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POLICE AND CRIME PANEL PANEL HEDDLU A THROSEDD



North Wales Police and Crime Panel

Friday, 20 September 2013 at 1.00 pm
Bodlondeb, Conwy

AGENDA

1. **Apologies for absence**
2. **Declarations of Interest: Code of Local Government Conduct**
Members are reminded that they must declare the **existence** and **nature** of their declared personal interests.
3. **Urgent matters**
Notice of items which, in the opinion of the Chairman, should be considered at the meeting as a matter of urgency pursuant to Section 100B(4) of the Local Government Act 1972.
4. **Minutes** (Pages 3 - 10)
To approve and sign as a correct record minutes of the previous meeting.
5. **To consider a report by the Strategic Director (Democracy, Regulation and Support)**
 - a) Appointment of Chair (Pages 11 - 12)
6. **To consider reports by the North Wales Police and Crime Commissioner:**
 - a) Confirmation Hearing for Deputy Police and Crime Commissioner
(*to follow*)
 - b) Periodic update from the Police and Crime Commissioner (including an update on the Police and Crime Plan and the Custody Scheme)
(*to follow*)
 - c) Update on the Spending Review and Saving Plan (Pages 13 - 16)
 - d) Update on the 2013/14 Budget (Pages 17 - 20)
 - e) Presentation by Chief Inspector Jane Banham on Police Recruitment

7. To consider reports by the Host Authority

- a)** Summary of Complaints Received (Pages 21 - 24)
- b)** To consider the Forward Work Programme for the North Wales Police and Crime Panel (Pages 25 - 27)
- c)** Confirmation of Forthcoming Meetings

Monday, 11 November 2013 @ 10.00 am

Monday, 16 December 2013 @ 2.00 pm (please note change of time – originally 10.00 am)

Monday, 20 January 2014 @ 10.00 am

Monday, 17 March 2014 @ 2.00 pm (please note change of time – originally 10.00 am)

Monday, 2 June 2014 @ 10.00 am (please note change of date – originally 19 May 2014)

8. Feedback from the WLGA Training and Development Event (Councillors Colin Powell/Amanda Bragg)

Membership of Panel

Cllr Glenys Diskin (Vice-Chair)

Flintshire County Council

Cllr Amanda Bragg

Flintshire County Council

Cllr Philip C. Evans J.P.

Conwy County Borough Council

Cllr Terry Evans

Wrexham County Borough Council

Cllr William T. Hughes

Ynys Mon County Council

Cllr Charles Jones

Gwynedd Council

Cllr Colin Powell

Wrexham County Borough Council

Cllr Bill Tasker

Denbighshire County Council

Cllr Gethin Williams

Gwynedd Council

Patricia Astbury

Independent Co-opted Member

Timothy Rhodes

Independent Co-opted Member

AGENDA ITEM 4

NORTH WALES POLICE AND CRIME PANEL

Tuesday, 4 June 2013 at 2.00 pm
Bodlondeb, Conwy

PRESENT:	Councillor William Knightly (Chair)	Conwy County Borough Council
	Pat Astbury	Independent Co-opted Member
	Councillor Amanda Bragg	Flintshire County Council
	Councillor Bill Cowie	Denbighshire County Council
	Councillor Glenys Diskin	Flintshire County Council
	Councillor Terry Evans	Wrexham County Borough Council
	Councillor Chris Hughes	Conwy County Borough Council
	Councillor William T Hughes	Isle of Anglesey County Council
	Councillor Charles Jones	Gwynedd Council
	Councillor Colin Powell	Wrexham County Borough Council
	Councillor Gethin Williams	Gwynedd Council
In attendance:	Anna Humphreys	Chief Executive (Office to the North Wales Police and Crime Commissioner)
	Kate Jackson	Chief Finance Officer (Office to the North Wales Police and Crime Commissioner)
	Winston Roddick	North Wales Police and Crime Commissioner
Officers:	Ken Finch	Strategic Director (Democracy, Regulation and Support)
	Dawn Hughes	Senior Committee Services Officer
	Richard Jarvis	Solicitor
	Sali Morris-Pritchard	Administration Assistant

38. APPOINTMENT OF CHAIR

It was proposed and seconded that Councillor William Knightly (Conwy County Borough Council) be appointed as Chair of the North Wales Police and Crime Panel for 2013/14.

RESOLVED-

That Councillor William Knightly be appointed as Chair of the North Wales Police and Crime Panel for 2013/14.

39. APPOINTMENT OF VICE-CHAIR

It was proposed and seconded that Councillor Glenys Diskin (Flintshire County Council) be appointed as Vice-Chair of the North Wales Police and Crime Panel for 2013/14.

RESOLVED-

That Councillor Glenys Diskin be appointed as Vice-Chair of the North Wales Police and Crime Panel for 2013/14.

40. APOLOGIES FOR ABSENCE

An apology for absence was received from Timothy Rhodes (Independent Co-opted Member).

41. DECLARATIONS OF INTEREST: CODE OF LOCAL GOVERNMENT CONDUCT

There were no declarations of interest.

42. URGENT MATTERS

None.

43. MINUTES

The minutes of the North Wales Police and Crime Panel held on 7 March 2013 were submitted for approval.

RESOLVED –

That the minutes of the meeting of the North Wales Police and Crime Panel held on 7 March 2013 be approved as a correct record.

44. VERBAL UPDATE FROM THE POLICE COMMISSIONER

The Police and Crime Commissioner (PCC) provided Members with a periodic update on his recent work activities, which included the following:

- Preparation of the PCC's Annual Report
- Continued development of the Office of the Police and Crime Commissioner (OPCC)
- Appointment of Deputy Police and Crime Commission (DPCC) - 31 applications had been received for the position, with interviews scheduled for early July 2013.
- A ministerial meeting in Cardiff had been attended – the Commissioner was the only one who had not sent a Deputy to attend the meeting.
- The PCC had visited 5 of the 6 Local Authorities to answer questions from Councillors and would welcome the opportunity to visit Wrexham County Borough Council.
- Attendance at various meetings/conferences included:
 - The Multi-Agency Public Protection Arrangements (MAPPA) Annual Conference.
 - Meeting relating to the Social Services Bill.
 - All Wales Superintendents Conference.
 - Meeting with the Welsh Language Commissioner.
 - Visit to the North Wales Mountain Rescue Training Centre in the Ogwen Valley

- Visit to the High Technology Crime Unit in North Wales and the new police station in Llangefni.
- Meeting with the North Wales Fire and Rescue Service.
- The PCC had also continued to develop partnerships with various bodies/organisations
- Freedom of Information requests - the PCC had received many FOI requests, particularly in relation to expenses claimed
- Custody Volunteers – approximately 50 applications had been received to date.

The PCC informed the Police and Crime Panel (PCP) that as he had become the employer for all police staff following the election in November 2012, he was in the process of organising Stage 2 Transfers to the Chief Constable. This would need to be completed before April 2014 and there was a requirement to submit a strategy for the transfers to the Home Secretary in September 2013. An update would be provided to the PCP later in the year.

The PCP requested that any press releases from the OPCC be sent to all members of the Panel for information.

The PCC thanked members of the PCP for their continued support and their constructive feedback.

45. **CONFIRMATION HEARING FOR THE CHIEF FINANCE OFFICER**

The Police Reform and Social Responsibility Act 2011 required the Police and Crime Commissioner (PCC) to appoint a Chief Finance Officer.

The Police and Crime Panel (PCP) was required to hold a confirmation hearing in public in respect of this appointment, whereby the candidate was requested to appear for the purposes of answering questions relating to the appointment. Following the hearing, the PCP was required to review the proposed appointment and make a report to the PCC on the appointment.

The PCC outlined the responsibilities of the role and the appointment process that had been undertaken and requested that the PCP consider the proposed appointment of Kate Jackson as the Chief Finance Officer.

The PCC confirmed that initially the role would be part-time and responded to the issues that had been raised by the PCP

Kate Jackson addressed the PCP and responded to questions raised by the Panel Members and the Strategic Director (Democracy, Regulation and Support).

RESOLVED –

That it be recommended to the Police and Crime Commissioner that Kate Jackson be appointed as Chief Finance Officer.

46. **ANNUAL REPORT FROM THE POLICE AND CRIME COMMISSIONER**

The Police and Crime Commissioner (PCC) presented the Police and Crime Panel (PCP) with his Annual Report, as required under Section 12 of the Police Reform and Social Responsibility Act 2011 (the Act).

The report provided a summary of how the PCC had carried out his functions to date and the progress made in that time in meeting the police and crime objectives within the Police and Crime Plan.

The following areas of the Annual Report were highlighted to the PCP:

- The investment in 51 additional police officer posts, of which 37 would be deployed as patrol constables within local policing; 6 would be assigned to the Amethyst Team; 3 would be dedicated to dealing with rural crime; 3 would be assigned to domestic abuse cases; and 2 would be dedicated to criminal investigations.
- The development of a Rural Crime Panel (only one other Commissioner had included a Rural Crime Plan)
- The establishment of a dedicated team (Amethyst), which would investigate rape and sexual offences and provide victim focused support in a sensitive and appropriate way.

The PCP considered the report and discussed the following issues:

- The need to be kept informed of the progress in relation to the investment of 51 additional police officer posts.
- The recruitment process for the Amethyst Team due to the requirement for experienced personnel.
- The community engagement plan was welcomed
- The performance figures for 2012/13 and the reduction in crime – it was queried whether the decrease was actually due to a reduction in the reporting of crime, rather than an actual reduction in crime and disorder. The PCC stated that the performance figures also concurred with a survey undertaken by the Home Office.
- The starting salaries for new police officers in order to attract the best candidates.

In response to a query relating to the Estates Strategy, the PCC stated that whilst a public consultation would not be undertaken, an all encompassing review would be carried out to ensure that the Strategy was effective.

Members also queried the acceptance of lost property at local police stations. The PCC agreed to investigate the policy in relation to this matter.

RESOLVED –

- (a) That the Police and Crime Commissioner's Annual Report be approved.**

- (b) That the Police and Crime Panel be kept informed of the progress in relation to the investment of 51 additional police officer posts.**

47. COMPLAINTS PROCEDURE

The Strategic Director (Democracy, Regulation and Support) for Conwy County Borough Council presented the Police and Crime Panel (PCP) with the draft Complaints Procedure.

The PCP had a statutory role in the handling and determination of certain complaints made against the North Wales Police and Crime Commissioner and Deputy Police and Crime Commissioner. The report sought approval for the delegation of certain responsibilities to the Host Authority's Strategic Director (Democracy, Regulation and Support), in consultation with the Chair, Vice-Chair and Independent Member of the PCP.

The Strategic Director highlighted the three different categories of complaints and informed the PCP that all serious complaints or complaints relating to conduct matters would automatically be referred to the Independent Police Complaints Commission for consideration.

The PCP supported the proposed process for dealing with complaints and requested that Pat Astbury be nominated as the Independent Member.

The PCP requested that if a matter was deemed urgent and the Chair, Vice-Chair or Independent Member were not available, then the Strategic Director would seek substitutes from the Panel membership. It was further requested that in the event that an Independent Co-opted Member was elected as Chair or Vice-Chair, the Strategic Director would consult with an elected Member of the Panel to ensure proportionality.

RESOLVED-

- (a) That the Complaints Procedure for the North Wales Police and Crime Panel be approved, subject to the inclusion of the following footnotes relating to the consultation process in paragraph 2.1 of the Complaints Procedure:**

- **That if a matter is deemed urgent and the Chair, Vice Chair or Independent Member are not available, then the Strategic Director will seek substitutes from the Panel membership.**
- **In the event that an Independent Co-opted Member is elected as Chair or Vice-Chair, then the Strategic Director will consult with an elected Member of the Panel to ensure proportionality**

- (b) That Pat Astbury be nominated as the Independent Co-opted Member.**

- (c) That the Terms of Reference for the North Wales Police and Crime Panel be amended accordingly.**

48. **MEMBER ALLOWANCES AND EXPENSES**

The Strategic Director (Democracy, Regulation and Support) presented a report, which requested whether the Panel Arrangements for the PCP should make provision for the payment of allowances to Members of the Panel.

Currently, the Panel Arrangements for the PCP did not provide for payment of any allowance, only for expenses and subsistence incurred by Members of the PCP. However, Host Authorities for Police and Crime Panels could receive up to £920 annually, per Panel Member, for expenses.

The Strategic Director informed the PCP that three of the four Welsh PCPs paid their Panel Members allowances.

Members were also informed that in Wales, the Host Authority could not use its own resources to support the Panel and it was suggested that the rates of pay as determined by the Independent Remuneration Panel for Wales (IRPW) could be used as the basis of the allowance.

The PCP agreed that the Panel Arrangements should make provision for the payment of allowances and that payments be made via a daily fee of £198 (£99 for a half day), which should be capped at a maximum of the equivalent of 5 full days per year. In addition, Members of the PCP would be entitled to claim travel allowances for approved duties.

In response to a query, the Strategic Director confirmed that the IRPW did not have jurisdiction over the PCP, and therefore Members of the Panel could receive an additional allowance as well as a senior salary.

RESOLVED-

(a) That the Panel Arrangements for the North Wales Police and Crime Panel be amended to make provision for the payment of allowances to panel members as follows:

- **Payments to be made via a daily fee of £198 (£99 for a half day), capped at a maximum of the equivalent of 5 full days per year.**
- **Members of the Police and Crime Panel are entitled to claim travel allowances for approved duties.**

(b) That the payment of allowances be backdated to the first meeting of the North Wales Police and Crime Panel.

(c) That the Terms of Reference for the North Wales Police and Crime Panel be amended accordingly.

49. **REVIEW OF MEMBERSHIP OF THE NORTH WALES POLICE AND CRIME PANEL**

The Strategic Director (Democracy, Regulation and Support) presented the Police and Crime Panel (PCP) with a report, which provided an analysis of the membership of the North Wales Police and Crime Panel for 2013, taking into account the outcome of the election in Ynys Mon.

The PCP's Terms of Reference had a specific provision for a review of the PCP's membership within 12 months of the Police and Crime Commissioner's Election, in line with the provisions within the Police and Reform and Social Responsibility Act 2011 and the Police and Crime Panel (Nominations, Appointments and Notifications) Regulations 2012. The review would need to consider the continued requirement for the political balance of the PCP.

The Strategic Director highlighted the appendices to the report, which showed the methodology behind the analysis of the membership. It was explained that in terms of the allocation exercise, the outcome suggested that the groups/groupings for Flintshire, Gwynedd, Wrexham and Ynys Mon remained the same. However, Conwy and Denbighshire would have to change their nominated Members from Labour to Independent and Independent to Labour respectively.

Therefore in terms of the current membership, Councillor Bill Cowie (DCC) and Councillor Chris Hughes (CCBC) would be replaced accordingly. The PCP was informed that Councillor Philip C. Evans J.P (CCBC) would replace Councillor Hughes; however this change would not take effect until Denbighshire County Council had agreed their nomination, at their Council meeting on 9 July 2013.

The Strategic Director reported that the Home Office would need to approve the changes to the membership of the PCP.

The Chair extended his thanks to Councillor Bill Cowie and Councillor Chris Hughes for their contribution to the PCP.

RESOLVED-

(a) That the review of the membership of the North Wales Police and Crime Panel be approved and the change in groups/groupings for Conwy and Denbighshire be implemented accordingly.

(b) That once the appointments have been confirmed, that the membership of the North Wales Police and Crime Panel be submitted to the Home Office for approval.

50. **NATIONAL TRAINING/DEVELOPMENT SESSION - JULY 2013**

The Senior Committee Services Officer presented the draft agenda for a Police and Crime Panels National Training/Development Session scheduled for 15 July 2013.

The PCP was informed that it was likely the event would take place in Mid Wales (location to be confirmed). However, there was some concern regarding the locality of the event and it was felt that Cardiff would be more favourable location, due to the public transport links.

RESOLVED-

That the concerns of the Police and Crime Panel in relation to the location of the National Training/Development Session on 15 July 2013 be forwarded to the Welsh Local Government Association.

51. **TO CONSIDER THE FORWARD WORK PROGRAMME FOR THE NORTH WALES POLICE AND CRIME PANEL**

The Senior Committee Services Officer presented the Forward Work Programme for the Police and Crime Panel (PCP).

Members were informed that the next meeting of the PCP had been arranged for 9 September 2013; however it was likely that a confirmation hearing for the Deputy Police and Crime Commissioner would need to take place in August 2013.

RESOLVED-

That the Senior Committee Services Officer liaises with the Chief Executive of the Office of the Police and Crime Commissioner to confirm a date for the confirmation hearing for the Deputy Police and Crime Commissioner.

(The meeting ended at 4.00 pm)



REPORT TO:	North Wales Police and Crime Panel
DATE:	20 September 2013
CONTACT OFFICER:	Ken Finch, Strategic Director (Democracy, Regulation and Support) – Conwy County Borough Council
SUBJECT:	Appointment of Chair

1. PURPOSE OF THE REPORT

- 1.1 To inform the North Wales Police and Crime Panel (PCP) that Councillor William Knightly, the Chair of the PCP has resigned from the Panel with immediate effect.

2. EXECUTIVE SUMMARY

- 2.1 Councillor Knightly was re-appointed as Chair of the PCP at the last meeting on 4 June 2013, however due to ongoing health issues Councillor Knightly has decided to resign.
- 2.2 In line with the provisions within the Police Reform and Social Responsibility Act 2011 and The Police and Crime Panel (Nominations, Appointments and Notifications) Regulations 2012, the PCP reviewed the membership of the Panel at its last meeting. The analysis of seats for each political group remained unchanged at 3 each for Independents and Labour, 2 for Plaid Cymru and 1 each for Conservative and Liberal Democrats and the number of Members to be appointed by each Council also remained unchanged at 2 each for Conwy, Flintshire, Gwynedd and Wrexham and 1 each for Denbighshire and Ynys Mon. A table using d'hondt, confirmed the seats for each political grouping for each Local Authority.
- 2.3 Therefore in line with the above, Conwy County Borough Council is required to appoint a member from the Conservative Group to ensure continued political balance of the PCP.

- 2.4 Due to the need to gain Home Office approval for elected Member appointments to the PCP, Officers are recommending that Councillor Glenys Diskin, the current Vice Chair becomes Acting Chair and that the appointment of Chair is deferred until the next meeting on 11 November 2013, so the Panel has a full complement of Members.

3. RECOMMENDATION(S)/OPTIONS

- 3.1 That the North Wales Police and Crime Panel defers the appointment of Chair until the next meeting on 11 November 2013, and that Councillor Glenys Diskin, the current Vice Chair, becomes Acting Chair in the interim.

5. CONSULTATION

- 5.1 Consultation has been carried out with Councillor Glenys Diskin, the Vice-Chair of the PCP, who is happy to undertake to the role of Acting Chair in the interim.

6. RESOURCE IMPLICATIONS

- 6.1 None.

7. RISK

- 7.1 Whilst the Terms of Reference for the PCP states that a new Chair will be appointed at the next meeting and will be drawn from amongst the Members of the Panel, on this occasion the PCP would benefit from deferring this appointment, until the Panel has a full complement of Members to draw from.

8. PUBLICATION

- 8.1 The membership of the Panel, including the appointment of Chair will be published on the North Wales Police and Crime Panel's website, following approval by the Home Office.

AGENDA ITEM 6c

Report from the Office of the Police and Crime Commissioner

Title:	Update on the Spending Review and Saving Plan
Meeting:	North Wales Police and Crime Panel, 20 September 2013
Author:	Kate Jackson, Chief Finance Officer

1. Introduction

- 1.1 The aim of this report is to provide members of the Panel an update following the Government announcement on the spending plans for 2015/16. Detailed figures are anticipated in September 2013, and a further update will be prepared for the panel members in the November meeting.

2. Recommendations

- 2.1 To note the increase of £0.375m in the cuts required following the Spending Review and the draft saving plans for 2014-15 and 2016-17.

3. Update following the Government Spending Review

- 3.1 The Chancellor of the Exchequer presented his Comprehensive Spending Plans for 2015-16 on the 26th of June 2013, detailed figures are anticipated to be released in September 2013. Information sent by the Home Office now show that the reduction in total Police Funding for 2014-15 will be 3.3% and 3.2% in 2015-16. Individual Force figures are to be announced later in the year. These are the best estimates available for a reduction to Police Grant for both years but as was experienced last year the Police Grant allocation can be affected up or down by other funding within the Police total. The assumption in the Medium Term Financial Plan (MTFP) presented in January was for a 3% cut in both years.

- 3.2 The other main assumptions in the Medium Term Financial Plan as presented in the January Budget setting meeting are for a 1% increase in pay, 2% Inflation (with specific higher increases where necessary) and a 4% increase in Precept. The tables below at 2.3 have now been updated for the new Grant estimates following the CSR announcements and clarification.

- 3.3 The Chancellor also announced a further Council Tax freeze for England, but with some additional grants to ease the effect. The rules around Council Tax are different in Wales and are set by the Welsh Government. Details around the English scheme will come out later in the year, to date there are no indications by the Welsh Government as to their Council Tax capping levels. Each 1% reduction in the Council Tax increase would reduce the Precept by £0.600m.

- 3.4 There is still a high level of uncertainty around 2016-17 but if the changes to National Insurance, linked to Pension contributions, previously announced by the Chancellor

are agreed a further cut of £2.7m would be needed on top of the current projection of a £1.9m reduction.

- 3.5 Based on the assumptions above an additional £0.375m needs to be cut from the budgets over the next 2 years due to the increase in the assumption of Grant cuts.

4. Saving Plans

- 4.1 The MTFP presented in January included draft savings plans for 2013-14. These have now been revised and updated and a draft plan for 2015-16 set out.

- 4.2 There is great deal of uncertainty around 2016-17. The initial projections based on the assumptions as set out above was for a £1.9m cut. The plans announced to increase employer National Insurance will add a further £2.7m giving the current estimate of £4.6m cut. However there is also a review of the funding formula being undertaken. Estimating the Grant settlement is difficult that far ahead in the current climate, especially as 2016-17 will be the first full financial year after the General Election in May 2015. The Force is considering options from 2016-17 but these have not been detailed yet.

- 4.3 The tables below give the current assumptions and savings plans which will be developed and confirmed as part of the budget setting process.

Assumptions:

	2014-15	2015-16	2016-17
Pay Inflation	1%	1%	1%
General Inflation	2% - 5%	2% - 5%	2% - 5%
Base Grant Cuts	-3.30%	-3.20%	-3.00%
Precept	4%	4%	4%

Budget Savings Required:

The budget savings required based upon the above assumptions are as follows:

	2014-15 £m	2015-16 £m	2016-17 £m
Savings required	2.552	2.273	4.600

Risks:

	£m	Notes:
Floor Grant/Formula	11.0	Review of formula on-going
Specific Grants	n/a	Need to reduce associated cost if reduced
Precept 1%	0.6	Additional savings required per 1% reduction
Base Grants 1%	0.8	Additional savings required per 1% reduction
2016-17 estimated cut	4.6	£2.7m of this relates to NI changes from single status. No plan in place

2.4 Planned Savings by year

2.4.1 The following table has analysed the original planned reductions and updated these with current projections. Non-staff areas have been analysed to identify further possible savings.

2.4.2 The planned savings identified are achievable for 2014-15. However, for 2015-16 the sum of £1.9 million is currently at risk of delivery. This represents the majority of the savings required for the year. Potential other areas of saving amounting to an estimated £1.988m have been identified but need to be reviewed before they can be brought into the saving plans.

Draft Saving Plan 2014 to 2016

Description	2014-15 £'000		2015-16 £'000		Note
	original	revised	original	revised	
Saving Requirement	2,323	2,552	2,127	2,273	
2011+ Projects and Reviews	-534	-412	-24	-24	Phase 5 Project 2011+ already identified
Premises	-423	0	-159	-653	Original saving now carried forward into 2015-16; this needs confirmation by the Estates review.
Allowances	-716	-683	-358	-308	Confirmation in April 2013 that CRTP was to be phased out over 3 years. Not known at budget setting therefore 2 years reduction in budget in 2014-15
Overtime Contingency	-150	-150			Expected change in requirements
Pension auto enrolment	-300	-300			Auto enrolment into pension schemes put back to 2017. Voluntary exercise to be carried out during 2013-14
Information Technology	-200	-200			Potential reduction identified by IT Contract review
Information Technology	0	-322			Re structure replacement Programme
Pensions - Ill Health	0	-104			Reduce budget and use reserve if necessary
Income	0	-253			Additional for ASU Base and £188k increase in income targets

Vehicles and Transport			-378	-378	Review of Force Vehicle and Travel budgets
Winsor Review			-908	-908	This is the original Estimate of the savings mainly on Support Staff weekend working allowance. No further information to hand
Collaboration RMS			-300	-300	Initial estimate, saving to be confirmed.
Other	0	-128			Savings across other codes
Balance	0	0	0	-298	

AGENDA ITEM 6d

Report from the Office of the Police and Crime Commissioner

Title:	Update the 2013/14 Budget (as at 30.6.2013)
Meeting:	North Wales Police and Crime Panel, 20 September 2013
Author:	Kate Jackson, Chief Finance Officer

1. Introduction

- 1.1 The aim of this paper is provide members of the panel an update of the policing budget for North Wales for the first quarter of 2013/14.

2. Recommendations

- 2.1 To note the report

3. Update on the 2013/14 budget

- 3.1 The Budgets for North Wales Police were agreed with the Panel on the 21st of January 2013 at £141.705m. This was an overall increase of 0.57% and included taking £4.634m savings and re investing £1.777m in an additional 51 Officers.
- 3.2 The Budgets were distributed to the Budget holders before the end of March and are regularly reported to the Strategic Executive Board, Force Executive Board and the Force Business Committee.
- 3.3 Total projection to the end of the year is currently for £1.7m underspend. The main contributors to this figure are pay, allowances, IT and income. These are detailed below with the projection given at the end of the section.
- 3.4 **Police Pay** - The policy of recruiting Officers early in order to replace retiring Officers with trained Officers is continuing. The additional 51 Officers agreed at budget setting increased the numbers of Officers that need to be recruited. Recruitment is continuing throughout the year with 72 new Officers expected to be employed. The trend of Officers retiring as soon as they attain their retirement date is continuing and also the number of Ill Health retirements has increased slightly. Officers are also being lost to Secondment appointments. Taking all these factors into consideration the current projection is that the budget will be under spent by £0.4m at the end of the year. The actual strength will be 42 over Establishment, but 12 under in terms of deployable Officers by the end of the financial year.
- 3.5 **Allowances** – The saving mainly relates to Competence Related Threshold Payment which was withdrawn as part of the Winsor review into Police pay at the end of March 2013, although there are also savings on Rent and Housing Allowance as Officers retire. These budgets can be reduced in the next financial year. Projected saving £0.405m
- 3.6 **Other non-staff** - Overall the trend is for projected under spends but this may change as more information comes available during the year.

3.7 **Income** - The Home Office and the Welsh Government confirmed funding for the Ports Grant and PCSO 's grant respectively in March 2013, both these Grants are higher than the original indications given (£0.2m). Additional income in the main from the Sale of Vehicles, charges for the use of the Air Base and Tuition Fees have added a further £0.3m to the income projection.

Budget 2013-14 as at 30.6.13	YTD Budget 30.6.13	YTD Actual 30.6.13	YTD Est/Comm 30.6.13	YTD Var 30.6.13	Annual Budget 30.6.13	Full Year Projection 30.6.13	EOY Variance 30.6.13
	£000	£000	£000	£000	£000	£000	£000
Expenditure							
1 Police Officer Pay	18,178	18,009	0	169	72,222	71,815	-407
2 Police Staff Pay	3,300	3,266	110	-76	40,023	39,997	-26
3 Police Officer Overtime	485	596	208	-319	2,338	2,463	125
4 Police Staff Overtime	68	103	40	-75	410	485	75
6 Allowances	850	652	0	198	3,224	2,819	-405
6 Training	185	136	0	49	659	699	40
7 Other Employee	163	297	0	-134	656	600	-56
8 Direct Pension Payments	736	540	0	196	2,944	2,917	-27
9 Energy Costs	224	200	103	-79	1,342	1,274	-68
10 Building Running Costs	1,680	1,903	0	-223	6,719	6,672	-47
11 Repairs & Maintenance of Vehicles	219	250	0	-31	985	1,010	25
12 Vehicle Running Costs	397	628	0	-231	2,083	1,949	-134
13 Car & Travelling Allowances	138	91	30	17	693	721	28
14 Air Support Unit	349	399	0	-50	1,394	1,445	51
16 Equipment	214	333	0	-119	931	955	24
16 Clothing and Uniforms	106	128	0	-22	506	507	1
17 Printing and Stationery	171	127	0	44	589	547	-42
18 IT and Communications	2,362	3,775	0	-1,413	9,640	9,454	-186
19 Subsistence	62	99	0	-37	309	291	-18
20 Other Supplies and Services	962	722	0	240	3,961	3,861	-100
21 Forensics	385	138	111	136	1,540	1,506	-34
22 Debt Charges & Contribution to Capital	476	0	0	476	1,904	1,904	0
23 Special Situations Contingency	138	0	0	138	298	298	0
24 Inflation and General Contingency	141	0	0	141	230	230	0
26 2014-15 Savings Identified	0	0	0	0	0	0	0
Gross Expenditure	31,989	32,392	602	-1,005	155,600	154,419	-1,181
Income							
26 Secondments	-263	-69	0	-194	-1,050	-1,031	19
27 Interest on Balances	-68	-42	0	-26	-271	-313	-42
28 Income	-527	-507	0	-20	-2,386	-2,697	-311
29 Specific Grants	-2,791	-2,408	0	-383	-10,635	-10,843	-208
Total Income	-3,649	-3,026	0	-623	-14,342	-14,884	-542
30 PFI Reserve	446	0	0	446	446	446	0
Net Expenditure	28,786	29,366	602	-1,182	141,704	139,981	-1,723
Contribution to/(-) from Balances					0	-1,723	-1,723
31 Total Grants	-19,895	-21,274	0	1,379	-79,580	-79,580	0
32 Council Tax	-15,531	-15,531	0	0	-62,124	-62,124	0
Funding	-35,426	-36,805	0	1,379	-141,704	-141,704	0

4. Capital

- 4.1 Expenditure on the Capital Budget does tend to be low in the first quarter. Actual expenditure was £1m against the overall budget of £13.3m.
- 4.2 **Estates** - The two main projects in the Estates Programme are the new build in Llangefni and the commencement of developments in Wrexham (£5m out of the total of £7m). Building work in Llangefni is progressing well with the new Station expected to be ready for use in December. The Business Plan for the Wrexham has been agreed and expenditure will start to be incurred once a site has been purchased.
- 4.3 **Vehicles and Equipment** – Actual expenditure on Vehicles is £0.160m against a budget of £2.1m, but a further £0.4m orders have been place.
- 4.4 **IT and Communication Equipment** – The Replacement Programme is being reviewed to asses if the costs to revenue can be reduced. Final decisions on CAD and Call Centre Management System replacement are dependent on discussions around the future format of the Call Centre.



REPORT TO:	North Wales Police and Crime Panel
DATE:	20 September 2013
CONTACT OFFICER:	Ken Finch, Strategic Director (Democracy, Regulation and Support) – Conwy County Borough Council
SUBJECT:	Summary of Complaints Received

1. PURPOSE OF THE REPORT

- 1.1 To provide the North Wales Police and Crime Panel (PCP) with a summary of the complaints received to date.

2. EXECUTIVE SUMMARY

- 2.1 The North Wales PCP approved the Complaints Procedure at its meeting on 4 June 2013.
- 2.2 The North Wales Police and Crime Panel has statutory responsibilities as to the handling and determination of certain complaints made against the Police and Crime Commissioner (PCC) and Deputy Police and Crime Commissioner (DPCC). The Panel agreed to delegate its functions to the Strategic Director (Democracy, Regulation and Support) at Conwy County Borough Council (the North Wales PCP's Host Authority), who must consult with the Chair, Vice Chair and one Independent Member in determining the type of complaints received, and the strategy for managing complaints for local resolution and the Panel's final resolution of complaints
- 2.3 Appendix 1 provides Members with a summary of the complaints received to-date, which includes the date received, complaint categorisation and the action taken.
- 2.4 In relation to complaints received by the Office of the Police and Crime Commissioner, the Strategic Director (CCBC) and the Chief Executive of the Office of the Police and Crime Commissioner will devise a process for managing recordable complaints.

3. RECOMMENDATION(S)/OPTIONS

- 3.1 That the Panel notes the complaints received and the action taken to resolve the complaints.

4. BACKGROUND INFORMATION

- 4.1 The North Wales Police and Crime Panel has statutory responsibilities as to the handling and determination of certain complaints made against the PCC and DPCC. The Panel agreed to delegate its functions to the Strategic Director (Democracy, Regulation and Support) at Conwy County Borough Council (the North Wales Police and Crime Panel's Host Authority), who must consult with the Chair, Vice Chair and one Independent Member of the North Wales PCP in determining the type of complaints received and the strategy for managing complaints for local resolution and the Panel's final resolution of complaints

- 4.2 There are three types of complaints:

A Complaint - a general complaint about the PCC or DPCC that is not a Conduct Matter or a Serious Complaint, or is a complaint that is referred to the Panel by the Independent Police Complaints Commission or a police force. The Panel is responsible for the informal resolution of these complaints.

A Conduct Matter - a matter where there is an indication (whether from the circumstances or otherwise) that the PCC and/or DPCC may have committed a criminal offence. Conduct Matters can arise without a complaint being made (for example, press stories). The North Wales PCP must notify the IPCC of Conduct Matters. The IPCC are responsible for considering all Conduct Matters.

A Serious Complaint - a complaint about the conduct of the PCC or DPCC, which constitutes or involves, or appears to constitute or involve the commission of a criminal offence. The North Wales PCP must notify the IPCC of Serious Complaints. The IPCC are responsible for considering all Serious Complaints.

- 4.3 The Strategic Director will consult the Chief Executive and the Chair, Vice Chair and one Independent Member to determine the type of complaint; namely, a complaint for local resolution by the Panel or whether the complaint should be considered a 'Conduct Matter' or 'Serious Complaint' and referred to the IPCC for determination.

4.4 If the complaint is considered to be a complaint for local resolution (in whole or part) the complainant will be notified of that fact and provided with an explanation of the action the Panel intend to take. Likewise, if the complaint is considered to be a 'Conduct Matter' or 'Serious Complaint' it will be referred to the IPCC for determination and the complainant notified.

5. REASON(S) FOR RECOMMENDATION(S)

5.1 To inform Members of the types of complaints received.

Complaints Received by the North Wales Police and Crime Panel

	Date Complaint Received	Complaint Category	Complaint Type
	07/03/13	Commissioner	Conduct Matter
Details of Complaint			
That Winston Roddick CB QC was not entitled to stand for election as the North Wales Police and Crime Commissioner because he did not qualify in accordance with appropriate legislation			
Action			
Referred to IPCC			
Resolution			
Awaiting response from IPCC			

	Date Complaint Received	Complaint Category	Complaint Type
	03/03/13	Commissioner	General
Details of Complaint			
That Winston Roddick CB QC had a dismissive attitude to a complaint made about the Chief Constable of the North Wales Police			
Action			
Referred to Panel			
Resolution			
IPCC have referred back to Panel for local resolution			

	Date Complaint Received	Complaint Category	Complaint Type
	16/07/13	Commissioner	Conduct Matter
Details of Complaint			
That Winston Roddick CB QC failed to notify the ICO that he was processing personal information from the date that he took up office on 22 November 2012.			
Action			
Referred to IPCC			
Resolution			
IPPC have referred back to Panel			

POLICE AND CRIME PANEL
PANEL HEDDLU A THROSEDD



NORTH WALES POLICE AND CRIME PANEL

FORWARD WORK PROGRAMME

Contact Officer:	Dawn Hughes
	Senior Committee Services Officer Conwy County Borough Council Bodlondeb Conwy LL28 5NF
E-Mail:	dawn.hughes@conwy.gov.uk
Telephone:	01492 576061

Date	Subject	Responsible Officer (including e-mail address)
Friday, 20 Sep 2013	Periodic Update from the Police and Crime Commissioner To receive an update on the work of the Commissioner since the last meeting	Winston Roddick, Police and Crime Commissioner
Friday, 20 Sep 2013	Confirmation Hearing for Deputy Police and Crime Commissioner To review the Police and Crime Commissioner's proposed appointment of a Deputy.	Winston Roddick, Police and Crime Commissioner
Friday, 20 Sep 2013 Monday, 11 Nov 2013 Monday, 17 Mar 2014	Police and Crime Plan - Review of Progress To review progress against the implementation of the Police and Crime Plan: 11/09/13 - Quarter 1 11/11/13 - Quarter 2 17/03/14- Quarter 3	Winston Roddick, Police and Crime Commissioner
Friday, 20 Sep 2013	Complaints Procedure To receive a summary of the number of complaints received	Ken Finch, Strategic Director - Democracy, Regulation and Support ken.finch@conwy.gov.uk
Monday, 11 Nov 2013	Presentation by the Chief Constable on future policing in North Wales	
Monday, 16 Dec 2013	Proposed Precept 2014/15 To consider the proposed precept for 2014/15 <i>(The date of this meeting will be finalised pending confirmation of the timetable for establishing a precept for 2014/15)</i>	Winston Roddick, Police and Crime Commissioner

Date	Subject	Responsible Officer (including e-mail address)
Monday, 16 Dec 2013	Draft Budget for the Police Service for 2014/15 To consider the budget for the Police Service for 2014/15	Winston Roddick, Police and Crime Commissioner
Monday, 16 Dec 2013	Draft Budget for the Office of the Police and Crime Commissioner for 2014/15 To consider the draft budget for the Office of the Police and Crime Commissioner for 2014/15.	Winston Roddick, Police and Crime Commissioner
Future Items		
	Future Member Training and Development Members are requested to consider what training and development opportunities they would like. The following list is not exhaustive, but provides training options for consideration: <ul style="list-style-type: none"> • Police Finance, includes setting the precept • Role of the Police and Crime Commissioner • Police Performance Management • Strategic Policing Requirement • Complaints • Community Safety Partnerships • Collaboration • Local Criminal Justice Board • Appointments 	Ken Finch, Strategic Director - Democracy, Regulation and Support ken.finch@conwy.gov.uk