

SURREY POLICE AND CRIME PANEL

Finance Sub-Group

13 December 2012

SUMMARY

This report sets out the terms of reference and membership for the Finance Sub-Group.

RECOMMENDATIONS

The Police and Crime Panel is asked to:

- (i) Agree the terms of reference for the Finance Sub-Group attached at annex 1,
- (ii) Appoint the following members to the Finance Sub-group for the remainder of the 2012/13 Council year:
 - Cllr Bryan Cross
 - Cllr Penny Forbes-Forsyth
 - Cllr Charlotte Morley

 - Cllr Dorothy Ross-Tomlin (*ex-officio*)
 - Cllr Terry Dicks (*ex-officio*)

1 INTRODUCTION

- 1.1 The Police Reform & Social Responsibility Act 2011 gives the Police and Crime Panel the responsibility to review the Police and Crime Commissioner precept.
- 1.2 This report sets out the proposed terms of reference and membership for a Finance Sub-group to support the Panel in fulfilling its functions in relation to the budget and precept.

2 CONTEXT

- 2.1 One of the functions of the Surrey Police and Crime Panel is to review the Police and Crime Commissioner's annual precept and, having considered the proposed precept, together with any supporting documentation:
- 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 There is a strict timetable laid down within the regulations dictating the respective roles of the Commissioner and the Panel. In summary:

By 1 February	The PCC shall notify the Panel of the precept he is proposing to levy
By 8 February	The Panel must have considered the proposed precept and made its report to the PCC
<i>If the Panel has exercised its veto</i>	
By 15 February	PCC to notify the Panel of the revised precept
By 22 February	The Panel to review and report on the revised precept
1 March	PCC to issue precept

- 2.4 The timescales for reviewing the precept are therefore very short and allows limited time for the Panel to review the precept. In order to ensure that this does not impact on the Panel's ability to scrutinise the budget in the necessary level of detail, it has been suggested that a sub-group of 3 members be constituted to lead on the financial aspects of the Panel's role. Terms of reference for the sub-group are included at appendix 1.

3 MEMBERSHIP

- 3.1 Given the terms of reference and to draw on the expertise of the Panel, it is recommended that members of this sub-group have the relevant financial skills and/or experience. 3 members of the Panel have indicated their interest in being appointed to the sub-group and have confirmed that they have the necessary skills to undertake the role.
- 3.2 The Chairman and Vice-Chairman will be ex-officio members of any sub-group or sub-committee, providing additional support and capacity as necessary.

4 CONCLUSION AND RECOMMENDATIONS

- 4.1 The Panel is asked to agree the terms of reference (attached at appendix 1) and membership as at set out on the first page of this report.

5 REASONS FOR RECOMMENDATIONS

- 5.1 The Surrey Police and Crime Panel has a duty to ensure they hold the Police and crime Commissioner to account and review the Precept. The recommendations contained in this report will help to ensure that this responsibility is fulfilled.

6 WHAT HAPPENS NEXT

- 6.1 Once agreed, the sub-group will agree a work programme and meeting dates to review the budget prior to the formal meeting of the Police and Crime Panel on 6 February 2013.

LEAD OFFICER: Damian Markland, Scrutiny Officer, Surrey County Council

TELEPHONE NUMBER: 020 8541 9122

E-MAIL: damian.markland@surreycc.gov.uk

CONTACT OFFICERS: Damian Markland / Rachel Crossley

TELEPHONE NUMBER: 020 8541 9122

E-MAIL: damian.markland@surreycc.gov.uk
rachel.crossley@surreycc.gov.uk

**SURREY POLICE AND CRIME PANEL
FINANCE SUB-GROUP**

TERMS OF REFERENCE

Purpose

To monitor and review the Surrey Police and Crime Commissioner's budget proposals (including the proposed precept) and make recommendations to the Panel as appropriate.

Membership of the Group

3-6 members of the Surrey Police and Crime Panel.

Chairman and Vice-Chairman of the Panel will be ex-officio members of the sub-group.

Roles/Functions

- To develop a good understanding of the Surrey Police budget.
- To question/challenge the Commissioner about the financial information provided in support of the precept and identify any further information which might be required, so that any issues can be addressed at an early stage.
- To carry out detailed scrutiny of specific budget issues as necessary.
- To provide a steer to the Commissioner and/or the Surrey Police and Crime Panel on action to be taken to address any budget issues identified.
- To lead the discussion when budget issues are discussed by the full Panel, ensuring that other members of the Panel have a good understanding and can make informed decisions.