

# Cleveland Police and Crime Panel

A meeting of Cleveland Police and Crime Panel was held on Monday, 6th August, 2012.

**Present:** Cllr Chris Abbott, Cllr Jim Beall (substituting for Cllr Steve Nelson), Cllr Peter Cox, Cllr Ken Dixon, Cllr George Dunning, Cllr Ray Goddard, Cllr Cath Hill (substituting for Mayor Stuart Drummond), Cllr Terry Laing, Cllr Carl Richardson, Cllr Charlie Rooney, Cllr Norma Stephenson, Cllr Bernie Taylor

**Officers:** Mike Batty, David Bond, Michael Henderson (Stockton on Tees Borough Council)

**Also in attendance:** Denise Ogden (Hartlepool Borough Council); Simon Dale (Redcar and Cleveland Borough Council); Ed Chicken (Middlesbrough Borough Council)

**Apologies:** Mayor Stuart Drummond, Cllr Steve Nelson

## **PCP 1/12 Appointment of Chairman 2012/13**

Members considered the appointment of a Chairman for 2012/13.

RESOLVED that Cllr Norma Stephenson be appointed Chairman for 2012/13.

## **PCP 2/12 Declarations of Interest**

There were no declarations of interest.

## **PCP 3/12 Appointment of Vice Chairman**

Members considered the appointment of a Vice Chairman for 2012/13.

RESOLVED that Cllr Charlie Rooney be appointed Vice Chairman for 2012/13.

## **PCP 4/12 Panel Arrangements**

Members noted Panel arrangements previously agreed by each of the constituent authorities.

The Panel discussed each authority's representation on the Panel, in terms of the number of seats each had been allocated, as detailed in the arrangements. A representative from Hartlepool Borough Council indicated that he believed that this issue had not been resolved and stated his Council's view that all authorities should have an equal number of seats. Representatives from Redcar and Cleveland Borough Council and Stockton Borough Council stated their Council's positions on this, which was in line with what was detailed in the arrangements. A vote was taken and the position, as detailed in para 8 of the Panel Arrangements, was confirmed:-

Hartlepool - two  
Middlesbrough - three  
Redcar and Cleveland - three  
Stockton on Tees - four

Members noted that paragraph 10 (Terms of Office) related to female, as well as male Panel members, and minor amendments would be made to reflect this.

RESOLVED that the Panel arrangements be noted and the minor amendments relating to paragraph 10 be made.

**PCP  
5/12**      **Terms of Reference**

Members considered draft Terms of Reference for the Panel.

The Panel noted that paragraph 17 needed amendment to indicate that the Panel could not require a member of the Commissioner's staff to give evidence, or produce any document, which discloses advice given to the Commissioner by that person.

RESOLVED that the Terms of Reference, as attached to the report, be agreed, subject to the amendment described above.

**PCP  
6/12**      **Rules of Procedure**

Members considered proposed Rules of Procedure for the Panel.

It was suggested that paragraph 25 (Members' Interests) be amended to reflect the fact that each member would be subject to the Code of Conduct approved by their own authority.

The Panel also discussed paragraph 12, relating to substitutes, and agreed that in the event of a member of the Panel, being unable to attend a meeting, then the relevant local authority would be permitted to appoint a substitute.

It was also agreed that any substitute, in line with serving Panel members, must have received prior formal training in the relevant procedures and law relating to the Panel's functions and their duties and responsibilities as Panel members.

It was noted that, to facilitate this, attendance at the Panel's training events would not be restricted.

RESOLVED that the Rules of Procedure, as attached to the report, be agreed, subject to the amendments described above.

**PCP  
7/12**      **Appointment of Co opted Members to the Panel**

Members considered a report relating to the appointment of co-opted members to the Panel.

Members were reminded that the Panel arrangements required the Panel to resolve to co-opt four members. Two would be non political independent members, as required by the Act. The other two would be elected members of the constituent Councils and approval to appoint would be subject to the agreement of the Secretary of State.

It was noted that if, for the purposes of seeking Secretary of State approval, details were required, the two co opted members would be identified as Cllr Nelson and Cllr Dixon.

It was explained that, with the approval of the Secretary of State, the Panel could appoint further co-optees, subject to its total membership not exceeding 20. The Panel considered a statement, submitted by Stockton District Independent Advisory Group, which urged that formal application be made to the Secretary of State to allow this to happen.

It was suggested that, in selecting any non-political independent members, the Panel may wish to have regard to its own composition with regard to gender, ethnicity and age profile.

RESOLVED that:

1. the Panel appoint four co-opted members, two of whom would be elected members of the constituent Councils and two of whom would be non-political independent members.
2. the Home Secretary be requested to approve the co option of two elected member representatives.

**PCP  
8/12**

### **Appointment Process for Non Political Independent Members**

Members considered a report relating to the appointment process for two non-political independent members.

Members noted that the members should be appointed in the context of ensuring that the Panel had the necessary skills, knowledge and experience to discharge its functions effectively.

The Panel considered draft documents associated with the appointment of the non political members.

It was suggested that:

- the advertising process utilise all available free opportunities, including press release, web site and existing mailings and partnerships.
- the recruitment process be in line with existing practice and the recent guidance issued by the Local Government Association.
- a politically balanced selection Sub Panel of 5 drawn from the full panel, be appointed to conduct short listings and interviews to determine the two most suitable candidates to be the non-political independent members, with the full Panel endorsing the decision prior to the candidates being notified and formally appointed.
- in line with other Panel members, the non-political Independent Members be paid travel and subsistence expenses as per Stockton on Tees Borough Council's scheme.

Members were provided with details of a politically balanced Sub Panel of 5 and a suggested allocation of seats to the constituent authorities.

RESOLVED that:

1. the arrangements and associated documentation, as detailed above and in the report, be agreed.
2. delegated authority be given to the Director of Law and Democracy (Stockton on Tees Borough Council), in consultation with the Chairman and Vice Chairman, to amend and finalise the arrangements and associated documents, should it become necessary.
3. the Sub Panel comprise the following members:

Cllr Norma Stephenson  
Mayor Stuart Drummond  
Cllr Terry Laing  
Cllr Bernie Taylor  
Cllr Ray Goddard

**PCP 9/12 Appointment of Observer(s) to Durham and Darlington Police and Crime Panel under reciprocal arrangements**

Members considered a report relating to the appointment of observers to attend meetings of the Durham and Darlington Police and Crime Panel, under reciprocal arrangements.

It was suggested that appropriate items should be placed on this Panel's agendas, in the future, to prompt feedback from appointed observers.

RESOLVED that the Chairman and Vice Chairman act as observers on the Durham and Darlington Police and Crime Panel.

**PCP 10/12 Arrangements for Handling Complaints and other matters**

Members considered a report that presented proposed arrangements for the handling of complaints and other matters by the Panel, regarding the conduct of the Cleveland Police and Crime Commissioner and any Deputy Police and Crime Commissioner.

It was explained that the Panel was required to confirm, and notify to the Commissioner, a recipient to whom complaints should be directed.

RESOLVED that:

1. the arrangements for handling complaints and other matters, be agreed.
2. the Director of Law and Democracy be appointed as the person to whom complaints should be directed and that this be notified to the Commissioner in due course.

**PCP 11/12 Diary of Panel Meetings and Forward Plan**

Members considered a draft diary and forward plan for meetings of the Panel.

It was agreed that, for now, all meetings would be held at Stockton and would commence at 4.30pm.

Members were encouraged to place the dates identified in their diaries.

RESOLVED that the proposed diary of meetings and forward plan for the Panel, be approved.

**PCP  
12/12**      **Travel and Subsistence Expenses**

Members considered a report relating to arrangements in respect of the proposed reimbursement of travel and subsistence expenses incurred by members appointed to the Panel.

The Panel was reminded that arrangements indicated that no allowance be paid to members of the Panel. However, it was suggested that members be entitled to submit claims, supported by receipts where reasonably practicable, to Stockton on Tees, for travel and subsistence, in accordance with Stockton's rates.

Details of the rates were provided, together with a copy of a claim form.

RESOLVED that the proposed arrangements in respect of the payment of travel and subsistence expenses for members of the Panel, be approved.

**PCP  
13/12**      **Draft Induction Programme**

Members considered a report detailing a draft induction programme for the Panel.

It was suggested that the following elements of the induction be delivered, by Cleveland Police Authority, at the Panel meeting scheduled for 5 September 2012:

- Cleveland Police Force Overview.
- Role of the Police and Crime Commissioner
- Police and Crime Plan
- Budgets/Precept
- Annual Report/Performance Monitoring

Remaining elements of the induction, detailed below, would be delivered by officers from Stockton on Tees Borough Council, at the Panel's meeting scheduled for 26 November 2012:

- Role of the Police and Crime Panel
- Appointments
- Complaints

RESOLVED that the proposed Induction Programme be agreed and delivered as detailed above.

