.1 The financial implications for the changes to the handling of the local police complaints system are as yet unknown. Full details will be included in the final report to the Police and Crime Panel.

5. Recommendations

- 5.1 It is proposed that a further paper is provided to the Police and Crime Panel in due course with regards to the local model to be adopted by the PCC for the management of police complaints.
- 5.2 The Panel is recommended to consider the information contained within this report.

Complaints Monitoring Report

Suggested approach from Jo Martin, Democratic Support and Scrutiny Team Manager

The Panel is recommended to consider the regular monitoring information from the Commissioner's Chief Executive and Norfolk County Council's Head of Democratic Services.

1. Background

- 1.1 The Panel has delegated the Initial Handling of Complaints and Conduct Matters (as set out in The Elected Local Policing Bodies (Complaints and Misconduct) Regulations 2012, Part 2) to the Commissioner's Chief Executive, in consultation with a nominated member of the Panel.
- 1.2 The Panel has also delegated the resolution of other complaints (as set out in The Elected Local Policing Bodies (Complaints and Misconduct) Regulations 2012, Part 4) to the County Council's Head of Democratic Services for informal resolution, in consultation with a nominated member of the Panel.
- 1.3 The Commissioner's Chief Executive and the County Council's Head of Democratic Services agreed to provide the Panel with monitoring reports, at least annually, setting out the number and spread of complaints handled during the period.

2. Ongoing complaints relating to the Commissioner

- 2.1 The Commissioner's Chief Executive has confirmed the following update in relation to ongoing complaints to date (all other complaints have previously been reported to the Panel as being complete):

- **Complaint 9 – Dated: 23 June 2015**

This complaint was referred from the IPCC for local resolution.

Following review by the Commissioner's Chief Executive and a nominated Panel member, it was considered that the complainant had abused the complaints procedure by continuing to make complaints about issues that had been the subject of previous Norfolk Constabulary complaint investigations.

The complainant was informed that their complaint against the Commissioner was not substantiated and would be recorded as such.

Completed.

• **Complaint 10 – Dated: 6 August 2015**

This complaint was referred from the IPCC for local resolution.

It related to publicity surrounding the conviction and sentencing of an individual, and lacked any evidence to substantiate the specific issues raised.

The complainant was informed that no further action would be taken.

Completed.

• **Complaint 11 – Dated: 28 September 2015**

The complainant alleged that by failing to respond to their correspondence and assist in the resolution of a serious case they had raised initially with Suffolk Constabulary and latterly Norfolk Constabulary, the Commissioner had not acted in accordance with his code of conduct.

The complainant was informed that their allegation against the PCC was not substantiated, because all of their correspondence related to a multi-faceted complaint about Suffolk Constabulary and other agencies. The complainant was also advised that neither the Norfolk PCC nor the Norfolk PCP had the appropriate authority to deal with the fundamental matters that they were seeking resolve.

Completed.

3. Freedom of Information Requests

3.1 As background information for the Panel, the Commissioner's Chief Executive has also confirmed that since the Panel's last monitoring report (July 2015), 10 FOI (Freedom of Information) requests have been received. The main themes of the FOI requests are:

- Independent Advisory Groups
- Special Constabulary
- Commissioning of Sexual Violence/Abuse Services
- CBI Contributions
- Control Room Merger
- PEEL HMIC Report 2014
- PCC Office costs (two separate FOI requests)
- Recorded Information
- PCC Research

3.2 There has been 1 internal review conducted regarding whether the information had been provided in relation to one of the above requests. The outcome of this review was that the initial response that was sent was compliant with the requirements of the Freedom of Information Act.

3.3 The Commissioner's Chief Executive will attend the meeting to respond to any questions that the Panel may have.

4. Complaints/FOI requests relating to the Panel

- 4.1 No complaints or FOI requests relating to the Panel have been received since the Panel's AGM in July 2014.

5. Action

- 5.1 The Panel is recommended to consider the regular monitoring information.



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OPCCN Commissioning Strategy – Update on Theme 3 (Domestic Abuse and Sexual Violence)

Suggested approach from Jo Martin, Democratic Support and Scrutiny Team Manager

The Panel is recommended to:

- 1) Consider the update on from the Office of the Police and Crime Commissioner for Norfolk (OPCCN) on Theme 3 of its Commissioning Strategy, and;
- 2) Agree what recommendations (if any) it wishes to make to the Commissioner.

1. Background

- 1.1 The Police and Social Reform Act 2011 (“the Act”) requires the Police and Crime Commissioner (“the Commissioner”) to issue a Police and Crime Plan (“the Plan”) within the financial year in which the election is held.
- 1.2 The Police and Crime Plan should determine, direct and communicate the Commissioner’s priorities during their period in office and must set out for the period of issue:
 - a) The Commissioner’s police and crime objectives for the area, including the strategic direction over the period for which the Commissioner has been elected and including:
 - Crime and disorder reduction in Norfolk
 - Policing within Norfolk
 - How Norfolk Constabulary will discharge its national functions.
 - b) The policing that the Chief Constable will provide;
 - c) The financial and other resources which the Commissioner will give the Chief Constable in order that they may do this;
 - d) How the Commissioner will measure police performance and the means by which the Chief Constable will report to the Commissioner.
 - e) Information regarding any crime and disorder reduction grants that the Commissioner may make, and the conditions (if any) of those grants
- 1.3 Prior to publication of the Plan, the Commissioner must: consult with the Chief Constable in preparing the Plan; obtain the views of the community and victims of crime on the draft Plan; send the draft Plan to the Police and Crime Panel (“the Panel”); have regard and provide a response to any report or recommendations made by the Panel.
- 1.4 The Commissioner may vary an existing plan or issue a new one at any time,

and the frequency with which this is done should be determined on the basis of local need. Any variations should be reviewed by the Panel.

2. Suggested approach

- 2.1 When it met in October 2015, the Panel considered a report that provided an overview of the range of services being commissioned by OPCCN, their impact on the delivery of the Police and Crime Plan, as well as demonstrating how they relate to OPCCN's Commissioning Strategy.
- 2.2 The Commissioner has provided a further report for today's meeting, which focuses in more detail on Theme 3 of his Commissioning Strategy (Domestic Abuse and Sexual Violence). It explains the extent to which Domestic Abuse is present within the county and the extent to which OPCCN is working with partners to deliver an effective response. This is attached at **Annex 1**.
- 2.3 The Police and Crime Commissioner for Norfolk will attend the meeting to answer the Panel's questions and will be supported by members of his staff.
- 2.4 After the Commissioner has presented his report, the Panel may wish to question him on the following areas:
 - a) The extent to which Domestic Abuse and Sexual Violence is present within the county, including the geographic spread of reported incidents.
 - b) How the commissioned services for victims are helping individuals cope and recover from their experiences.
 - c) How the Commissioning Strategy is ensuring the better co-ordination across the public, private, voluntary and community organisations working in these areas.
 - d) How the Commissioning Strategy is improving service delivery, identifying gaps and avoiding duplication.
 - e) How the performance of commissioned services is monitored and managed, to ensure that the desired outcomes are being achieved.
 - f) The progress being made towards reducing demand for services.
 - g) How the commissioned services are delivering early intervention and prevention of crime.

3. Action

- 3.1 The Panel is recommended to:
 - 1) Consider the update from the Office of the Police and Crime Commissioner for Norfolk (OPCCN) on Theme 3 of its Commissioning Strategy, and

- 2) Agree what recommendations (if any) it wishes to make to the Commissioner.



If you need this report in large print, audio, Braille, alternative format or in a different language please contact Jo Martin on 0344 800 8011 or 0344 800 8011 (Textphone) and we will do our best to help.

OPCCN Responding To Domestic Abuse and Sexual Violence

Ian Sturgess, OPCCN Domestic Abuse and Sexual Violence Coordinator
(Commissioning Team)

The Panel note the Extent to which Domestic Abuse is present within the county and the extent to which the Office of the Police and Crime Commissioner for Norfolk (OPCCN) is working with partners to deliver an effective response, protecting against further harm and supporting those affected to cope and recover.

1. Background

- 1.1 Domestic abuse (DA) has been recognised as a debilitating crime that has significant impact, not only on those subjected to it but also those who witness it, in particular children. Tackling domestic abuse is one of the Police and Crime Commissioner's stated priorities and the OPCCN has commissioned a number of services that support survivors to cope and recover during and after abuse.
- 1.2 For those involved in tackling domestic abuse in Norfolk it is apparent that DA is not confined to any particular part of society. It is found both in built up and rural areas and it is quite wrong to think that it does not happen here. Norfolk Police recorded more than 16,500 incidents of DA in 2014, this figure is set to increase for 2015. It should also be noted that this does not represent the true scale of the problem, it is accepted that more than 1 in 4 women aged 16 – 59 years and 1 in 6 men are subjected to domestic abuse. A DA incident is reported to the police in the UK every minute.
- 1.3 The cost of DA to the county is high, and clearly has a significant impact on our ability to deliver key services. Costs amount to:
 - Lost economic output £32.2m
 - Health care £29m
 - Criminal justice £21.1m
 - Civil and legal services £6.4m
 - Social services £4.7m
 - Housing and refuges £3.2m

Total £96.6m

In addition to the above the human and emotional costs are estimated to be £166m.

("The cost of domestic violence"; a study by Professor Sylvia Walby 2004, updated 2009)

2. OPCCN Commissioning and Delivery Strategy

- 2.1 The OPCCN has joined with the County Community Safety Partnership (CCSP) and a number of other partners in recognising that to successfully tackle DA we have to work together in a coordinated approach. This approach focusses on the delivery of services to those at highest risk, and equally as important, putting in place strategies that will deliver both prevention and early intervention. This approach will, in the longer term, deliver a reduction in demand for acute services as well as reducing the number of children and adults who experience abuse.
- 2.2 To act effectively it is necessary to recognise that DA is inextricably linked, in a complex mixture of cause and effect, to a number of other issues. For example:
- Sexual offences.
 - Mental Health.
 - Drugs and Alcohol.
 - Parenting/Child attachment.
 - Anger management.
 - Self-esteem.
 - Educational attainment.
 - Healthy relationships.
 - Vulnerability (CSE, Missing).
- 2.3 Since 2012, the PCC has commissioned a range of services across the Domestic abuse and Sexual Violence theme. It is apparent (Para2.2) that this commissioning has direct links to further OPCCN commissioning themes, Reducing Vulnerability, Criminal Justice, Mental Health Drugs and Alcohol and the Rehabilitation of Offenders.
- 2.4 Commissioned Services for those identified as being at High Risk of harm**
- 2.4.1 **The Independent Domestic Abuse Adviser service (IDVA)** £1.1m over 3years.Engagement with 1100 adult and 1200 child survivors per annum. This includes the provision of an extended court IDVA service to support those in the justice system. In addition the IDVA Service is working with police colleagues to deliver **Claire's Law** (Right to ask and right to know), and **Domestic Violence Protection Orders** (DVPOs).
- 2.4.2 **Provision of Child Advocate service**, for victims of sexual assault and abuse, including historic abuse. £80,000 per annum. Engagement with approximately 100 children and young people aged 0 to 18 years per annum.
- 2.4.3 **Provision of live video link facilities** to those most vulnerable victims who should not be required to attend court to give their evidence. (£32,000) linked to the joint justice digital strategy.
- 2.4.4 **Provision of enhanced counselling facilities and therapeutic provision**, for those who have experienced sexual assault including rape (£75,000 per annum for 3 years). Engaging with clients, currently >160 clients per week.

2.4.5 **In response to the increasing risk of Child Sexual Exploitation**, which can be linked to children who go missing and looked after children, the OPCCN has funded additional analytical support dedicated to this crime type. In addition the OPCCN has funded a dedicated worker (Magdalene Project) to work with looked after children. (Combined funding of £52,500 per annum)

2.5 **Commissioned services for victims considered to be at standard and medium high risk of harm**

2.5.1 **Domestic Abuse Triage Service** (Delivering contact, advice and direction into appropriate support services) for those assessed to be at standard or medium risk of harm. (£52,500: More than 6,000 referrals for service last year) This service provides:

- Support measures to help victims cope and as far as possible recover from the harm experienced.
- Practical and emotional support services for family members.
- Emotional and practical support services for victims of sexual violence and domestic violence.

2.5.2 The provision of services for those seeking support to cope and recover from domestic abuse in the west of the county who are not considered to be at high risk is delivered by **Pandora Project**. The OPCCN is currently providing funding to Pandora for this and an educational programme for children and young people.

2.5.3 The need to address not only the victims and survivors of DA, but also the needs of perpetrators, is crucial if we are to reduce demand for services and protect the vulnerable. The OPCCN has funded two programmes for fathers who display aggressive behaviour in the family environment (**Caring Dads**). These programmes have engaged with a total 24 fathers.

2.5.4 Reaching minority groups who will also be experiencing DA is important and challenging. Through OPCC funding **One Voice for Travellers** are delivering awareness raising and one to one engagement with young people in South, West and Central Norfolk.

2.5.5 **Provision of support for children age 4 – 18 years who have experienced Domestic/ Relationship Abuse**. Funding provided by OPCCN (£90,000 over 3 years). This service aims to reach 200 young people over the duration of the project, currently 49 young people have engaged. The anticipated for each young person is expected to be for 3 to 6 months.

3. **Domestic Homicide Reviews (DHR)**

3.1 The OPCCN's Domestic Abuse and Sexual Violence Coordinator working with the CCSP, has taken on responsibility for the roll out and delivery of the action plans arising from the findings of the Domestic Homicide Reviews. These are required to be undertaken following a domestic related homicide (Domestic Violence, Crime and Victims Act 2004, section 9(3), from April 2011). The County has published 2 completed DHR's and there are currently 5 ongoing.

4. Training and Development

- 4.1 The findings of the DHRs have identified a number of areas where greater awareness from front line staff of people who may be presenting with domestic abuse, could have assisted in preventing the tragic consequences. It is crucial that practitioners are aware that they may be the 'One Chance' that a victim has to achieve safety.
- 4.2 The OPCCN working with Leeway and Health, have recognised that GP surgeries are a critical point of first contact for many vulnerable patients who are living with domestic abuse, including sexual violence. The OPCCN has funded training to all GP Surgeries across the county raising the awareness of more than 1300 GPs and health staff.
- 4.3 Recognising the increasing concern and awareness of Honour Based Abuse (HBA), Forced Marriage (FM), and Female Genital Mutilation (FGM), the OPCCN funded the delivery of the 'Trailblazer' training programme. This training was delivered through 14 separate workshops, reaching 699 delegates from more than 30 different statutory, non-statutory and third sector organisations.

5. The County Domestic Abuse Change Programme

- 5.1. In January 2014 the OPCCN, working closely with the CCSP and partners from the statutory and Third Sector, has been fully engaged with the DA Change Programme. This programme has involved 9 half day solution planning sessions, driving out the primary themes for the county's coordinated response to DA. The change programme identified Prevention and Early Intervention as a focus for a whole system response.
- 5.2 A key recommendation, arising from this programme is the need for 3 locality based DA Coordinators to be appointed to work closely with Early Help and the Early Help Hubs. Working in partnership with Children's Services the OPCCN has jointly funded these 3 posts for 2 years.
- 5.3 One of the primary tasks for the Coordinators is to establish a network of 'Change Champions' across the statutory agencies, to act as first contact and referral points. These champions will have a basic level of DA awareness including HBA, FM and FGM. They will be able to offer advice and support together with identifying the correct referral pathway for the colleague who is seeking support and advice. To date 85 champions have been trained in 3 months.

6. Ongoing Development

- 6.1 The OPCCN continues to work in partnership, and be a driver of the ongoing DA Change Programme and the county Domestic Abuse and Sexual Violence Board (DASVB). The DA Coordinator continues to work with partners across the county to identify gaps in service and press for preventative approaches including treatment and rehabilitation for perpetrators of abuse.

Information bulletin – questions arising to the Commissioner

Suggested approach from Jo Martin, Democratic Support and Scrutiny Team Manager

This information bulletin summarises for the Panel both the decisions taken by the Commissioner and the range of his activity since the last Panel meeting.

1. Background

- 1.1 The Police Reform and Social Responsibility Act describes the Police and Crime Panel's role as including to "review or scrutinise decisions made, or other action taken, by the PCC". This is an opportunity for the Panel to publicly hold the Police and Crime Commissioner for Norfolk ("the Commissioner") to account for the full extent of his activities and decisions since the last Panel meeting.

2. Summary of the Commissioner's decisions and activity since the last Panel meeting

- 2.1 A summary of both the decisions taken by the Commissioner and the range of his activity since the last Panel meeting are set out below.

a) Decisions taken

All decisions made by the Commissioner, except those containing confidential information, are recorded and published on the Commissioner's website. Decisions made since the last Panel meeting, up until the 26 November 2015, are listed at **Annex 1** of this report.

b) Items of news

Items of news, covering the Commissioner's activity and including the key statements he has made, are recorded and published on his website. A summary of those items published since the last Panel meeting, up until the 26 November 2015, are listed at **Annex 2** of this report.

c) Police Accountability Forum meetings

Agendas for these meetings are published on the Commissioner's website. Items discussed at the most recent meeting are set out at **Annex 3** of this report.

d) Norfolk and Suffolk Collaboration Panel meetings

Agendas for these meetings are published on the Commissioner's website. Items discussed at the most recent Collaboration Panel meeting are set out at **Annex 4** of this report.

e) Other out-of-county activity between 8 October 2015 and 8 December 2015:

STEPHEN BETT – PCC, NORFOLK	
Date	Activity
22/10/15	Eastern Region Collaboration PCC/CE Meeting – Bury St Edmunds
28/10/15	Collecting transparency award for OPCCN from CoPaCC - London
24/10/15 and 25/10/15	APCC and NPCC Joint Summit - Manchester
24/10/15	PCC Counter Terrorism Briefing - Manchester
1/12/15	The Chemistry Club's 16 th Anniversary Reception - London
JENNY McKIBBEN – DEPUTY PCC, NORFOLK	
Date	Activity
14/10/15	APCC General meeting - London
6/11/15	Meeting with Centre for Economic and Social Inclusion re employing ex-offenders - London
1/12/15	CLINKS Conference – Speaking on Rehabilitation - what does good look like?
2/12/15	Norfolk and Suffolk Criminal Justice Board meeting - Suffolk
8/12/15	Speaking at Centre for Economic and Social Inclusion conference about offending

f) Audit Committee

The Audit Committee is independent of the Police and Crime Commissioner (PCC) and Norfolk Constabulary. The Committee considers the internal and external audit reports of both the PCC and the Chief Constable and provides advice on good governance principles and appropriate risk management arrangements. The Committee took the decision to hold its meetings in public this year. Items discussed at the most recent meetings are set out at **Annex 5** of this report.

3. Suggested approach

- 3.1 The Commissioner has been invited to attend the meeting to respond to your questions, and will be supported by members of staff and the Chief Constable.

4.0 Action

- 4.1 The Panel is recommended to put questions to the Commissioner, covering the areas at paragraph 2.1 of this report, to publicly hold him to account for the full extent of his activities and decisions since the last Panel meeting.



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Commissioner's Decisions

Chief Finance Officer (Section 151) Arrangements

Decision 2015-19

The PCC agreed a proposal for the PCC and Chief Constable to share a Chief Finance Officer (Section 151 Officer).

Decisions at Police Accountability Forum Meeting – 14 July 2015

Decision 2015-20

The PCC made a number of decisions at this meeting based on the content of the reports under consideration.

Decision notice attached at Annex 6.

Further detail about each decision can be viewed on the Commissioner's website at the following address:

<http://www.norfolk-pcc.gov.uk/transparency/decisions>

Alternatively, Panel Members can request this information in hard copy by contacting the Committee Officer.

Summary of the Commissioner's activity

£400k fund for victims of sexual abuse now closed

28 September 2015

A £400,000 national fund for organisations supporting survivors and victims of sexual abuse has now closed. Successful applicants will be notified in late October.

Hate Crime will not be tolerated – Commissioner

15 October 2015

Hate, abuse, harassment and bullying will not be tolerated in Norfolk. That's the message from the county's Police and Crime Commissioner.

Audit of Accounts Notice 2015

15 October 2015

The audit of accounts of the Office of the Police and Crime Commissioner for Norfolk (OPCCN) for the financial year to 31 March 2015 has now finished.

ISVA Grant Funding

15 October 2015

Norfolk Police and Crime Commissioner Stephen Bett, is inviting applications for grant funding to provide a county-wide Independent Sexual Violence Advisers (ISVA) service.

PCC praises Norfolk's policing family as force gains 'yet another' outstanding report

20 October 2015

Norfolk Police and Crime Commissioner Stephen Bett has praised the whole Norfolk policing family after inspectors once again found the force to be outstanding.

"Life after the forces isn't easy for some veterans" – Project Nova, changing lives

20 October 2015

Crime, homelessness, mental ill health, drugs, alcohol, violence – the future for some veterans discharged from the armed forces can be bleak and chaotic.

Walk of Britain – in Norfolk and in pictures

22 October 2015

"It was an honour and a privilege to welcome the Walk Of Britain team to our offices"

Prestigious national CoPaCC award for Commissioner's office

29 October 2015

The Office of the Police and Crime Commissioner for Norfolk (OPCCN) has received a prestigious national award for openness and transparency.

Want to make a difference? Want to play a key role in shaping policing in Norfolk?

Read on...

2 November 2015

Restorative Justice Week

This week we're backing the 'I've got something to say' campaign, raising awareness of Restorative Justice to ensure victims of crime have a choice and a voice.

16 November 2015

Supporting Victims

Changes to a Code of Practice which puts victims at the heart of policing and criminal justice come into force from today.

16 November 2015

PCC to quiz Chief Constable

Is the way crime is reported changing and are Norfolk Police prepared for a digital future? These are two of the areas Stephen will focus on when he challenges the Chief Constable tomorrow.

16 November 2015

Election Information goes live

With only six months to go until the PCC election, our dedicated election webpages have gone live.

17 November 2015

Takeover Day 2015 – Our day

Amelia Hersant and Lee Ribera were with the OPCCN for Takeover Day 2015. Here are their thoughts.

20 November 2015

Norfolk Says No

This week, Norfolk's communities, voluntary groups and organisations are coming together to say no to domestic abuse and sexual violence.

23 November 2015

Join Rick, Eric and the custody visitors

As the dedication and enthusiasm of two of Norfolk's ICVs is recognised, the PCC puts out a call for new volunteers to join them.

23 November 2015

PCC calls for Norfolk men to say no

Men across Norfolk are being asked to support a social media campaign to say no to domestic and sexual abuse and encourage male victims to come forward.

25 November 2015

Further details about each of the news items can be viewed on the Commissioner's website at the following address:

<http://www.norfolk-pcc.gov.uk/news/latest-news>

List of items discussed at the most recent Police Accountability Forum meeting

Date: 17 November 2015	
Subject	Summary
Public agenda	
Budget Monitoring Report 2015/16 to 30 September 2015 (Month 6)	<p>1. This report covers the financial overview of the PCC's Budget, Constabulary Revenue Budget and the Capital Programme as at 30 September 2015.</p> <p>2. The Commissioner approved the total revenue budget and capital programme for 2015/16 in February 2015.</p> <p>3. This report presents the latest budget monitoring information and outturn forecasts for the financial year 2015/16, based upon actual spending to the end September 2015 and known future commitments.</p> <p>4. Final income and expenditure will be influenced by operational demands, the weather and by progress with the significant and ongoing change programme.</p> <p>Recommendation: It is recommended that the Commissioner notes the report and approves the amendments to the Capital Programme as set out in paragraph 5.4.</p>
Complaints and Professional Standards Update	<p>A report on public complaints including performance information and lessons learned.</p> <p>Recommendation: Submitted for Information.</p>
Protective Services Command Update	<p>This report provides an update from Protective Services Command identifying key performance information and significant operational or organisational issues.</p> <p>Recommendation: It is recommended that the Police and Crime Commissioner notes the contents of this report.</p>
Human Resources Update	<p>This report provides an update on the following as at 30 September 2015:</p> <ul style="list-style-type: none"> • An overview of establishment, strength and recruitment profile. • Sickness data • A profile of Fairness at Work (FAW) activity.

	<ul style="list-style-type: none"> • Diversity training and workforce profile update. • Performance Improvement Unit (PIU) update. <p>Recommendation: The PCC is asked to note the contents of this report and the updates provided within the appendices.</p>
Strategic Performance Overview	<p>A summary of performance against the 2014/15 Policing Priorities.</p> <p>Recommendation: For discussion only</p>
Transport Services Update	<p>This report provides an update in respect of the Transport Services vehicle contracts.</p> <p>Recommendation: It is recommended that the PCC notes the report.</p>
Criminal Justice Reform – A Briefing Paper	<p>There is a wide range of action underway linked to the changes under the national Criminal Justice Reform Programme</p> <p>Recommendation: For information</p>
Emerging Operational / Organisational Risks	Oral report.
Private agenda	
Estates Strategy Update	Exempt report - not published.
Procurement and Supplies Update	Exempt report - not published.
Misconduct and Professional Standards Update	Exempt report - not published.
ICT	Exempt report - not published.
Norfolk Constabulary and Norfolk Fire & Rescue Service Partnership Working	Exempt report - not published.

Next meeting – Monday 18th January 2016 at 10 am (venue to be confirmed).

The public reports can be viewed on the Commissioner's website at the following address, under "Transparency/Public Meetings":

<http://www.norfolk-pcc.gov.uk/transparency/public-meetings>

Alternatively, Panel Members can request hard copies by contacting the Committee Officer.

List of items discussed at the most recent Norfolk and Suffolk Collaboration Panel meeting

The Collaboration Panel meeting scheduled for 1 December 2015 was cancelled.

The date of the next Collaboration Panel meeting is due to be confirmed.

List of items discussed at the most recent Audit Committee meeting

Date: 25 November 2015	
Subject	Summary
Public agenda	
Internal Audit 2015/16 Plan Update PAGE 7- Report from Head of Internal Audit (TIAA)	
External Audit Annual Audit Letter for the year ended 31 March 2015 - Report from Director, Ernst &Young	
Mid-Year Treasury Management Monitoring Report 2015/16 - Report from Chief Finance Officer	<p>The regulatory framework for treasury management requires the Police and Crime Commissioner (PCC) to receive a midyear monitoring report on treasury activities.</p> <p>This report provides information on the treasury management activities of the PCC for the period 1st April 2015 to 30th September 2015.</p> <p>While the UK continues to benefit from strong economic growth, low inflation and falling unemployment, the financial environment in which the PCC undertakes its treasury operations remains challenging. The Bank of England's Base Rate remains at 0.5%, reducing investment returns. To avoid the 'cost of carrying' debt the PCC continues to defer borrowing for capital purposes.</p> <p>In response to regulatory and operational requirements, the following revision to the 2015/16 Strategy Investment is proposed:</p> <ul style="list-style-type: none"> • A minimum sovereign credit rating of AA+ for Non-UK Banks <p>At the 30th September 2015, the PCC's external debt was £12.761m and its investments totalled £44.359m.</p>
Joint (Norfolk and Suffolk Constabularies) Risk Management Policy -	The Committee has asked to be consulted upon release of the draft Risk Management Policy. The draft policy is attached for any further comments by

Report from Chief Finance Officer	<p>the Committee. Work on the OPCC Risk Management Policy is in progress.</p> <p>Recommendations: That the Committee considers, and comments on, the attached draft policy.</p>
Crime Recording - Report from Chief Constable	<p>Recommendation 16 of the Committee on Standards in Public Life report, 'Tone from the top – leadership, ethics and accountability in policing', states that the Joint Audit Committee should scrutinise the basis of the assurances provided as to the integrity of crime data, including the related performance management of systems.</p> <p>This report informs the Committee of the role of the Force Crime Registrar, his position, resources, independence from operational pressures and methodology adopted to hold officers and, ultimately, the Force, to account for compliance with the National Crime Recording Standards.</p> <p>Recommendations: That the Audit Committee notes the contents of this report.</p>
Forward Work Plan - Report from Chief Finance Officer	

The next Audit Committee meeting is due to take place on Thursday 10 March 2016 at 2 pm in the Filby Room, Jubilee House, Falconers Chase, Wymondham.



OFFICE OF THE POLICE & CRIME COMMISSIONER FOR NORFOLK

ORIGINATOR: Chief Executive

DECISION NO. 2015/20

REASON FOR SUBMISSION: For Decision

SUBMITTED TO: Police and Crime Commissioner

SUBJECT:

Decisions made at the Police Accountability Forum Meeting – 14th July 2015

SUMMARY:

At the Police Accountability Forum Meeting held on 14th July 2015, where the PCC holds the Chief Constable to Account, the PCC made a number of decisions based on the content of the reports under consideration.

RECOMMENDATION:

The PCC approves the decisions outlined within the reports and summarised below.

OUTCOME/APPROVAL BY: PCC

The decisions from the Police Accountability Forum are recorded formally below.

Signature

A.W. Bell

Date 12/8/15.

DECISIONS

1. *Agenda Item 4 – Revenue and Capital Outturn Report 2014/15*

The DPCC approved:

- a) The additions to the Capital Programme, giving an amended Programme totalling £7.536m for 2014/15 as follows:
 - £0.031m (£0.062m joint) previously brought forward from the 2015/16 programme for the police pension scheme which had slipped back to 2015/16.
 - £0.002m for the Apollo server which was being funded by the Home Office and not required.
 - £0.010m for the display equipment horsebox, which was being jointly funded by Suffolk.
- b) The contributions to earmarked reserves as detailed in paragraph 4 of the report.
- c) The overall movement in general and earmarked reserves as detailed in Appendix F of the report
- d) The level of provisions as detailed in paragraph 5 of the report.

2. *Agenda Item 8 – Estates Strategy Update:*

The DPCC gave approval for the following:

- a) **Great Yarmouth** – endorsed the PCC's previous approval to proceed with plans to re-develop and downsize the existing Great Yarmouth Police Station buildings and submit a planning application.
- b) **Gorleston** – endorsed the PCC's previous approval to apply for planning consent for a new police premises on the Beacon Business Park site in Gorleston and approved the outline building plan and use proposals.
- c) **Norwich City (Bethel Street)** – agreed to the proposed plans to:
 - i) acquire the freehold property interest in the police station building from Norwich City Council in lieu of removing the uncertain user rights.
 - ii) acquire a long term 999 year lease of the police station back yard from Norwich City Council in lieu of removing the uncertain user rights.
 - iii) apply for planning permission (Listed Building Consent) to undertake a comprehensive refurbishment of the police station in accordance with the architects feasibility report and plans.
 - iv) seek to exercise the break clause in the Vantage House, Norwich office lease to move police officers and staff in to Norwich City police station to make additional savings.
- d) **Fire Risk Assessment Contract** – agreed to extend the fire risk assessment contract undertaken by the current providers to a maximum period until 31 July 2017.

PUBLIC ACCESS TO INFORMATION: *Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.*

APPROVAL TO SUBMIT TO THE DECISION-MAKER (this approval is required only for submissions to PCC and DPCC).

Chief Executive

I am satisfied that relevant advice has been taken into account in the preparation of the report and that this is an appropriate request to be submitted to the PCC.

Signature:



Date

17-8-15

**Norfolk Police and Crime Panel
Forward Work Programme 2015-16**

	Main items of business	Invited to attend
To be confirmed	Panel refresh training - consideration of precept	
10am, Tuesday 2 February 2016, County Hall	Review the Commissioner's proposed precept for 2016-17 (the Panel must review and report by 8 February 2016) OPCCN Performance Framework Commissioned Services update Information bulletin – questions arising to the Commissioner Forward work programme for 2016-17	Commissioner and Deputy Commissioner, supported by members of the Commissioner's staff and Chief Constable
10am Tuesday 16 February 2016, County Hall	Reserve date – to review a revised precept for 2016-17, if vetoed (the Panel must review and report by 22 February 2016)	Commissioner and Deputy Commissioner, supported by members of the Commissioner's staff and Chief Constable

Forward Work Programme 2016-17

	Main items of business	Invited to attend
10am Tuesday 22 March 2016, County Hall	Police Integrity Reforms – update on implementation of PCC functions relating to the police complaints and disciplinary systems Police and Crime Plan Performance Report	Commissioner and Deputy Commissioner, supported by members of the Commissioner's staff and Chief Constable

	Commissioned Services update Complaints update Information bulletin – questions arising to the Commissioner Forward work programme for 2016-17	
	May 2016 - PCC and local elections	
To be confirmed	Informal meeting with newly elected PCC	
10am Wednesday 15 June 2016, County Hall	Balanced Appointment Objective Panel Arrangements and Rules of Procedure – Review Police and Crime Plan for Norfolk - Refresh Complaints update Norfolk PCP funding	Commissioner and Deputy Commissioner, supported by members of the Commissioner's staff and Chief Constable
10am Wednesday 14 September 2016, County Hall	(To be agreed)	Commissioner and Deputy Commissioner, supported by members of the Commissioner's staff and Chief Constable
10am Tuesday 22 November 2016, County Hall	(To be agreed)	Commissioner and Deputy Commissioner, supported by members of the Commissioner's staff and Chief Constable

The identified items are provisional only. The following meetings will be scheduled only if/when required:

- confirmation hearings

For information

Norfolk County Community Safety Partnership Scrutiny Sub Panel – this Sub Panel meets at least annually; the date of its next meeting to be advised.

Scheduled Police Accountability Forum Meetings are due to take place on the following dates (agendas will be made available via the Commissioner's website):

- Monday 18 January 2016
- Thursday 24 March 2016
- Tuesday 17 May 2016
- Tuesday 12 July 2016
- Tuesday 13 September 2016
- Wednesday 16 November 2016

(Most at 10 a.m. in the Filby Room, Jubilee House, Wymondham – check OPCCN website for details)

Scheduled 2016 Norfolk and Suffolk Collaboration Panel meetings to be advised (agendas will be made available via the Commissioner's website).