



**MINUTES OF A MEETING OF THE SHADOW CAMBRIDGESHIRE AND  
PETERBOROUGH POLICE AND CRIME PANEL  
HELD AT HUNTINGDONSHIRE DISTRICT COUNCIL  
ON 7 FEBRUARY 2013**

<b>Members Present:</b>	Councillors Bick, Curtis, Khan, McGuire, Shelton, Walsh, West and Wilkins Christine Graham and Raja Ali	
<b>Officers Present:</b>	Liz Bisset	Cambridge City Council
	Mike Davey	Cambridgeshire County Council
	Alex Daynes	Peterborough City Council
	Gary Goose	Peterborough City Council
	Kim Sawyer	Peterborough City Council
<b>Others Present:</b>	Sir Graham Bright	Cambridgeshire Police and Crime Commissioner
	Brian Ashton	Deputy Cambridgeshire Police and Crime Commissioner
	Dorothy Gregson	Office of the Police and Crime Commissioner
	John Hummersone	Office of the Police and Crime Commissioner

**1. Apologies for Absence**

Apologies were received from Councillors Ablewhite, Elsey and Palmer.

**2. Declarations of Interest**

None were received.

**3. Minutes of the meetings held 21 November 2012 and 6 December 2012**

The minutes of the meetings held on 21 November 2012 and 6 December 2012 were agreed as an accurate record and the action points were noted.

**4. Rules of Procedure**

Gary Goose introduced a report that included the Terms of Reference and an updated Rules of Procedure that outlined how the Panel would operate. The Rules of Procedure had been updated following a request made at the September 2012 meeting of the shadow panel to include a public engagement section.

Comments and responses to questions included:

- An additional rule should be included to allow public recording of the meetings;
- The inclusion of the Office of the Commissioner was implied in paragraph 8 of the terms of reference;
- The word 'matters' should be included at the end of paragraph 1.6 of the Rules;

- It was anticipated that any meeting called by the Monitoring officer of the Host, Authority as stated in paragraph 4.2 of the Rules, would be done following consultation with the chairman.

Following consideration of the report, the Panel **APPROVED**:

1. The Terms of Reference
2. The Rules of Procedure that would include a rule permitting public recording of the meetings.

ACTIONS:

1. Make relevant corrections to Rules of Procedure;
2. Include additional paragraph to Rules of Procedure to allow public recording of meetings – circulate addition to panel members.

## 5. Handling of Complaints Procedure

Kim Sawyer introduced a report updating the Panel on the procedure for the handling of complaints made against the Police and Crime Commissioner. The views of the Panel was sought to determine the final model following additional guidance from the Local Government Association and central government.

Comments and responses to questions included:

- A sub-committee would be preferable to a single member to refer complaints to;
- Initial sifting of complaints should be separated from the functions of the Commissioner's office;
- Transparency was most important in the process;
- Chief Executive of the Commissioner's Office would be directing any complaints to appropriate places;
- If a sub-committee of the Panel receives relevant complaints, these should not be about trivial matters but more serious issues;
- A reviewing process was needed for all complaints;
- Must ensure public confidence in the final process;
- The Chief Executive of the Commissioner's Office will have an obligation to submit a review of complaints to the Panel;
- Previous Standards regime saw many trivial complaints received and submitted to sub-committees, an early sifting process is therefore preferable;
- Could review the process after a certain time to ensure its effectiveness;
- The majority of complaints received by the previous Police Authority were relevant to the Police Force, not the Police Authority Members.

Following debate on the report and recommendations, a vote was taken (8 for, 0 against and 2 abstentions) and it was **AGREED** that:

1. The delegation for the initial referral of complaints be given to the Chief Executive of the Police and Crime Commissioner's Office (subject to the Police and Crime Commissioner accepting that delegation);
2. Complaints to be dealt with by the Panel are to be dealt with by a sub-committee;
3. The membership of the sub-committee shall comprise 3 members of the Panel; and
4. To receive the draft content of the webpage outlining the complaints procedure once the procedure had been finalised.

ACTIONS:

1. Develop final handling of complaints procedure.

## **6. Budget and Precept 2013/14 and Medium Term Financial Strategy 2013/17**

The Police and Crime Commissioner introduced a report notifying the Panel of the proposed budget and precept for 2013/14 along with the medium term financial strategy for 2013-2017, advising that the budget aimed to ensure that the Police and Crime Plan, to be published in March, was deliverable.

Gary Goose advised the Panel that the Commissioner had to have advised the Panel of the proposed precept and budget by 1 February 2013 and the Panel had to review and report back to the Commissioner by 8 February 2013.

Comments and responses to questions included:

- Although the grant available for community safety partnerships had increased, the final confirmation of this had not yet been made available and therefore the funding level for 2012/13 was maintained to ensure the partnerships could maintain their work;
- Community Safety Partnerships would be reviewed and developed over the coming year;
- The increase in Police Officers was supported by the Chief Constable and aimed to provide a greater overall Police presence on the streets which would complement the work of Police Community Support Officers (PCSOs);
- A reduction in full time police officers, especially senior officers, would enable a reduction in the funding allocated to Police Officer Pay – several senior officers were due to retire in the coming year;
- Many senior officers were office based so an increase in Constables by 10 will ensure more frontline or 'beat' police were available for deployment;
- Local policing should be flexible and must cover the whole force area;
- Countryside Watch would keep its funding and faster response times to calls were needed which should help to support rural communities – much work was undertaken with neighbouring forces to tackle rural crime;
- Greater involvement from Neighbourhood Watch groups would assist in crime and safety issues locally;
- The proposed 1.96% rise in the precept would ensure a sustainable service. Accepting the government's freeze proposal or using reserve funds would leave larger funding shortfalls in future years;
- Accepting the grant freeze could result in 23 fewer Constables within 2 years and further large cuts to balance the budget;
- Reserve funds needed to be maintained in case of unplanned for emergencies and some were reserved for specific contingency strategies;
- The role played by PCSOs was important but it would be an operational decision on how they were deployed;
- All but one member of staff in the commissioner's office were full time employees and this one post was being reviewed;
- The financial figures shown on page 62 appear to show some large changes from the previous year however, new reporting models were being used which resulted in more information being shown and some funds were now listed under different categories; and
- The proposed contract with G4, although potentially offering savings, was reviewed and stopped as it was not considered to be the most effective way of achieving its aims – further consideration would be given to smaller contracts and sharing or developing services with neighbouring forces.

Following debate, the Panel **AGREED** to endorse the Police and Crime Commissioner's proposed budget and precept and medium term financial plan.

**ACTION:**

Send endorsement report to Police and Crime Commissioner.

## 7. Agenda Plan

The Panel received the agenda plan for future meetings including provisional dates for the year to March 2014.

**ACTIONS:**

1. Send diary dates to confirm future meeting dates;
2. Add items to agenda plan following consideration of the Commissioner's Police and Crime Plan at the next meeting;

The meeting began at 1.00pm and ended at 2.50pm

CHAIRMAN

### ACTIONS

DATE OF MEETING	ITEM	ACTION	UPDATE
7 FEBRUARY 2013	4. Rules of Procedure	<ol style="list-style-type: none"> <li>1. Make corrections to Rules of Procedure;</li> <li>2. Include additional paragraph to Rules of Procedure to allow public recording – circulate addition to panel members.</li> </ol>	
	5. Handling of Complaints	Develop final handling of complaints procedure.	
	6. Budget and Precept 2013/14 and Medium Term Financial Strategy 2013/17	Send endorsement report to Police and Crime Commissioner	Completed 8 February 2013
	7. Agenda Plan	<ol style="list-style-type: none"> <li>1. Send diary dates to confirm future meeting dates;</li> <li>2. Add items to agenda plan following consideration of the Commissioner's Police and Crime Plan at the next meeting.</li> </ol>	Completed