

**SURREY POLICE AND CRIME PANEL****SURREY POLICE AND CRIME PANEL ANNUAL REPORT
2023-2024****20 JUNE 2024****SUMMARY**

In accordance with best practice for scrutiny and transparency as noted in Schedule 3 – In-Year Monitoring Information Requirements of the Home Office Grant Agreement, an annual report by Police and Crime Panels is an important Key Performance Indicator (KPI) to be monitored and reported on.

This report provides a summary of the activity of the Surrey Police and Crime Panel from June 2023 to May 2024 (up to the local elections).

DETAIL**1. CHAIRMAN AND VICE-CHAIRMAN'S FOREWORD**

The last one has been a significant year for the Panel. Police and Crime Commissioner (PCC) elections took place on 2 May 2024, with Lisa Townsend achieving re-election as the Surrey Police and Crime Commissioner. We welcome her continued dedication to the role and the continuity that we hope this will bring to her approach to the numerous outstanding issues faced by Surrey Police.

The PEEL Review of Surrey Police was published by His Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) on 6 December 2023, detailing several recommendations for Surrey Police, especially around 'Responding to the public', where the Force was rated 'Inadequate'. The Panel hopes to continue helping achieve better outcomes for Surrey by acting as a critical friend of our PCC, and I look forward to continuing this tradition to the end of helping Surrey Police be a trustworthy and efficient organisation.

We also welcome the new members of the Police and Crime Panel and thank those that have moved onto other things for their time and hard work.



Councillor John Robini - **Chairman**

2. BACKGROUND

Police and Crime Commissioners (PCCs) were introduced through the Police Reform and Social Responsibility Act 2011, which significantly changed the arrangements for police governance and accountability in England and Wales. Police and Crime Panels (PCPs) were established through this legislation in order to provide scrutiny and support to PCCs.

The Panel is a Committee of the Council under sections 101 and 102 of the Local Government Act 1972. The county and each of the eleven borough and district authorities across Surrey shall appoint one member as its representative on the Panel, and two independent persons will also be co-opted to the Panel. All fourteen members of the Police & Crime Panel may vote in proceedings of the Panel.

The twelve local authorities making up the Surrey Police and Crime Panel and adopting these constitutional arrangements are:

Elmbridge Borough Council	Spelthorne Borough Council
Epsom & Ewell Borough Council	Surrey County Council (host authority)
Guildford Borough Council	Runnymede Borough Council
Surrey Heath Borough Council	Tandridge District Council
Mole Valley District Council	Waverley Borough Council
Reigate & Banstead Borough Council	Woking Borough Council

Surrey County Council is the host authority responsible for the Panel's governance and administration. All Home Office funding for the Panel will be received and administered by the host authority.

In accordance with Surrey Police and Crime Panel's Constitution, the Panel will hold the elected Police and Crime Commissioner to account, seeking to work in a constructive manner with the post-holder with a view to supporting the effective exercise of their functions.

The Panel's Terms of Reference (ToR) is summarised below:

- 1.1 To review the draft Police and Crime Plan, or draft variation, given to the Panel by the Police & Crime Commissioner (PCC) and make a report and recommendations to the PCC, who must have regard to them.
- 1.2 To review the PCC's annual report and ask questions, make reports and recommendations at a public meeting, which the PCC must attend.
- 1.3 To review or scrutinise decisions made, or other action taken, by the PCC in connection with the discharge of the PCC's functions.
- 1.4 To publish any reports or recommendations made to the PCC.
- 1.5 To require the PCC and members of their staff to attend the Police & Crime Panel to answer questions.
- 1.6 To hold a confirmation hearing to review, make a report and put forward a recommendation in respect of senior appointments made by the PCC. The Police Reform and Social Responsibility Act 2011 identifies senior appointments as the Commissioner's Chief Executive, the Commissioner's Chief Finance Officer and a Deputy Police and Crime Commissioner.
- 1.7 To hold a confirmation hearing to review and make a report on the proposed appointment of the Chief Constable, with the power to veto the appointment by a two-thirds majority.
- 1.8 To hold a scrutiny hearing to review and report on the PCC's proposals to remove a Chief Constable.
- 1.9 To review the PCC's level of precept, with the power to veto the precept by a two-thirds majority.
- 1.10 To suspend the PCC on their being charged in the United Kingdom, the Channel Islands or the Isle of Man with a criminal offence that carries a maximum term of imprisonment exceeding two years.
- 1.11 To appoint an acting PCC where the elected PCC is incapacitated, resigns or is disqualified.
- 1.12 To handle complaints about the conduct of the PCC and/or Deputy PCC and engage in informal resolution of such complaints, passing serious complaints to the Independent Police Complaints Commission (IPCC) as appropriate.
- 1.13 The Police and Crime Panel may not exercise any functions other than those conferred by the Police Reform and Social Responsibility Act 2011 (as outlined in paragraphs 1.1 – 1.12 above).

3. MEMBERSHIP

Waverley Borough Council	Cllr John Robini (Chairman)
Tandridge District Council	Cllr Richard Smith (Vice-Chairman)
Surrey County Council	Cllr Keith Witham
Elmbridge Borough Council	Cllr Barry Cheyne
Epsom & Ewell Borough Council	Cllr Alex Coley
Guildford Borough Council	Cllr Danielle Newson
Mole Valley District Council	Cllr Paul Kennedy
Reigate & Banstead Borough Council	Cllr Victor Lewanski
Spelthorne Borough Council	Cllr Harry Boparai
Surrey Heath Borough Council	Cllr Richard Wilson
Runnymede Borough Council	Cllr Mike Nick Prescott
Woking Borough Council	Cllr Ellen Nicholson
Independent Member	Mr Martin Stilwell
Independent Member	Ms Juliet Fryer

The Panel will be made up of twelve appointed members, one from each local authority in Surrey, and two independent members. All fourteen members of the Police and Crime Panel may vote in proceedings of the Panel.

All county, district and borough councillors are eligible to be members of the Police and Crime Panel. Appointments will be made at the relevant council's annual meeting, with the term of office agreed by that council.

Panel Members, both appointed and co-opted, may be re-appointed and may serve a maximum of eight years on the Panel.

A Chairman and a Vice-Chairman will be elected at each year's annual meeting in June.

4. MEETINGS

The Panel holds five public meetings per year in which the Police and Crime Commissioner for Surrey is invited to answer questions posed by the public and Panel members. The Panel also holds one informal meeting with the Chief Constable each year. The Panel also has Finance Sub-Group which meets annually, and the Complaints Sub-committee which meets as and when complaints against the PCC arise.

The Panel met on the following occasions for the reporting year 2023-2024:

- 29 June 2023, 10.30am – Annual meeting
- 28 September 2023, 10.30am
- 24 October 2023, 10.30am – Informal meeting
- 24 November 2023, 10.30am
- 2 February 2024, 10.30am – Budget meeting

A summary of the agenda items is provided below not including standard procedural items. Any **RESOLVED** recommendations that fall within the Panel's statutory remit in line with the Police Reform and Social Responsibility Act 2011 are included; as the Panel 'notes' non-statutory items:

SUMMARY OF MEETINGS IN 2023/24:

29 June 2023: Annual Meeting

❖ ELECTION OF A CHAIRMAN

The panel agreed the appointment of Cllr John Robini as the Chairman of the Surrey Police and Crime Panel for the year 2023/24. His appointment was unopposed.

❖ ELECTION OF A VICE-CHAIRMAN

The panel appointed Mr Martin Stillwell as the Vice-chairman of the Surrey Police and Crime Panel for the year 2023/24 after a vote.

❖ POLICE AND CRIME COMMISSIONER FOR SURREY ANNUAL REPORT 2023/24

The Police Reform and Social Responsibility Act (2011) places a duty on Police and Crime Commissioners to produce an annual report. Topics raised by panel members in discussion included:

- Concern about staff retention and measures intended to address this.
- Decreases in the level of measured Victim Satisfaction rates against the previous year.
- The forecast underspend and use of surplus funds.

RESOLVED

The Panel agreed to write formally to the PCC with any comments and recommendations regarding the Annual report.

Action:

The Panel formally wrote to the PCC with comments and feedback raised in the discussion and recommended that:

- The report should include an overall assessment of performance for each of the 5 police and crime plan objectives.
- The report should include an overview of the state of the force, of police performance in the round and of the challenges ahead.

- The report should include progress against Rural Crime objectives including tackling rural crime and making rural communities feel safe.
- The report should address value for money given the extremely difficult financial environment for residents and police services and the PCC's statutory duty to secure an effective and efficient police force.

❖ **PERFORMANCE MEETINGS: POLICE & CRIME COMMISSIONER AND CHIEF CONSTABLE**

The report provided an update on the performance meetings between the PCC and the Chief Constable and what had been discussed in order to demonstrate that arrangements for good governance and scrutiny are in place.

❖ **PCC FORWARD PLAN AND KEY DECISIONS**

The report provided information on the key decisions taken by the PCC from April 2022 to present and set out details of the Office's ongoing Forward Plan for 2024/23. Key points raised during discussion included:

- Adding the Unaudited Financial Plans to the appropriate Forward Plans
- The Home Office White Paper on Fire and Rescue Service governance.

❖ **SURREY POLICE AND CRIME PANEL ANNUAL REPORT 2022/23**

In accordance with best practice for scrutiny and transparency as noted in Schedule 3 – In-Year Monitoring Information Requirements of the Home Office Grant Agreement, an annual report by the Surrey Police and Crime Panel is prepared. The report provided a summary of the activity of the Surrey Police and Crime Panel from June 2022 to May 2023 (up to the local elections).

❖ **COMMISSIONER'S QUESTION TIME**

For the Panel to raise any issues or queries concerning crime and policing in Surrey with the Commissioner. The following points were discussed:

- Concerns with the Information Commissioner's Office (ICO) about capture of personal data on the suspicious activity portal.
- Potential future governance changes to the Surrey Fire and Rescue Service.
- PCSO numbers, and the distinction between 'strength' and 'establishment' figures.

❖ **COMPLAINTS RECEIVED SINCE THE LAST MEETING**

One complaint was referred to the Police and Crime Panel for resolution by the Chief Executive Officer of the Office of the Police and Crime Commissioner. However, under advice the handling of this complaint was postponed until the reestablishment of the Complaints Sub-Committee later at this meeting.

❖ **RECOMMENDATIONS TRACKER AND FORWARD WORK PROGRAMME**

The Panel reviewed the recommendations tracker and forward work programme.

❖ **RE-ESTABLISHMENT OF THE COMPLAINTS SUB-COMMITTEE 2023/24**

The following members were appointed to the Complaints Sub-Committee of the Surrey Police and Crime Panel for the year 2023/24:

- Councillor John Robini – Chairman
- Councillor Martin Sitwell – Vice-Chairman
- Councillor Ellen Nicholson
- Councillor Victor Lewanski
- Councillor Barry Cheyne
- Independent Member – tbc

It was confirmed that another independent member would be recruited to the vacant post.

❖ **RE-ESTABLISHMENT OF THE FINANCE SUB-GROUP 2023/24**

The following members were appointed to the Finance Sub-Group of the Surrey Police and Crime Panel for the year 2023/24:

- Councillor John Robini – Chairman
- Councillor Martin Sitwell – Vice-Chairman
- Councillor Paul Kennedy
- Councillor Barry Cheyne
- Councillor Nick Prescott
- Independent Member

28 September 2023:

❖ **SURREY POLICE UPLIFT & WORKFORCE PLANNING**

The Panel received a report on Surrey Police's delivery of the Government Police Officer uplift programme and wider commentary on key workforce planning issues. Issues raised during the discussion:

- BAME and female representation, against targets and attrition rates, on Surrey Police Force.
- Attrition rates amongst probationers, the *Police Now* programme and police detective capacity.
- The Officer uplift programme and the impact of police 'staff' vacancies.
- Contact centre operator capability.

❖ **MEDIUM TERM FINANCIAL FORECAST (MTFF) UPDATE 2024/25 TO 2027/28**

Each year, as part of the budget setting process, a Medium-Term Financial Plan (MTFP) is prepared by the OPCC to show that the Force is financially sustainable in the medium term. Changes since the last MTFP report were highlighted, specifically the national pay settlement for police officers. Medium-term planning suggested that cumulative savings of £15.6 m would be required up to March 2027. The Panel were invited to note the challenge that this would present.

❖ **COMMISSIONER'S QUESTION TIME**

For the Panel to raise any issues regarding crime or policing in Surrey with the Commissioner. The following points were discussed:

- Community Sentence Treatment Requirements and the current conditions of probation delivery units
- The Pegasus industry group, established to review Police policy on shoplifting
- PCSO recruitment levels and adequacy to support rural communities.

❖ **SURREY POLICE GROUP UNAUDITED FINANCIAL REPORT FOR 2022/23**

The purpose of this report was to inform the Police & Crime Panel of the Surrey Police Group (i.e. OPCC and Chief Constable combined) unaudited financial position as at the year-end 31 March 2023. The report compared the Group financial results with the budgets approved by the PCC in February 2022 for the financial year 2022/23

❖ **PCC FORWARD PLAN AND KEY DECISIONS**

This report provided an update on the performance meetings between the PCC and the Chief Constable and what had been discussed in order to demonstrate that arrangements for good governance and scrutiny are in place.

❖ **COMMISSIONING UPDATE**

This report updated the Panel on how Home Office competed funds are used to commission new projects and services for Surrey residents when secured. Funds competed for were the Preventing Violence Against Women and Girls (VAWG) and Supporting Children "What Works" Fund, and the Perpetrators Intervention Fund.

❖ **INDEPENDENT CUSTODY VISITOR SCHEME ANNUAL REPORT 2022-23**

Each year the OPCC produces an annual report setting out the work of the ICV scheme. This was presented to the Police and Crime Panel for information. Items raised in the discussion included:

- Changes implemented in response to the joint HMICFRS & HMIP report into Surrey Police's Custody Services
- Capacity of Criminal Justice Liaison Diversion Service staff and the new Custody Scrutiny Panel.
- The work of volunteers for the Independent Custody Visitor Scheme.

❖ **PERFORMANCE MEETINGS**

The report provided an update on the performance meetings between the PCC and the Chief Constable and what had been discussed in order to demonstrate that arrangements for good governance and scrutiny are in place.

❖ **COMPLAINTS RECEIVED SINCE THE LAST MEETING**

Since the last Panel meeting, 6 complaints relating to the conduct of the Police

and Crime Commissioner for Surrey had been received, and the Complaints Subcommittee supported the Chief Executive of the OPCC's recommendation to disapply them in each case.

❖ **RECOMMENDATIONS TRACKER AND FORWARD WORK PROGRAMME**

The Panel reviewed the recommendations tracker and forward work programme.

24 November 2023:

❖ **CHAIRMAN'S COMMENTS**

The Chairman raised the expected challenge to service delivery in light of the upcoming budget and precept, while the Vice-chairman gave an overview of the recent Police and Crime Panel Conference in Coventry.

❖ **APPOINTMENT OF CO-OPTED INDEPENDENT MEMBER**

The Panel approved the appointment of Ms Juliet Fryer to the vacant co-opted independent member post of the Surrey Police and Crime Panel for a four-year term.

❖ **IT STRATEGY UPDATE**

The Chief Digital and Information Officer for Surrey and Sussex Police gave a verbal update on the IT Strategy. Points raised in the discussion included:

- The challenge to replacement of older systems and implementing new nationally mandated replacements.
- The opportunity to simplify and standardise CCTV and to minimise technical diversity by way of a convergence roadmap.
- Arrangement of CCTV governance boards to standardise CCTV systems across the county and best take advantage of improvements in facial recognition technology.

❖ **PROGRESS ON POLICE AND CRIME PLAN 2021-2025**

The report set out the progress made towards achieving the outcomes of the 2021-25 Police and Crime Plan since the last update to the Panel in June 2023.

Key issues raised in the discussion were:

- Grading of progress towards objectives and challenges posed by shoplifting.
- Reducing Violence Against Women and Girls (VAWG) and Operation Soteria.
- The '*Right Care Right Person*' model
- The recent overall decline in the levels of satisfaction reported by victims of crime.
- The rise of cybercrime and digital fraud (such as romance fraud), measures to combat this and OPCC capacity.
- The drop in Grade 1 response compliance and public confidence in Surrey policing.
- Developments surrounding road safety campaigns and targets.

RESOLVED

The Panel made resolutions regarding Grade 1 response compliance and the need for a marked and sustained improvement in performance.

❖ **SERIOUS VIOLENCE DUTY**

This report set out work undertaken by the Office of the Police and Crime Commissioner to implement the Government's Serious Violence Duty in Surrey. Key points raised during the discussion were:

- The Duty necessitating work with local agencies and community safety partners.
- OPCC remit in allocating funding and potential interventions.

❖ **ESTATES UPDATE**

This paper contained an overview of work in hand on the Surrey Estates Strategy and outlined next steps and planned activity in the first quarter of 2024. Key points raised in the discussion were:

- The future of CCTV monitoring for Reigate Police station, and whether the station had undergone an architectural and building survey.
- Costs associated with the Mount Browne redevelopment.
- The Housing Hub proposals for officer accommodation.

Action: Housing Strategy to be added to Forward Work Plan.

RESOLVED

The update was noted by the Panel

❖ **SURREY POLICE GROUP FINANCE REPORT**

This report set out the financial performance of the Surrey Police Group (i.e., OPCC and Chief Constable combined) as at the 30th of September 2023 with a forecast to the 31st of March 2024. Discussion included:

- The year-to-date figures, the Police Pension Fund and Surrey Camera Partnership
- Monies sent by the OPCC to the council for treasury management, the levels of the Force's financial reserves and the transformations it is undergoing.
- The viability of an increase to the precept, as opposed to funding operations from reserves.

RESOLVED

The Panel noted the content of the report.

❖ **SURREY PCP BUDGET MID-YEAR CLAIM 2023**

The Surrey Police and Crime Panel accepted a grant from the Home Office to meet the costs of the Panel, including the required administrative support. This paper reported on the use of the grant in 2023 (April 2023 - September 2023), as noted in the Panel's mid-year claim submission to the Home Office submitted by the 27 October 2023 deadline.

RESOLVED

The Panel noted the report.

❖ PCC FORWARD PLAN AND KEY DECISIONS

This report provided information on the key decisions taken by the PCC from September 2023 to the date of this meeting, and set out details of the Office's Forward Plan for 2023/2024. Discussion centred on:

- Policing collaborations under the national Minerva agreement.
- The timing of the Surrey Fire and Rescue Review.
- Erroneous payment of unsocial hours allowances, as referenced in Internal Audit papers.

RESOLVED

The Panel noted the report.

❖ COMMISSIONER'S QUESTION TIME

This item provided an opportunity for the Panel to raise any issues or queries concerning crime and policing in Surrey with the Commissioner. The ability of district and borough councils to formulate consistent CCTV policies was raised.

❖ COMPLAINTS RECEIVED SINCE THE LAST MEETING

This report set out all complaints against the Police and Crime Commissioner that were dealt with since the last meeting of the Police and Crime Panel. No complaints were received since the previous meeting.

RESOLVED

The Panel noted the report.

❖ RECOMMENDATIONS TRACKER AND FORWARD WORK PROGRAMME

The Panel reviewed the recommendations tracker and forward work programme. The following was raised in the discussion:

- Panel members were invited to suggest items for the forward work programme, and items from the recent Annual Police and Crime Panel conference were suggested.
- Anti-social behaviour.
- Rural crime.

RESOLVED

The Panel resolved to add several new items to their work programme - '*Review of Force Culture, Conduct and Vetting*', '*Anti-Social Behaviour and Rural Crime*', and '*Deaths on Surrey Roads Update*'.

2 February 2024:

❖ CHAIRMAN'S COMMENTS

The Chairman noted the upcoming Police and Crime Commissioner elections and reminded attendees that there should be no political point scoring in the Panel session.

❖ HMICFRS PEEL INSPECTION INTO SURREY POLICE

This paper provided a summary of His Majesty's Inspectorate of Constabulary and Fire & Rescue (HMICFRS) Police Effectiveness, Efficiency and Legitimacy (PEEL) inspection into Surrey Police. Key points of the discussion included:

- Responding to the public - HMICFRS' 'inadequate' grading for the Force's response to the public, highlighting two Causes of Concern.
- Call performance on 999 and 101 and call abandonment rates
- Quality control measures in call-handling to identify the most vulnerable victims.
- Service stabilisation at the Force's contact centre, call abandonment rates, and plans to better tackle anti-social behaviour.
- Concerns regarding the recording of sexual offences.
- Measures intended to address force culture, and the performance of the present scrutiny arrangements.
- Reoffending rates and schemes intended to address recidivism.

RESOLVED

The Panel made recommendations regarding the HMICFRS *inadequate* assessment for '*responding to the public*' and requested an update on progress in June 2024.

❖ SURREY POLICE GROUP FINANCIAL REPORT FOR MONTH EIGHT OF FINANCIAL YEAR 2023/24

This report set out the financial performance of the Surrey Police Group (i.e., OPCC and Force combined) as at the 30th November 2023 with a forecast to the 31st March 2024. The discussion centred on:

- The need for the Force to make significant savings, and the source of the overtime spend.
- The Force's sources of income including Operation Safeguard income from prisoners being put in custody facilities, plus additional income for seconding officers to regional units.
- Savings from the transformation programme through restructure of people services, changes to shift patterns, savings through renegotiation of contracts, and software licenses.
- Funding of capital costs and campaigns to procure capital funding from government.

RESOLVED:

The Panel noted the report.

❖ **2024/25 POLICE BUDGET AND PROPOSED PRECEPT**

The Police and Crime Panel is required to consider and formally respond to the Police and Crime Commissioner's Proposed Precept for 2024/25. The purpose of this item is to allow the Commissioner to outline her proposals in more detail and answer any questions that Panel Members might have. Key points from the discussion included:

- Levels of public support for different rates of increase to the precept and potential impacts on staffing numbers.
- The uses of the proposed 7.3% revenue budget increase for 2024/25 and the reasons for this year's overspend.
- Constraints on the funding of the Surrey Police Force, non-pay inflation assumptions for 2024/25, and whether any specific proposals had been made for focussed investment.
- Vacancy levels, whether changes could be expected to Government's funding formula for Surrey, and the future of the estate in light of hybrid working.

The Police and Crime Commissioner recommended that the Panel endorse her proposal for an increase of £13 (being 4.2%) to the Precept for a Band D Property, taking it from £310.57 to £323.57 for 2024/25.

RESOLVED

The Panel noted that the majority of its members did not approve of the proposed increase to the precept, but had insufficient votes against for a veto. The Panel noted that the increase would therefore come into effect, and voiced disappointment at the funding formula and settlement from government.

❖ **PERFORMANCE AND ACCOUNTABILITY MEETINGS**

This report provided an update on the performance meetings between the PCC and the Chief Constable and what was discussed in order to demonstrate that arrangements for good governance and scrutiny remain in place.

RESOLVED:

The Panel noted the report.

❖ **PCC FORWARD PLAN AND KEY DECISIONS**

This report provided information on the key decisions taken by the PCC from November 2023 to February 2024 and set out details of the Office's ongoing Forward Plan for 2024.

RESOLVED:

The Panel noted the report.

❖ **COMMISSIONER'S QUESTION TIME**

This item provided an opportunity for the Panel to raise any issues or queries concerning crime and policing in Surrey with the Commissioner. The following questions were asked:

- Whether the OPCC was a recipient or joint contractor of the Joint Neighbourhood Survey. It was clarified that the latter was the case.
- What level of vetting had been completed and the size of any backlog. It was clarified that this had been recently reduced and backlogs sat at a few days.
- Whether the Commissioner was satisfied with ANPR camera distribution. The Commissioner clarified that they were, but that it more work would be considered when capacity was available.

❖ **COMPLAINTS RECEIVED SINCE THE LAST MEETING**

This report sets out all complaints against the Police and Crime Commissioner that were dealt with since the last meeting of the Police and Crime Panel. No complaints had been received.

RESOLVED

The Panel noted the report.

❖ **RECOMMENDATIONS TRACKER AND FORWARD WORK PROGRAMME**

The Panel reviewed the recommendations tracker and forward work programme.

RESOLVED

The Panel noted the tracker and the forward work programme.

SUB-COMMITTEES:

The Panel is empowered to establish sub-committees to fulfil any of its functions except those that by law may not be delegated. Sub-committees may not co-opt members (3.29 ToR). The Panel currently has a Complaints Sub-committee and a Finance Sub-group which are re-established at the Panel's annual meeting, typically in June.

Complaints Sub-Committee:

Purpose:

To informally resolve non-criminal complaints about the Surrey Police and Crime Commissioner (PCC) or Deputy PCC, as well as criminal complaints or conduct matters that are referred back to it by the Independent Office for Police Conduct (IOPC) on behalf of the Surrey Police and Crime Panel.

Membership:

Seven appointed members of the Surrey Police and Crime Panel (quorum - three members), including at least one Independent Member of the Surrey Police and Crime Panel.

Frequency:

The Complaints Sub-committee meets when a complaint that falls under its remit arises, in line with the agreed Complaints Protocol and the Elected Local Policing Bodies (Complaints and Misconduct) Regulations 2012.

The Complaints Sub-committee had no complaint cases referred to it in the 2023/24 period.

The Complaints Sub-committee has a non-investigatory role, and if the complainant is unsatisfied with the Sub-committee's outcomes, they may make a complaint to the Local Government and Social Care Ombudsman (LGSCO).

Finance Sub-Group:**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:

Three to six members of the Surrey Police and Crime Panel, including at least one Independent Member of the Surrey Police and Crime Panel.

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

Frequency:

The Sub-group meets annually in advance of the Panel's annual budget meeting, in order to review the PCC's proposed precept by scrutinising the financial information provided in support of the precept, and to identify any further information which might be required.

The Sub-Group met on two occasions: 8 January 2024 and 29 January 2024

The Sub-Group raised the following topics: Arguments for and against endorsement of the proposed increase to the precept for 2024/25.

5. PANEL'S BUDGET

In establishing Police and Crime Panels, the Home Office agreed that a limited grant would be provided to each local authority acting as the host authority in providing the administrative support and management and maintaining the Police and Crime Panel. The host authority for the Surrey PCP is Surrey County Council.

The Panel's arrangements, agreed with the Home Office in 2013, stated that:

The annual costs associated with the operation, organisation and administration for the Panel shall be offset by the Home Office grant to be managed by the host authority. All of the relevant costs incurred by the host authority in connection with the work of the Panel shall be met from the funding allocated by the Home Office unless the authorities agree otherwise. The host authority shall monitor all expenditure incurred and make provision for an annual report.

In January 2013 the Panel agreed that Members (host authority) would not use the Home Office grant to draw allowances for members of the Panel.

HOME OFFICE GRANT 2023 MID-YEAR CLAIM: 1 April 2023 - 30 September 2023

In accordance with Schedule 3 – In-Year Monitoring Information Requirements of the Home Office Grant Agreement, a mid-year claim was produced.

To be returned to the Home Office by 29 October 2023 to remain eligible for the payment covering the second half of the financial year.

The Home Office grant available for the 2023 mid-year claim was **£33,090** (total grant = **£66,180**).

The actual expenditure was: **£27,097.96**.

OUTTURN FORECAST: 1 October 2023 – 31 March 2024

In accordance with Schedule 4 – Outturn Forecast of the Home Office Grant Agreement, an outturn forecast was produced.

The Home Office grant available for the outturn forecast was £33,090 (total grant = **£66,180**).

The actual expenditure was: **£24,469.40**.

HOME OFFICE GRANT 2023-2024 END-YEAR CLAIM: 1 April 2023 – 31 March 2024

The Home Office grant available for 2023-2024 was **£66,180**.

The actual expenditure was **£51,567.36**

(**£27,097.96** - Mid-Year Claim plus **£24,469.40** - finalised 1 October 2023 – 31 March 2024 expenditure)

To be returned to the Home Office by 30 June 2024 to remain eligible for the payment covering the second half of the financial year. Any underspend must be returned to the Authority (Home Office).

6. VISITS, EVENTS AND TRAINING

Events:

Panel members and support officers attended:

- 12th Annual Conference for Police (Fire) and Crime Panels, 8-9 November 2023, Warwickshire Conference Centre covering issues such as: Public Confidence and our Role; Measuring Success; Preparing for Change (new PCC elections).
- National Association of Police, Fire and Crime Panels (NAPFCP) AGM meeting in November 2023.

Training:

- Surrey Police and Crime Panel Training/Refresh Session - 11 October 2023, including a briefing from Democratic Services on statutory and non-statutory duties of the Police and Crime Panel, the Panel Constitution and procedural matters; and
- The Commissioner's responsibilities and Panel's relationship with the PCC – from the OPCC Chief Executive.

Visits

- Tour of Mount Browne Surrey Police HQ, Contact Centre, dog school, driving school, PCC office, 11 October 2023.

7. FURTHER INFORMATION

For further details about the Panel including meeting agendas and minutes please visit the Surrey County Council website: <https://www.surreycc.gov.uk/people-and-community/emergency-planning-and-community-safety/surrey-police-and-crime-panel>

The website of the Office of the Police and Crime Commissioner for Surrey (PCC) can be accessed through the following link: <https://www.surrey-pcc.gov.uk/>

RECOMMENDATIONS:

That Panel members note the Surrey Police and Crime Panel's Annual Report 2023-2024.

LEAD OFFICER: Jake Chambers, Scrutiny Officer, Surrey County Council

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