



West Yorkshire Police and Crime Panel

Draft Minutes

December 14th 2012, Wakefield Town Hall

PRESENT:	Councillor Box (Chair)	- City of Wakefield MDC
	Councillor Hussain	- City of Bradford MDC
	Councillor Ferriby	- City of Bradford MDC
	Councillor Walls	- City of Bradford MDC
	Councillor Sweeney	- Calderdale MBC
	Councillor Nash	- Calderdale MBC
	Councillor Smith	- Kirklees MC
	Councillor Hall	- Kirklees MC
	Councillor Lowe	- Leeds City Council
	Councillor Iqbal	- Leeds City Council
	Councillor Carter	- Leeds City Council
	Councillor Askew	- City of Wakefield MDC
	Roger Grasby	- Independent
	Jo Sykes	- Independent
APOLOGIES:	Sue Hall	- Local Criminal Justice Board
IN ATTENDANCE:	Clare Elliott	- AWYA
	Samantha Wilkinson	- AWYA
	Mark Tolson	- City of Wakefield MDC

1. Introductions and Apologies

- 1.1 Apologies from Sue Hall, Police and Crime Panel Advisory Member, were noted.

2. Panel Procedures and Protocols

- 2.1 In accordance with Schedule 6 of the Police Reform and Social Responsibility Act 2011, consideration was given to the draft Rules of Procedure and Protocols for the West Yorkshire Police and Crime Panel. The Procedures and Protocols included the terms of reference, member information, governance arrangements and standards and administrative support.

2.2 Samantha Wilkinson clarified that Panel Members are obliged to abide by their own authority's 'Members' Code of Conduct', except in the case of the independent members who will be asked to sign up to Wakefield's 'Members' Code of Conduct.'

2.3 Clare Elliott confirmed that the Chief Constable can be invited to attend Panel Meetings but, unlike the Commissioner, the Chief Constable is not obliged to attend.

2.4 **RESOLVED**

2.4.1 That the AWYA to circulate additional information regarding the legislation surrounding suspension of the Police and Crime Commissioner.

2.4.2 That the Panel endorse the procedures and protocols and would conduct its business in accordance with the procedures and protocols in its capacity as a Joint Committee.

3. To approve, as a correct record, the minutes of the meeting of the Shadow Police and Crime Panel held 19th October and deal with any matters arising.

3.1 **RESOLVED**

3.1.1 That the minutes of the last Shadow Police and Crime Panel meeting were approved as a correct record.

4. To note any items which the Chair has agreed to add to the agenda on the grounds of urgency.

4.1 The Chair confirmed that there were no items to add to the agenda.

5. Members' Declaration of Interest

5.1 Members made the following disclosures of Interest:-

Dis-closable Pecuniary Interest

Independent Member	Item	Reason
Roger Grasby	Agenda Item 6, Police and Crime Panel Budget (Independent Member Allowance)	Recipient of the allowance.
Jo Sykes	Agenda Item 6, Police and	Recipient of the

Crime Panel Budget allowance.
(Independent Member Allowance)

6. Police and Crime Panel Budget

6.1 Consideration was given to a report of the AWYA Policy Co-ordinator which set out the funding position for the Panel for 2012/13 and sought agreement for the 2013/14 Panel Budget.

6.2 The Panel discussed the variance in allowances afforded to Panel Members following the different recommendations of the five Independent Remuneration Panels.

6.3 RESOLVED

6.3.1 That the five West Yorkshire Authorities Independent Remuneration Panels be urged to review Panel Member Allowances in 6/ 12 months-time when the workload associated with exercising the Panel's responsibilities is clearer.

6.3.2 That the Panel noted the funding position for 2012/13 and endorsed the proposed 2013/14 budget.

7. West Yorkshire Police Authority Legacy Reports

7.1 Clare Elliott explained that the purpose of this item was to make the Panel aware of the issues that the West Yorkshire Police Authority had asked the Commissioner to take forward so the Panel could then agree which of these issues they would like to build into their 2013 work programme.

7.2 The Panel engaged in a general discussion about the relationship between the Panel and the public and the Panel and the Commissioner, emphasising the importance of effective links with both whilst recognising the need for a clear distinction between the role of the Panel and the work of the Commissioner.

7.3 With this in mind consideration was given to the invitation by the Police and Crime Commissioner for a member of the Panel to act as an observer during the recruitment of a new Chief Constable. It was suggested that the Confirmation Hearing would provide the Panel with the level of information and evidence it needed to judge the suitability/ professional competence of the proposed appointee.

7.4 RESOLVED

- 7.4.1 That Clare Elliott circulate the full set of West Yorkshire Police Authority Legacy reports for consideration by Panel Members.
- 7.4.2 That Panel Members notify Clare Elliott of the key issues they suggest the Panel monitors in order to support and assess the performance of the Commissioner.
- 7.4.3 That that no Panel Member acts as an observer during the recruitment process for the post of Chief Constable.

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Mark Burns-Williamson, Police and Crime Commissioner for West Yorkshire, was in attendance for items 8 – 15.

8. Introductions

- 8.1 The Commissioner and the Panel exchanged introductions and engaged in a preliminary discussion about the activities and role of the Commissioner in West Yorkshire.
- 8.2 The Commissioner made the following points during his introduction:
 - Eager to make the most of the Commissioner role for the people of West Yorkshire
 - The Commissioner role is very different to the role previously exercised by the West Yorkshire Police Authority
 - Key priority is engaging and involving all stakeholders, especially the public.
 - Since taking office, the selection of a new Chief Constable has been initiated and the deadline for expressions of interest is the middle of January
 - Representations have already been made to the Home Secretary regarding cuts to funding for policing.
- 8.3 In response to issues raised by the Panel, the Commissioner clarified that:
 - A Deputy Police and Crime Commissioner will be appointed following a thorough recruitment process because there is felt to be sufficient work to justify the appointment.
 - The Office of the Police and Crime Commissioner (OPCC) will be re-structured to ensure the Force can be effectively held to account. Other ways of supporting this objective are also being explored with the Command Team.

- The allocation of functions across the Force and OPCC are being reviewed to help the Force focus on operational issues. For example, the Police National Legal Database will be moved over to the OPCC.
- The appointment of the Chief Constable will provide an opportunity to review the pay and conditions of senior Police staff.
- All efforts to realise efficiency savings through collaboration with other Police Forces across the country are being explored as well as opportunities to work innovatively with other organisations in West Yorkshire such as Trading Standards.

8.4 RESOLVED

- 8.4.1 That the Commissioner keeps the Panel up to date with the process for recruiting a Deputy.
- 8.4.2 That the Commissioner provides the Panel with details of the Chief Constable's proposed terms of appointment.
- 8.4.3 That the Chief Executive of the Office of the Police and Crime Commissioner meets with the five West Yorkshire Chief Executives to explore opportunities for joint working, for example, via co-location.
- 8.4.4 That Panel Members notify the Commissioner of suggested locations for his regular district visits/ 'surgeries'

9. Emerging Police and Crime Plan

- 9.1 The Commissioner introduced this item by outlining the process that is being followed to inform the development of the Police and Crime Plan. The Panel was notified that the first draft of the Plan will be ready for their consideration at their March meeting.
- 9.2 In response to issues raised by the Panel, the Commissioner clarified that:
 - All efforts will be made to reduce anti-social behaviour and to address the long-standing issue of burglary in West Yorkshire.
 - A targeted approach which focuses on certain types of crime/ high crime areas will be pursued where appropriate and based on strategic intelligence.
 - Extensive stakeholder engagement will continue after the publication of the Plan to ensure partners work together to deliver the Plan's objectives
 - West Yorkshire is felt to be in a strong position in terms of the Force's ability to balance the requirements of the Strategic Policing Requirement with local policing needs. Strategic alliances with other Forces in the country are being formed to further support this objective.

- Neighbourhood policing will be protected wherever possible.

9.3 **RESOLVED**

9.3.1 That the Commissioner provides the Panel with a draft version of the Police and Crime Plan for detailed consideration at their meeting on March 8th.

10. **Initial Budget Briefing**

10.1 The Commissioner introduced this item and explained that:

- An estimated £18 million of savings will need to be found in the Force Budget in 2013/14
- The Community Safety Fund will be significantly reduced in 2013/14 although the exact details are not yet known. In 2013/14 the OPCC will passport these funds directly to the Community Safety Partnerships with a view to strengthening the commissioning model in future.
- It is anticipated that the 2% referendum limit will also apply to the Police Precept.
- Cuts to Council Tax Benefit will impact on the Force's tax base.
- Accepting the Council Tax Freeze Grant would lead to budget problems in future as it doesn't allow the Force to build up its Council Tax base.
- Large scale public consultation is currently taking place to inform the 2013/14 budget proposal.

10.2 **RESOLVED**

10.2.1 That the initial budget briefing by the Police and Crime Commissioner be noted

11. **Draft Memorandum of Understanding**

11.1 Clare Elliott asked the Panel and the Commissioner to consider the latest iteration of the draft 'Memorandum of Understanding' and its constituent protocols with a view to formally endorsing the documents in the New Year.

11.2 **RESOLVED**

11.2.1 That the Commissioner communicate suggested amendments to Clare Elliott so these can then be considered by the Panel.

12. **Complaints against the Police and Crime Commissioner**

12.1 Clare Elliott provided the Panel with an update on the process for dealing with complaints against the Commissioner and drew Members attention to the final versions of the relevant documents.

12.2 The Panel agreed that the complainant must be central to the complaints process so members of the public can navigate the complex complaints landscape and receive the support they require.

12.3 **RESOLVED**

12.3.1 That the AWYA liaises with the Office of the Police and Crime Commissioner to ensure there is a mechanism in place which allows the Panel to monitor the complaints sent directly to the Commissioner.

12.3.2 That the Panel endorse the public complaints leaflet and associated flow chart.

12.3.3 That Roger Grasby be thanked for his input into the development of the documentation.

13. Forward Agenda Plan 2012/13

13.1 The Panel was made aware that the January meeting may be cancelled as there will be no substantive update on the Police and Crime Plan by that stage. This will be clarified in the New Year.

14. Any Other Business

14.1 The Chair reiterated that the Panel is eager to act as a critical friend to the Commissioner. This sentiment was welcomed.

15. Date and Time of Next Meeting

15.1 The next meeting is scheduled for January 11th, 10:00 – 12:30 pm (see 13.1)