

**SURREY POLICE AND CRIME PANEL****SURREY POLICE AND CRIME PANEL ANNUAL
REPORT 2021-2022****30 JUNE 2022****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 2021 to May 2022 (up to the local elections).

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

It has been an honour to chair Surrey's Police and Crime Panel, and I would like to thank officers: Emily Beard, Benjamin Awkal and Amelia Christopher at Surrey County Council's Democratic Services for all the hard work and support in managing the Panel and preparing all the documents for the meetings. The support of the County Council's Director of Law & Governance, Paul Evans, has proved invaluable in assisting the Complaints Sub-Committee when considering the complaints received in the last year. Thank you, Paul.

I would also like to thank the Panel members for their support in what has been a challenging year with the election of the new Surrey Police & Crime Commissioner and the sometimes diverging political views of the Panel itself. This is the first year in my seven years on the Panel that the unified purpose of the Panel has wavered. I sincerely hope the Members return to a united Panel representing all residents in Surrey.

It is unfortunate that the Police & Crime Commissioner chose to reject the Panel's comments, as is her right, on her budget, the precept, the appointment of a Deputy, the succession plan and recommendations made by the Panel's Complaints Sub-Committee following the hearing of complaints made by residents regarding the Commissioner's alleged breaches of the office's Code of Conduct. I feel the high

number of complaints are likely to continue if there is not acceptance of the Panel's recommendations.

The Panel accepted that all the Commissioner's actions above to reject the Panel's recommendations were within her remit, but it is vital that the Panel's role to act as a critical friend is recognised. We must work together to make sure Surrey residents views on crime and policing are heard.

Lastly, I thank Councillor Bruce McDonald for his unwavering support and wise counsel as Vice Chair during the year.



A handwritten signature in black ink that reads "David Reeve".

Councillor David Reeve - **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
Epsom & Ewell Borough Council
Guildford Borough Council
Surrey Heath Borough Council
Mole Valley District Council
Reigate & Banstead Borough Council

Spelthorne Borough Council
Surrey County Council (**host authority**)
Runnymede Borough Council
Tandridge District Council
Waverley 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 and will seek to work in a constructive manner with the post-holder with a view to supporting the effective exercise of his/her 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

Elmbridge Borough Council	Cllr Bruce McDonald (Vice-Chairman)
Epsom & Ewell Borough Council	Cllr David Reeve (Chairman)
Guildford Borough Council	Cllr Fiona White
Surrey Heath Borough Council	Cllr Valerie White
Mole Valley District Council	Cllr Paul Kennedy
Reigate & Banstead Borough Council	Cllr Victor Lewanski
Spelthorne Borough Council	Cllr Bernie Spoor
Surrey County Council	Cllr Keith Witham
Runnymede Borough Council	Cllr John Furey
Tandridge District Council	Cllr Mike Gillman
Waverley Borough Council	Cllr John Robini
Woking Borough Council	Cllr Will Forster
Independent Member	Mr Philip Walker
Independent Member	Mr Martin Stilwell

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 annually, at the annual meeting in June.

4. MEETINGS

The Panel holds five public meetings a year in which the Police and Crime Commissioner for Surrey, is invited to answer questions that the public and Panel Members may have. The Panel holds one informal meeting with the Chief Constable a 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 2021-2022:

- [30 Jun 2021 10.30 am](#) - Annual Meeting
- [15 Sep 2021 10.30 am](#)
- [27 Oct 2021 10.30 am](#) - Informal Meeting
- [24 Nov 2021 10.30 am](#)
- [4 Feb 2022 10.30 am](#) - Budget Meeting
- [21 April 2022 10.30 am](#)

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 2020/21

30 June 2021: Annual Meeting

❖ ELECTION OF CHAIRMAN

The Panel agreed the appointment of Councillor David Reeve as the Surrey Police and Crime Panel Chairman for the Council Year 2021/2022.

❖ ELECTION OF VICE-CHAIRMAN

The Panel agreed the appointment of Councillor Bruce McDonald as the Surrey Police and Crime Panel Vice-Chairman for the Council Year 2021/2022 following a vote.

❖ INTRODUCTION FROM THE SURREY POLICE AND CRIME COMMISSIONER 2021-2024

❖ POLICE AND CRIME COMMISSIONER FOR SURREY ANNUAL REPORT 2020-21

The Panel formally wrote to the PCC with the comments and feedback raised in the discussion.

❖ SURREY POLICE GROUP UNAUDITED FINANCIAL REPORT FOR 2020/21

The Panel noted the report.

❖ OFFICE OF THE POLICE AND CRIME COMMISSIONER END OF YEAR FINANCIAL REPORT FOR 2020/21

The Panel noted and commented on the report.

❖ SURREY PCP BUDGET 2020-21

❖ SURREY POLICE AND CRIME PANEL ANNUAL REPORT 2020-2021

The Panel noted the report.

❖ BUILDING THE FUTURE UPDATE (PART 2 ITEM)

❖ COMPLAINTS RECEIVED SINCE THE LAST MEETING

One complaint was received since the last meeting. The Sub-Committee concluded that the previous PCC did not breach his Code of Conduct and the complaint was repetitious in nature.

15 September 2021:

❖ BUILDING THE FUTURE UPDATE

The Panel noted the report and:

1. The OPCC will look into whether a Part 2 briefing on the outputs to be considered regarding the Strategic Estates Assessment can be provided at November's Panel in advance of the decision to be taken by the BTF Board in late November.
2. The Chief Finance Officer (OPCC) will liaise with the Building the Future Programme Director (Surrey Police) on the costs so far on the Programme and would inform Panel members via email.
3. An in-depth report will be provided to the Panel in due course following the Strategic Estates Assessment on what RIBA Stages 4-8 would entail including:
 - the aligning of the Surrey Police Estates Strategy and the Surrey Police Housing Strategy: including decisions around the Eastern Operating Base in Reigate/Reigate Police Station, Woking Police Station, the Dog School, covert operations, agile working.
 - the timescales between the Stages.
 - how the financing of the Programme would be reviewed and the impact of the Medium Term Financial Plan 2021/22 to 2025/26, the overall costs and budget so far (see action 2), including for each of the two options for the new headquarters - to remain at and redevelop Mount Browne or to carry on with delivering the new headquarters at the Leatherhead site.

❖ POLICE AND CRIME PLAN DEVELOPMENT RESOLVED:

1. That the Police and Crime Panel noted the progress being made on the development of the Police and Crime Plan 2021-2024.
2. That at the same time the draft Police and Crime Plan 2021-24 is submitted to the Panel, the Police and Crime Commissioner for Surrey would submit to the Panel all of the evidence which informs the draft Plan and is suitable for disclosure to the Panel.
3. The Panel was of the view that the forthcoming consultation on the proposed priorities for the Police and Crime Plan 2021-24 should clearly and concisely explain to respondents the role of the PCC and the nature and purpose of a Police and Crime Plan.

❖ **MEDIUM TERM FINANCIAL PLAN (MTFP) UPDATE 2021/22 TO 2025/26 RESOLVED:**

1. The Panel noted the initial outcome of the forecast, the likely need for additional savings and the challenge that this will present.
2. The Panel noted the current assumptions being employed in the scenarios and the risks therein.
3. The Panel commented on the report as appropriate.

❖ **SURREY POLICE RECRUITMENT AND WORKFORCE PLANNING UPDATE**

That the Panel noted the Surrey Police plans for recruitment and workforce planning.

❖ **COLLABORATION REPORT**

Noted the report.

❖ **FEEDBACK ON PERFORMANCE MEETINGS BETWEEN THE POLICE AND CRIME COMMISSIONER AND CHIEF CONSTABLE**

Noted the report on the PCC's performance meetings.

❖ **COMMISSIONER'S QUESTION TIME**

Questions asked on Surrey Police CCTV Strategy, Artificial Intelligence,

❖ **COMPLAINTS RECEIVED SINCE THE LAST MEETING**

1. The Committee Manager (SCC) explained that since the last Panel meeting, one collated complaint composed of thirty-seven complaints had been received as detailed in Appendix A.
2. The Committee Manager (SCC) explained she was seeking legal advice on the handling of the complaint in order assess how the multiple complaints on the same issue were to be brought to the Sub-Committee; details on the action taken would be provided at the next public Panel meeting in November 2021.

24 November 2021:

❖ **SURREY POLICE GROUP FINANCIAL REPORT FOR MONTH SIX FINANCIAL YEAR 2021/22**

Noted and commented on the report.

❖ **OFFICE OF THE POLICE AND CRIME COMMISSIONER FINANCIAL UPDATE FOR MONTH SIX FINANCIAL YEAR 2021/22 AND ESTIMATE FOR YEAR END OUTTURN**

Noted and commented on the report.

❖ **DRAFT POLICE AND CRIME PLAN 2021-2025 RESOLVED:**

1. The Police and Crime Panel reviewed and commented on the Draft Plan.

2. Panel members' comments on the draft Police and Crime Plan 2021-2025 would be captured in a letter of response to the Police and Crime Commissioner for Surrey for her to have regard to in preparing the Police and Crime Plan 2021-2025

❖ **ANTI-SOCIAL BEHAVIOUR**

Noted the report.

❖ **PERFORMANCE MEETINGS**

Noted the report.

❖ **OPCC COMMISSIONING UPDATE**

Noted the presentation.

❖ **COMMISSIONER'S QUESTION TIME**

Question asked on 20mph speed limit areas.

❖ **COMPLAINTS RECEIVED SINCE THE LAST MEETING**

1. The Committee Manager (SCC) noted the outcome of the Complaints Sub-Committee which met on 5 November 2021 the Complaints Sub-Committee concluded that the PCC had not breached the provisions of the Code of Conduct and no further action on the forty complaints; whilst not the usual practice to publish the outcome letter, having invited representations from the complainants and the person complained against (PCC), the Complaints Sub-Committee had considered such representations and was of the opinion that it was in the public interest to append a redacted version of the outcome letter to complainants.
2. The Chairman highlighted that one new complaint had been received and noted that legal advice had been sought

4 February 2022:

❖ **PERFORMANCE MEETINGS**

Noted and commented on the report.

❖ **COMMISSIONER'S QUESTION TIME**

Questions asked on CCTV, unsafe driving and police culture.

❖ **COMPLAINTS RECEIVED SINCE THE LAST MEETING**

Four complaints had been received since the last meeting.

❖ **SURREY POLICE GROUP FINANCIAL REPORT FOR MONTH 8 FINANCIAL YEAR 2021/22**

Noted and commented on the report.

❖ **OFFICE OF THE POLICE AND CRIME COMMISSIONER FINANCIAL UPDATE FOR MONTH 9 FINANCIAL YEAR 2021/22 AND ESTIMATE FOR YEAR END OUTTURN**

Noted and commented on the report.

❖ **OFFICE OF THE POLICE AND CRIME COMMISSIONER'S BUDGET FOR 2022/23**

Noted and commented on the report.

❖ **SURREY POLICE AND CRIME COMMISSIONER'S PROPOSED PRECEPT 2022/23**

The Surrey Police and Crime Panel recommends that –

1. The Surrey Police and Crime Commissioner Precept for a Band D property be increased by £10 to £295.57 in 2022/23.
2. The Police and Crime Commissioner should not increase the budget of her Office using funds which could instead be provided to Surrey Police, as the Panel is of the view that such funds would be better used to support the Force's operations.

21 April 2022:

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

RESOLVED:

The Surrey Police and Crime Panel recommends that –

1. That future Police and Crime Plan progress reports to the Panel contain the key actions taken since the last update, and those to be taken, in relation to each subheading of each Plan priority.
2. That all of the measures reported to the Performance and Accountability Board be included in future Police and Crime Plan Progress reports, and the same descriptions used.

❖ **POLICE COMPLAINTS REFORM**

Panel noted the report.

❖ **SURREY POLICE RECRUITMENT AND WORKFORCE PLANNING**

Panel noted the report.

❖ **FORCE CULTURE AND CONDUCT**

Panel noted the report.

❖ **POLICE AND CRIME COMMISSIONER'S SUCCESSION PLAN**

Panel noted the report.

❖ **PANEL UPDATE ON FUTURE DEVELOPMENT OF ERP SYSTEM**

Panel noted the report.

❖ **PERFORMANCE AND ACCOUNTABILITY MEETINGS**

Panel noted the report.

❖ **COMMISSIONER'S QUESTION TIME**

Question was asked about non-criminal hate incidents (NCHIs).

❖ COMPLAINTS RECEIVED SINCE THE LAST MEETING

Outcome of the complaints reported in February was published. A further two complaints were received.

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 – usually 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 as and 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 received 14 complaints (one of which was collated from 37 complainants as they related to the same issue) reported at the following Panel meetings: June 30, September 15, November 24, February 4 and April 21.

The Complaints Sub-Committee has a non-investigatory role and the complainant if unsatisfied with the Sub-Committee's outcomes, 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: 10 January and 2 February 2022.

The Sub-Group raised the following topics: impact of the Government Spending Review, budget planning, budget underspends, vacancy rates and savings.

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 2021 MID-YEAR CLAIM: 1 April 2021 - 30 September 2021

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 2021 to remain eligible for the payment covering the second half of the financial year.

The Home Office grant available for the 2021 mid-year claim was **£33,090** (total grant = **£66,180**).

The actual expenditure was: **£19,506**.

OUTTURN FORECAST: 1 October 2021 – 31 March 2022

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 **£46,674** (total grant = **£66,180**).

The expenditure forecast was: **£27,994**.

HOME OFFICE GRANT 2021-2022 END-YEAR CLAIM: 1 April 2021 – 31 March 2022

The Home Office grant available for 2021-2022 was **£66,180**.

The actual expenditure was: **£47,500**.

(**£19,506** - Mid-Year Claim plus **£27,994** - finalised 1 October 2021 – 31 March 2022 expenditure)

To be returned to the Home Office by 29 July 2022 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:

- LGA - Annual PCP Workshop in July 2021: covering issues such as an update on the Home Office on the future of PCPs in relation to fire governance and funding.
- Tenth National Conference for Chairs, Members and Officers of Police (Fire) and Crime Panels - November 2021 held in Coventry: covering issues such as Complaints' Handling, Funding and Future Direction, Scrutinising the Commissioner | Performance Frameworks.
- PCC Review Part 2 - Investigation of complaints and allegations workshop, virtual in September 2021.
- National Association of Police, Fire and Crime Panels (NAPFCP) AGM, virtual meeting in November 2021.

Training:

- Surrey Police and Crime Panel Training/Refresh Session 2021 – June 2021, covering the Panel’s responsibilities, Constitution, procedural matters – from Democratic Services; and
- The Commissioner’s responsibilities and Panel’s relationship with the PCC – from the OPCC Chief Executive.

No visits were undertaken.

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 2021-2022.

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