

AGENDA ITEM 8b : APPENDIX A

Document A

Role of the Police and Crime Panel

Elected Police and Crime Commissioners (PCCs) and Police and Crime Panels (P&CPs) were introduced by the 2011 Police Reform and Social Responsibility Act. Under the Act, the PCC is responsible for holding the Chief Constable to account, securing an efficient and effective local police force and carrying out functions in relation to community safety and crime prevention.

The Leicester City, Leicestershire and Rutland Police and Crime Panel will be responsible for publicly scrutinising the actions and decisions of the PCC and in doing so will, inter alia:

1. Review and make a report or recommendation on the draft police and crime plan.
2. Hold public meetings to consider the annual report from the Police and Crime Commissioner.
3. Review and scrutinise decisions, or other action taken, by the Police and Crime Commissioner in connection with the discharge of his functions.
4. Publish all reports and recommendations the Panel makes and send copies to the constituent local authorities.

Document B

Role of the Community & Social Affairs Committee (as the designated Crime and Disorder Committee)

Section 19 of the Police and Justice Act 2006 requires every local authority to have a crime and disorder committee with the power to review or scrutinise decisions taken in connection with the discharge by the Responsible Authorities* of their Crime and Disorder Functions. The Crime and Disorder (Overview and Scrutiny) Regulations 2009 complement the provisions under Section 19.

Melton Borough Council has designated the Community & Social Affairs Committee as the Crime and Disorder Committee.

The Community & Social Affairs Committee has determined that it will meet at least once a year to consider Crime and Disorder related issues. It will do so primarily by reviewing and scrutinising the Annual Report of the Community Safety Partnership. The role of the Committee is to act as a 'critical friend' by constructive challenge at a strategic level. The Committee has also agreed that it will consider relevant crime and disorder matters at other meetings should the need arise, as is the current practice.

*** Responsible Authorities on Community Safety Partnerships include:-**

Local Authorities (County Councils and District Councils)

The Police Force

The Fire and Rescue Service

The Primary Care Trust (or successor bodies)

Note – the Police Authority was previously identified as a Responsible Authority. The Police and Crime Commissioner has NOT been designated as a responsible authority for these purposes. However the Police and Social Responsibility Act places a mutual responsibility on PCCs and responsible authorities on the CSP to co-operate to reduce crime, disorder and re-offending.

Document C

Working Principles

Given the common aims of both the Committee and the P&CP to scrutinise the delivery and effectiveness of measures aimed at reducing crime and disorder and enhance public safety , it is vital that they:

- (i) work in a climate of mutual respect and courtesy;
- (ii) have a shared understanding of their respective roles, responsibilities and priorities;
- (iii) promote and foster an open relationship where issues of common interest and concern are shared in a constructive and mutually supportive way;
- (iv) share work programmes, information or data they have obtained to avoid the unnecessary duplication of effort.

Whilst recognising the common aims and the need for closer working, it is important to remember that the Committee and the P&CP are independent bodies and have autonomy over their work programmes, methods of working and any views or conclusions they may reach. This protocol will not preclude either body from working with any other local, regional or national organisation to deliver their aims.

What Will This Mean In Practice

The Police and Crime Panel is a creature of statute only recently established. Clearly it will need time to establish itself and its modus operandi. The proposals now outlined below will need to be revisited in 12 months' time to assess how these are working and to consider whether the scope now identified is appropriate.

P&CP → Scrutiny

The P&CP shall, in discharging its responsibility for commenting on the Police and Crime Plan or any variation thereto, seek the views of the Committee. The Committee may, if it so wishes, submit written comments to the P&CP.

The P&CP shall, in discharging its responsibility for commenting on the Police and Crime Commissioner's Annual Report, seek the views of the Committee. The Committee may, if it so wishes, submit written comments or questions it considers merit in raising with the PCC to the P&CP.

Scrutiny → P&CP

The Committee may, in discharging its responsibility for reviewing and scrutinising the Annual Report of the Community Safety Partnership, draw to the attention of the P&CP any issues which would merit a discussion with the PCC.

P&CP ↔ Scrutiny

Where either the P&CP or the Committee considers that a particular issue (related to crime and disorder) would merit in depth investigation either by the Committee/Panel or by a task and finish group this should be discussed by the Chairmen and Secretariat of both bodies to determine the scope of such a review and agree to which body would take lead responsibility. The aim is to avoid duplication of effort and resources.

Scrutiny ↔ County Council P&CP Representative

The Council's representative on the Police and Crime Panel shall, if requested, attend meetings of the Committee to:

- provide an update on the work of the Police and Crime Panel and the key issues it has addressed and is proposing to address and to take back any concerns raised by the Committee;
- listen to and, if appropriate, participate in the deliberations of the Committee when it is discharging its Crime and Disorder Function.

Note – the Protocol between the PCC and the P&CP specifies time limits within which the P&CP is required to comment on the Precept, Annual Report and Police and Crime Plan. It will therefore be important for the Secretariat of the P&CP and Democratic Support for the Committee liaise to ensure that meetings of the Committee are arranged so as to enable the Committee to meet to comment on the documents within the specified timescales.

Document D

Protocol between the Police and Crime Panel (P&CP) and Melton Borough Council

This protocol concerns the relationship between the Police and Crime Panel and Melton Borough Council. Its purpose is to ensure that:-

- (i) Mechanisms are put in place for exchanging information and work programmes so that issues of mutual concern/interest are recognised at an early stage and are dealt with in a spirit of co-operation and in a way that ensures the complementary responsibilities of the P&CP and Melton Borough Council are managed;
- (ii) There is a shared understanding of the process of referrals and arrangements for dealing with such referrals.
- (iii) Share information on work programmes.

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**Chairman of the
Police and Crime Panel**

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**Chief Executive Officer
on behalf of Melton Borough
Council**

Date