

ANNEX A

SURREY POLICE AND CRIME PANEL COMPLAINTS SUB-COMMITTEE

TERMS OF REFERENCE

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 of the Group

Seven appointed members of the Surrey Police and Crime Panel.

At least one Independent Member of the Surrey Police and Crime Panel.

Quorum

Three members of the Sub-Committee to meet to consider any complaint referred.

Roles/Functions

- To consider non-criminal complaints relating to the PCC or Deputy PCC referred to the Panel by the Chief Executive of the PCC's Office as well as criminal complaints or conduct matters that are referred back to the Panel by the IOPC.
- To handle any complaints referred to the Sub-Committee in line with the agreed Complaints Protocol and agree the most suitable course of action to assist with the informal resolution of the complaint.
- To provide a regular update to the full Panel on all complaints dealt with by the Complaints Sub-Committee (standing item).

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