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POLICE AND CRIME PANEL PANEL HEDDLU A THROSEDD



North Wales Police and Crime Panel

Monday, 16 December 2013 at 2.00 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 1 - 10)
5. **Confirmation Hearing for Deputy Police and Crime Commissioner**
(Pages 11 - 27)
6. **To consider reports by the Host Authority:**
 - a) Allowance Scheme (Pages 28 - 30)
7. **Date of Next Meeting:**
Monday, 20 January 2014 @ 10.00 am

Membership of Panel

Cllr Glenys Diskin (Chair)
Cllr Gethin Williams (Vice Chair)

Cllr Amanda Bragg
Cllr Philip C. Evans J.P.
Cllr Julie Fallon
Cllr William T. Hughes
Cllr Charles Jones
Cllr Colin Powell
Cllr Ian Roberts
Cllr Bill Tasker

Patricia Astbury
Timothy Rhodes

Flintshire County Council
Gwynedd Council

Flintshire County Council
Conwy County Borough Council
Conwy County Borough Council
Ynys Mon County Council
Gwynedd Council
Wrexham County Borough Council
Wrexham County Borough Council
Denbighshire County Council

Independent Co-opted Member
Independent Co-opted Member

AGENDA ITEM 4

NORTH WALES POLICE AND CRIME PANEL

Monday, 11 November 2013 at 10.00 am
Bodlondeb, Conwy

Present: Councillor Glenys Diskin (Chair)

Councillors: Julie Fallon (Conwy County Borough Council), William T Hughes (Ynys Mon County Council), Charles Jones (Gwynedd Council), Colin Powell (Wrexham County Borough Council), Ian Roberts (Wrexham County Borough Council), Bill Tasker (Denbighshire County Council) and Gethin Williams (Gwynedd Council)

Co-opted Member Pat Astbury and Tim Rhodes

In Attendance: Anna Humphreys (Chief Executive, Office of the Police and Crime Commissioner), Kate Jackson (Chief Finance Officer, Officer of the Police and Crime Commissioner), Winston Roddick CB QC (North Wales Police and Crime Commissioner)

Officers: Ken Finch (Strategic Director - Democracy, Regulation and Support), Dawn Hughes (Senior Committee Services Officer) and Richard Jarvis (Solicitor)

Also in Attendance: Guto Edwards (Head of Finance (Assistant Director – North Wales Police) and Mark Polin (Chief Constable, North Wales Police)

70. APPOINTMENT OF CHAIR

It was proposed and seconded that Councillor Glenys Diskin be appointed as the Chair of the North Wales Police and Crime Panel for 2013/14.

RESOLVED-

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

The Chair welcomed Councillors Julie Fallon, Ian Roberts and Bill Tasker, who had recently been appointed to the North Wales Police and Crime Panel.

The Panel extended their thanks to Councillors Bill Cowie, Terry Evans and William Knightly for all their hard work, whilst they were members of the Panel.

(NOTE: The following item had not been specified on the agenda, but was considered as a matter of urgency with the agreement of the Chairman under the provisions of paragraph 100B(4)(b) of the Local Government Act 1972 in order to avoid further delay in dealing with the subject.)

71. **APPOINTMENT OF VICE-CHAIR**

As the Vice-Chair had been appointed as Chair, it was proposed and seconded that Councillor Gethin Williams be appointed as Vice-Chair of the North Wales Police and Crime Panel for 2013/14.

RESOLVED-

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

72. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Amanda Bragg and Philip C. Evans J.P.

73. **DECLARATIONS OF INTEREST: CODE OF LOCAL GOVERNMENT CONDUCT**

Councillor Julie Fallon declared a personal interest in Minute 75 – Presentation by the Chief Constable, as her husband is a serving Police Officer in the North Wales Police.

74. **MINUTES**

The minutes of the North Wales Police and Crime Panel held on 20 September 2013 and 4 October 2013 were submitted for approval.

It was noted that Pat Astbury was recorded as a Councillor in the minutes of 20 September 2013 instead of an Independent Co-opted Member.

RESOLVED-

That the minutes of the North Wales Police and Crime Panel held on 20 September 2013 and 4 October 2013 be agreed as a correct record, subject to the amendment above.

75. **PRESENTATION BY THE CHIEF CONSTABLE**

Mr. Mark Polin, the Chief Constable of the North Wales Police had been invited to the Police and Crime Panel (PCP) to give members a presentation on the Police and Crime Plan – Progress and Challenges.

The presentation covered the following areas:

Objectives:

- Reduce Crime and Anti-Social Behaviour (ASB):
 - refresh and implement the Force Crime and ASB Reduction Strategy;

- develop evidence based policing to tackle crime and ASB (Operation Tricep); and
- contribute to the development and implementation of a Regional Control Plan.
- Protect People and Reduce Harm:
 - establishment of a dedicated Rape Investigation Team;
 - development of a Multi-Agency Safeguarding Hub pilot;
 - continue to develop a strategy to reduce the number of people killed or seriously injured on our roads;
 - compliance with the Strategic Policing Requirement.
- Deliver a Quality Service that Meets the Needs of our Communities:
 - evaluation of the South Flintshire 'Being Better' pilot and commence roll-out in North Flintshire;
 - participatory tasking of Police Community Support Officers (PCSO) – pilot rolled out to 3 communities, including Llangefni;
 - creation of operational delivery plan to address rural crime – definition of rural crime needed; and
 - Joint Community Engagement Strategy to be published shortly.
- Promote a Well Led, Organised and Skilled Workforce:
 - determine the future location and configuration of the Force Control Room, having regard to emerging issues from the pilot 'Being Better' – IT project currently looking at configuration of Control Room;
 - continue to progress the Estates Strategy; Llangefni Police Station to be officially opened this week; land purchased at Llay, Wrexham for a facility to serve both the Mold and Wrexham areas; and
 - identify further savings of at least £2.6m, which would be a significant challenge.

Performance:

- Total crime down by -3.3%
- Victim based crime down by – 2.5%
 - Recorded victim based crime per 1000 population at 53.1% (2nd in Wales), this had improved significantly – highest recorded reduction in victim based crime.
- Rape and sexual offences up by + 5%
 - increase in the reporting of historic cases due to Operation Pallial, an independent investigation into allegations of historic child abuse, which is led by the National Crime Agency.
- Violence down by -2.5%
- Satisfaction rates had remained static over the last 12 months, with increased contact over recent months
- Sickness rates had reduced and a Performance Improvement Team had been established
- HMIC Delivery – comparison of where the Force sits compared with similar Forces
- HMIC Direction – Force currently below red and green radar

Challenges:

- Reduction in victim based crime narrowing
- Residential burglary up by +13%, which is the same level as in 2010, but significantly lower than in 2011:

- dedicated Burglary Team in each division;
- thematic review – establishment of Tasking Groups to address crime such as Asian gold burglary; and
- 50% of detected crime is committed by repeat offenders.
- Violence without injury up by + 3.9%
 - the Force had robust reporting systems in place compared to other Forces; however this had resulted in the statistics being affected. The Chief Constable had written to the HMIC to highlight the levels of disparity.
- Rise in shoplifting by + 7.5%
- What is good performance looking forward – crime reduction
 - Cyber crime is a significant threat;
 - Child sex exploitation – High Tech Analyst had undertaken a significant amount of work in this area; capability of identifying IP addresses, but resources needed to address the challenges ahead.

So What?

- Facing new threats
- Approaches to committing serious and organised crime continues to shift
- Must review and restructure to redeploy resources
- Responses will generate a rise in recorded crime

Finance:

- Home Office budget announcement expected third week of December 2013
- Current savings requirements
 - £2.5m in 2014/15
 - £2.3m in 2015/16
 - £4.6m in 2016/17
- Risks
 - Planning assumptions of 4% rise in precept each year – each 1% equals £600k;
 - Top slicing of funding in the region of £0.75m to £1m for IPCC and Innovation Fund;
 - Funding formula currently being reviewed for implementation in 2016/17.

Savings and Maintaining Performance:

- Understanding and reshaping demand – some demands should be referred to other agencies (litter, fly-tipping, stray dogs). Chief Constable will be briefing Councils shortly with recommendations.
- Systems Thinking
- Re-examination of some areas, especially non ‘frontline’
- Some tough decisions ahead – may need to look at PCSOs, currently 268 in the Force area, of which 101 are funded by the Welsh Government.

Collaboration:

- Bi-lateral – Cheshire and specialist operations
- Tri-lateral – Cheshire, Merseyside and Staffordshire
- Regional – Titan investment
- National – ‘Minerva’ – align business processes across 18 Forces to drive out efficiencies and savings.

Partnerships:

- Commission on Public Services Governance and Delivery
- Risk of hiatus
- Local Government budget pressures – ring fencing and threat to community safety.
- Review of partnerships
- Establishment of Safer Communities Board – need to determine role, particularly in relation to commissioning of services

Devolution:

- Silk Commission – the Commission on Devolution in Wales.
- Welsh and Central Government positions – need to be clear in relation to the end result – should the whole of the Criminal Justice System be devolved?
- Benefits and risks – infrastructure needs to be in place and funding needs to follow.

Integrity:

- Behavioural Standards (‘Plebgate’, Hillsborough)
- IPCC Relationship – the Force has a good relationship with the IPCC.
- Local investigation
- Local scrutiny and public transparency

The ‘New’ Workforce:

- Professionalism
- Code of ethics
- Direct entry for the highest ranks of policing – Chief Inspector, Superintendent and Chief Constable. The Chief Constable felt that direct entry should only be used at Chief Inspector level.
- Compulsory severance – the Force does not have access to normal staffing arrangements and compulsory severance was currently the only way to downsize
- Rewards and recognition

A Safer North Wales:

- One Team
- Doing the right thing
- Helping our communities

(A two minute silence was observed at 11.00 am)

The Panel thanked the Chief Constable for a very informative presentation and went on to discuss the following issues:

- Working with Llandrillo College in relation to ASB and diversity issues – the Chief Constable agreed to contact the College to discuss further.
- SARC (Sexual Assault Referral Centre) - The Chief Constable confirmed that considerable publicity and communication had been undertaken with agencies, the Press and via social media.
- The reason for a reduction in the amount of 999 calls – had calls been diverted to 101? - the Chief Constable did not feel there was any correlation between 999 and 101 calls, but would investigate this further.
- Possibility of an All Wales Collaboration – the Chief Constable reported that collaboration was most likely to be undertaken with Forces in the North West, due to its proximity and the A55.
- Cyber Crime – ensuring there are enough resources to track victims of child exploitation. The Chief Constable concurred that this would be a key challenge and the Force would need to respond effectively once the crime had been detected.
- Under-reporting of crime due to the fear of retaliation – the Chief Constable confirmed that the Force would continue to develop better relationships with communities in order to provide reassurance.
- South Flintshire Pilot – looked at relationship between the frontline and the Control Room
- New scheme to replace the yellow and red card warnings for ASB – the Chief Constable agreed to provide further information to the Panel in relation to this scheme.
- Public Survey to be launched to identify public perception

In relation to professional integrity, the Panel also queried the processes in place for dip-sampling of complaints. In response, the Temporary Deputy Police and Crime Commissioner reported that this was currently on his agenda, and meetings were in place with the Commissioner to discuss DIP sampling, review/analysis of complaints; scrutiny of decision and local investigation.

The Commissioner confirmed that regular meetings would be scheduled and consideration was being given to the possibility of introducing an independent element at the adjudication stage.

Councillor William Hughes extended his thanks to the Chief Constable for tackling and reducing rural crime. The OWL (Online Watch Link) initiative was working well in the rural areas and would be looking at testing fuel shortly.

Reference was also made to the possible location of the Force Control Centre. In response, the Chief Constable stated that he did not think it would move too far from its current location. Members also queried whether all emergency services could be co-located on one site.

The Chief Constable confirmed that the Fire and Rescue Service was already located within the Control Room, but due to historic logistical issues, the Ambulance Service had been unable to co-locate. However, an examination of services provided by the Ambulance Service (McLean Report), could provide an opportunity for all emergency services to be located together.

RESOLVED-

(a) That thanks be extended to the Chief Constable and the Police Force for the work they undertake.

(b) That further information be disseminated to the North Wales Police and Crime Panel in relation to the new scheme, which replaces the yellow/red warning system for anti-social behaviour.

76. PERIODIC UPDATE FROM THE POLICE AND CRIME COMMISSIONER

The North Wales Police and Crime Commissioner (PCC) presented Members with a report, which provided a summary of progress being made with regard to the Police and Crime Plan, an update on the activities of the PCC since the last meeting and an outline of what the PCC had planned for the near future.

In addition, to the summary within the report, the PCC also provided an update on activities since publication of the report, which included:

- Visit to Caia Park, Wrexham with Councillor Colin Powell – the PCC stated that he would welcome invitations from Panel Members, to visit their communities within North Wales.
- Interviews with the BBC – topics included reporting of complaints and reflection over the last 12 months.
- Meeting regarding the integrity of the Police, following ‘Plebgate’. The PCC stated that public trust and confidence in the Police Force was holding up very well in North Wales.
- Held a PCC surgery in Wrexham.
- Attended a passing out parade of new Police Constables.
- Held interviews for the position of Deputy Police and Crime Commissioner; a confirmation hearing would be required at the next meeting of the North Wales Police and Crime Panel on 16 December 2013.
- Attended an awards ceremony at Deganwy Quay Hotel.
- Attended the National Farmers Union (NFU) Annual General Meeting in Wrexham to give a presentation on Rural Policing.
- Attended Bangor Cathedral for Remembrance Sunday.

Members welcomed the Participatory Budgeting Pilot, which would provide a way for communities of North Wales to decide which projects (large or small) should be given financial support. However, there were concerns relating to the deadlines and the possibility that organisations could vote more than once.

In response, the Chief Executive of the Office of the Police and Crime Commissioner (OPCC) confirmed that IT were currently looking at this matter and preventative measures were being put in place to prevent organisations voting more than once.

The Panel was also informed that as the Scheme would be funded partly through monies recovered through the Proceeds of Crime Act (POCA), there was a requirement to spend the funds by April 2014. However, the OPCC would look to see if there could be some flexibility with the deadlines.

Reference was also made to those projects, which may not apply, but were very effective in the reduction of crime and operated under a degree of anonymity.

In relation to police integrity, the Panel queried how in depth the PCC would go in the scrutiny of complaints. The PCC reported that the processes would need to be effective, in order to reaffirm that the Force was safeguarding the quality and professional standards.

In addition, the Temporary Deputy Police and Crime Commissioner reported that he was drafting a study plan for scrutiny and these areas of activity would be shared with the Panel in the future.

The PCC reiterated that if Panel Members had any concerns he would meet with them separately.

RESOLVED-

That the update by the Police and Crime Commissioner be noted.

77. UPDATE ON THE 2013/14 BUDGET

The Chief Finance Officer presented the Panel with an update on the 2013/14 Budget.

The budget for the North Wales Police was agreed by the Panel on 21 January 2013 and as at 30 September 2013 the total projection to the end of the year was a £1.58m under-spend.

The Chief Finance Officer reported that due to a complaint, the accounts could not yet be closed for 2012/13.

The Panel was concerned that the report did not indicate that the additional 51 Officers had been recruited. In response, both the PCC and Officers confirmed that the Establishment would eventually increase by 51 Officers overall, however due to time delays with recruitment and retirement, it was difficult to evidence this at present.

Reference was also made to the following areas within the report:

- Allowances and payments - Officers confirmed that these were nationally agreed.

- Budget for Secondments - The Panel was informed that this was the net effect on the Force budget.
- Additional agency staff to cover vacancies – Officers confirmed that agency staff were used in the Control Room, so not to affect frontline policing.

RESOLVED-

That the update on the 2013/14 Budget be noted.

78. TIMETABLE FOR THE PROPOSED POLICING PRECEPT 2014/15

The Chief Finance Officer presented the Panel with a report, which set out the proposed timetable for setting the precept for 2014/15.

Appendix 1 of the report contained the Home Office guidance and statutory timetable for approval of the precept.

It was proposed that the Panel would review and make a report to the Commissioner on the proposed precept at its meeting on 20 January 2014. If the Panel decided to veto the proposed precept, a special meeting of the Panel would need to be arranged prior to 3 February 2014.

RESOLVED-

That the proposed timetable for setting the precept for 2014/15 be approved.

79. SUMMARY OF COMPLAINTS RECEIVED

The Strategic Director (Democracy, Regulation and Support) presented a report, which provided the Panel with an update in relation to the action taken to resolve the complaints received to-date.

Appendix 1 of the report provided a list of the three recordable complaints received to-date.

The Strategic Director highlighted the action taken in relation to the complaints as follows:

Complaint 1 – referred to the Independent Police Complaints Commission (IPCC); this matter was now resolved and no further action would be undertaken by the Panel.

Complaint 2 – as this matter related to Complaint 1, this would now be resolved by local resolution. The Strategic Director confirmed that he would now consult with three Members of the Panel to decide an appropriate course of action.

Complaint 3 – this matter was referred to the IPCC, who referred it back to the PCP for local resolution. The OPCC and Conwy County Borough Council were now both registered with the Information Commissioner's Office and that the transition period was covered by previous arrangements. This matter was now resolved and no further action would be undertaken by the Panel.

Reference was made to a press release from the four unsuccessful election candidates, relating to Complaint 1 and whether further action was required by the Panel. In response, the Strategic Director advised that this was an issue for the IPCC and not the Panel.

RESOLVED-

That the North Wales Police and Crime Panel notes the action taken to resolve the complaints received to-date.

80. **FORWARD WORK PROGRAMME FOR THE NORTH WALES POLICE AND CRIME PANEL**

The Senior Committee Services Officer presented the Forward Work Programme for the North Wales Police and Crime Panel.

The Panel was informed that the meeting on 16 December 2013 would start at 2.00 pm not 10.00 am as indicated on the agenda.

The Plan would be amended to reflect the need for a confirmation hearing on 16 December 2013, and that the proposed precept would now be considered at the meeting on 20 January 2014.

RESOLVED-

That the Forward Work Programme be amended as highlighted above.

81. **DATE OF NEXT MEETING:**

The next meeting of the North Wales Police and Crime Panel would take place on Monday, 16 December 2013 at 2.00 pm.

(The meeting ended at 12.20 pm)

AGENDA ITEM 5

SWYDDFA COMISIYNYDD HEDDLU
A THROSEDD GOGLEDD CYMRU

OFFICE OF THE POLICE & CRIME
COMMISSIONER NORTH WALES

Councillor Glynis Diskin
Chair
Police and Crime Panel
Conwy County Borough Council
Bodlondeb
Conwy LL32 8DU

Ein Cyf / Our Ref: WR/mm

29 November 2013

Dear Glynis

Deputy Police and Crime Commissioner Confirmation Hearing

The Police Reform and Social Responsibility Act 2011 requires me to seek the recommendation of the Police and Crime Panel on the person nominated to be the Deputy Police and Crime Commissioner for the police area of north Wales.

I am therefore writing to inform you of my nomination to this statutory post. My recommendation is that Mr Julian Sandham is appointed as Deputy Police and Crime Commissioner for north Wales.

I would appreciate if the Police and Crime Panel could consider my recommendation at a Confirmation Hearing and report back to me on whether my recommendation meets the Panel's approval.

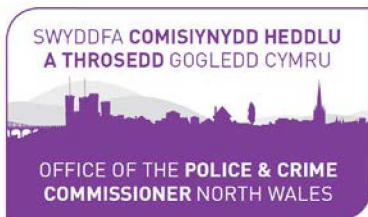
A full report will be prepared for the Panel's consideration.

Thank you.

Yours sincerely



Winston Roddick CB QC
Commissioner



OFFICE OF THE POLICE AND CRIME COMMISSIONER NORTH WALES

16 December 2013

Appointment of Deputy Police and Crime Commissioner

Report of Police and Crime Commissioner

1. INTRODUCTION

- 1.1 The Police Reform and Social Responsibility Act 2011 (“the Act”) requires the Police and Crime Commissioner (“the Commissioner”) to seek the recommendation of the Police and Crime Panel (“the Panel”) on the person nominated to be the Deputy Police and Crime Commissioner for the police area of north Wales.

2. RECOMMENDATIONS

- 2.1 In accordance with the Act the Panel are invited to review the proposed appointment of Mr Julian Bernard Sandham as Deputy Police and Crime Commissioner for north Wales.
- 2.2 Make a recommendation to the Commissioner for north Wales as to whether or not the candidate should be appointed.

3. BACKGROUND

- 3.1 The Act provides, under section 18(1), that the Commissioner for a police area may appoint a person as the Deputy Police and Crime Commissioner for that area.
- 3.2 Under Schedule 1, paragraph 9, of the Act, the Commissioner must notify the Panel of his proposed appointment to the post of ‘Deputy Police and Crime Commissioner’.
- 3.3 The Commissioner must also notify the Panel of the following information:
 - 3.3.1 The name of the person he is proposing to appoint;
 - 3.3.2 The criteria used to assess the suitability of the candidate for the appointment;
 - 3.3.3 Why the candidate satisfies those criteria; and
 - 3.3.4 The terms and conditions on which the candidate is to be appointed
- 3.4 Under paragraph 10 of Schedule 1, the Panel must review the proposed appointment and make a report to the Commissioner on the proposed appointment, including a recommendation to the Commissioner as to whether or not the candidate should be appointed, within a period of three weeks beginning with the day on which the Panel receives notification from the Commissioner of the proposed appointment.
- 3.5 The Commissioner must notify the Panel of the decision whether to accept or reject the recommendation of the Panel.

4. ISSUES FOR CONSIDERATION

4.1 Name of the Candidate

The name of the person the Commissioner is proposing to appoint to the post of Deputy Police and Crime Commissioner for the north Wales is Julian Bernard Sandham.

4.2 Appointment process

4.2.1 Although not a requirement, the Commissioner insisted on an open appointment process for the recruitment of the Deputy Police and Crime Commissioner.

4.2.2 The Police and Crime Panel are fully aware that the recruitment process was carried out earlier in the year and the then successful candidate on being offered the post formally declined it for personal reasons.

4.2.3 The Commissioner received the support of the Police and Crime Panel on 4 October 2013 to appoint a temporary Deputy Police and Crime Commissioner, Julian Bernard Sandham, and to start the recruitment process again with the objective of appointing a suitable candidate for the post of Deputy Police and Crime Commissioner.

4.2.4 An advertisement was placed with newspapers which had coverage over the whole of the policing area and on the Commissioner's website. The Office of the Police and Crime Commissioner also promoted the vacancy by social media. The Commissioner wrote to all previous suitable candidates, to be courteous, that post was to be re-advertised.

4.2.5 A total of 11 applications were received, the shortlisting exercise was carried out by the Commissioner, Chief Executive and the Executive Officer; 3 applicants were invited to interview.

4.2.6 To ensure complete openness and transparency the Commissioner asked for representatives from the local authorities to participate in the interviews. Representatives from Isle of Anglesey, Gwynedd, Conwy and Denbighshire Councils accepted the invitation to participate in the process.

4.2.7 The Interview Panel were very impressed with the standard of the 3 persons who were interviewed, each candidate had something unique to offer, but the Panel unanimously agreed that Mr Sandham was the most suitable candidate as his career history would best mirror and complement the Commissioner's legal background.

4.3 Criteria used to assess the suitability of the candidate for the appointment

4.3.1 The Commissioner recognises that his statutory duties are significant (see Appendix 1) and that he is the person solely responsible for their discharge. As a consequence he wants to appoint a deputy who can provide extra support to him, but in particular someone who has:

- a) High levels of integrity and someone who the Commissioner has complete confidence
- b) Experience and understanding of the police service and of police governance and accountability
- c) Understanding of the need for engagement with community groups within north Wales
- d) Shared values in respect of the role and purpose of the police service and its accountability
- e) A shared understanding not to interfere in the operational independence of the police

4.3.2 The Commissioner is satisfied that Mr Julian Bernard Sandham has suitable experience and understanding of the role.

4.4 **Terms and Conditions of Appointment**

4.5 The Deputy Police and Crime Commissioner will be a member of staff of the Office of the Police and Crime Commissioner. A copy of the Terms and Conditions are attached. (Appendix 2)


Appendix 1	Summary of Statutory Role, Responsibilities and Functions of the Police and Crime Commissioner and the permissible delegation of functions by a Police and Crime Commissioner to a Deputy Police and Crime Commissioner
Appendix 2	Post Profile, Person Specification and Terms and Conditions

5. IMPLICATIONS OF THE REPORT

- 5.1 Diversity All OPCC staff will need to have due regard to the provisions of the Equality Act 2010
- 5.2 Financial The position was advertised at grade PO(D), the salary has been agreed at £41,163 per annum. The recruitment process was carried out in-house and attracted nominal fees. The Independent Appointments Panel Members were paid the usual day attendance allowances and travelling expenses.
- 5.3 Legal The power and process by which the Police and Crime Commissioner may appoint a Deputy Police and Crime Commissioner for his police area is provided by The Police Reform and Social Responsibility Act 2011 (section 18(1), and Schedule 1, paragraphs 9 and 10, respectively).
- 5.4 Risk It has been proven that the Commissioner requires a Deputy to assist with the statutory duties of the Act. It would be a risk to the organisation if all statutory duties were not addressed. This document will be made available to the public.
- 5.5 Welsh Language The Person Specification required a dedication to learn the Welsh language.

Report Author

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Office of the Police and Crime Commissioner North Wales

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**Summary of the Statutory Role, Responsibilities and Functions of the
Police and Crime Commissioner (PCC) and the permissible delegation of functions by a PCC
to a Deputy Police and Crime Commissioner (DPCC)**

PCC FUNCTIONAL RESPONSIBILITY	PR&SR Act 2011	Permissible Delegation of PCC function to DPCC?	
		Permissible (at discretion of PCC)	Non- Permissible (s18(3)(b))
Policing	Reference to Section of Act		
Secure the maintenance of an efficient and effective police force for that area	s1(6)	✓	
Strategic Planning			
Issue a Police and Crime Plan	s5		X
Review the Police and Crime Plan	s5(9)	✓	
Holding the Chief Constable (CC) to account for:			
• The exercise of the functions of the CC, and of persons under the direction and control of the CC	s1(7)	✓	
• The exercise of the duty to have regard to the Police and Crime Plan	s1(8)(a)	✓	
• The exercise of the duty to have regard to the Strategic Policing Requirement	s1(8)(b)	✓	
• The exercise of the duty to have regard to codes of practice issued by the Secretary of State	s1(8)(c)	✓	

• The effectiveness and efficiency of the CC's arrangements for co-operating with other persons	s1(8)(d)	✓	
• The effectiveness and efficiency of the CC's arrangements for engagement with local people	s1(8)(e)	✓	
• The extent to which the CC achieves value for money	s1(8)(f)	✓	
• The exercise of duties relating to equality and diversity	s1(8)(g)	✓	
• The exercise of duties in relation to the safeguarding of children and the promotion of child welfare	s1(8)(g)	✓	
Partnership Working			
May make a crime and disorder reduction grant to any person	s9(1)	✓	
Must have regard to the relevant priorities of each responsible authority	s10(1)	✓	
Must act in co-operation with responsible authorities	s10(2)	✓	
Must make arrangements with criminal justice agencies for the exercise of functions so as to provide an efficient and effective criminal justice system for the area	s10(3)	✓	
Must keep under consideration the ways in which the collaboration functions could be exercised to improve the efficiency and effectiveness of the policing body and/or the Force, or one or more other policing bodies and forces	s89(2)	✓	
Enter into collaboration arrangements	s89 & Schedule 12	✓	
Keep collaboration agreements under review	s89 & Schedule 12	✓	

Provide advice and assistance to a body outside the UK	Schedule 16, para. 25	✓	
People			
Appointment, suspension and removal of the CC	s38		X
Appointment of a chief executive and chief finance officer	Schedule 1	✓	
Appointment of Deputy Police and Crime Commissioner	s18(1)		X
Appointment of other staff as appropriate	Schedule 1, para. 6(3)	✓	
Information and Engagement			
Publish specified information for the public in the time or manner specified	s11	✓	
Produce an Annual Report	s12	✓	
Provide the Police and Crime Panel with any information which the Panel may reasonably require	s13	✓	
Make arrangements for obtaining:	s14		
• The views of people about matters concerning the policing of the area		✓	
• The views of victims of crime about matters concerning the policing of that area		✓	
• The views of:			
(a) The people in that area		✓	
(b) The relevant ratepayers' representatives		✓	

on the proposals of the PCC for expenditure before the first precept for a financial year is issued by the a PCC			
Finance			
Enter into agreements for the supply of goods and services	s15	✓	
Keep a Police Fund	s21	✓	
Receive grants for police purposes	s24	✓	
Receive grants for capital expenditure	s25	✓	
Receive national security grants	s25	✓	
Receive grants from local authorities	s25	✓	
Accept gifts or loans	s25	✓	
Borrow monies	s25	✓	
Issue a precept	s26		X
Receive emergency financial assistance	s27	✓	
Do anything calculated to facilitate the exercise of the PCC's functions, including:	Schedule 1, para. 14	✓	
• Entering into contracts and other agreements		✓	
• Acquiring and disposing of property (including land)		✓	
• Borrowing money		✓	

Job Description

Job Title:	Deputy Police and Crime Commissioner (the Deputy)
Salary:	Scale PO(D) full time post. (Applications on a part time basis will be considered, the salary will be adjusted pro rata)
Responsible to:	Police and Crime Commissioner (the Commissioner)
Hours:	Full or part-time options available Due to the nature of the role, it is to be expected that a proportion of duties will take place during evenings and at weekends, for which no additional recompense is provided.
Location:	Police Headquarters, Glan-Y-Don, Colwyn Bay, LL29 8AW

Job Summary

- The Deputy will be responsible for supporting the Commissioner in all aspects of his role
 - To work with the Commissioner to enable delivery against vision, strategy and identified priorities
 - To engage with communities in north Wales to ensure that their views are reflected in the work of the Commissioner
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Overview of the role

The role of Deputy was created by statute in 2011 and is part of the fundamental change to the governance of policing. The Deputy will be responsible for supporting the Commissioner in all aspects of his role.

This job profile outlines the critical dimensions and features for the role including the key responsibilities of the post-holder.

The post-holder will report directly to, work in conjunction with and be answerable to the Commissioner.

Key responsibilities

1. To be responsible for the commissioning of services and development of grant funding programmes through the Commissioners 'Community Safety Fund' to support the delivery of the Police and Crime Plan
2. To proactively enhance relationships with a wide range of stakeholders in the community safety and criminal justice sectors, to identify blockages or identify opportunities to improve the delivery of programmes that secure improved outcomes for local people.
3. Lead collaborative initiatives with local partners and stakeholders to reduce crime and enhance community policing.

4. To quality assure the provision of policing services in north Wales and support the Commissioner in scrutinising the effectiveness and efficiency of policing in north Wales
5. To act as an ambassador for the Commissioner and engage with relevant community groups, public bodies, elected representatives and organisations to better understand the policing needs of the community.
6. To support the Commissioner in ensuring that the needs of the community are represented in policing and where appropriate translate the community needs into legitimate actions and outcomes.
7. Help to brief members of Parliament, members of the Welsh Assembly, councillors, government officials and other voluntary and criminal justice partners on the Commissioner's policy.
8. Represent the authorised views of the Commissioner to the media where appropriate.
9. On behalf of the Commissioner, help to generate policy proposals and respond to national policy developments. This will include engaging with other Police and Crime Commissioners in Wales and England.
10. Assist the Commissioner in liaising with the chief constable of North Wales Police and his staff and liaise with organisations and individuals at regional and national levels.

The post holder must be prepared to undertake additional duties arising from changing circumstances but which do not change the general character or level of responsibility of the post.

Travel: The fulfilling of these responsibilities will require extensive travel in north Wales and on occasions other parts of Wales and England.

Working Hours: A flexible approach to hours of working and a commitment to be available for weekend and evening duties where required.

Security Vetting: It is a requirement for the role to have Management vetting accompanied by National Security check.

Person Specification

Personal qualities – the views of the Commissioner

I am looking for someone in whom I can have the utmost confidence, someone on whom I can depend and someone who has integrity and good judgement. I am looking for some or all of the following qualities:

- Strong sense of independence
- Vision and an ability to think strategically and laterally
- Leadership and management skills
- Able to manage change and initiate innovation
- Able to give media interviews and presentations
- Strong understanding and knowledge of current affairs

Experience & qualifications

- An excellent understanding and experience of the diverse geographic, social and economic nature of the area
- Sound experience of working with diverse communities and working to secure improved outcomes for local people
- Experience in commissioning services
- Educated to degree level or equivalent professional/specialised qualification or have experience, which demonstrates their intellectual capacity to operate within a complex role
- A good understanding and experience of organisational challenges of ensuring the right balance between cost, value in an environment of reducing resources
- Experience of organisational governance and scrutiny, with a sound understanding of accountability
- Experience of working across different agencies at strategic and operational levels
- Experience in translating strategic objectives into action

Skills - Essential

- Ability to deliver on strategic goals and vision
- Ability to take a co-operative approach to achieving priorities, including developing effective collaboration proposals with relevant organisations
- High-level communication and presentation skills
- Ability to engage, listen and understand communities with differing needs
- Ability to think and operate at a strategic level, identifying issues and setting priorities at an organisation-wide level and/or over a lengthy time period
- Ability to maintain good working relationships with partner organisations
- Ability to build relationships, influence and negotiate with high ranking officials
- A flexible approach to working during weekends and evenings should this be necessary
- Must reside in the Force area of North Wales
- Evidence of an understanding political structures, procedures and policies at both a local and national level
- IT literate to a good level
- An ability to drive

Skills – Desirable

- For this post the ability to communicate effectively through the medium of Welsh is desirable. Non Welsh speaking applicants should commit themselves to learning Welsh to the appropriate standard to undertake the post

Qualities

- Is able to secure credibility, respect and recognition from peers and stakeholders
- Shares the Commissioner's aspirations, values and commitments
- Is able and confident to take personal responsibility for decisions made and to be able to communicate these effectively
- Is committed to the seven principles of public life

Principles of Public life

Selflessness:

We will take decisions solely in terms of the public interest. We will not take decisions in order to gain financial or other material benefits for ourselves, our families, or friends.

Integrity:

We will not place ourselves under any financial or other obligation to outside individuals or organisations that may influence our performance of our official duties.

Objectivity:

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, we will make choices on merit.

Accountability:

We are accountable for our decisions and actions to the public and submit ourselves to whatever scrutiny is appropriate to our office.

Openness:

We will be as open as possible about all decisions and action that we take. We will give reasons for our decisions and restrict information only when the wider public interest clearly demands.

Honesty:

We have a duty to declare any private interests relating to our public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership:

We will promote and support these principles through leadership and by our own example.

About the Commissioner

The Commissioner is responsible for ensuring the policing needs of the communities of north Wales are met as effectively as possible.

He will do this by:

- holding the Chief Constable to account for the delivery of the police force
- setting and updating the Police and Crime Plan
- setting the force budget and precept
- regularly engaging with the public and communities

The Commissioner will set direction. This involves:

Setting the strategic direction and accountability for policing

- setting strategic policing objectives
- holding the force to account through the Chief Constable
- consulting and involving the public
- being accountable to the electorate

Working with partners to prevent and tackle crime and re-offending

- ensuring that the police respond effectively to public concerns and threats to public safety
- promoting and enabling joined up working on community safety and criminal justice
- increasing public confidence in how crime is cut and policing delivered

Invoking the voice of the public, the vulnerable and victims

- ensuring that public priorities are acted upon, victims are consulted and that the most vulnerable individuals are not overlooked
- complying with the Equality Act
- contributing to resourcing of policing response to regional and national threats
- ensuring an effective policing contribution alongside other partners to national arrangements to protect the public from other cross-boundary threats in line with the strategic policing requirement

Ensuring value for money

- responsible for the distribution of policing grants from central government and setting the precept raised through council tax

Deputy Police and Crime Commissioner – Disqualification Criteria

Extracts from the [Police Reform and Social Responsibility Act 2011](#)

S8 The Deputy Police and Crime Commissioner

Relevant extracts from paragraph 8, Schedule 1, of the Police Reform and Social Responsibility Act 2011

- 8
- (1) This paragraph applies to a person appointed under section 18 by a Police and Crime Commissioner to be the deputy police and crime Commissioner.
 - (2) None of the following may be appointed as the deputy police and crime commissioner-
 - a) a person who has not attained the age of 18 on the day of the appointment;
 - b) a person who is subject to a relevant disqualification;
 - c) a Member of the House of Commons
 - d) a Member of the European Parliament
 - e) a Member of the National Assembly for Wales
 - f) a Member of the Scottish Parliament
 - g) a Member of the Northern Ireland Assembly
 - (3) The terms and conditions of a person who is appointed as the deputy police and crime commissioner must provide for the appointment to end not later than the day when the current term of Office of the appointing police and crime commissioner ends.
 - (4) Section 7 of the Local Government and Housing Act 1989 (appointment of staff on merit) does not apply to the deputy police and crime commissioner.
 - (5) In this paragraph “current term of office”, in relation to the appointment of a deputy police and crime commissioner by a police and crime commissioner, means the commissioner’s term of office which is running at the time the appointment is made.
 - (6) For the purposes of this paragraph, a person is subject to a relevant disqualification if the person is disqualified from being elected as, or being, a police and crime commissioner under-
 - a) section 65(1) (police officers, police-related employment etc), other than paragraph (e)(ii); or
 - b) section 66(1), 3(a)(iii) or (iv), 3(c) or 3(d) (citizenship, bankruptcy, criminal convictions & corrupt or illegal election practices)

S65 Disqualification from election or holding office as police and crime commissioner: police grounds

Relevant extracts from Section 65(1) of the Police Reform and Social Responsibility Act 2011

- 65
- (1) A person is disqualified from being elected as, or being, a Police and Crime Commissioner if the person-
 - a) is disqualified from being a member of the House of Commons under section 1(1)(d) of the House of Commons Disqualification Act 1975 (members of police forces for police areas in the United Kingdom);
 - b) is a member of-
 - (i) *the British Transport Police Force*

- (ii) *the Civil Nuclear Constabulary*
- c) is a special constable appointed-
 - (i) *under section 27 of the Police Act 1996 for a police area or the City of London police area;*
 - (ii) *under section 25 of the Railways and Transport Safety Act 2003 (British Transport Police Force)*
- d) is a member of staff of the chief officer of police of any police force maintained for a police area;
- e) is a member of staff of-
 - (i) *a Police and Crime Commissioner;*
 - (ii) *the Mayor's Office for Policing and Crime;*
- f) is the Mayor of London;
- g) is a member of the Common Council of the City of London or a member of staff of that Council in its capacity as a police authority;
- h) is a member (including a member who is chairman or chief executive), or a member of staff, of-
 - (i) *the British Transport Police;*
 - (ii) *the Civil Nuclear Police Authority;*
 - (iii) *the Independent Police Complaints Commission;*
 - (iv) *the Serious Crime Agency;*
 - (v) *The National Policing Improvement Agency;*
- i) holds any employment in an entity which is under the control of-
 - (i) *a local policing body;*
 - (ii) *any body mentioned in paragraph (h);*
 - (iii) *the chief officer of police for any police force maintained for a police area or the City of London police area;*
 - (iv) *the chief officer of police for any police force mentioned in paragraph (b).*

S66 Disqualification from election or holding office as police and crime commissioner: other grounds

Relevant extracts from Section 66 of the Police Reform and Social Responsibility Act 2011

- 66 (1) A person is disqualified from being elected as, or being, a police and crime commissioner unless the person satisfies the citizenship condition (see section 68)
- (2) A person is disqualified from being elected as, or being, a police and crime commissioner if the person—
- (a) is disqualified from being a member of the House of Commons under section 1(1)(a) to (c) of the House of Commons Disqualification Act 1975 (judges, civil servants, members of the armed forces), or
 - (b) is a member of the legislature of any country or territory outside the United Kingdom.
- (3) A person is disqualified from being elected as, or being, a police and crime commissioner if:-
- (a) the person is the subject of-
 - (i) *a debt relief restrictions order under paragraph 1 of Schedule 4ZB to the Insolvency Act 1986; .*
 - (ii) *an interim debt relief restrictions order under paragraph 5 of that Schedule;*

- (iii) *a bankruptcy restrictions order under paragraph 1 of Schedule 4A to that Act;*
- (iv) *a bankruptcy restrictions interim order under paragraph 5 of that Schedule;*
- (c) the person has been convicted in the United Kingdom, the Channel Islands, or the Isle of Man, of any imprisonable offence (whether or not sentenced to a term of imprisonment in respect of the offence); or
- (d) the person is incapable of being elected as a member of the House of Commons, or is required to vacate a seat in the House of Commons, under Part 3 of the Representation of the People Act 1983 (consequences of corrupt or illegal practices).

S68 Citizenship condition

Relevant extract from Section 68 Police Reform and Social Responsibility Act 2011

- 68
- (1) This section applies for the purposes of section 66.
 - (2) A person satisfies the citizenship condition if the person is—
 - (a) a qualifying Commonwealth citizen,
 - (b) a citizen of the Republic of Ireland, or
 - (c) a citizen of the Union.
 - (3) For the purposes of this section, a person is a qualifying Commonwealth citizen if the person is a Commonwealth citizen and—
 - (a) is not a person who requires leave under the Immigration Act 1971 to enter or remain in the United Kingdom, or
 - (b) is a person who requires such leave but for the time being has (or is, by virtue of any enactment, to be treated as having) indefinite leave to remain within the meaning of that Act.
 - (4) But a person who does not require leave to enter or remain in the United Kingdom by virtue only of section 8 of the Immigration Act 1971 (exceptions to requirement for leave in special cases) is not a qualifying Commonwealth citizen by virtue of subsection (3)(a).
 - (5) In this section the expression “citizen of the Union” is to be construed in accordance with Article 20(1) of the Treaty on the Functioning of the European Union.



REPORT TO:	North Wales Police and Crime Panel
DATE:	16 December 2013
CONTACT OFFICER:	Ken Finch, Strategic Director (Democracy, Regulation and Support) – Conwy County Borough Council
SUBJECT:	Allowance Scheme

1. PURPOSE OF THE REPORT

- 1.1 To consider whether the Allowance Scheme for the North Wales Police and Crime Panel (PCP) should make provision for:
- Reasonable time for pre meeting preparation
 - Travelling time to and from the place of the meeting

2. EXECUTIVE SUMMARY

- 2.1 The Independent Remuneration Panel for Wales (IRPW) has recently published its Annual Report and whilst the IRPW does not have any jurisdiction over the PCP, the PCP's Allowance Scheme is based on the payments to co-opted members.
- 2.2 The revised determinations from the IRPW, includes payment for reasonable time for pre-meeting preparation, which is eligible to be included within claims by co-opted Members. The IRPW have also determined that travelling time to and from the place of the meeting can be included within claims for payment.

3. RECOMMENDATION(S)/OPTIONS

- 3.1 That the North Wales Police and Crime Panel considers whether the Allowance Scheme should be amended in line with the revised determinations from the IRPW.

4. BACKGROUND INFORMATION

- 4.1 The PCP approved an Allowance Scheme on 4 June 2013, which makes 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.
- 4.2 Whilst the IRPW has no jurisdiction over PCPs, the rates of pay are based on payments to co-opted members.
- 4.3 The revised determinations within the IRPW's Annual Report includes payment for reasonable time for pre-meeting preparation, which is eligible to be included within claims by co-opted Members. The IRPW also determined that travelling time to and from the place of the meeting can be included in the claims for payments

5. CONSULTATION

- 5.1 Consultation has been carried out with the Chair of the North Wales Police and Crime Panel.

6. RESOURCE IMPLICATIONS

- 6.1 The Home Office provides funding to the host Local Authority for a Police and Crime Panel, who can receive annually up to £920 for expenses per member.

7. RISK

- 7.1 By adopting the revised determinations of the IRPW, Members are at risk of exceeding the maximum amount payable in any one year (£920) and therefore would be unable to claim for further attendance at meetings.

8. PUBLICATION

- 8.1 The expenses of the Panel will be published on an annual basis.

9. REASON(S) FOR RECOMMENDATION(S)

- 9.1 To seek the Panel's views on whether the Allowance Scheme should be amended to incorporate the determinations from the IRPW's Annual Report.