

Notice of Meeting

Surrey Police & Crime Panel

Date & time
Wednesday, 6
February 2013
at 2.00 pm

Place
Ashcombe Suite,
County Hall, Kingston
upon Thames, Surrey
KT1 2DN

Contact
Damian Markland
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This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Damian Markland on 0208 541 9122.

Members

Dorothy Ross-Tomlin (Chairman)	Surrey County Council
Terry Dicks (Vice-Chairman)	Runnymede Borough Council
John O'Reilly	Elmbridge Borough Council
Clive Smitheram	Epsom & Ewell Borough Council
Richard Billington	Guildford Borough Council
Margaret Cooksey	Mole Valley District Council
Victor Broad	Reigate & Banstead Borough Council
Penny Forbes-Forsyth	Spelthorne Borough Council
Charlotte Morley	Surrey Heath Borough Council
Ken Harwood	Tandridge District Council
Pat Frost	Waverley Borough Council
Bryan Cross	Woking Borough Council
Anne Hoblyn	Independent Member
Janice Turner	Independent Member

PART 1 IN PUBLIC

1 APOLOGIES FOR ABSENCE

The Chairman to report apologies for absence.

2 MINUTES OF PREVIOUS MEETING

(Pages 1 - 8)

To approve the minutes of the meeting held on 13 December 2012 as a correct record.

3 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members of the Panel in respect of any item to be considered at the meeting.

4 POLICE AND CRIME COMMISSIONER'S PROPOSED PRECEPT FOR 2013-14

(Pages 9 - 12)

The Police and Crime Panel is required to consider and formally respond to the Police and Crime Commissioner's Proposed Precept for 2013-14.

(Note: Under the Police Reform and Social Responsibility Act 2011 the Commissioner has until 1 February 2013 to inform the Panel of the proposed precept. Once received, details of the precept and any accompanying budget information will immediately be forwarded to all members of the Panel and published on the Council's website.)

5 DEPUTY POLICE & CRIME COMMISSIONER'S OBJECTIVES AND PERFORMANCE REVIEW

(Pages 13 - 14)

Members of the Police and Crime Panel are asked to note the Deputy Police & Crime Commissioner Objectives for 2013/14.

Published: 29 January 2013

MOBILE TECHNOLOGY – ACCEPTABLE USE

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- Interfere with the PA and Induction Loop systems
- Distract other people
- Interrupt presentations and debates
- Mean that you miss a key part of the discussion

Please switch off your mobile phone/BlackBerry for the duration of the meeting. If you wish to keep your mobile or BlackBerry switched on during the meeting for genuine personal reasons, ensure that you receive permission from the Chairman prior to the start of the meeting and set the device to silent mode.

Thank you for your co-operation

MINUTES of the meeting of the **SURREY POLICE & CRIME PANEL** held at 10.30 am on 13 December 2012 at Ashcombe Suite, County Hall, Kingston upon Thames, Surrey KT1 2DN.

These minutes are subject to confirmation by the Committee at its next meeting.

Members:

- * Mrs Dorothy Ross-Tomlin (Chairman)
- * Borough Councillor Terry Dicks (Vice-Chairman)
- * Borough Councillor John O'Reilly
- * Borough Councillor Clive Smitheram
- * Borough Councillor Richard Billington
- * District Councillor Margaret Cooksey
- * Borough Councillor Victor Broad
- * Borough Councillor Penny Forbes-Forsyth
- * Borough Councillor Charlotte Morley
- * District Councillor Ken Harwood
- * Borough Councillor Mrs Pat Frost
- * Borough Councillor Bryan Cross
- * Independent Member Anne Hoblyn
- * Independent Member Janice Turner

* = In attendance

A = Apologies

10/12 APOLOGIES FOR ABSENCE [Item 1]

Apologies were received from Victor Broad (Reigate & Banstead Borough Council) and Clive Smitheram (Epsom & Ewell Borough Council).

11/12 MINUTES OF PREVIOUS MEETING [Item 2]

The minutes of the meeting that took place on 8 October 2012 were agreed as a correct record.

12/12 DECLARATIONS OF INTEREST [Item 3]

None.

13/12 CONFIRMATION HEARING FOR THE PROPOSED DEPUTY POLICE AND CRIME COMMISSIONER [Item 4]

The Chairman explained that, in accordance with Section 1 of the Police and Social Responsibility Act, the Panel had a duty to consider the proposed appointment of Mr Jeff Harris as Deputy Police and Crime Commissioner (DPCC) for Surrey. The purpose of the hearing was to allow Members of the Panel to question Mr Harris to establish whether he had the professional competence and personal independence to carry out the role.

During the course of the question and answer session, Mr Harris clarified the following points:

- The key duties of the DPCC would be to support the Commissioner in his partnership work, supporting the process of engaging with key partners and stakeholders. He would also be responsible for undertaking and reviewing specific projects, as determined by the Commissioner.
- He saw the position of DPCC as a full-time role and, as a result, had given up his role with the Metropolitan Police. He would, however, be continuing his mentoring work with the Prince's Trust.
- He saw his relationship with the Chief Constable as a 'critical friend' and, if appointed, he intended to work with the Police's senior management team to, amongst other things, improve partnership arrangements.
- Whilst he acknowledged the financial constraints, he did not believe that partnership working required large sums of money to succeed. For example, he intended to explore business sponsorship opportunities, work closely with the third sector and encourage local communities to get involved.
- He had never been a Freemason or a member of any other society.
- He and the Commissioner had not worked together for many years and they had not been in regular contact during the interim. When invited by the Commissioner to become the DPCC, he had accepted on the basis that he believed he had the right skills and experience for

the role, and that they would make a strong team. The Office of the Police and Crime Commissioner had been sensitive to the fact that the appointment could not be made until after the confirmation hearing, and all official press releases had therefore referred to him as the DPCC designate.

- He had not been a Metropolitan Police Officer for 8 years.
- Neighbourhood Policing was essential and junior Police Officers were integral to the process.
- The Commissioner would lead on key strategic issues such as domestic violence and rape. However, he was well aware of the importance of these areas of policing.
- It was acknowledged that there could potentially be occasions when he and the Commissioner held different opinions on a particular strategic issue, and he was happy to have full and frank discussions.
- He believed that, if appointed, he would bring a varied skill-set to the role. In particular he considered himself to be a good communicator, negotiator and someone with significant experience of developing successful partnerships to achieve common goals. He also believed that his experience of working at a senior level in Local Government gave him a good understanding of the wider role of the Police.
- Through his involvement with the Prince's Trust he had significant experience of working closely with young people aged 16 to 25. He believed that this experience would be highly beneficial should he be appointed as DPCC, particularly as young people were a key demographic group that the Commissioner wanted to work with.
- Having been a serving Police Officer, it was only natural that he would have some desire to get involved at an operational level. However, he fully understood that, if appointed, he would be supporting the Commissioner in a strategic capacity and would respect the division between this and the operational aspects of policing.
- Had the position of DPCC been advertised and subject to a formal recruitment process, he would have applied.
- In terms of appraisal, the Commissioner would set his performance targets.
- Having been involved with Victim Support, both he and the Commissioner acknowledged the vital services it provided and would take this into account when determining where best to direct resources.
- Whilst he acknowledged that he would be a politician and not a Police Officer, he stressed that he was a-political and independent of any political party.

The Chairman thanked Mr Harris for his time and confirmed that the Panel would be deliberating in private at the end of the meeting. She explained that she would write to the Commissioner later that day with the Panel's formal recommendation in relation to the proposed appointment.

14/12 PROTOCOL BETWEEN THE POLICE AND CRIME PANEL AND THE POLICE AND CRIME COMMISSIONER FOR SURREY [Item 5]

The Chairman introduced the Protocol and explained that the document would guide the relationship between the Police and Crime Panel and the Police and Crime Commissioner. She stated that Panel Members had previously considered the document at length and that it was being presented for formal agreement.

RESOLVED: That

- i. The Protocol between the Police and Crime Panel and the Police and Crime Commissioner, as detailed in Appendix 1 of the report, be agreed;
- ii. The Protocol be commended to the Police and Crime Commissioner;
- iii. The Protocol be reviewed in 12 months time.

15/12 POLICE AND CRIME COMMISSIONER [Item 6]

The Chairman once again welcomed Surrey's Police and Crime Commissioner to the meeting and invited him to introduce both himself and his ambitions.

During the course of his introduction, the Commissioner outlined the following key points:

- He and his family had lived in Surrey for 27 years and he wanted the County to be an even better, safer and nicer place to live.
- In addition to having thirty years police experience, he had also set up a number of companies and remained a Reservist Army Officer.
- The biggest challenge facing Surrey Police was one of money. With significant cuts expected over the coming years combined with the fact that 83% of the budget went towards wages, there was a significant threat to policing.
- There had already been a comprehensive review of expenses and he had asked for a full review of the Police's asset transfer policy to ensure that they achieved the best return possible. The eventual DPCC would be supporting this process.
- Surrey was the worst funded Police Service in the Country, with only 50% of its funding coming from Central Government. This was compared to up to 80% in some other areas.

- He hoped to work closely with the Police and Crime Panel to ensure that he was able to get the most value out of the public purse. He would also be looking to use police powers to seize the ill-gotten profits of criminals to pay for more Police Officers.

The Commissioner explained that during his election campaign he had made a number of promises that would now become the guiding principles for his time in office. These were as follows:

- **Take a zero tolerance policing approach:** The Commissioner stated that he considered zero tolerance policing to be a mindset. He believed it was important for the Police to set down a marker and actively maintain the boundaries of acceptable behaviour. In order to start this process he would be working hard to change the mindset of not just Police Officers, but also those in local government and other key partners.
- **More visible policing:** The Commissioner explained that he wanted to work closely with Neighbourhood Policing teams to ensure officers were more visible to residents. He also wanted to explore opportunities for Surrey Police to work more closely with neighbouring forces to share and respond to emergency calls, even if they were technically outside their area.
- **Put victims at the centre of the criminal justice system:** The Commissioner stated that he would be working closely with senior management at Surrey Police to ensure that victims were given a quality service, from reporting a crime to giving evidence.
- **Give residents the opportunity to have a greater say in how the streets are policed:** This would be achieved through a number of methods, including regular meetings between the Commissioner and the Police and Crime Panel, leaders and chief executives of boroughs and districts, and local chief inspectors. The Commissioner would also be setting up smaller, local meetings with relevant stakeholders, and would be inviting residents to get involved in the development of the Police and Crime Plan. He would also be looking to introduce monthly surgeries in each borough / district.
- **Protecting local policing:** The Commissioner stated that he was very worried about the amount of finger pointing that took place following serious incidents. He stated that a situation had arisen where officers were increasingly scared to act for fear of being subjected to investigation after the event. He would therefore ensure that his office stood up for Police Officers, provided that they acted in a law abiding manner.
- **Uncompromising in the standards residents expect from the Police:** He would expect all Police Officers to provide the highest standard of service, be polite and well-turned out.

Following the Commissioner's presentation, the Chairman invited questions from Members of the Panel. During the course of the question and answer session, the Commissioner clarified the following points:

- Zero tolerance policing was about putting a marker down and enforcing it. There were naturally resource implications, and these issues would be explored. However, the Chief Constable and other senior officers would play a vital role in feeding down the message to frontline staff.
- Whilst often unpopular with residents, selling police stations was not always a bad idea as some were not fit for purpose or required significant levels of investment. The more important question was whether the Police were getting the best value when selling assets, and this was something that he the DPCC would be looking into.
- The appointment of Jeff Harris as DPCC would help with school engagement thanks to his experience of working with young people through the Prince's Trust.
- He was aware that the public did not always believe that sentencing adequately reflected the seriousness of some crimes and would be raising this with MPs. He added that the Chief Constable for Surrey now sat on the National Sentencing Council.
- He did not believe there was a conflict between officers taking a zero-tolerance approach and acting in a professional manner.
- He was treating the role as a full-time position and was working very long hours. He would expect the same to be true for his eventual deputy. All his interests had been declared in accordance with the relevant legislation and his businesses were currently on hold.
- There were naturally certain aspects of the role that he found aggravating, although he knew what to expect when he put himself forward as a candidate and was happy to have been appointed.

The Chairman thanked the Commissioner for his attendance.

16/12 COMPLAINTS PROTOCOL [Item 7]

The Chairman introduced the Complaints Protocol and explained that the document would guide the way in which the Panel handled complaints against the Police and Crime Commissioner and the Deputy Police and Crime Commissioner. She added that the document had already been shared with all Members of the Panel and the Office of the Police and Crime Commissioner. She therefore requested that Members agree the Complaints Protocol.

RESOLVED: That

- i. The Complaints Protocol, as detailed in Appendix 1 of the report, be agreed.

17/12 COMMUNICATION PROTOCOL [Item 8]

The Chairman introduced the proposed methods by which the Police and Crime Panel would promote its role and activities to ensure that the public had access to the information they needed to hold Surrey's Police and Crime Commissioner to account. As with the other protocols already agreed, it was explained that the Communication protocol had already been shared with all Members of the Panel and the Office of the Police and Crime Commissioner and was being presented for formal agreement.

RESOLVED: That

- i. The responsibility of the Panel to actively promote its role and activities be noted;
- ii. The content to be provided on the Panel's web pages, as detailed in paragraphs 2.2, 2.3, 2.4 and 2.5 of the report be agreed;
- iii. The proposals for promoting the work of the Panel through Council newsletters and relevant events, as detailed in paragraph 2.6 of the report, be agreed;
- iv. The proposals for Panel Member updates to their respective local authorities, as detailed in paragraphs 2.7 and 2.8 of the report, be agreed;
- v. The proposals for webcasting Panel meetings, as detailed in paragraph 2.9 of the report, be agreed;
- vi. The protocol for media relations, as detailed in Appendix A of the report, be agreed.

18/12 ESTABLISHMENT OF WORKING GROUPS AND SUB-COMMITTEES [Item 9]

The Chairman explained that, in line with the Panel's Complaints Protocol, it was proposed that the Panel establish a Complaints Sub-Committee to informally resolve noncriminal complaints about the conduct of the Police and Crime Commissioner and the Deputy Police and Crime Commissioner, as well as conduct matters that were referred back to the Panel by the Independent Police Complaints Commission.

In addition, to assist the Panel in its consideration of budgetary and financial matters, it was also proposed that the Panel establish a Finance Sub-Group.

RESOLVED: That

- i. The Terms of Reference for the Complaints Sub-Committee, as detailed in Appendix 1 of the report, be agreed;
- ii. The following Members be appointed to the Complaints Sub-Committee for the remainder of the 2012/13 Council year:
 - Councillor Victor Broad
 - Councillor Margaret Cooksey

- Councillor John O'Reilly
 - Councillor Clive Smitheram
 - Independent Member Anne Hoblyn
 - Independent Member Janice Turner
 - Councillor Dorothy Ross-Tomlin (ex-officio)
 - Councillor Terry Dicks (ex-officio)
- iii. The Terms of Reference for the Finance Sub-Group, as detailed in Appendix 1 of the report, be agreed;
- iv. The following Members be appointed to the Finance Sub-Group for the remainder of the 2012/13 Council year:
- Councillor Bryan Cross
 - Councillor Penny Forbes-Forsyth
 - Councillor Charlotte Morley
 - Councillor Dorothy Ross-Tomlin (ex-officio)
 - Councillor Terry Dicks (ex-officio)
- v. Subject to his approval, Councillor Victor Broad be appointed as an additional Member of the Sub-Group.

19/12 EXCLUSION OF THE PUBLIC [Item 10]

RESOLVED: That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following item of business on the grounds that it involves the likely disclosure of exempt information under the relevant paragraphs of Part 1 of the Schedule 12A of the Act.

20/12 DEPUTY POLICE AND CRIME COMMISSIONER - PANEL DELIBERATION AND DECISION [Item 11]

Having taken into account both the answers provided during the confirmation hearing and the information previously submitted by the Office of the Police and Crime Commissioner, the Panel was satisfied that Mr Harris possessed the professional competence and personal independence to carry out the role.

RESOLVED: To recommend that

- i. The Police and Crime Commissioner proceed with the appointment of Mr Harris to the position of Deputy Police and Crime Commissioner;
- ii. The Police and Crime Commissioner share with the Panel the criteria by which the Deputy Police and Crime Commissioner's performance will be assessed, and the outcome of any future appraisals.

Meeting ended at: 12.45 pm

Chairman

SURREY POLICE AND CRIME PANEL

Police and Crime Commissioner's Proposed Precept for 2013-14

6 February 2012

SUMMARY

The Police and Crime Panel is required to consider and formally respond to the Police and Crime Commissioner's Proposed Precept for 2013-14.

RECOMMENDATIONS

The Police and Crime Panel is asked to:

- (i) Note the Police and Crime Commissioner's proposed precept and accompanying budget information;
- (ii) Decide whether or not it supports the Police and Crime Commissioner's Proposed Precept for 2013-14;
- (iii) Agree the content of the report which must be made to the Police and Crime Commissioner on the proposed precept.

1 INTRODUCTION

- 1.1 The Police Reform and Social Responsibility Act 2011 (“the Act”) requires the Police and Crime Panel (“the Panel”) to review the Police and Crime Commissioner’s (“the Commissioner”) proposed precept (the amount he wants to raise from Council Tax) for the forthcoming financial year.
- 1.2 The Regulations require:
- the Commissioner to notify the Panel of his proposed precept by 1 February 2013;
 - the Panel to review and make a report to the Commissioner on the proposed precept (whether it vetoes the precept or not) by 8 February 2013;
 - where the Panel vetoes the precept, the Commissioner is to have regard to and respond to the Panel’s report, and publish his response, including the revised precept, by 15 February 2013;
 - the Panel, on receipt of a response from the Commissioner notifying it of his revised precept, to review the revised precept and make a second report to the Commissioner by 22 February 2013 (there is no second right of veto);
 - the Commissioner to have regard to and respond to the Panel’s second report and publish his/her response by 1 March 2013.

2 CONTEXT

- 2.1 When making its report to the Commissioner, the Panel can:
- a) agree the precept without qualification or comment;
 - b) support the precept and make comments or recommendations concerning the application of the revenues generated;
 - c) veto the proposed precept.
- 2.2 This is one of only two areas where the Panel has a power of veto (with a two-thirds majority) and therefore is a significant responsibility for the Panel.
- 2.3 At its meeting on 13 December 2012 the Panel established a Finance Sub-Group to carry out an initial analysis of the proposed precept prior to formal consideration by the Panel. Members of this Sub-Group will meet on 4 February 2013 to consider the information provided by the Commissioner and make recommendations to the Panel for consideration.
- 2.4 Under the Act the Commissioner has until 1 February 2013 to inform the Panel of the proposed precept. Once received, details of the precept and

any accompanying budget information will immediately be forwarded to all members of the Panel and published on the Council's website.

3 CONCLUSION AND RECOMMENDATIONS

- 3.1 The Panel is required to consider and formally respond to the Commissioner's Proposed Precept for 2013-14.

4 REASONS FOR RECOMMENDATIONS

- 4.1 The Panel has a duty to ensure that it holds the Commissioner to account and review the Precept. The recommendations contained in this report will help to ensure that this responsibility is fulfilled.

5 WHAT HAPPENS NEXT

- 5.1 If the Panel agrees with the proposal, the Commissioner can issue the precept.
- 5.2 In the event that the Panel vetoes the proposal, a meeting has been scheduled for 20 February to consider the revised precept.

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SURREY POLICE AND CRIME PANEL**DEPUTY POLICE & CRIME COMMISSIONER'S OBJECTIVES AND
PERFORMANCE REVIEW****6 February 2013****SUMMARY**

As a condition of the Panel's approval of the appointment of Mr Jeff Harris as Deputy PCC, the Commissioner has been asked to provide members with details of the criteria by which the Deputy Commissioner's performance will be assessed. The Panel also wishes to be advised of the results of future appraisals. The Commissioner confirms that he will ensure the outcomes of any performance reviews are shared with Members.

RECOMMENDATIONS

Members of the Police and Crime Panel are asked to note the Deputy Police & Crime Commissioner Objectives for 2013/14, as attached.

EQUALITIES AND DIVERSITY IMPLICATIONS

None arising.

LEAD OFFICER: Alison Bolton, Chief Executive for the Police & Crime Commissioner

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Deputy Police & Crime Commissioner Objectives for 2013/14

The PCC will hold regular meetings with the Deputy PCC, as well as an annual review, the outcomes of which will be shared with the Police & Crime Panel. The following strategic objectives have been set for the Deputy PCC for the year 2013/14.

Objective	Key actions
To support the PCC in delivering an efficient and effective police service for Surrey, obtaining best value for money and holding the Chief Constable to account for delivery of the Police & Crime Plan within the budget set for Surrey Police	<ul style="list-style-type: none"> • Keeping key Force change programmes (e.g. estates) under review • Attending regular management meetings with the Chief Constable to assess performance and budgetary information • Ensuring the PCC is aware of the views of the public, partners, businesses and victims of crime when discharging his key functions • Cooperating with the Police & Crime Panel in its overview and scrutiny role • Acting at all times with integrity and the highest ethical standards, abiding by the Code of Conduct for the PCC and DPCC
To develop strong working relationships with relevant partners to facilitate the delivery of the Police & Crime Plan and, in particular, ensure the PCC is able to fulfil his remit in respect of community safety and criminal justice activity	<ul style="list-style-type: none"> • Represent the PCC or attend in his absence at partnership meetings, e.g. Surrey Leaders, Community & Public Safety Board etc • Work with the PCC to set up Local Policing Boards/Summits in each borough and district • Build links with Local Criminal Justice Board colleagues • Ensure that the PCC is fully prepared to commission services, particularly services for victims for 2014
Work with the PCC to ensure Surrey's voice is represented at a national level	<ul style="list-style-type: none"> • Work with PCC staff colleagues to feed into the Government's review of the police funding formula • Seek opportunities to lobby on key issues with partners, e.g. local authority leaders • Attend meetings of the Association of Police & Crime Commissioners