

# Norfolk Police and Crime Panel



Date: **22 November 2016**

Time: **10am**

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

**Panel Members are invited to attend a pre-meeting at 9:15 am on 22 November in the Conference Room, Ground Floor, South Wing, County Hall, Norwich.**

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

## **Membership**

| <b>Main Member</b>     | <b>Substitute Member</b>        | <b>Representing</b>                  |
|------------------------|---------------------------------|--------------------------------------|
| Mr William Richmond    | Mr Mark Robinson                | Breckland District Council           |
| Mr Fran Whymark        | Mr Roger Foulger                | Broadland District Council           |
| Ms Katy Stenhouse      | Mr Paul Hammond                 | Great Yarmouth Borough Council       |
| Mr Brian Long          | Mr Colin Manning                | King's Lynn and West Norfolk Council |
| Mr Alec Byrne          | Michael Chenery of<br>Horsburgh | Norfolk County Council               |
| Mrs Margaret Wilkinson | Mr Terry Jermy                  | Norfolk County Council               |
| Mr Brian Hannah        | Mr James Joyce                  | Norfolk County Council               |
| Mr Richard Shepherd    | Mr Nigel Dixon                  | North Norfolk District Council       |
| Mr Paul Kendrick       | Mr Keith Driver                 | Norwich City Council                 |
| Dr Christopher Kemp    | Mr Robert Savage                | South Norfolk Council                |

|                                      |                        |                             |
|--------------------------------------|------------------------|-----------------------------|
| Air Commodore Kevin Pellatt FCMI RAF | (no substitute member) | Co-opted Independent Member |
| Mr Alexander D Sommerville, CPM      | (no substitute member) | Co-opted Independent Member |

**For further details and general enquiries about this agenda  
please contact the Committee Officer:**  
Hollie Adams on 01603 223029  
or email [committees@norfolk.gov.uk](mailto: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**

To confirm the minutes of the meeting held on 14 September 2016. (Page **5**)
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 14 November 2016.**
6. **Police and Crime Commissioner (PCC) for Norfolk's 2017/18 Budget Consultation** (Page **16**)

To consider an overview of the PCC's 2017/18 budget consultation, which was launched on 10 November 2016.
7. **PCC Complaints Monitoring Report** (Page **28**)

To consider the regular monitoring information about complaints relating to the conduct of the PCC.
8. **Information bulletin – questions arising to the PCC** (Page **30**)

To hold the PCC to account for the full extent of his activities and decisions since taking office.
9. **Eastern Region Police and Crime Panel Network** (Page **40**)

To consider whether the Panel wishes to continue its involvement and renew its annual subscription.
10. **Complaints Handling Sub Panel** (Page **42**)

To appoint a fourth member.
11. **Work Programme** (Page **44**)

To review the proposed work programme.

Date Agenda Published: Monday 14 November 2016

**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.**

**All enquiries to:**

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## **Norfolk Police and Crime Panel**

### **Minutes of the Meeting held on 14 September 2016 at 10am in the Edwards Room, County Hall, Norwich**

#### **Main Panel Members Present:**

|                                 |   |
|---------------------------------|---|
| Michael Chenery of Horsbrugh    | Norfolk County Council                          |
| Mr Brian Hannah                 | Norfolk County Council                          |
| Dr Christopher Kemp             | South Norfolk Council                           |
| Mr Paul Kendrick                | Norwich City Council                            |
| Mr Colin Manning                | Borough Council of King's Lynn and West Norfolk |
| Mr William Richmond             | Breckland District Council                      |
| Mr Richard Shepherd             | North Norfolk District Council                  |
| Mr Fran Whymark                 | Broadland District Council                      |
| Mrs Margaret Wilkinson          | Norfolk County Council                          |
| Air Commodore Kevin Pellatt     | Co-opted Independent Member                     |
| Mr Alexander D Sommerville, CPM | Co-opted Independent Member                     |

#### **Officers Present:**

|                 |  |
|-----------------|--|
| Mrs Jo Martin   | Democratic Services and Scrutiny Support Manager |
| Mr Chris Walton | Head of Democratic Services                      |

#### **Others Present**

|                   |   |
|-------------------|---|
| Mr Simon Bailey   | Chief Constable, Norfolk Constabulary                     |
| Mr Martin Barsby  | Director of Communication and Engagement, OPCCN           |
| Mr Lorne Green    | Police and Crime Commissioner for Norfolk                 |
| Ms Sharon Lister  | Director of Performance and Scrutiny, OPCCN               |
| Mr Mark Stokes    | Chief Executive, OPCCN                                    |
| Dr Gavin Thompson | Director of Policy and Commissioning, OPCCN               |
| Mr Peter Jasper   | Joint Head of Finance, Norfolk and Suffolk Constabularies |

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

1.1.1 Apologies were received from Chairman Alec Byrne (Michael Chenery of Horsburgh substituting), Brian Long (Colin Manning substituting) and Katy Stenhouse.

1.1.2 Mr Brian Hannah, the Vice-Chairman took the Chair.

**2. Members to Declare any Interests**

2.1 None declared.

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

3.1 None received.

**4. Minutes of the meeting held on the 15 June 2016**

4.1 The minutes were agreed by the Panel as an accurate record of the meeting and signed by the Chairman.

4.2.1 Regarding paragraph 10.2 (4) of the minutes, "The appointment of a third member would be endorsed at the Panel's next meeting, as this would allow the new independent member the opportunity to consider whether he might wish to undertake this duty", Air Commodore Kevin Pellatt confirmed that he was happy to be appointed as the third panel member.

4.2.2 The Panel **AGREED to** endorse Air Commodore Kevin Pellatt as the third member of the Complaints Handling Sub-Panel, and to be involved in the handling of complaints regarding the Commissioner.

**5. Public Questions**

5.1 None received

**6. PCC Annual Report 2015-16**

6.1. The Panel reviewed the Police and Crime Commissioner for Norfolk's Annual Report for the year 2015-16 introduced by the Chief Executive of the OPCCN.

6.2.1 During discussion the following points were raised:

- 6.2.2 A query was raised over the future of Safer Neighbourhood Teams. The Chief Constable emphasised the importance of Safer Neighbourhood Teams as part of Norfolk policing, however they may look different as demand changed.
- 6.2.3 It was queried whether the recent statistics highlighting the increase in rape and serious sexual offences reflected the rates seen in Norfolk. The Chief Constable indicated that the rates in Norfolk were not unlike the rest of the country and that work to reduce these types of crimes was important to the Police; for example work by Police in secondary schools regarding online safety was seen to be an example of best practice.
- 6.2.4 A discussion was held over removal of large roadkill. The Chief Constable explained that if such calls were received, the police's concern was road safety; officers had been trained to humanely dispatch injured deer if road safety was an issue, but it was not in their remit to dispose of carcasses.
- 6.2.5 There were 1000 calls a day which included non-emergency calls, such as calls of this nature, to the control centre which indicated that demand was growing; "make the right call" had been launched to help support reduction in calls regarding non-police matters being received into the control room:  
[www.norfolk.police.uk/news/latest-news/make-right-call-campaign-launches](http://www.norfolk.police.uk/news/latest-news/make-right-call-campaign-launches).
- 6.2.6 A request was made regarding an acronym used in the table at the bottom of page 19, "IOM 180 scheme reduction", that acronyms were explained for clarity in future reports. The Chief Constable clarified that this stands for Integrated Offender Management scheme.
- 6.2.7 The Chief Constable assured the Panel that regarding unmet objectives on page 19, there were unlikely to be inaccuracies caused by data collection, as many of the issues had now been addressed. He felt that it could be down to the way in which the targets had been set.
- 6.3.1 The Panel **AGREED TO ENDORSE** the draft PCC Annual Report 2015-16.

## **7. Police and Crime Plan for Norfolk 2016-20**

- 7.1.1 The Panel **considered** the Commissioner's proposed Police and Crime Plan for Norfolk 2016-20, and a report providing details of the public consultation which took place to inform its development.
- 7.1.2 The Commissioner introduced the draft Police and Crime Plan and thanked the public for their involvement (see Appendix A).
- 7.1.3 The Commissioner:
- was hosting a Domestic Abuse symposium to identify ways to reduce levels of Domestic Abuse in Norfolk;
  - spoke of his visits to Norwich prison as part of his plans to identify ways to reduce levels of re-offending;
  - spoke about the planned RESPECT programme in schools and with young people;

- spoke of the financial savings made by not renewing leases of buildings no longer needed;
- 7.1.4 The panel watched a short video introduced by the Director of Communication and Engagement, (OPCCN), giving a brief introduction into the process of the consultation.
- 7.1.5 A redacted version of public comments received during the consultation was made available to the panel to view after the meeting.
- 7.2.1 During discussion the following points were raised:
- 7.2.2 The Commissioner reported that he had found the public happy to open up and engage with him and with the consultation, and of the benefits of engaging with clients and service users. The Director of Communication and Engagement added that a plan had been in place to ensure sustainability of the consultation over the 8 week period.
- 7.2.3 The Chief Executive of the OPCCN assured the Panel that commissioned projects were subject to performance management; a strategic governance board was in place to challenge their performance. The OPCCN had been recently subject to an internal audit which found no issues of concern. Each commissioned project had publically published SMART targets by which their grants were monitored. The sanctions for poor performance varied but the ultimate sanction was withdrawal of funding; the associated policy can be viewed by following this link: <http://archive2016.norfolk-pcc.gov.uk/documents/OPPCN/decisions/2016/2016-10-Commissioning-Policy-and-Procedures.pdf>
- 7.2.4 The Joint Head of Finance, Norfolk and Suffolk Constabularies, clarified that the £0 use of reserves in 2018 indicated on page 171 was due to there being no requirement for use of reserves in this year; funding would come from other sources such as grants.
- 7.2.5 Further dates had been set up for public meetings to ensure ongoing engagement with the public and agencies, outlined in Appendix A.
- 7.3 Mrs M Wilkinson joined the meeting at 10.55.
- 7.4.1 The Commissioner wished to make 3 announcements to the Panel which are shown on page 4 of Appendix A.
- 7.4.2 A query was raised over expansion of mental health provision and partnership working with Norfolk Suffolk Foundation Trust (NSFT). There were currently 5 mental health professionals in the control room at Wymondham available to give advice to Police officers. The Chief Constable raised the logistic difficulties around the “Section 136 suites”, and the time taken for professionals to arrive who could assess people with mental health difficulties/crises. £15m had been earmarked to improve safety in the “Section 136 suites” and the OPCCN was working with partners to research what other services could be offered and community based places of calm.



- 7.4.3 The Commissioner highlighted the stress and trauma experienced by Police officers; there was an occupational health service available to them, and he would like to research whether another resource could be made available, for example, information on stress and other issues to support their psychological and emotional wellbeing.
- 7.4.4 The Commissioner confirmed that increased policing under the definition of “more bobbies on the beat” and more officers were not an option due to budget constraints. They were currently looking at the mix of the force to see if a net increase of officers would be achievable. The Commissioner’s aim was for the public to “see the police at their service” through initiatives such as the new Police Community Engagement Officers, the Police Accountability Forum (PAF) and more visible policing in the rural community through a net increase in special constables.
- 7.4.5 The Chairman extended an invitation to the Police and Crime Commissioner to attend the next Sheringham SNAP (Safer Neighbourhood Action Panel) meeting. The Commissioner accepted the Chairman’s invitation.
- 7.4.6 The Commissioner introduced Mr Sadler, representative of the Norfolk Association of Local Councils; the Commissioner had liaised with Mr Sadler to arrange the recent cluster meeting for parish councils in Dereham. Following on from its success, a further one was arranged for the 28 September 2016 in the King’s Centre, Great Yarmouth, at 5pm for a 5.30 start.
- 7.4.7 The Association of Chief Executives and Police and Crime Commissioners had met recently with the Head of the Local Government Association looking at ways to share good practice and opportunities for joined up processes.
- 7.4.8 The Commissioner confirmed that there was an officer employed to work with the Gypsy, Roma and Traveller community. The Chief Constable confirmed that there were usually good community relations, but Police were aware of key times of possible tension for example football games, summer and after the EU referendum. Work was undertaken with landowners to advise them regarding supporting travellers on their sites.
- 7.4.9 The Commissioner had met with the Youth Offending Team and spoke of his commitment to involving restorative justice in the Police and Crime Plan. The Commissioner planned to engage with the STAC (Scientific and Technical Advice Cell) meeting in Thetford which focussed on Anti-Social Behaviour in the town. Investment in early help hubs would support adults and young people returning to families when leaving prison.
- 7.5 The Panel **AGREED TO ENDORSE** the Police and Crime Commissioner’s proposed Police and Crime Plan for Norfolk 2016-20.

## **8. Complaints Handling Sub-Panel**

- 8.1.1 The panel considered the report giving detail on the latest information about the Police Integrity Reforms contained in the Policing and Crime Bill 2016, and recommendations from the Complaints Handling Sub-Panel.

8.1.2 Dr Christopher Kemp introduced the report and the following points were made:

- The Policing and Crime Bill 2016 was expected to be enacted by December 2016 alongside miscellaneous amendments to criminal law;
- Police and Crime Commissioners were required to adopt option 1 in addition to either option 2 or 3;
- It was believed that the number of complaints would increase after the changes;
- The Panel has appointed the following members to the 'task and finish group' that is keeping under review the development of legislation relating to Police Integrity Reforms contained in the current Policing and Crime Bill – the Complaints Handling Sub-Panel: Cllr Kemp, Mr Sommerville and Air Commodore Pellatt;
- The panel has appointed the following members to handle PCC conduct complaints: Cllr Kemp, Mr Sommerville and Air Commodore Pellatt;
- The Panel **AGREED** that a 4th member (a local authority Member) should be appointed and the normal route of substitution for attendance at the Complaints Handling Sub Panel group should be disallowed;
- The Panel **AGREED** that it would be helpful if the 4th member of the Sub-Panel was a Labour, Lib Dem or UKIP Councillor but that a second Conservative Councillor would be endorsed if none of those members felt able to commit to this piece of work;
- Dr Kemp clarified that he would disqualify himself in some circumstances due to his past role as election agent in the Police and Crime Commissioner election and upcoming role in the 2017 County Council elections;
- The Director of Performance and Scrutiny, OPCCN, updated the Panel that the next Home Office working group meeting was on 20<sup>th</sup> November and they hoped to have sight of the draft regulations at this time;
- Once new complaints arrangements were set, Her Majesty's Inspectorate of Constabulary (HMIC) could visit to scrutinise the new system and processes, as Police and Crime Commissioners would be delivering policing services. It was accepted by the Home Office that these inspections would involve Police and Crime Panels;
- Background was given on how often the Sub-Panel sits, how often members of the Complaints Handling Sub Panel may be involved in handling of complaints, and the time commitment involved;

8.2.1 The Panel:

1. **NOTED** the latest information about the Police Integrity Reforms contained in the Policing and Crime Bill 2016;
2. **AGREED** the above recommendations relating to the membership of the Panel

8.2.2 The Panel **AGREED** to appoint the 4<sup>th</sup> sub-panel member at the next Norfolk Police and Crime Panel meeting on the 22 November 2016.

## **9. Information bulletin – questions arising to the Commissioner**

- 9.1.1 The Panel received the information bulletin summarising the decisions taken by the Commissioner and the range of his activity since the last Panel meeting.
- 9.1.2 The Commissioner updated the Panel about his attendance at the National Rural Crime Network meeting in London; he hoped that the Chairman would attend the rural crime summit planned for 28 October 2016.
- 9.1.3 The Commissioner confirmed that he had not met the new Home Secretary, but hoped to invite the Minister of Justice to visit the Headquarters at Wymondham or plan a visit to meet her.
- 9.1.4 An amendment was to be made to Annex1 at page 182 of the agenda to read Larkman, and not Lakenham.
- 9.2 The Panel **NOTED** the report.

## **10. Forward Work Programme 2016/17**

- 10.1.1 The Panel reviewed the forward work plan for the period November 2016 – February 2017.
- 10.1.2 Dr Kemp requested an item on the work plan for him to give feedback to the Panel following his attendance at the National Conference in Birmingham on the 20 October 2016.
- 10.1.3 The Commissioner hoped that the quarterly report would be available by the Norfolk Police and Crime Panel meeting on the 22 November 2016.
- 10.1.4 The Chief Constable confirmed that he was in the process of drawing up the business model and would then finalise key performance indicators (KPIs) for operational police and crime plan delivery.
- 10.2 The Panel **AGREED** the forward plan for the period November 2016-17 **with the inclusion** of the above.

The meeting ended at: 11.55

### **CHAIRMAN**



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**Mr. Chairman,**

**I started out with a blank sheet of paper on 20 June, and invited the people of our county to help me develop a police and crime plan that was a true reflection of their interests.**

**I pledged during the election campaign that I would give every woman, man and child in the county the opportunity to influence policing where they live. I have honoured that pledge.**

**With your permission, Mr. Chairman, I would like to invite Mr. Barsby from my office to describe how we sought to give voice to the people of Norfolk.**

**I must of course ensure our police have the means to respond to certain issues identified by the Home Secretary, these include:**

**terrorism, civil emergencies, serious and organised crime, public order, cyber security incidents, and child sexual abuse.**

**But it was important to me that the Police and Crime Plan also reflect wider concerns of the Norfolk community as it perceives them, and hence my consultation and survey. And what were uppermost in people's minds? Child abuse, visible policing, anti-social behaviour, vandalism and graffiti, burglary, theft and vehicle crime, abuse of the elderly and vulnerable adults.**

**It is not sufficient to quote statistics to show that recorded crime is down in certain areas. It is not only about keeping people safe – it also is about people feeling safe.**

**Other recurring themes included road safety, the isolation and fear of crime felt by rural communities, support for victims of crime.**

**From all this derives my mission statement:**

**WORKING TOGETHER FOR A SAFER NORFOLK – VISIBLE,  
ACCESSIBLE, ACCOUNTABLE.**

**Working together: together with the women, men and children of our county, together with the Constabulary, with the statutory, voluntary and charitable organisations who work with victims and the vulnerable, working together with the criminal justice system, working together with you, the members of this Panel, working together with the media, working together as an Office of the Police and Crime Commissioner.**

**I regard it my duty to demonstrate to the people of Norfolk the relevance of the PCC function to their daily lives. I am pledged to be a visible Police and Crime Commissioner, to be an accessible Police and Crime Commissioner – I will reach out to people from one end of the county to the other, and not wait for them to seek me out, and I will be accountable – accountable to the people of Norfolk, and to be accountable to you, the members of this Panel. I will be a faithful public servant, and a prudent steward of the taxpayers’ resources.**

**I also consider it my duty to strike a balance between public expectations and reasonable possibilities for the police.**

**My plan will be given substance by an Operational Policing Plan from the Constabulary that will follow therefrom, and a Business Plan from my office.**

**Performance by the Police will be monitored through the Police Accountability Forum which I will conduct in a very public way. The next public meeting and Police Accountability Forum will take place in Great Yarmouth in November. Performance of my office will be monitored by this Panel and reported in my Annual Report.**

**I intend to review my plan in two years, or before, to ensure it reflects any changes to national priorities.**

**Let me be quite clear where I come from: I want to concentrate efforts on taking pressure off the criminal justice system by preventing offending in the first place, and reducing reoffending through rehabilitation. I also am committed to doing all possible to help the victims of crime, and the vulnerable.**

**I seek to provide better service, more efficient service and careful management of the taxpayers' money through encouraging more efficiency within the Constabulary, more joined-up services in the county and greater collaboration regionally. We need to maximise the opportunities with Suffolk, our preferred partner and take advantage of the economies of scale and efficiency through the 7-Force collaboration programme (Norfolk, Suffolk, Cambridgeshire, Hertfordshire, Bedfordshire, Essex and Kent).**

**I am also committed to representing our county at a national level, giving Norfolk a voice and fighting our corner. It is particularly important to fight for a fair deal for rural communities such as ours.**

**I will be focussing my attention too on the new Bill currently working its way through Parliament, and on how the Integrity and Ethics in policing element will help rebuild the public's confidence in their police.**

**It goes without saying there is a lot to do, so I must be focussed in my approach with regard to my draft Police and Crime Plan.**

**I have seven strategic aims:**

- to increase visible policing**
- support rural communities**
- improve road safety**
- prevent offending and rehabilitate offenders**
- support victims and reduce vulnerability**

**-deliver a modern and innovative service, and**

**-good stewardship of PCC finances**

**The strategic objectives to give form to these Aims are found in the Draft Police and Crime Plan (pp 168-169)**

**Specific initiatives will flow from the pursuit of these strategic aims. And in this regard, with your permission Mr. Chairman, I would like to make three announcements today:**

**In recent days I have signed an order and committed funds to replace, now, all old computers in police stations across the county and not wait for them to break down. This is a first down-payment on my determination to provide our police with 21<sup>st</sup> century tools to fight crime in the 21<sup>st</sup> century.**

**Second, I will host a Rural Crime Summit on 28 October at which an intensified rural crime strategy will be formally announced.**

**Lastly, on 17 November, I will launch my promised intensified road safety awareness and education campaign, including the first outing of the wrecked car, beginning at City College Norwich.**

**Mr. Chairman, I commend this draft plan to this Panel, and to the women, men and children of Norfolk.**

**Police and Crime Commissioner (PCC) for Norfolk's 2017/18 budget consultation**

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

The Panel is asked to consider an overview of the PCC's 2017/18 budget consultation, which was launched on 10 November 2016, and agree what recommendations (if any) it wishes to make to the PCC.

**1. Background**

- 1.1 Every year the Police and Crime Commissioner for Norfolk (PCC) is required to set the police budget and determine the amount that local people will pay for policing through their council tax.
- 1.2 The PCC launched his budget consultation on 10 November 2016, to seek the views of Norfolk residents on whether the policing element of their council tax should be increased in 2017/18. The consultation will end on 9 December 2016, and the PCC will present his final budget proposals for 2017/18 to this Panel when it meets on 2 February 2017.

**2. Purpose of today's meeting**

- 2.1 The PCC has been asked to outline his approach to public consultation, and provide an overview of the main financial issues he will be considering before making a final decision on his budget proposals.
- 2.2 The PCC's budget consultation document at **Annex 1** describes his approach to public consultation. It also explains the financial challenges facing the Constabulary in the context of the current medium- to long-term financial strategy, and clearly sets out the implications arising from the two council tax options being looked at:
  - Option 1: no increase
  - Option 2: a maximum 2% increase.

**3. Suggested approach**

- 3.1 After the PCC has presented his report, the Panel may wish to question the him on the following areas:



- a) His approach to public consultation.
- b) How the consultation launch was received on 10 November 2016, and any concerns/issues raised by attendees.
- c) The Government financial settlement and whether policing will continue to be protected from further funding cuts.
- d) Progress with delivering savings arising from previous Government austerity programmes, collaboration and local efficiency reviews.
- e) How the PCC plans to address the projected budget gap (even if the policing element of council tax is increased by the maximum 2%, a gap of £2.3 million will be left).
- f) Current pressures (increasing costs and increasing demands on the Constabulary).
- g) Emerging issues that may have a significant financial impact.
- h) The development of a new policing model for Norfolk.
- i) How further potential efficiency savings will be balanced against the risks to service delivery.
- j) The opportunities and challenges this decision presents for delivering the Norfolk Police and Crime Plan 2016-20.
- k) The implications for partnership working and the PCC's commissioning strategy.

3.2 The PCC will be supported by the Chief Constable and members of his staff.

#### **4. Action**

4.1 The Panel is asked to consider an overview of the PCC's 2017-18 budget consultation, which was launched on 10 November 2016, and agree what recommendations (if any) it wishes to make to the PCC.



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.

# Dear Norfolk resident

As your Police and Crime Commissioner, it's my job to set the policing budget for Norfolk and, with it, how much you contribute through council tax.

60% of Norfolk's policing budget is funded by the Government; your council tax contribution makes up the rest. With such a significant contribution coming from your pocket, I want all Norfolk residents to have a say on how that funding is used.



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***Please spare a few minutes to take the survey within this information pack.***  
***You can also share your views online at [www.norfolk-pcc.gov.uk](http://www.norfolk-pcc.gov.uk), by telephone on 01953 424455, by email to [TellLorne@norfolk.pnn.police.uk](mailto:TellLorne@norfolk.pnn.police.uk) or by writing to me at OPCCN, Building 8, Falconers Chase, Wymondham, NR18 0WW.***

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Lorne Green  
Police and Crime Commissioner  
for Norfolk

A handwritten signature in blue ink, likely belonging to Lorne Green, the Police and Crime Commissioner for Norfolk.

# A message from your PCC

Last year, the Government pledged to protect policing from further cuts to funding – a move welcomed by PCCs and police forces around the country.

But, even without further funding reductions this year, based on previous austerity cuts, costs going up, and increased demand on our police force as reporting of child sexual abuse, rape and domestic violence continues to rise, we face a £3.5 million budget gap for the coming year.



The maximum council tax increase I can consider for 2017/18 is 2%, which equates to 8 pence per week or £4.23 a year extra for a household in a Band D property. Even the full 2% rise will only generate £1.2 million, leaving a budget gap of £2.3 million.

The consultation for my Police and Crime Plan found that, while the people of Norfolk understand the financial pressures on our Constabulary, they want to see improvements in their police service. They want the police to be more visible in their local area and to engage better with communities. They also want more efficient investigation of crime and for the most vulnerable in our society to be protected by putting more focus on the prevention of crime. All of this poses additional challenges in the context of austerity and the current financial outlook.

I applaud our police force for having made £30 million of savings in the last six years. I think we can do more. Chief Constable Simon Bailey appreciates that I will be pushing our police to continue to find more efficient ways of working, and to identify further savings to help bridge





the funding gap. The fact remains, however, that efficiency savings will only go so far and, without a council tax increase, cuts in service will need to be made, most likely affecting neighbourhood policing.

I will be presenting my budget proposals for 2017/18 to the Norfolk Police and Crime Panel on 2 February 2017. I need to hear what you think before I make my final decision.

### *So, what I am asking is...*

Do you support keeping council tax at last year's level accepting that, while I will push your police to make further efficiency savings where possible to help bridge the gap, cuts to services will have to be made?

Or do you support a council tax increase?

You've told me you want more policing visibility, better protection for the vulnerable and improved efficiency in our policing services. I want to spell it out here and now that, if we agree a 2% increase, I will not only be pushing the Constabulary to find further savings, but will also want Norfolk Constabulary to respond to some of the concerns you've raised with me about your police service.

Your views are important to me. Please take the time to have your say between now and Friday 9 December.



# From the Chief Constable

## AUSTERITY

Everyone understands that austerity has brought big changes across the public sector. Reforms to the police service have had big impacts in Norfolk, as they have elsewhere. Policing is unique in some respects as, unlike some areas of the public sector, we cannot always control the demand for our services, and national as well as local events play a huge part in the direction policing takes.

Recognising the financial challenges that we are facing, we know that difficult choices have to be made.

So where does that leave policing in Norfolk?

## SAVINGS MADE

Over the past six years, Norfolk Constabulary has made annually recurring savings of over £30 million. Nearly half has come from working closely with our colleagues in Suffolk Constabulary through collaboration on a range of services from major crime to 'back office' support. We remain two distinct police forces, but we share almost all our services with the exception of local policing, which includes safeguarding vulnerable people and investigating crime, as well as uniformed policing and control room functions.

Protecting the most vulnerable has been a key priority in recent years and this is enhanced by working locally with partners. To meet the ongoing financial challenges, we have had to make significant changes in the way we deliver policing, at a community level, across specialist areas and within our support services.

There is no escaping the fact that resources have been reduced and, as a consequence, it is vital we use all our people more efficiently to continue to deliver the high quality service that the communities of Norfolk rightly demand.

## EFFICIENCY

Collaborating with Suffolk Constabulary has already contributed to the substantial savings delivered over the past six years, and helped both forces to work more efficiently and effectively. We are working closely across the eastern region with other police forces in areas such as procurement, criminal justice and specialist capabilities. However, any savings are further down the track and cannot be included in our financial plan at this stage.

Although significant savings have already been achieved, the PCC has made it clear that the Constabulary must help bridge the ongoing budget gap by finding further savings through greater efficiency.

A full programme of scrutiny and challenge of all budgets, staffing, performance and demand is underway within the Constabulary, balancing potential savings against the risk to the service we deliver. We are working hard to identify further efficiency savings and our assumption at this stage is that we will be able to find £1 million.





#### ADDRESSING HIGHER DEMAND

Alongside a big reduction in our spending, the demand for police services has increased, for example domestic abuse (20% increase over the last 12 months), sexual offences (21% increase), child sexual exploitation and abuse, cyber and other internet-enabled crime. This is not unique to Norfolk – we must remember that the county remains one of the safest places to live and work, but the nature of crime is changing and the volume of demand is rising.

Early estimates indicate additional costs in excess of £1 million next year for investigation, which we must try and absorb by finding more effective ways of working.

#### A NEW POLICING MODEL

We need to ensure that we have sufficient officers to respond to emergency calls, to deal with local crime issues alongside our partners, to visibly police local communities and to investigate reports of crime, bring perpetrators to justice and address the safeguarding of the

vulnerable in our communities.

We are undertaking extensive research into how to refine our nationally-acclaimed 2008 policing model into one which will meet the changing needs outlined above.

Two broad areas for improvement have become evident, not least through the PCC's consultation on his Police and Crime Plan priorities:

- First, we need to do more to protect vulnerable people and investigate crime more effectively.
- Second, people are telling us that they feel less safe because they feel the police are not visible enough.

We need to devote more resources to investigating crime, but alongside that we need a new approach to how we organise and manage our investigations and how we safeguard vulnerable people. Much of our work is increasingly complex and we need to make sure that we have the best-trained people with the appropriate equipment in the right places.

We also need to build stronger links with communities. Our new Engagement Officers are police constables in every policing command whose primary role is to improve two-way communication and to work with volunteers, special constables, Community Speedwatch and Neighbourhood Watch. They are increasing our visibility and our engagement with local communities and they are building community resilience.

We need to address one of the top priorities stemming from the PCC's consultation by reacting locally to anti-social behaviour and crimes which cause harm to communities.

Our plans also include more resources dedicated to tackling those who use the road network to commit crime.

These approaches will help us police Norfolk more effectively and more visibly, helping to provide reassurance as well as cutting crime.

Investment is also required, for example in new technology like mobile computing and body worn video, to maximise efficiency and ensure the Constabulary is fit for the future. Looking at the demand pressures, work is ongoing to see how these could be reduced. Different ways of working may help to significantly reduce the additional costs.

How much of the above can be afforded is the question now being asked. The choice comes down to how much we want to invest in working together for a safer Norfolk.

The PCC has asked for two council tax options to be looked at – no increase and a maximum 2% increase. Both of these options have a different impact on policing, and assume that a further £1m of efficiency savings can be found and that £1m of pressures from the growing demand can be absorbed by new ways of working.



**OPTION 1: NO INCREASE IN THE COUNCIL TAX PRECEPT**

Under this option, it will not be possible to reinstate any of the previous reductions in neighbourhood policing, or improve the service for the future; in fact, more reductions would be required. It would not be possible to improve visibility and engagement. We have to work hard to deal with crimes affecting the most vulnerable and we need sufficient resilience to deal with the increase in demand in these areas of policing. This means that further officer reductions could only be found from our neighbourhood capability - savings equivalent to 30 police officer posts would still be required. High-impact crime would be dealt with and 999 calls responded to, but the service would inevitably become more reactive.

**OPTION 2: INCREASE THE POLICING ELEMENT OF COUNCIL TAX BY 2%**

(equating to 8p per week or £4.23 extra per year for a household in a Band D property)

This option should enable changes to the local policing model, with improvements in visibility and engagement, reinstatement of action teams working locally to deal with priority neighbourhood problems, improvements in road policing (of benefit to rural and urban communities) and an increase in detective and investigation resources to deliver specialist services to victims of more harmful crimes.

|   | 0%<br>COUNCIL TAX<br>INCREASE | 2%<br>COUNCIL TAX<br>INCREASE |
|---|-------------------------------|-------------------------------|
| Budget gap (as per current Financial Plan) £m | 2.5                           | 1.3                           |
| Demand pressures now identified £m            | 1.0                           | 1.0                           |
| <b>GROSS BUDGET GAP £m</b>                    | <b>3.5</b>                    | <b>2.3</b>                    |
| <b>Met by:-</b>                               |                               |                               |
| Efficiency savings                            | -1.0                          | -1.0                          |
| New ways of working                           | -1.0                          | -1.0                          |
| Further savings to be found                   | -1.5                          | -0.3                          |
|   | <b>-3.5</b>                   | <b>-2.3</b>                   |

The budget gap is the difference between estimated expenditure and estimated income.



## OFFICE OF THE POLICE & CRIME COMMISSIONER FOR NORFOLK

***Please tick your preferred option below (please choose only one):***

☐

### OPTION 1: NO INCREASE IN THE COUNCIL TAX PRECEPT

Under this option, it will not be possible to reinstate any of the previous reductions in neighbourhood policing, or improve the service for the future; in fact, more reductions would be required. It would not be possible to improve visibility and engagement. We have to work hard to deal with crimes affecting the most vulnerable and we need sufficient resilience to deal with the increase in demand in these areas of policing. This means that further officer reductions could only be found from our neighbourhood capability - savings equivalent to 30 police officer posts would still be required. High-impact crime would be dealt with and 999 calls responded to, but the service would inevitably become more reactive.

☐

### OPTION 2: INCREASE THE POLICING ELEMENT OF COUNCIL TAX BY 2%

(equating to 8p per week or £4.23 extra per year for a household in a Band D property)

This option should enable changes to the local policing model, with improvements in visibility and engagement, working locally to deal with priority neighbourhood problems, improvements in road policing (of benefit to rural and urban communities) and an increase in detective and investigation resources to deliver specialist services to victims of more harmful crimes.

Please turn over

***Any other comments?***

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***About you. Please tell us...***

WHICH DISTRICT YOU LIVE IN (PLEASE CIRCLE)

Breckland

Broadland

Great Yarmouth

King's Lynn and West Norfolk

North Norfolk

Norwich

South Norfolk

HOW YOU HEARD ABOUT THE CONSULTATION ( POLICE/PCC WEBSITE, LOCAL NEWSPAPER, ETC)

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Please return your completed form to OPCCN, Building 8, Jubilee House, Falconers Chase, Wymondham, Norfolk, NR18 0WW. If you require the information in this document in an alternative format, please contact the OPCCN by telephone on 01953 424455 or by email to [opccn@norfolk.pnn.police.uk](mailto:opccn@norfolk.pnn.police.uk).

## 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 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 (PCC).

#### 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 PCC'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.

#### 2. Purpose of today's meeting

- 2.2 The PCC'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 themes of complaints handled during the period.

#### 3. Ongoing complaints relating to the PCC

- 3.1 The PCC'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 1 (in relation to the current PCC) – Dated: 30 August 2016**

The complainant asserted that the PCC had not acknowledged receipt of correspondence.

As the complainant had previously received responses from the PCC about the matter at hand, it was considered that the complaint was an attempt to reopen correspondence that had already come to an end. The complainant was informed that their complaint was considered to be vexatious, repetitious and an abuse of the process; no further action would be taken.

**Completed.**

#### **4. OPCCN Freedom of Information Requests**

- 4.1 As background information for the Panel, the PCC's Chief Executive has also confirmed that since the Panel's last monitoring report (June 2016), seven FOI (Freedom of Information) requests have been received and no internal reviews have been requested. The main themes of the FOI requests are:
- Top five Barrister Chambers (this was subsequently withdrawn)
  - Number of Police Officers / Closure of Police Stations / HO Minister Visits
  - Parking Tickets on Company Cars – PCC
  - Police Verdict on recent possible electoral malpractice
  - Cost of PCC in Norfolk since first election
  - Financial Position of Norfolk Constabulary – 2014/15 and 2015/16
  - PCC Staff Departures
  - PCC's Total Annual Budget 2015/16
- 4.2 The PCC's Chief Executive will attend the meeting to respond to any questions that the Panel may have.

#### **5. Complaints and FOI requests relating to the Panel**

- 5.1 No complaints relating to the Panel have been received since the Panel's first AGM in July 2014.
- 5.2 One FOI request has been received since the Panel's last monitoring report (June 2016). This asked for: the names and titles of staff supporting the Panel, and the date appointed to their posts; the names of Panel Members and the date of their appointment; the identities of individuals who had made the determination about their PCC complaint; mailing addresses for complaints relating to the Panel and the County Council's Head/Deputy Head of Democratic Services.

#### **6. Action**

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



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.

## Information bulletin – questions arising to the PCC

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

This information bulletin summarises for the Panel both the decisions taken by the Police and Crime Commissioner for Norfolk (PCC) 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 (PCC) to account for the full extent of his activities and decisions since the last Panel meeting.

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

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

##### a) Decisions taken

All decisions made by the PCC, except those containing confidential information, are recorded and published on the Commissioner's website. Decisions made by the PCC, up until 11 November 2016, are listed at **Annex 1** of this report.

##### b) Items of news

Items of news, covering the PCC's activity and including the key statements he has made, are recorded and published on his website. A summary of those items published up until 11 November 2016, are listed at **Annex 2** of this report.

*Linked to OPCCN's news item from 31 October 2016, the Panel will be shown a 10 minute video from Mustard TV that provides more information about the PCC's recent Rural Crime Summit and the development of a Rural Policing Strategy.*

##### c) Police Accountability Forum meetings

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

d) Norfolk and Suffolk Collaboration Panel meetings

Suffolk Constabulary is Norfolk's preferred partner for collaboration. The two forces have been collaborating for over five years, and that partnership is credited for having yielded significant savings for both constabularies. An extensive programme of collaborative work has already delivered a number of joint units and departments in areas such as major investigations, protective services, custody, transport and IT.

The PCC meets with Suffolk's Police and Crime Commissioner, Tim Passmore, and the Chief Constables of both counties to monitor collaborative work between the two forces. These meetings are held in public every other month, with the venue alternating between Norfolk and Suffolk.

The first meeting, since the PCC was elected in May 2016, took place on Wednesday 9 November 2016. Items discussed are set out at **Annex 4** of this report.

e) Other out-of-county activity between 14 September and 21 November 2016:

| <b>Date</b>                   | <b>Activity</b>   |
|-------------------------------|---|
| 20 <sup>th</sup> October 2016 | Association of Police and Crime Commissioners General Meeting – London          |
| 31 <sup>st</sup> October 2016 | Association of Police and Crime Commissioners – Accenture Workshop Day – London |
| 3 <sup>rd</sup> November 2016 | Visit to Eastern Region Special Operations Unit (ERSOU) – Stevenage             |
| 9 <sup>th</sup> November 2016 | Norfolk and Suffolk Collaboration Panel – Suffolk                               |

f) Audit Committee

The Audit Committee is independent of the 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 last year. Items discussed at the most recent meetings are set out at **Annex 5** of this report.

3. **Suggested approach**

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

#### 4.0 Action

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| 4.1 | The Panel is recommended to put questions to the PCC, 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

### **Communications and Engagement Strategy 2016-2020**

#### *Decision 2016-24*

The PCC approved the Strategy, which sets out how the PCC, supported by the OPCCN, will communicate with the people of Norfolk and ensure their voice is heard.

### **Grant funding for support for victims of child sexual abuse**

#### *Decision 2016-25*

The PCC approved funding of £20k to Fresh Start New Beginnings and £30k for Victim Support. He also agreed that OPCCN should conduct, in partnership with the statutory and voluntary sector, a review of child sexual abuse support services in Norfolk and develop and implement a new strategy from 1 April 2017.

### **Magdalene Group – Extension of provision of support by specialist worker to children and young people at risk of child sexual exploitation and in particular looked after children.**

#### *Decision 2016-26*

The PCC supported the allocation of an additional £17,500 funding to The Magdalene Group for the period 1/6/16 to 31/12/16.

### **Funding for The Matthew Project to Provide the 180<sup>th</sup> Norfolk Link Worker**

#### *Decision 2016-27*

The PCC has committed to fund the post for a further three years until 31 March 2019 (subject to annual review).

### **Funding for the Senior Client Service Manager – 4women Resource Centre**

#### *Decision 2016-28*

The PCC has agreed to extend funding for this post to cover the period 1 July 2016 to 31 December 2016, to deliver the Positive 4women Project.

### **Renewal of Desktop and Laptop Computers**

#### *Decision 2016-29*

The PCC has approved changes to the 2016/17 Capital Programme to provide additional funds to complete a major renewal of Constabulary desktop and laptop computers.

Further detail about each decision can be viewed on OPCCN'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

### PCC to work with graffiti artists

A graffitied Thetford underpass is due to get a makeover thanks to a community arts project announced by Norfolk's PCC Lorne Green.

22 September 2016

### Norfolk puts spotlight on child sexual exploitation

PCC Lorne Green will join with decision makers from across Norfolk this week at a conference to highlight the dangers of social media and child sexual exploitation (CSE).

26 September 2016

### Standing together against hate

It's national Hate Crime Awareness Week and communities are coming together to send the message that hate must not be tolerated and to encourage victims to report it.

10 October 2016

### 'Reassurance for communities' over police finances

Communities in Norfolk can have confidence in the management of police finances after auditors gave the PCC and Chief Constable accounts for 2015/16 a clean bill of health.

11 October 2016

### PCC announces roll-out of body worn cameras for police

Police in Norfolk will be equipped with body-worn cameras in a phased roll-out to frontline officers beginning in the second quarter of 2017.

19 October 2016

### PCC's join forces in the fight against rural crime

Police and Crime Commissioners (PCCs) across the eastern region have today come together in a commitment to intensify their fight against rural crime.

28 October 2016

### Have your say on Norfolk's Rural Policing Strategy

The PCC hosted a Rural Crime Summit last week to unveil Norfolk's draft Rural Policing Strategy. He would like your feedback on the draft Strategy by Friday 11 November.

31 October 2016

### PCC to launch police budget consultation in Great Yarmouth

Just six months into his term, the PCC faces a big decision, and he wants the public's input before he makes it – beginning with people in the Great Yarmouth area.

8 November 2016

Further details about each of the news items can be viewed on OPCCN'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: 10 November 2016  |  |
|---|--|
| Subject   | Summary  |
| <b>Public agenda</b>  |  |
| Athena  | <p>This report summarises the current status of the Athena Development Programme and the Athena Enhancement and Improvement Plan.</p> <p><b>Recommendation:</b><br/>To note the report.</p>  |
| Mobile Devices and Body Worn Video  | <p>This report provides a brief update on the deployment of Body Worn Video and mobile devices across both Constabularies.</p> <p><b>Recommendation:</b><br/>To note the report.</p>   |
| Police Recorded Crime Quarterly Data Release (Year ending June 2016)        | <p>Norfolk remains one of the safest counties in the country having the lowest recorded crimes per 1000 head of population (53.6 crimes) in the East of England Region. Nationally, Norfolk has the 10th lowest recorded crime rate per head of population. Police recorded crime in Norfolk has increased by 3.5% year on year for the 12 month period ending June 2016 compared to a 7.8% increase nationally; this is the 14th lowest year on year percentage change seen across all police forces. A number of factors account for this increase: revised policing practises (record to investigate rather than investigate to record), a renewed focus on the quality of crime recording, increased confidence in the public to report crimes to the police and earlier cooperation with partners which ensures crimes are recorded via 3rd party disclosure methods.</p> <p><b>Recommendation:</b><br/>To note the report.</p> |
| Budget Monitoring Report 2016/17 (based on the period to 30 September 2016) | <ol style="list-style-type: none"> <li>1. This report provides a high level financial overview of the PCC's Budget, Constabulary Revenue Budget and the Capital Programme as at 30 September 2016.</li> <li>2. The former PCC approved the total revenue budget and capital programme for 2016/17 in February 2016.</li> <li>3. This report presents the latest budget monitoring information and outturn forecasts for the financial year 2016/17, based upon actual spending to the end September 2016 and known future commitments.</li> </ol>  |

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|  | <b>Recommendation:</b><br>To note the report.   |
| Complaints and Professional Standards Update | A report on public complaints data and trends.<br><br><b>Recommendation:</b><br>Submitted for information |
| Emerging Operational / Organisations Risks   | Oral report.  |

In addition, the agenda included:

5.30 p.m. Public Question and Answer session with PCC and Chief Constable

The date and time of the next PAF meeting is due to be confirmed.

The public reports can be viewed on the OPCCN's website at the following address, under "Transparency/Document Store":

<http://www.norfolk-pcc.gov.uk/police-accountability-forum/>

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

| <b>Date: 9 November 2016</b>   |   |
|--|---|
| Subject  | Summary   |
| <b>Public agenda</b>   |   |
| County Policing Command – compliance with Victims' Code and Delivery of Victims' Strategy. | <p>1. This paper provides an update on progress from the County Policing Commands (CPC) against how Suffolk and Norfolk Constabularies are complying against the component parts of the Victims' Code and the action plan that was developed to support the delivery of the Victims' Strategy.</p> <p>2. The paper will be presented in 4 parts, firstly giving the performance update, secondly the Suffolk CPC update then the Norfolk CPC update before providing the updates with regards to joint pieces of work underway across both organisations.</p> <p><b>Recommendation:</b><br/>To note the report.</p> |
| Criminal Justice Services and Athena – Compliance with Victims Code                        | <p>This paper provides an update on progress from Criminal Justice Services and Athena against how Suffolk and Norfolk Constabularies are complying against the component parts of the Victim's Code.</p> <p><b>Recommendation:</b><br/>To note the report.</p>   |
| Protective Services Command Update   | <p>1. This report provides an update/overview of Protective Services Command.</p> <p>2. There are no significant risks or financial implications to note within this report.</p> <p><b>Recommendation:</b><br/>To note the report.</p>  |
| <b>Private agenda</b>  |   |
| Protective Services Command Update   | Exempt report - not published.  |
| Protective Services Command – National Policing Requirement                                | Exempt report - not published.  |
| Body Worn Video  | Exempt report - not published.  |

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|--|--------------------------------|
| Norfolk and Suffolk Criminal Justice Board | Exempt report - not published. |
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The date and time of the next Collaboration Panel meeting is due to be confirmed.

The public reports can be viewed on the OPCCN's website at the following address, under "Transparency/Document Store":

<http://www.norfolk-pcc.gov.uk/transparency/accountability/collaboration-panel/>

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

### List of items discussed at the most recent Audit Committee meeting

| <b>Date: 27 September 2016</b>           |   |
|--|---|
| Subject                                  | Summary   |
| <b>Public agenda</b>                     |   |
| Internal Audit                           | To consider:<br>a) Internal Audit Progress Report 2016/17<br>b) Internal Audit Recommendations follow-up (verbal update)  |
| Statement of Accounts 2015/16 – Sign Off | To consider the 2015/16 statement of accounts.<br><br><b>Recommendation:</b><br>The Committee is invited to recommend that Statements of Accounts and the Annual Governance Statement for signature by the PCC and Chief Constable. |
| Forward Work Plan                        | To consider the Committee's Forward Work Programme.   |
| <b>Private agenda</b>                    |   |
| Strategic Risks Update                   | Exempt report - not published.  |

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

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

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

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

## **Eastern Region Police and Crime Panel Network**

### **Suggested approach from Jo Martin, Scrutiny Support Manager**

The Panel is asked to consider whether it wishes to continue its participation in the Eastern Region Police and Crime Panel Network and renew its annual subscription.

#### **1. Background**

- 1.1 The Panel is currently a member of the Eastern Region Police and Crime Panel Network, convened by Frontline Consulting.
- 1.2 It has previously agreed that it would be beneficial to participate in this network, but wished to review its membership on an annual basis before committing to payment of the annual subscription fee.

#### **2. 2017 offer from Frontline Consulting**

- 2.1 Frontline Consulting do not intend to make any changes to the current offer which, for an annual subscription fee of £500 (plus VAT), includes:
  - Two meetings a year for Chairs, Vice-Chairs and support officers of each panel to share information, problem solve and collaborate as appropriate.
  - A 'helpline' facility to answer queries and provide advice.
  - Access to a website, which all PCP members and support officers could sign up to, for free, to share their experiences and good practice.
  - Discounts on any learning and development sessions that Panels might want to engage Frontline Consulting to deliver.
  - Discounted places for attendance at Frontline Consulting's annual PCP conference.
- 2.2 Membership currently consists of representatives of the following PCPs: Bedfordshire, Essex, Hertfordshire, Kent, Norfolk, and the recent addition of Thames Valley (to date Suffolk's PCP has declined the invitation to join and Cambridgeshire's PCP is undecided).


#### **3. 2016-17 Home Office grant: forecast expenditure**

- 3.1 The Home Office has allocated a grant of up to £64,340.00 to Norfolk County Council, as host authority, for the maintenance of the Police and Crime Panel for the Norfolk police area during 2016-17. The forecast full year expenditure against the grant is currently £62,608.00. This includes anticipated payment of an annual subscription fee to Frontline Consulting for 2017 and travel expenses for attending network meetings.



#### 4. Action

- 4.1 The Panel is asked to consider whether it wishes to continue its participation in the Eastern Region Police and Crime Panel Network and renew its annual subscription

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|  The logo for 'IN TRAN' features the word 'IN' in a bold, sans-serif font above the word 'TRAN' in a larger, bold, sans-serif font. To the left of 'TRAN' is a stylized graphic of two triangles pointing towards each other. Below 'TRAN' is the tagline 'communication for all' in a smaller, lowercase, sans-serif font. | <p>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.</p> |
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## **Complaints Handling Sub Panel**

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

The Panel is asked to appoint a fourth member to the Complaints Handling Sub Panel.

#### **1. Background**

- 1.1 In July 2014 the Government announced a review of the entire police complaints system, including the role, powers and funding of the Independent Police Complaints System (IPCC) and the local role played by Police and Crime Commissioners (PCCs). The proposed reforms form part of the Policing and Crime Bill 2016, which is currently before Parliament.
- 1.2 It was agreed that a Sub-Panel should be established to keep under review the development of a local model for managing police complaints, changes to handling of PCC complaints, and the likely local impact on both the PCC's and the Panel's resources. The Panel endorsed the Terms of Reference for this Sub-Panel at its meeting in June 2016.

#### **2. Purpose of today's meeting**


- 2.1 To appoint a fourth member to the Sub-Panel.

#### **3 Sub-Panel Membership**

- 3.1 The following members have already been appointed: Cllr Kemp (Chairman), Mr Sommerville and Air Commodore Pellatt.
- 3.2 The Panel agreed at its last meeting that the normal route of substitution for attendance at this group should be disallowed, and a fourth member should be appointed. The Panel also agreed that it would be helpful if this fourth member was a Labour, Lib Dem or UKIP Councillor; however a second Conservative Councillor would be endorsed if none of those members felt able to commit to this piece of work.
- 3.3 This group usually meets at County Hall, Norwich. The Home Office workshop that Sharon Lister (Assistant Director – Performance and Scrutiny, OPCCN) attends will next meet at the beginning of December 2016. At that stage we should be able to take a view about frequency and timing of further meetings of the Sub-Panel. However, it is anticipated that the next meeting will be arranged to take place in the new year, after the precept discussions have been completed.

#### **4. Action**

- 4.1 The Panel is asked to appoint a fourth member to the Complaints Handling Sub-Panel.

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|  The logo for 'IN TRAN' features the word 'IN' in a bold, sans-serif font above the word 'TRAN' in a larger, bold, sans-serif font. To the left of 'TRAN' is a stylized graphic of two overlapping triangles, one pointing up and one pointing down. Below 'TRAN' is the tagline 'communication for all' in a smaller, lowercase, sans-serif font. | <p>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.</p> |
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## Forward Work Programme 2016-17

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| Late January 2017<br>(To be confirmed)     | <b>Panel refresh training - consideration of precept</b>  |  |
| 10am Thursday 2 February 2017, County Hall | <b>Review the PCC's proposed precept for 2017-18 (the Panel must review and report by 8 February 2017)</b><br><br><b>OPCCN Commissioning Strategy 2016-2020</b><br><br><b>PCC Complaints Monitoring Report</b><br><br><b>Information bulletin – questions arising to the PCC</b><br><br><b>Forward Work Programme for 2017-18</b> | Commissioner, supported by members of the Commissioner's staff and Chief Constable |
| 10am Tuesday 21 February 2017, County Hall | <b>Reserve date – to review a revised precept for 2017-18, if vetoed (the Panel must review and report by 22 February 2017)</b>   | Commissioner, supported by members of the Commissioner's staff and Chief Constable |
| 10am 4 April 2017, County Hall             | <b>To be confirmed</b>  | Commissioner, supported by members of the Commissioner's staff and Chief Constable |
| 10am 20 June 2017, County Hall             | <b>To be confirmed</b>  | 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

**PCP - Complaints Handling Sub Panel**

Membership: Dr Kemp, Mr Sommerville and Air Commodore Pellatt

Next meeting: to be confirmed (likely to be February/March 2017).

**For information**

Norfolk County Community Safety Partnership Scrutiny Sub Panel – this Sub Panel meets at least annually; it last met on 3 March 2016 at County Hall, Norwich and is due to meet next on Friday 20th January 2017 at 10am in the Cranworth Room at County Hall.

Dates and times of future Police Accountability Forum Meetings are due to be confirmed (agendas will be made available via OPCCN's website).

Dates and times of future Norfolk and Suffolk Collaboration Panel meetings are due to be confirmed (agendas will be made available via OPCCN's website).