



Norfolk Police and Crime Panel

Minutes of the Meeting held on 23 July 2020 at 11am on Microsoft Teams (virtual Meeting)

Panel Members Present:

Cllr William Richmond (Chairman)	Norfolk County Council
Air Commodore Kevin Pellatt (Vice-Chairman)	Co-Opted Independent Member
Cllr Gordon Bambridge	Breckland District Council
Peter Hill	Co-opted Independent Member
Cllr Kevin Maguire	Norwich City Council
Cllr Colin Manning	King's Lynn & West Norfolk District Council
Cllr Ed Maxfield	Norfolk County Council
Cllr Mike Smith-Clare	Great Yarmouth Borough Council
Cllr Martin Storey	Norfolk County Council
Cllr John Toye	North Norfolk District Council

Officers Present:

Hollie Adams	Committee Officer, Norfolk County Council (NCC)
Simon Bailey	Chief Constable for Norfolk
Vicky Day	Head of Prevention and Rehabilitation, Office of the Police and Crime Commissioner for Norfolk (OPCCN)
Lorne Green	Police and Crime Commissioner for Norfolk (PCC)
Sharon Lister	Director of Performance and Scrutiny, OPCCN
Jo Martin	Democratic Support and Scrutiny Team Manager, NCC
Jill Penn	Chief Finance Officer, OPCCN
Mark Stokes	Chief Executive, OPCCN
Gavin Thompson	Director of Policy and Commissioning, OPCCN

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

- 1.1 Apologies were received from Cllr Tim Adams (Cllr John Toye substituting), Cllr Sarah Butikofer (Cllr Ed Maxfield substituting), Cllr Stuart Clancy and his substitute Cllr Peter Bulman, and Cllr Michael Edney.

2. Election of Chairman

- 2.1 Kevin Pellatt, seconded by Cllr Colin Manning, nominated Cllr William Richmond.

- 2.2 Cllr William Richmond was **DULY ELECTED** as Chairman for the ensuing council year.

3. Election of Vice-Chairman

- 3.1 Peter Hill, seconded by Cllr Colin Manning, nominated Air Commodore Kevin Pellatt.
- 3.2 Air Commodore Kevin Pellatt was **DULY ELECTED** as Vice-Chairman for the ensuing council year.

4. Minutes

- 4.1 The minutes of the meeting held on 4 February 2020 were agreed as an accurate record.

5. Members to Declare any Interests

- 5.1 No interests were declared.

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

- 6.1 No urgent business was discussed.
- 6.2 The Chairman marked the retirement of Chris Walton (Norfolk County Council's Head of Democratic Services) and Greg Insull (Assistant Head of Democratic Services) who had both provided invaluable guidance and support to the Panel; the Panel thanked them for their support over the years.

7. Public Questions

- 7.1 No public questions were received.

8. Balanced Appointment Objective

- 8.1 The Panel received the report asking it to consider whether the balanced appointment objective was being met and the continuation of independent member co-options.
- 8.2 The Panel **RESOLVED** to **AGREE**:
- 1) the balanced appointment objective is being met;
 - 2) the re-appointment of Air Commodore Kevin Pellatt as co-opted independent member without open recruitment, for a further four years until the end of June 2024; and
 - 3) the continuation of Mr Peter Hill as co-opted independent member.

9. Panel Arrangements and Rules of Procedure

9.1 The Panel received the report setting out the Norfolk Police and Crime Panel Rules of Procedure, Panel Arrangements and guidance for handling complaints about the conduct of the Police and Crime Commissioner.

9.2 The Panel:

- 1) **ENDORSED** the amended Panel Arrangements (at Annex 1 of the report).
- 2) **ENDORSED** the Rules of Procedure (at Annex 2 of the report).
- 3) **ENDORSED** the guidance for handling complaints about the conduct of the Police and Crime Commissioner (at Annex 3 of the report) and **APPOINTED** the following members to be involved in the process:
 - Peter Hill
 - Kevin Pellatt
 - Mike Smith-Clare
 - Michael Edney (subject to confirmation)
 - Sarah Butikofer (subject to confirmation)
- 4) **APPOINTED** the following Panel Members to the Complaints Policy Sub Panel (at Annex 4 of the report):
 - Peter Hill
 - Kevin Pellatt
 - Mike Smith Clare
 - Michael Edney (subject to confirmation)
 - Sarah Butikofer (subject to confirmation)
- 5) **DELEGATED** authority to the Chairman and Vice-Chairman to approve necessary amendments the Rules of Procedure and associated procedural or guidance documents, to reflect any staffing changes at Norfolk County Council that would otherwise require approval by the Panel.

10. The impact of Covid-19 on delivering the Police and Crime Plan for Norfolk

10.1.1 The Panel received the report setting out information to allow the Panel to consider the impact of Covid-19 on the Police and Crime Plan for Norfolk.

10.1.2 Introducing the item, the Chairman highlighted that, given the postponement of elections in May, the PCC had stated his willingness to continue to serve in the role for as long as he was needed. It was important, therefore, that the Panel continued to challenge and support him in the delivery of his Police and Crime Plan on behalf of the local community. The Chairman also highlighted that, in light of Government measures and the immediate pressure on public services, the Panel's 24 March 2020 meeting had been cancelled. While it had not been possible to convene a public meeting sooner, he was grateful to the PCC for agreeing an informal challenge mechanism during the intervening period and responding to those questions which were put to him.

10.1.3 The Police and Crime Commissioner (PCC) introduced his report, emphasising the following points:

- The report set out how priorities in the Police and Crime Plan had continued to be delivered during the pandemic.
- Attention was focussed on ensuring the Chief Constable had the resources to deliver his priorities and on holding the Chief Constable to account, for

example thorough governance boards and forums.

- The absence rate among police staff and officers in Norfolk was half the national average and the PCC noted their commitment.
- Effective partnership working with stakeholders had continued, for example the domestic abuse and sexual violence group which was chaired by the Director of Policy and Commissioning.
- The PCC discussed the “see something, hear something, say something” campaign which was promoted throughout Norfolk, sponsored jointly by the PCC, Norfolk Constabulary and Norfolk County Council.
- Service commissioning had continued, and funding continued to be committed from reserves. Funding was being sought from Government to support with the additional costs incurred during the pandemic.

10.2 The following points were discussed and noted:

- The PCC confirmed that he had no authority over the Fire and Rescue Service, and that questions about its contribution to the Covid response through the Resilience Forum should be directed to the County Council’s Cabinet Member. However, Officers from the OPCCN were engaged with the work of the Resilience Forum, of which the Fire and Rescue Service were also partners.
- The Chief Constable gave information to the Panel on how policing had been carried out during the pandemic:
 - The local resilience forum came together to set up a tactical co-ordination group. Senior advisors were appointed, and frameworks created upon which Constabulary responses were delivered.
 - Consistent messaging brought out from the co-ordination group, and exceptional support from media outlets in Norfolk to deliver messages to communities helped impact on the lower number of cases seen in Norfolk compared to other areas.
 - A consistent area of concern was related to second home owners.
 - Confidence rates for Norfolk Constabulary were at 85%
 - Some crime types fell during the pandemic, such as shoplifting, while hidden crimes saw a small increase, for example domestic violence.
 - Reports of concern around child protection were down although it was expected that reports would increase in future as lockdown restrictions eased.
 - The response to county lines had continued throughout the crisis and 23 lines had been taken out at source. A change in the method of travelling to Norfolk for county lines dealing had been observed.
 - Crime levels were starting to return to normal, except for hidden crimes.
 - An independent peer review of Norfolk’s police response gave a strong endorsement and highlighted lessons learned which would be embedded into future work
- The Home Office was considering information sent to it by Norfolk Constabulary on reimbursements for extra costs incurred during the pandemic; a £250,000 bill had been incurred for extra laptops, personal protective equipment (PPE) for staff and other associated costs. There was a weekly exchange with the Policing Minister and bills were submitted regularly for the additional costs.
- The PCC was asked what effect lockdown had on survivors of domestic abuse and whether the inability to have face-to-face meetings had had an impact; the PCC confirmed that extra resource had been sought through grants to support commissioned services supporting survivors of domestic

abuse to provide virtual resources. The Director of Policy and Commissioning reported that trends and data were reviewed, and providers spoken to on a weekly basis. The unavailability of face-to-face services had impacted on some survivors who preferred this approach; there was a goal to return to face-to-face services and introduce outreach.

- The methodology of the statistics on page 70 of the report was queried; the Chief Constable explained how Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) reviewed crime recording by taking a statistical sample. Because of this, confidence levels were built into the statistics and a 100% confidence level could not be reported as not all crimes were reviewed. Compliance had been raised to around 93-94% through leadership and training, but work was needed to improve this further. Eleven staff were being recruited to review all reports of serious sexual offences, domestic abuse and violent crimes to support increasing compliance. The PCC would be looking to see these improvements being made. The Chief Constable **agreed** to seek detailed clarification from HMICFRS on the methodology used for calculating the statistics.
- The PCC was asked what parts of the Medium-Term Financial plan had been impacted by the Covid-19 pandemic. The Chief Finance Officer, OPCCN, reported that costs incurred due to the pandemic had been recorded and funds allocated by the Ministry of Justice had been applied for. The spending review announced by Government would be a multi-year settlement, and while the outcome of this was awaited, scenarios were being modelled in preparation for the 2021-22 precept.
- More information was requested on the reduction in child protection reports. The Chief Constable clarified that child protection reports had reduced during the pandemic but were now starting to increase. It was likely that the true impact of familial and extra familial abuse during this time would not be seen until children went back to school and human online moderators went back to work. Conversations were being held with children's services and work would be undertaken with school child protection lead practitioners in preparation for an expected future increase in reports
- The support for prisoners being released during the pandemic was questioned; the PCC reported that the independent custody visitor service was not able to continue face-to-face during lockdown, however, this was now being re-introduced. The OPCCN provided funding towards organisations who provided person centred support and accommodation to ex-offenders and match funding of £35,000 towards these services had been received from the National Probation Service. The Head of Prevention and Rehabilitation (OPCCN) clarified that the early release of prisoners as a response to Covid-19 was minimal in Norfolk. OPCCN Officers worked with probation services to ensure business as usual releases were robust and enhanced the entry procedure specification to ensure processes for people entering prison during the pandemic period. Officers had also worked with partners to develop an accommodation project for released ex-offenders. The reducing offending board, chaired by Head of Prevention and Rehabilitation (OPCCN), aimed to ensure business as usual releases continued safely.
- It was queried how the effectiveness of prisoner release programmes would be measured; the Head of Prevention and Rehabilitation (OPCCN) explained that officers would meet quarterly with housing providers to discuss outcomes; a project board was being established to monitor progress and outcomes and to develop the project further.

- the Chief Constable clarified that if officers were not able to social distance, they should wear PPE in order to keep themselves safe.
- The PCC was asked for Norfolk Constabulary's stance on enforcing the wearing of masks; the PCC confirmed that he expected Officers to encourage people not wearing masks to do so, with enforcement being a last resort.
- Information was requested on the procedures in place for deciding whether a PCC decision was confidential. The Chief Executive, OPCCN, **agreed** to circulate the policy setting this out to the Panel. The decisions queried by the Vice-Chairman (OPCCN new website and Home Office Police Uplift and Covid-19 Support) had been deemed confidential as they contained commercially sensitive information.

10.3 The Panel **NOTED** the impact of Covid-19 on the Police and Crime Plan for Norfolk and **requested**:

- 1) Confirmation of the methodology used by HMICFRS to assess crime data integrity.
- 2) Clarification about how a PCC decision is judged to be confidential and the related information exempt from publication.

11. PCC Complaints Monitoring Report

11.1 The Panel received the report reviewing complaints received since the last monitoring report was received on the 4 February 2020.

11.2 The Panel **NOTED** the regular monitoring information from the PCC's Chief Executive and Norfolk County Council's Head of Democratic Services about complaints relating to the conduct of the Police and Crime Commissioner for Norfolk.

12. Complaints Policy Sub Panel - Update

12.1 The Panel received the report giving an update from the Complaints Policy Sub Panel following their meeting on the 19 February 2020

12.2 It was confirmed that there had been no PCC conduct complaints received since February 2020. Comparatively few PCC conduct complaints had been received in Norfolk since the PCC's election, and given the current pandemic this was not out of step with the general trend. Low numbers of complaints at this time of year was also a common national trend.

12.3 The Panel **NOTED** the update from the Complaints Policy Sub Panel.

13. Norfolk Police and Crime Panel Funding

13.1 The Panel received the report reviewing the Norfolk Police and Crime Panel's expenditure for 2019-20 and setting out the grant allocation and expected

expenditure for 2020-21.

13.2.1 The Panel:

- 1) **NOTED** the 2019-20 expenditure.
- 2) **NOTED** the 2020-21 grant allocation.
- 3) **NOTED** expenditure during 2020-21.

13.2.2 Vice-Chairman Kevin Pellatt and Peter Hill **AGREED** to attend the national Panel conference, currently scheduled for 24 November 2020.

14. Norfolk Police and Crime Panel Annual Report 2019-20

14.1 The Panel received the report introducing the Police and Crime Panel's Annual Report 2019-20 for formal endorsement.

14.2 The Panel **RESOLVED** to **ENDORSE** the publication of the Panel's first annual report.

15. Forward Work Programme

15.1 The Panel reviewed the forward work programme for the period September 2020 - June 2021.

15.2 The Panel **AGREED** the forward work programme

The meeting ended at: 12:29

**Mr W Richmond, Chairman,
Norfolk Police and Crime Panel**



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