

# NOTTINGHAMSHIRE POLICE AND CRIME PANEL

**Monday, 15 April 2013 at 14:00**

**County Hall, County Hall, West Bridgford, Nottingham NG2  
7QP**

## **AGENDA**

- |          |   |                |
|----------|---|----------------|
| <b>1</b> | <b>Minutes of last meeting held on 6 February 2013</b>  | <b>3 - 12</b>  |
| <b>2</b> | <b>Apologies for Absence</b>  |                |
| <b>3</b> | <b>Declarations of Interests by Members and Officers:- (see note below)</b><br>(a) Disclosable Pecuniary Interests<br>(b) Private Interests (pecuniary and non-pecuniary) |                |
| <b>4</b> | <b>Police and Crime Plan 2013-18</b>  | <b>13 - 18</b> |
| <b>5</b> | <b>Police and Crime Commissioner's Update Report</b>  | <b>19 - 32</b> |
| <b>6</b> | <b>Police and Crime Commissioner Alcohol Strategy and Conference</b>  | <b>33 - 34</b> |
| <b>7</b> | <b>The Community Safety Partnership Fund 2013-14</b>  | <b>35 - 64</b> |
| <b>8</b> | <b>Feedback from Local Government Association Event (Including Members' Allowances)</b>   | <b>65 - 80</b> |
| <b>9</b> | <b>Work Programme</b>   | <b>81 - 86</b> |

## **Notes**

- (a) Declarations of Interests – Persons making a declaration of interest should have regard to their own Council's Code of Conduct and the Panel's Procedural Rules.

Members or Officers requiring clarification on whether to make a declaration of interest are invited to contact Keith Ford (Tel. 0115 9772590) or a colleague in Democratic Services at Nottinghamshire County Council prior to the meeting.

- (b) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer Services Centre 0300 500 80 80

- (c) **Membership**

Chairman - Councillor John Clarke – Gedling Borough Council  
Vice-Chairman – Mayor Tony Egginton – Mansfield District Council

Councillor Eunice Campbell – Nottingham City Council  
Councillor David Challinor – Bassetlaw District Council  
Councillor Jon Collins – Nottingham City Council  
Councillor Georgina Culley – Nottingham City Council  
Councillor Eddie Fearon – Rushcliffe Borough Council  
Mrs Christine Goldstraw – Independent Member  
Mrs Suma Harding – Independent Member  
Councillor Eric Kerry – Nottinghamshire County Council  
Councillor John Knight – Ashfield District Council  
Councillor Pat Lally – Broxtowe Borough Council  
Councillor Keith Longdon – Nottinghamshire County Council  
Councillor Alex Norris – Nottingham City Council  
Councillor Tony Roberts MBE – Newark and Sherwood District Council

# **NOTTINGHAMSHIRE POLICE AND CRIME PANEL**

## **MINUTES OF THE MEETING HELD ON 6 FEBRUARY 2013 AT 10.30 AM AT COUNTY HALL, WEST BRIDGFORD, NOTTINGHAM**

### **MEMBERS PRESENT**

(A denotes absent)

Chairman - Councillor John Clarke – Gedling Borough Council

Vice-Chairman - Executive Mayor Tony Egginton – Mansfield District Council

Councillor David Challinor – Bassetlaw District Council

Councillor Eunice Campbell – Nottingham City Council

Councillor Jon Collins – Nottingham City Council - A

Councillor Georgina Culley – Nottingham City Council (Item 5 onwards)

Councillor Eddie Fearon – Rushcliffe Borough Council

Christine Goldstraw – Independent Member

Suma Harding – Independent Member

Councillor Eric Kerry – Nottinghamshire County Council

Councillor John Knight – Ashfield District Council - A

Councillor Pat Lally – Broxtowe Borough Council

Councillor Keith Longdon – Nottinghamshire County Council - A

Councillor Alex Norris – Nottingham City Council

Councillor Tony Roberts MBE – Newark and Sherwood District Council

Councillor John Wilmott – Ashfield District Council (substitute for Cllr Knight)

### **OFFICERS PRESENT**

Jayne Francis-Ward – Monitoring Officer ) Nottinghamshire

Keith Ford – Senior Democratic Services Officer ) County Council

Paul Simpson – Section 151 Officer ) (Host Authority)

### **OTHERS PRESENT**

Paddy Tipping – Police and Crime Commissioner

Chris Cutland – Deputy Police and Crime Commissioner

Kevin Dennis – Chief Executive, Office of the Police and Crime Commissioner

Charlotte Radford – Chief Finance Officer, Office of the Police and Crime Commissioner

## **1. MINUTES OF LAST MEETING**

The minutes of the meeting held on 6 February 2013, having been previously circulated, were agreed as a true and correct record and were confirmed and signed by the Chairman.

## **2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Jon Collins, John Knight and Keith Longdon.

### **3. DECLARATIONS OF INTERESTS**

None.

### **4. POLICE AND CRIME COMMISSIONER'S PRECEPT AND BUDGET**

The Commissioner introduced his proposed budget for 2013-14 and highlighted the following key points:-

- the scale of the savings required in Nottinghamshire were underlined, with £42m (approximately 20% of the budget) needed over the next four years. Approximately half of these savings had been identified. In broad terms but £8.5 million was needed in 2013/14. This was also affected by the ongoing funding issues, with an underfunding of £10.5m in Nottinghamshire next year resulting from the current formula and damping mechanisms. The Commissioner had met with the Police Minister recently and had underlined the urgent need for a review of this funding formula. This review was due to start soon but it could take up to two years, with some areas winning and losing as a result of the changes and some form of transitional period therefore required. The proposed revenue budget for 2013.14 was £196.9 million;
- despite these financial pressures, the Commissioner was confident that he could achieve his commitment to recruit an additional 150 Police Officers. The Commissioner planned to recruit 150 new Police Officers by 31 March 2014, although there would be some further staff turnover during that period due to officers leaving the Force. 35 additional Police and Community Support Officers (PCSOs) would be recruited in each of the next three financial years. These officers would be based within Neighbourhood Policing teams. The Commissioner proposed a 1.95% increase in the Council Tax policing precept to help fund this recruitment. The Commissioner had considered taking the freeze grant (equivalent to 1% increase in Council Tax this year) offered by Central Government to Commissioners who chose to freeze their precept levels at the existing rate. However, he did not think that this was a sustainable option in terms of funding these new posts in the long-term and he felt that the Police were already overly-dependent upon Central Government funding;
- the Commissioner acknowledged that the reserves position was extremely healthy but he planned to use some of these reserves to mitigate against the savings required in future years;
- the Commissioner underlined the commitment of the Chief Constable and Deputy Chief Constable to the proposed budget;

- a review of the previous Police Authority's decision to disband the Force's mounted section had been undertaken in line with the Commissioner's manifesto commitment. A report on this review had been published on the Commissioner's website and this had revealed that it would cost £420,000 to reinstate this section. The Commissioner felt that this money would be better spent on increasing the uniformed presence on the streets and the Chief Constable had also felt that a mounted section was not a priority currently. The Commissioner highlighted that the Association of Chief Police Officers (ACPO) was undertaking research to explore the potential for a national mounted section resource and Nottinghamshire would consider being involved in any such development;
- the Commissioner was proposing grants of £1.7 million and £1.3 million to the Community Safety Partnerships in the City and County respectively. He had also created a partnership budget of £500,000 which he planned to grow over time to fund initiatives with partners to prevent crime;
- The Commissioner had challenged regional partners about expenditure and hoped to see a future reduction in regional costs that reflected the reduction in policing costs in Nottinghamshire. The Commissioner had approved the 2013/14 budget which was less than the 2012/13 budget, with a view to reducing these contributions by 5-10% in future years. The Commissioner stated that he was not convinced that Nottinghamshire was getting full value for money from regional collaboration and he was keen to discuss this issue further with the Panel at a future meeting;
- a base budget review was planned for the first six months of the 2013/14 financial year. Different priorities were likely to emerge over the next twelve months and in light of there being no further funding some very difficult funding decisions would need to be made.

During discussions, Members raised the following issues:-

- local residents in Ashfield welcomed the proposal for additional Police Officers but were not in favour of an increase in the Council Tax precept in light of the growing severe financial difficulties in that area. Such an increase was particularly difficult to support in light of the Force's underspend in the current financial year. The Commissioner stated that he would be happy to discuss this further with Ashfield residents but the consultation he had undertaken had shown that the public were willing to pay an extra 4p per week on average to fund these additional officers;
- Members highlighted that the proposed levels of recruitment would result in more than 150 additional Police Officers and queried whether this was to counter the impact of retirements. The Commissioners explained that more officers were leaving the Force, both locally and nationally, than had been anticipated. This was due to changes in terms and conditions and pensions. It was predicted that 78 officers would leave Nottinghamshire Police next year with 150 new officers recruited. Based on the forecasts contained within the Medium Term Financial Plan, it was predicted that

there would be an extra 228 front line officers in post by the end of the Commissioner's term of office (April 2017);

- Members recognised the need to take a prudent approach within financial management but queried the level of uncommitted reserves. In response, the Commissioner stated that it was approximately £7m. Paul Simpson calculated that by 2015/16 the level of uncommitted reserves would be approximately £9.3m. Charlotte Radford underlined that the figure was £7m. The Commissioner said that some of the underspend would be added to committed reserves;
- with regard to the potential impact of the current A19 process industrial tribunal, the Commissioner stated that provision had been made in the reserves to meet the costs of a negative outcome, whilst he had insisted that each of the five Forces involved in the case share the same legal representatives in order to reduce costs (the total legal cost was likely to be £600,000 which would be split between the five Forces);
- some Members welcomed the fact that the Commissioner was honouring his manifesto commitment to recruit additional officers and they felt that the proposed precept increase was needed in order to finance that commitment. Members likened the freeze grant on offer from Central Government to a 'pay day loan' and did not feel it was prudent to use such funding or reserves for a permanent increased staffing establishment. It was underlined that the public had supported an increase in officers in the Commissioner's budget consultation and highlighted the year-on-year increases in the costs of utility services. Members also recognised the need to have reserves at the proposed level in light of the ongoing nature of the Comprehensive Spending Review. The Commissioner agreed with these views and underlined his desire to get increased value from the budget by undertaking a zero base budget review in the Spring, with external challenge also from the new Audit and Scrutiny Panel. He stated that he was very keen to involve the Police and Crime Panel in that review. Each line of the budget would be queried with the Force challenged as to whether the same service could be provided for less money. Members welcomed such a review but queried whether the proposed increase in income generation in 2014/15 could begin to be introduced in 2013/14 instead. The Commissioner had queried that issue himself with the Force although it was recognised that the potential means of generating income were limited as most of the Police's activity was statutorily required. Members recognised that the Police was primarily a deliverer of public services and law and order rather than a commercial enterprise and that in the current climate the public needed greater reassurance. The Commissioner also underlined his commitment to co-location with other public services where possible, as with Rushcliffe Borough Council currently and the plans for Broxtowe and Gedling;
- with regard to the current level of underspend, it was underlined that the amount of experienced officers choosing to leave this year had been unprecedented and higher than predicted. Members queried the plans to



address this via recruitment and retention. The Commissioner underlined that both locally and nationally the current levels of officers leaving was being viewed as a 'spike', resulting from the future pension changes. There would be a continued need to manage this for the next two years ahead of the pension changes being implemented. The new recruitment was also being viewed as an opportunity to address the previous trend of an increasing average age of officers. It was felt that as younger officers were recruited, the retention rate would consequently improve. Despite there being an underspend this year there was still a funding gap in terms of the costs of the new recruitment which did require the proposed precept increase;

- it was underlined that some Members had opposed the Police Authority's previous precept increase in 2012/13 and they felt that in hindsight, based on the levels of underspend and savings, this minority view had been justified. Members underlined that there was a history of underspending by the Force and queried long-term plans to continue the modernisation of services and to address the ongoing anticipated reduction in Central Government grant. With regard to the public's positive response to an increase in officers, some Members felt that a similar affirmative response would have been received if the public had been asked whether they supported taking the freeze grant in order for the precept to remain at the existing level. It was also felt that more detail about the levels of reserves should have been included in the papers to the Panel. In response, the Commissioner offered to share further information about reserves and underlined the need for any recruitment to be sustainable, especially in light of the ongoing Comprehensive Spending Review. He agreed that the ongoing underspending did suggest bad management control although there were other elements to this issue which would be fully considered as part of the base budget review. He underlined that in all of the consultation meetings he had held nobody had argued that they would not be prepared to pay the additional money arising from the precept increase. Members queried whether the Commissioner was not confident that the base budget review would deliver the £500,000 difference between the freeze grant and the precept increase (although it was recognised that the 'cliff edge' effect of taking the freeze grant this year would result in an increased funding gap of £1m the following year);
- in response to Members' queries, the Commissioner underlined his commitment to Neighbourhood Watch, with Community Safety grant being used to fund the County and City schemes. Members highlighted how prudent voluntary and community organisations were often turned down for funding due to their level of reserves and contrasted this situation to the proposed precept increase. The Deputy Commissioner stated that £500,000 had been set aside for small grants to small organisations. The criteria, terms and performance management proposals for this funding were currently being developed and the level of reserves would form an element of this. The Commissioner underlined that he was keen to commission relevant services over a longer period of time;

- Members underlined their willingness to support the Commissioner in his lobbying of Central Government to improve the grant funding arrangements;
- the Commissioner underlined his desire to get improved value from the Force's two PFI (Public Finance Initiative) contracts relating to the Force's fleet of vehicles and the Riverside Building;
- Members were particularly minded to support the Commissioner in his first year in office but underlined the need to address the ongoing history of underspends.

#### **RESOLVED 2013/001**

**That the decision of the Commissioner to increase the Council Tax precept by 1.95% for the 2013/14 financial year be supported.**

Councillors Fearon and Kerry requested that their votes opposing the above resolution be recorded.

#### **5. POLICE AND CRIME PLAN**

The Commissioner explained that the consultation around the draft Plan was ongoing and that a final draft should be available by the beginning of March. He suggested that this final draft be shared with the Panel Chairman and Vice-Chairman so that they could consider whether the extent of the changes warranted the Panel meeting ahead of its planned next meeting on 15 April 2013 to consider this amended version of the Plan prior to its publication.

#### **RESOLVED 2013/002**

- 1) **That the final draft of the Plan be shared with the Chairman and Vice-Chairman following consultation.**
- 2) **That if the changes to the draft Plan warranted further Panel consideration ahead of publication, then the date of the next meeting of the Panel be brought forward for this purpose.**

#### **6. POLICE AND CRIME COMMISSIONER'S UPDATE**

The Commissioner introduced his update report for discussions, during which Members raised the following issues:-

- In light of alcohol-related crime and anti-social behaviour continuing to be a major issue in Nottinghamshire, the possibility of a charge on breweries to help fund Police activity in response to this was raised. Members acknowledged that a number of public houses had recently closed and that any such charges could add to this trend.



- Members felt that reductions in crime were due to improved partnership working between the Police and other organisations. Concerns about the impact of cuts in provision in areas such as substance misuse educational programmes needed to be highlighted within Councils. Councils also had a responsibility to support collaborative working with the Police, particularly in areas such as licensing. Members felt that Police representation at licensing panels had decreased as a direct result of budget cuts. Members felt that the Commissioner had the opportunity to ensure such panels were sharing best practice, linking in to the Countywide meeting of Licensing Chairs as appropriate.

In response, the Commissioner stated that he was very aware of the need to build partnership working in order to address the 'and crime' aspects of his role. He commended the joint working between the City Council and the Police as a leading example of partnership working in community safety. He felt that the Police needed to be more proactive in their involvement around licensing. In principle, he was in favour of a night time levy, as proposed by the City Council, but recognised that there were potential negative impacts from this. He stated that the Alcohol Strategy previously being developed include the issues of referrals to courts and alcohol treatment programmes. This Strategy could be progressed further when the City and County Councils took on their new Public Health responsibilities in April 2013;

- Members underlined the need for educational activities to address repeat offending. More resources needed to be put into early intervention measures through providers such as Sure Start to help address domestic violence. In response, the Deputy Commissioner highlighted initiatives such as the Freedom Programme (delivered by Sure Start in partnership with domestic violence organisations) and the Healthy Relationships Programme (funded by schools and delivered by the Nottinghamshire Domestic Violence Forum). This was one of the issues which would be better addressed by the Police in partnership with other agencies, for example, via the Multi-Agency Safeguarding Hub in the County and the Domestic Abuse Referral Team in the City. The 'Troubled Families' agenda needed to also take more account of domestic violence issues. Greater focus was needed on medium-risk and repeat domestic violence. The Commissioner underlined the contribution of alcohol to reoffending;
- Members commended the Commissioner and Deputy Commissioner for the energy that they had put into their community engagement activities so far;
- Members queried whether the name of the Commissioner's Audit and Scrutiny Panel could cause some confusion between its role and the Police and Crime Panel's role. The Commissioner underlined that he was legally required to have an Audit Panel and agreed to share its terms of reference. He stated that his Panel would focus on financial matters;
- Members highlighted the issue of fixed penalties being issued for serious crimes, including assault with weapons. Members also reported that the disparity between the level of fines imposed in courts and those linked to fixed

penalties was being pursued by the Local Government Association. Members felt that the use of fixed penalties resulted in a reduction in crime figures which therefore gave an inaccurate overall picture. The Commissioner felt that further consideration was needed to ensure that a professional approach was taken with restorative justice;

- Members felt that problems arising from migrants not understanding / following the law and the importance of following community sentences needed further consideration;
- the need for continued crime prevention work to educate the public was emphasised and it was recognised that enforcement alone was not the answer. Members felt that an increase in police officers on the beat could sometimes have a negative effect on perception of crime in an area. The Commissioner recognised the need for greater community involvement as although crime was reducing and satisfaction was increasing, the fear of crime was continuing to rise;
- Members felt that police officers needed to be trained to use the relevant digital equipment to clarify whether vicious dogs present at crime scenes had been 'chipped' as required;
- the increase in Proceeds of Crime income in this current year was commended. The Commissioner was keen for a proportion of this income to be given to partnerships;
- the issue of mobile phone theft from licensed premises in Nottingham city centre needed to be properly raised with the media. More details of this issue within the update report would have been helpful in that respect. The Deputy Commissioner underlined that the Commissioner's Office and Nottingham City Council were working with the Police to address this example of organised crime;
- the Commissioner underlined that the Force was currently improving better than any other nationally. The targets that had been set were tough and stretching but if achieved would result in the Force being the best in the country. However, the Commissioner and the Force's Chief Officer Team were aware that such targets could not be achieved by the Force alone and that partnership working was imperative.

#### **RESOLVED 2013/003**

**That the contents of the update report be noted.**

#### **7. WORK PROGRAMME**

#### **RESOLVED 2013/004**

**That the work programme be noted.**

The meeting closed at 1.10 pm

CHAIRMAN  
M\_06Feb2013

DRAFT



**POLICE AND CRIME PLAN 2013-2018**

**Purpose of the Report**

- 1.1 This report presents the Police and Crime Panel (the Panel) with the Police and Crime Commissioner's (the Commissioner) final Police and Crime Plan (the Plan) for Nottingham and Nottinghamshire.
- 1.2 In accordance with the Police Reform and Social Responsibility (PR&SR) Act 2011 the Plan must be published by 31 March 2013.
- 1.3 The draft Plan was presented to the 15 January 2013 Police and Crime Panel meeting, which acknowledged the Plan and recommended that the final be presented to the Chair and Vice Chair of the Panel who would then decide if the changes made to the Plan were significant and warranted a special Panel meeting to be convened.

**Information and Advice**

- 2.1 The Police Reform and Social Responsibility Act 2011 places a statutory duty on the Commissioner to publish a Plan for their policing area. Section 5(1) of the PR&SR Act 2011 requires the Commissioner to '*issue a Police and Crime Plan within the financial year in which each ordinary election is held*'. For the first Plan this means no later than 31<sup>st</sup> March 2013.
- 2.2 Prior to publication of the Plan, the Commissioner must consult with the Chief Constable in preparing the Plan; obtain the views of the community and victims of crime on the draft Plan and send the draft Plan to the Panel and have regard to any recommendations made by the Panel.

**Consultation on the Draft Police and Crime Plan**

- 2.3 To develop the draft Police and Crime Plan, there was work with the Force and community safety and criminal justice partners to identify the needs and priorities for the City and the County. In addition, there was further consultation conducted by the Commissioner and Deputy Commissioner to obtain the views of partners, communities and victims of crime which were included in the draft Plan:
  - Consultation meetings with representatives from the Women's Groups.
  - Consultation meetings with representatives from Black and Minority Ethnic and Refugee Groups.
  - Consultation meetings with members of the Nottingham City Youth Cabinet.
  - Discussions with Transgender Group.
  - NCC Youth Board, Bassetlaw and Broxtowe NCC Young People Scrutiny Advisory Board.

- Work with the agencies that the Commissioner has signed pledges, charters or support, including:
  - Victims Support Pledges
  - Youth Charter
  - Nottingham Citizen
  - Rural issues – Nottinghamshire’s Farmers Union and Nottinghamshire Wildlife Trust
  - Violence against women and girls
  - RSPCA Animal Welfare Charter

2.4 Further opportunities for engagement and consultation have been progressed from the publication of the draft Plan which was presented to the Police and Crime Panel on the 15 January 2013. This has included Walkabouts by the Commissioner in local communities, the Commissioner and Deputy Commissioner attending meetings, together with:

- 500 online surveys on the draft Plan coordinated by the Commissioners office.
- Meeting with members of the Nottingham City Youth Council.
- Over 70 individuals were involved in a Young People’s Web chat with the Commissioner.
- Victims of Crime meeting.
- NCC Business Engagement Group.
- BMER Groups.
- Public meetings in Nottingham and Nottinghamshire (Pleasley, Mansfield).
- Women’s Group meeting.

2.5 In addition to the above engagement and consultation activities, there have been key meetings with the Force and Community Safety Partnerships, Chief Executives of Councils and other organisations to listen to views on the Plan. There has also been the gathering of direct responses on the draft Plan which has been accessible on the Commissioner’s website. In all, there have been over 700 more individuals directly involved in the consultation since the production of the draft Plan who have contributed to the amendments.

### **Amendments to the Plan**

2.6 The gathering of engagement and consultation responses on the draft Plan has not resulted in a fundamental change to the Plan. In addition to the above consultation and engagement events there have been over 40 correspondences ranging from emails, letters and reports from partners, councils, businesses and individuals who want to echo support for the Plan or identify areas for prioritisation. These have all been evaluated and amendments made appropriately to the Plan, with individual responses going out from the Commissioner to thank them for their time to respond and to identify where changes have been made.

2.7 Although there has not been a fundamental change to the plan, there have been amendments incorporated to emphasise the City and County crime differences and visions, outline rural challenges, the need to include police



integrity, requests to clarify the use of additional Police Officers and PCSOs for neighbourhood policing, roads policing and update and make the targets smarter. The following outlines the changes made to the draft Plan:

**Foreword – this has been refreshed.**

## **Part A: Setting the Scene**

### **Section 1: Introduction**

- Insert identifying rural issues across the County.
- Insert on key activities in the first 100 days in office, emphasis of extra police officers and PCSOs being utilised for neighbourhood policing.
- Insert to link to Community Safety Partnerships vision and different activities to tackle for the City and the County.
- Insert on Police Integrity.
- Insert on Second Transfer of Staff (legal requirement under the Police Reform and Social Responsibility Act 2011).
- Insert on monitoring performance and linking to partnership targets and plans.

### **Section 2: National Overview**

- Inserted additional national strategies in the emerging issues to include those areas that were not captured at the time of the Joint Partnership Strategic Assessment.

### **Section 4: Local Overview**

- Insert on unique feature of City and County, and partnership alignment to neighbourhood cohesion.
- Updated engagement information to include consultation on the Draft Police and Crime Plan.
- Insert on roads – networks and policing.
- Insert of Prison Reform and opportunity to work with the Commissioner.

## **Part B: Delivering the Vision**

### **Section 5. Strategic Priority Themes**

- Put the Priority Themes and activities into tables with numbers for ease of referencing.
- Rewording of Priority Theme 3: Work with partners to reduce rural crime, protect local natural environments and improve cross boarder working.
- Split the previous activity in Priority 5, to identify criminals use of roads and promotion of road safety:
  - Deter and prevent the use of roads by criminals through ANPR.
  - Promote road safety and reduce the number of people who are seriously injured or killed on the roads.

### **Section 6. Governance**

#### **Governance Framework**

- Refreshed in line with the Commissioner's agreed Governance Framework.

## **Section 7. Resourcing our priorities**

- Refreshed in line with updated information presented to the Police and Crime Panel on the policing budget and precept increase on 6 February 2013.

## **Section 8. Measuring how well we are doing**

- Refreshed with targets worked on with the Force and partners.

- 2.7 All respondents to the consultation of the draft Plan will be written by the Commissioner to highlight the amendments taken into account for the final Police and Crime Plan.
- 2.8 The delivery of the strategic themes and key activities will be managed through the Delivery Programme. The detail will be built on existing work and the scoping of new areas of work.
- 2.9 There has also been work with the Force and partners to look at the 'golden thread' of the Plan with Force and partners strategic plans.
- 2.10 The Commissioner's first annual report will provide evidence of delivery of the objectives of the Plan outlined in the Delivery Programme.
- 2.11 There has been work to set up a new Strategic Assessment and Planning working group which includes the Force and partners who will work on drafting the 2013 Joint Partnership Strategic Assessment and will build on the good practice identified through the joint working through transition before the Commissioner took up office on 22 November 2012.

## **Other Options Considered**

- 3.1 None.

## **Reasons for Recommendations**

- 4.1 The Police and Crime Panel considered the draft Police and Crime Plan at the 15 January 2013 meeting, with a request to update targets and present back to the Panel the amendments from engagement and consultation before publication.
- 4.2 The Commissioner is required to publish the first Police and Crime Plan as soon as practicable after taking office on 22<sup>nd</sup> November 2012 but no later than 31<sup>st</sup> March 2013.

## **RECOMMENDATIONS**

- 5.1 The Panel note the finalised version of the Police and Crime Plan 2013-18 and the amendments made as a result of consultation.

## **Background Papers and Published Documents**

- Final Police and Crime Plan 2013-2018
- Updated Equality Assessment for the Police and Crime Plan 2013-2018

For any enquiries about this report please contact:

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## **NOTTINGHAMSHIRE POLICE AND CRIME PANEL**

**15<sup>th</sup> April 2013**

### **COMMISSIONER'S UPDATE REPORT**

#### **PURPOSE OF THE REPORT**

- 1.1 This report presents the Police and Crime Panel (Panel) with the Police and Crime Commissioner's (Commissioner) second update report.
- 1.2 In accordance with section 13 of the Police Reform and Social Responsibility (PR&SR) Act 2011 and subject to certain restrictions, the Commissioner must provide the Panel with any information which the Panel may reasonably require in order to carry out its functions. The Commissioner may also provide the Panel with any other information which the body thinks appropriate.
- 1.3 This report provides the Panel with a short overview of current performance, key decisions made and his activities since the last report in February 2013.
- 1.4 It also provides Members with an update on changes to the Police Command Team, information on the Chief Constable's extension of contract and planned governance arrangements.

#### **EXISTING POLICING PLAN**

- 2.1 The Performance data contained in this report has been taken from the Force's detailed and validated unrestricted bimonthly Performance and Insight Reports and Commissioner's weekly performance reports in respect of key Policing Plan priorities.
- 2.2 The Commissioner has a statutory duty to ensure that the Force is efficient, effective and provides value for money. A range of performance indicators relating to the three priority areas contained within the current Policing Plan are monitored by the Office of Commissioner and where performance is identified as a risk the Commissioner holds the Chief Constable to account to seek assurances that action is being taken to address the performance concerns.
- 2.3 The Commissioner will do this through bi bilateral weekly meetings with the Chief Constable and through an extended monthly Resource and Performance meeting with the wider Chief Officer Team.

## **Priority 1 – To Cut Crime & Keep You Safe (February 2013)**

- 2.4 The Force has a current target annual target (2012-13) to reduce crime by 8% and antisocial behaviour (ASB) by 10%; in this respect at the end of **February 2013** crime had reduced by **12.5%** and ASB **33.7%** compared to the same period in the previous year.
- 2.5 In the County crime saw a reduction of **13.8%** and **9.8%** in the City. The main reason for the difference in performance is theft from person (TFP) in the City centre which increased by **34.5%** (+403) compared to a reduction of **39.7%** in the County (-162). In response to this increase the Force initiated Operation Accelerate which aims to tackle areas of high volume across the City and the County. The first phase will end in February 2013 with the second phase due to finish at the end of March 2013. This Operation stemmed the rise in TFP and is now in decline.
- 2.6 The Force has a target to reduce:
- Violent Crime Offences by 8% and is currently achieving a **4.1%** reduction
  - Burglary Dwelling Offences by 8% and is currently achieving a reduction of **8.1%**
  - Robbery Offences by 8% and is currently achieving a **18.8%** reduction
  - The number of First-Time Entrants (FTE) into the Youth Justice System by 10% in 2012/13 and is currently exceeding target i.e. **41.8%** (or 343 FTEs).
  - The number of people killed or seriously injured (KSI) on roads in Nottinghamshire by 17.4% in 2012/13 and is currently achieving a reduction of **9.5%** or (43 KSI) (January to September 2012<sup>1</sup>). This is the same data as previously reported due to reporting time lag.
- 2.7 Planning for 2013/14 road safety operations is already underway. A two month fatal enforcement campaign will begin on the 1st April which will encompass the Summer Drink Drive campaign in May. Additional work on motorcyclists and pedal cyclists is already being planned. The relationship with Nottinghamshire County Council, as the Highway Authority, is being strengthened.
- 2.8 The Force has no target set for the following crimes but is achieving:
- Vehicle Crime - down **8.3%**
  - Criminal Damage down **21.4%**
  - Theft & Handling Offences - down **13.9%**
- 2.9 The Force has a target to increase:
- The total (all) crime detection rate to 36%. It is currently achieving **35.4%** (includes Restorative Justice Disposals).



- The Value of Assets recovered from the Proceeds of Crime Act by 10% and is currently achieving **28.1%** (i.e. £7,720 per order) with a total of **£1,320,155.31** from 171 recovery orders.

## **Priority 2 – To spend your money wisely (February 2013)**

2.10 As at 28<sup>th</sup> February 2013, the forecast budget position for 2012-13 shows an estimated underspend of **£3.658m**

2.11 As detailed in the Force budget for 2012/13, **£10.3m** of efficiency savings were planned for this financial year – this has now been revised to **£9.2m**. In the November Medium Term Financial Plan (MTFP) the original breakdown was as follows:

- Confirmed Efficiencies - £4.300m
- Planned Efficiencies - £1.800m
- A19 2012/13 Effect - £2.200m
- Officer Retirements/Leavers - £2.000m

**Total= £10.3**

2.12 As at the end of February 2013, the Force is forecasting to achieve **£10.216m** savings, including Vacancy Management.

2.13 Confirmed Efficiencies (**£4.3m**) - will be made through staff savings in ICT, Crime and Justice (C&J), Operational Support (OS), Demand Management (DM) and other Corporate Services departments together with savings from the Fleet, Estates and Collaboration. This area is now showing as above target due to the recalculation of savings in OS and an increase in savings in Collaboration. Latest forecast £4.687m

2.14 Planned Efficiencies (**£0.6m**) - will be made from the regionalisation of the Procurement department. Procurement is forecasting a reduction in savings to **£0.924m** for this year. Potential savings from the Independent Review of Police Officer and Staff Remuneration and Conditions by Tom Windsor<sup>2</sup> were also removed in July 2012 and none will be made in the year.

2.15 A19 2012/13 (**£2.0m**) - Regulation A19 of the Police Pensions Regulations 1987 provides for the compulsory retirement of a police officer, (up to and including the rank of Chief Superintendent), on the grounds of efficiency of the Force; these are the savings that will be realised in 2012/13 from Officers that left the Force in 2011/12 under A19. Revised costings have been calculated on A19 and it is now likely that the Force will save **£2.380m**.

Employment Tribunal cases brought by the Police Federation and the Superintendents Association are reaching their conclusions. Decisions are expected later in the Summer.

- 2.16 Officer Retirements/Leavers (**£2.0m**) - these savings will be made on the assumption that there will be an **85%** retirement rate of those eligible for retirement during the year, together with 15 other leavers. There is currently a predicted increase in savings of **£0.225m** in Retirement/Leavers due to a higher number of Officers leaving than expected.
- 2.17 Sickness rates have improved consistently since December 2011, which reported 10.8 working days. At the end of February 2013, the rolling year sickness rate from Police officers was **4.55% (10.1 working days)** against a target of 3.7% (8.2 days) and Police staff was **4.01% (8.9 working days)** against a target of 3.7 (8.2 days). Performance has therefore improved since December 2011.
- 2.18 The new absence management triggers in managing short term absence will support line management efforts to reduce absence.

### **Priority 3 – To earn your trust and confidence (February 2013)**

- 2.19 The Force has been set a number of targets intended to increase trust and confidence. Currently:
- **87.5%** of victims of crime are very or fairly satisfied with the service they have received. However, although it is 2.5% short of the 90% target, it is ranked 10<sup>th</sup> nationally and 2<sup>nd</sup> in its group of most similar forces (MSG).
  - Victims of crime will share their personal experiences with all Inspectors in the Force in a series of briefings to further improve customer satisfaction. The 'Valuing Victims' briefings will be delivered in the coming months and will be cascaded down to all officers in the force. The briefings will also involve guest speakers from Victim Support and information about changes to working practices and the use of Management Information.
  - The Force has a target to attend 90% of all crimes (where required) and is currently achieving **89.9%**.
  - Currently **56.7%** of people agree that local issues are being dealt with, this is less than previously reported and short of the Force target of **58%** for 2012-13 and short of 2015 target of **60%** but not too far short of its MSG (**59.6%**).
- 2.20 Other performance indicators falling within this priority area are monitored and the Chief Constable is held to account by the Commissioner to ensure that appropriate action is being taken especially where targets are not being met or trends show a risk to performance.

## **DECISIONS**

- 3.1 The Commissioner has the sole legal authority to make a decision as the result of a discussion or based on information provided to him by the public, partner organisations, members of staff from the Nottinghamshire Office of the Police and Crime Commissioner (NOPCC) or Chief Constable.

### **Extension of Chief Constable's Contract**

- 3.2 The update report presented to the Police and Crime Panel meeting on 6<sup>th</sup> February 2013 referred to the Chief Constable's contract having been extended. Following the Panel Away Day event held on the same date, Members asked the Commissioner for some additional information in relation to this decision.
- 3.3 The decision was made in recognition that strong sustainable leadership is a key driver for the continuing success of Nottinghamshire Police. With regard to current and historical performance and impressive achievements delivered under Chris Eyre's leadership, on 21<sup>st</sup> December 2012, the Commissioner extended the Chief Constable's contract until August 2017.

The Panel will be aware that most Chief Constable posts are appointments for longer periods of 5 years.

### **Significant Public Interest Decisions**

- 3.4 The Commissioner's web site provides details of all significant public interest decisions. Such decisions have been in respect of:
- Consultation and engagement with regard to the development and publication of the 2013-17 Police and Crime Plan and setting the 2013/14 Police budget and precept.
  - A Communications Protocol between the Nottinghamshire Office of the Police and Crime Commissioner and Nottinghamshire Police.
  - A Consultation and Engagement Strategy
  - A Publication Scheme which sets out the Commissioner's commitment to make certain classes of information routinely available, such as policies and procedures, minutes of meetings, annual reports and financial information.
  - A Section 22a Collaborative Agreement for Derbyshire and Nottinghamshire Information Services approving four regional investment projects:
    - Information Technology: £335,000

- Information Assurance: £88,000
- Human Resources: £19,000
- Regional Vetting Database: £19,000
- A business case and Section 22a agreement for EMSOU Fraud and Financial Investigation (FFI) Collaboration.
- The setting up of an Integrated Services Project with Broxtowe Borough Council and Nottinghamshire Police at Broxtowe Civic Centre.
- The Precept of 1.95%, 2013-14 Budget Plan and 4 year MTFP
- The 4 year Capital Programme, Treasury Management Strategy and Reserve Strategy.

## **ACTIVITIES OF COMMISSIONER**

- 4.1 Since the last report, the Commissioner and Deputy Commissioner have been engaged in a number of activities and meetings in relation to strategic matters, media activities, conducted numerous walkabouts and engaged with partners and various communities. These extensive activities reflect the Commissioner's commitment and pledge to be the People's Commissioner. A copy of the Commissioner's latest partnership newsletter is attached as **Appendix A**.

## **CHANGES TO THE FORCE COMMAND TEAM**

- 5.1 The Chief Constable is currently advertising two vacancies for a Deputy Chief Constable (DCC) and Assistant Chief Constable (ACC) the closing date being 2nd April 2013 with interviews and assessment taking place on 19th and 25th April 2013 respectively.
- 5.2 The vacancies have arisen following the retirement of ACC Paul Broadbent in December 2012 and more recently following notice of intention to retire from DCC Paul Scarrott.
- 5.3 In accordance with the Police Reform and Social Responsibility (PR&SR) Act 2011, the Chief Constable is responsible for recruitment and selection of all staff under his direction and control. Previously, the Police Authority would be responsible for the recruitment and selection of all the Chief Constable, Deputy and Assistant Chief Constables.
- 5.4 The remaining ACC Susannah Fish OBE returned to the Force over 6 months ago following a 3 year secondment to the Home Office.

## **POLICE OFFICER AND PCSO RECRUITMENT**

- 6.1 The recruitment drive for 150 Police Officers was launched early March. This has been very successful, hundreds of calls were received and over 25,000

hits were recorded on the website. This has resulted in 2049 applications being received which are now going through the next stages of the recruitment process. Of these, 155 (7.56%) applications were received from members of the BME communities.

- 6.2 Following the success of the Police Officer recruitment, the recruitment of 50 PCSO's has also just been launched.

## **PLANNED GOVERNANCE ARRANGEMENTS**

- 7.1 The Police and Social Responsibility Act 2011 and the Policing Protocol Order 2011 gives the statutory responsibility to Police and Crime Commissioners for the totality of policing within their force area. It further requires Commissioners to hold the Force Chief Constable to account for the operational delivery of policing, including in relation to the strategic policy requirement published by the Home Secretary.
- 7.2 On 21<sup>st</sup> March 2013 the Commissioner approved the Governance meeting structure as set out in **Appendix B**, including monthly Strategic Resources and Performance meeting and Community Stakeholder Forums be established from 1st April 2013.
- 7.3 The purpose of the governance structure is to provide a mechanism for ensuring that the Commissioner is able to efficiently maintain oversight of all aspects of policing, set the strategic direction for the Force and holding the Chief Constable to account for the delivery against the Police and Crime Plan.
- 7.4 It is proposed that bi-lateral meetings between the Commissioner and Chief Constable will continue to take place on a weekly basis. The focus of these meetings will be on short term performance, briefings on incidents and events and to maintain an oversight of Force and Commissioner's office communication activity. These meetings will also be used as pre-agenda meetings for the proposed bi-monthly strategic performance and resources meeting.
- 7.5 In order for the Commissioner and Deputy Commissioner to discharge their statutory responsibility and deliver on the priorities, targets and activities as defined in the Police and Crime Plan they will need to work in partnership and influence a range of strategic public sector partnerships, who have a common interest and responsibility helping to achieve a 'safer community' for Nottingham and Nottinghamshire. It is proposed that these meetings will take place on a quarterly basis to enable a two way dialogue to take place.
- 7.6 In order to encourage a greater alignment and co-operation the Commissioner is considering holding a meeting on a quarterly basis with Chairs of the key public sector strategic partnerships across Nottingham and Nottinghamshire. These partnerships include:
- Safer Nottinghamshire Board

- Nottingham Crime and Drug Partnership
- District Community Safety Partnerships
- Health and Wellbeing Boards (City and County)
- Safe Guarding Adults Boards (city and County)
- Nottinghamshire Criminal Justice Board
- Nottingham and Nottinghamshire Youth Offending Team Boards

7.7 The proposed governance arrangements will enable the Commissioner to hold the Chief Constable to account for the delivery against the Police and Crime Plan priorities, targets and activity.

## **OTHER OPTIONS CONSIDERED**

8.1 None.

## **REASONS FOR RECOMMENDATIONS**

9.1 To provide the Panel with information so that they can review the steps the Commissioner is taking to fulfil his pledges and provide sufficient information to enable the Panel to fulfil its statutory role.

## **RECOMMENDATIONS**

10.1 The Panel to note the contents of this update report.

## **Background Papers and Published Documents**

- Draft Police and Crime Plan 2013-2017
- Force Performance and Insight Reports – February 2013

For any enquiries about this report please contact:

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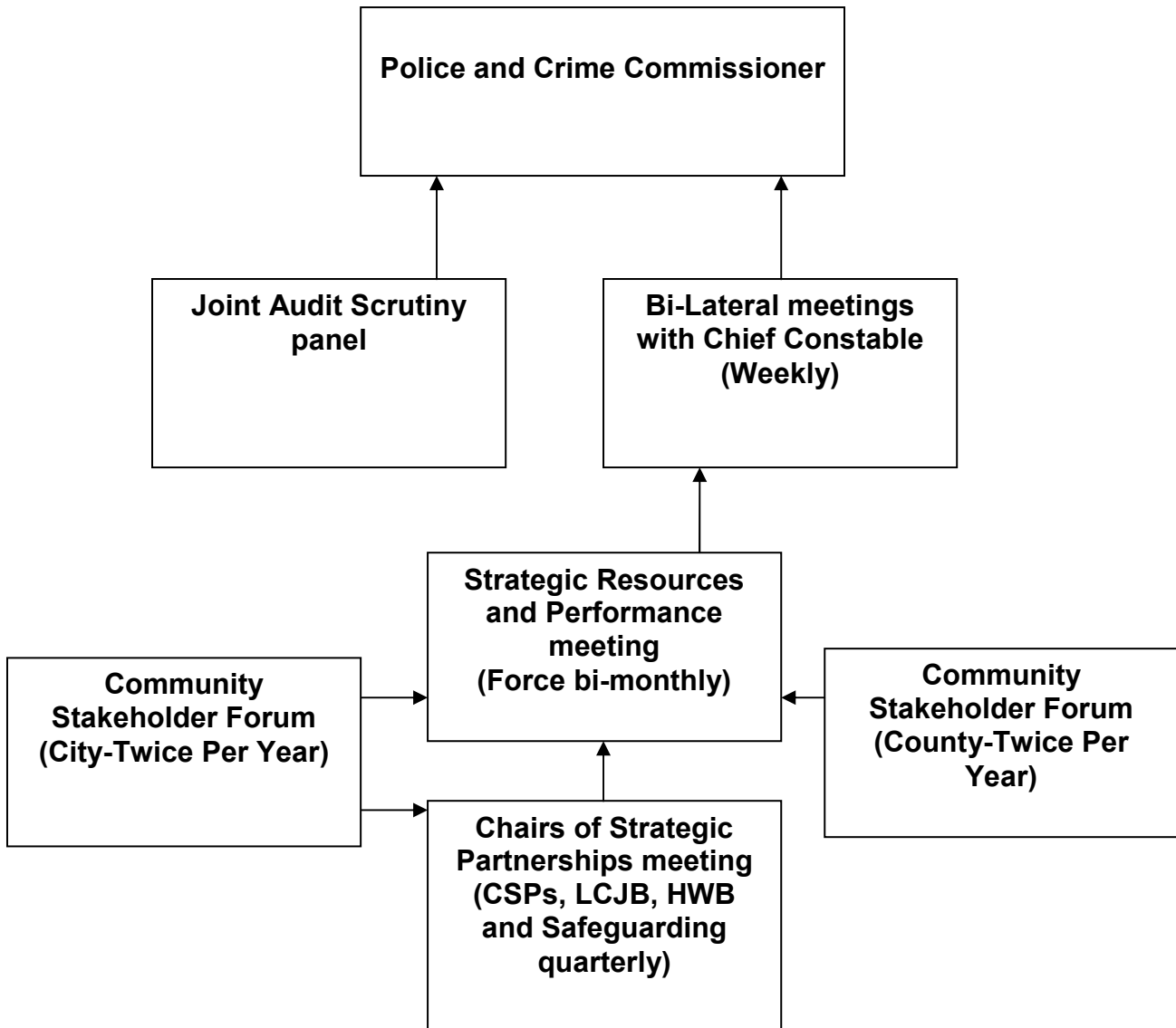


## **APPENDIX A**

**INSERT COMMISSIONERS LATEST NEWSLETTER**

## APPENDIX B

### Commissioner's Governance Meeting Structure



# THE BEAT

## Recruitment campaign success



**When I made provision in my budget for more Police Officers and Police Community Support Officers (PCSOs) I was responding to what you said you wanted to help keep your communities safe.**



What I hadn't quite envisaged was the huge interest in the recruitment campaign for 150 Police Officers. The campaign attracted more than 2,300 applications, 25,000 visits to the Force website jobs page and hundreds of phone calls.

A separate recruitment drive for 50 new PCSOs is now underway, and is expected to generate a similar level of interest including applications from under-represented groups. Closing date for these application forms is 2 April at 12 noon.

Nottinghamshire PCSOs support regular police officers, providing a valued and accessible uniformed presence to improve the quality of life in communities and offer greater public reassurance. By increasing the numbers we will have a more visible police presence on our streets.

## Launching my Police & Crime Plan

**Mansfield Town FC is a fantastic venue for football – and a great choice for the launch of my first Police and Crime Plan on 28 March.**

I am equally grateful to Ruth Marlow and the Mansfield Partnership Against Crime for agreeing to host this event, which illustrates just what a difference effective partnership working can make.

As well as formally setting my plans in motion for a safer Nottinghamshire, I want to make it a day when partners and community project leaders can come together to learn about each others' work – and there's lots of it!



I am also pleased that alongside me will be Chief Constable Chris Eyre, Dave Walker from Nottingham City Council who will explain how Gang and Youth Violence is being tackled with a range of partners and Insp Neil Williams who will talk about the work of the Partnership in the Ravensdale area. We are also delighted that parents and children from four primary schools with members of the Holocaust Centre will demonstrate the 'In Our Hands' localities project.

All in all, the event will be a reflection of my on-going intention as The People's Commissioner to give victims and citizens a bigger voice in policing to achieve safer communities.

## OUT & ABOUT

*"Meeting people face to face across Nottinghamshire, gives my Deputy Chris Cutland and me the chance to find out what's going on in our communities' daily lives."*

### • Bilborough

**This visit reinforced my view that Bilborough has an undeserved reputation.** Crime is going down in the area, and the local neighbourhood policing team is working closely and positively with other partners, particularly Nottingham City Council. There is, however, a real concern over domestic violence, with reports seeming to be on the increase. The police are taking a positive approach with repeat callers to try to tackle this.

### • Attenborough

**Residents told me in a positive meeting that they were pleased with police performance and delighted that there are to be more Police Officers and PCSOs on the streets soon.** We also discussed how the local neighbourhood policing team is working with the Community Action Team in relation to speeding and parking issues, particularly around Barratt Lane.

### • Cotgrave

**On the Day of Action organised by the Force on 15 March, I visited Candleby Lane School and walked around the village.** My walkabout included the precinct, the Multi Use Games Area, the Leisure Centre, Lawrence Close and the Police Station. I also took a look at Flaxendale where the steps have been reconfigured to prevent anti-social behaviour.

### • A day with Nottingham Citizens



**In a seven-hour tour of the city on 15 March I met around 600 residents to listen to their views on crime and community safety.**

Organised by Nottingham Citizens, my tour included a visit to Blue Bell Hill Primary School in St Ann's. After learning from Years 5 and 6 pupils about their safety concerns in the area, I walked

around the community to see for myself where they felt unsafe.

I also met pastors from Nottingham's churches to discuss their experiences of 'stop and search'. At the Forest Recreation Ground I looked at safety and environmental changes needed as part of the £5.1 million redevelopment project, and in Bobbers Mill I visited the Karimia Institute to discuss safety and policing issues in the Islamic community.

A most useful day, it enabled me to hear from so many residents of different ages and backgrounds about how they think policing can be improved in their area. Nottingham Citizens incorporates more than 35 groups and organisations. Its 90,000 members include people from faith communities, trade unions, schools, charities and migrant communities.

### • Deputy on Walkabout in Newark



**This walkabout on 6 March gave my Deputy Chris Cutland the opportunity to learn more about the town and situations that officers deal with.**

Chris met officers at Newark Police Station and, together with Beat Manager PC Murdoch and Anti-Social Behaviour Officer Terry Bailey, she visited the Hawtonville Estate where she talked with residents. She also walked around the town centre with local police to learn more about local partnership working, Specials in a rural context, the night time economy, drug use in the area and other policing issues.

During her tour, she was impressed by a DVD made by Newark and Sherwood Homes. Filmed on the Hawtonville Estate, 'Four Walls' aims to discourage anti-social behaviour by showing the impact an individual's behaviour could have on themselves, their parents or carers.



## Mansfield Big Snore

**Homelessness can affect anyone, from any background, at any time in their life due to financial or perhaps relationship problems.**

So joining the charity Framework's Big Snore event on a freezing night allowed me to show my support for their work and the many projects they organise.

Volunteers from far and wide bedded down in St Mark's Church car park in Mansfield, helping to raise more than £15,000 for Framework to help rough sleepers in the area get their lives back on track and move towards independent living.

Tackling homelessness and changing lives is really important, and the work that Framework does to address the causes and consequences of homelessness should be commended.

As Framework Operations Director Michael Leng said at the time of the event, people who sleep rough are at increased risk of becoming either the victims or perpetrators of crime because of the extreme circumstances they find themselves in.

## Spending Time in Custody

**Teaming up for a visit to Bridewell Custody Suite in the city centre my Deputy Chris Cutland and I saw at first hand the checks that are made to ensure that detainees are well looked after while in custody.**

Two members of the Independent Custody Visitors (ICVs) Scheme joined us, enabling us to learn more about this important volunteer role.

Chief Inspector Mark Turner's guided tour gave us the opportunity to see for ourselves the progress made since HMIC published a critical report in January 2012. In a follow-up visit later in the year the Government Inspectors noted significant improvements at the Bridewell, and this visit was able to show that progress continues.



As Chris said:

*"Custody visitors give us an independent opinion on the way in which the Custody Suites are run, which is reassuring for the community. An impartial viewpoint is vital in this type of situation and I hope that people know by now that we will always do something about a problem if we find one. That said, I was impressed by the conditions at the Bridewell and was pleased to see how the ICVs carry out their visits in the normal course of events."*

**The ICVs give up their free time to make sure that those in custody are treated fairly and within their rights.**

## Being Aware

If you would like to know more about developments in policing, local and national, you might be interested to read the information that is added to my website each week.

A '**Horizon Scanning**' document is produced to help the Force and me examine potential opportunities, threats and likely developments

for policing. It involves identifying trends and developments to inform debate and flag challenges to generate recommendations for action from sources ranging from legal reviews to research. I find it really interesting and so we've made it public for all to use.

**You can see these weekly e-briefings on:**  
<http://www.nottinghamshire.pcc.police.uk/Public-Information/Horizon-Scanning.aspx>





## Young people talk to me about Broxtowe

**Members of Broxtowe Youth Council and Youth Mayor Adam Stockwell gave me their views about tackling crimes that affect young people when I met them at Beeston Town Hall.**

They talked to me about mobile phone theft, bullying and anti-social behaviour. In turn, I answered their questions about policing and crime in the county.

It is really important that young people have the opportunity to make their voice heard and get involved in democracy, and I look forward to more valuable exchanges like this. Broxtowe Youth Council consists of pupils from schools across the borough, meeting three times a year to debate the issues affecting them. But it's not just talk. They also work on projects about community issues such as making a DVD about tackling alcohol abuse – which subsequently appeared on The One Show. Well done to them!

## All dogs to be micro-chipped

**New laws are to be introduced in April 2016 to help tackle dangerous dogs, along with compulsory micro-chipping to reduce the nuisance and welfare issues arising from strays.**

Meantime, I will be continuing to discuss with the RSPCA and other organisations what more can be done to tackle anti-social and welfare problems related to dogs and also irresponsible owners who fail to clean up after their pets.

From April 2016, the dangerous dogs laws will be extended to cover private property, helping to protect members of the public including children, vulnerable people and visiting workers like health and postal staff.

We already have four police officers trained to implant microchips to ensure identification of dogs which the courts have ordered to be returned to their owners with conditions imposed. The Force has also organised dedicated kennels close to Police Headquarters for the boarding of suspected dangerous dogs from next month (April), cutting down on officer time and travelling costs.



## Chatting on the Web

**My first live web chat has opened up a valuable way of keeping in touch with young people's views about crime and policing.**

I have listened to young people, and know that many are regular users of Facebook, Twitter and other web



based forums. This is why I thought an online chat was a good way to communicate with them and find out about the subjects that matter to them.

**So, on 19 February, I answered questions online from around 70 participants who asked about issues affecting young people in Nottinghamshire. I hope to do another chat soon.**





## REPORT OF THE OFFICE OF THE POLICE AND CRIME COMMISSIONER

**Meeting: Police and Crime Panel**

**Date of Meeting: 15 April 2013**

**Report of: Police and Crime Commissioner**

### **Police and Crime Commissioner Alcohol Strategy and Conference**

#### **1. PURPOSE OF REPORT**

1.1 To share with the Panel the Commissioner's plans to develop an Alcohol Strategy in support of the recently launched Police and Crime Plan. The panel is invited to consider jointly hosting with the Commissioner a conference in late May this year to help shape the strategy.

1.2 The Police and Crime Plan was launched on 28th March 2013 at Mansfield Town football club. A key strategic priority within this plan is to "Reduce the impact of drugs and alcohol on levels of crime and anti-social behaviour". In support of this priority the Commissioner has made a commitment to producing an alcohol strategy with support and commitment from key partners and agencies across Nottingham and Nottinghamshire.

1.3 The purpose of the conference is to specifically identify gaps in service provision and what is working well. It is hoped subject to the availability of speakers to provide inputs on national and international research evidence on effective practice in addressing alcohol related violent crime. The conference also seeks to engage with key stakeholders and to harness their commitment to drive the strategy forward.

#### **2. RECOMMENDATION**

2.1 That Members of the panel to consider jointly hosting an event with the Commissioner at the end of May to inform and shape an alcohol strategy.

#### **3. REASONS FOR RECOMMENDATIONS**

3.1 To enable the alcohol strategy to be developed with the support of the Panel.

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## REPORT OF THE OFFICE OF THE POLICE AND CRIME COMMISSIONER

**Meeting: Police & Crime Panel**

**Date of Meeting: 15<sup>th</sup> April 2013**

**Report of: The Chief Finance Officer**

**TITLE: The Community Safety Partnership Fund 2013-14**

### 1. PURPOSE OF REPORT

- 1.1 To inform members of the Commissioner's Community Safety Partnership Fund – its value and its purpose.

### 2. RECOMMENDATION

- 2.1 To note the report

### 3. REASONS FOR RECOMMENDATIONS

- 3.1 The Police and Crime Panel have a responsibility to review key decisions taken by the Police and Crime Commissioner.

### 4. SUMMARY OF KEY POINTS

- 4.1 Members will be aware that as part of the Grant settlement from the Home Office a number of funding streams came to an end at 31<sup>st</sup> March 2013.
- 4.2 The Home Office were reluctant to provide details on the projects that they had supported in 2012-13 and the total value of that support. It was only through dialogue with local authority partners and third sector organisations that we were able to put the information together.
- 4.3 In total the Home Office had previously provided Nottinghamshire based organisations with over £3.6m in funding for projects such as: Drug Intervention Programme, Drug Intervention, Youth Crime & substance Misuse Prevention, Positive Futures, Ending Gang & Youth Violence and Communities against Guns, Gangs & Knives.
- 4.4 As part of the grant settlement for the Police & Crime Commissioner the Home Office combined the value of these grants and created a Community Safety Grant

for the Commissioner to spend as a new fund on the initiatives that were considered a priority for Nottinghamshire. The total grant allocated for 2013-14 was £2.8m, significantly less than the 2012-13 allocation.

- 4.5 The Commissioner is committed to ensuring that Community Safety Partnerships, third sector organisations and other groups that had received funding in 2012-13 continued to receive the same level of support in 2013-14. It was therefore decided to mainstream in the police budget the expenditure relating to the Drug Testing Programme Grant. This made up the shortfall in relation to other projects. Totalling £3.0m.
- 4.6 The Commissioner is putting in place two commissioning contracts – one with the Nottingham Crime and Drugs Partnership and one with the Safer Nottinghamshire Partnership Board to provide the continued funding to these projects and monitor their achievement against outcomes and the Police & Crime Plan priorities.
- 4.7 In addition, the Commissioner has set aside £0.5m to establish a community safety partnership fund. This money will be used to award small grants and support larger commissioned contracts as identified in paragraph 4.9.
- 4.8 In relation to the smaller grants (amounts up to £25,000) this has been launched by the Deputy Police & Crime Commissioner and it is intended that the grants will be awarded, after evaluation in June. These should total £150,000.
- 4.9 Work is well underway in relation to the targeted commissioning contracts and the following areas for commissioning are being developed:
- Better support for victims and witnesses
  - Domestic Violence – medium risk repeats
  - Young People and Restorative Justice
  - Combat anti-social behaviour
  - Reduce girls involvement in gangs
  - Alcohol Strategy

It is hoped that these projects will be jointly commissioned contracts involving more than one agency.

## **5. FINANCIAL IMPLICATIONS AND BUDGET PROVISION**

- 5.1 A total of £3.5m has been included in the Police & Crime Commissioners budget with an income of £2.8m in grants from the Home Office.

## **6. HR IMPLICATIONS**

- 6.1 None as a direct result of this report. However, there could be a resourcing issue in managing the grants and commissioning grants as the process develops.

## **7. ORGANISATIONAL RISKS**

- 7.1 None as a result of this report.

## **8. POLICY IMPLICATIONS AND LINKS TO POLICE & CRIME PLAN PRIORITIES**

- 8.1 This is new policy and the application form and guidance have been developed to ensure compliance with legal financial and statutory requirements, thereby ensuring good governance.

## **9. DETAILS OF CONSULTATION**

- 9.1 As part of identifying all potential funding streams in 2012-13 all partners and organisations receiving funding have been consulted with and assurances given in relation to 2013-14 funding.

## **10. BACKGROUND PAPERS AND RELEVANT PUBLISHED DOCUMENTS**

- 10.1 Smaller grants application forms and guidance notes have been published and are available on the Police & Crime Commissioners website (**attached as an appendix to this report**).

<b>REPORT AUTHOR:</b>	Charlotte Radford
<b>OTHER CONTACTS:</b>	





Nottinghamshire

**POLICE & CRIME COMMISSIONER**

## **The Community Safety Partnership Fund**

**Creating Safer Communities  
and protect victims**

# **Guidance Notes**

## **1. INTRODUCTION**

- 1.1 Welcome to the Nottinghamshire Police & Crime Commissioners Community Safety Partnership Fund. This fund has been specifically set up to assist small local groups in reducing crime and anti-social behaviour at neighbourhood levels.
- 1.2 The Commissioners Police & Crime Plan for the next three years has now been published. To aid communities in delivering the priorities at local levels an amount of £150,000 has been set aside in 2013-14 for community groups, third sector and charity organisations to apply for grant funding to assist in reducing crime and protecting victims, witnesses and vulnerable people.
- 1.3 Grant application forms are available on-line at [www.nottinghamshire.pcc.police.uk](http://www.nottinghamshire.pcc.police.uk) and also direct from:

The Nottinghamshire Office of the Police & Crime Commissioner  
County Hall  
West Bridgford  
Nottinghamshire  
NG2 7QP

- 1.4 Applications are invited for up to a maximum of £25,000. Payment of the grant to successful applicants will be based upon value and evidence of achievement. Larger grants will require evidence of activity and achievement to be reported to the Commissioner during the year (30<sup>th</sup> November & 28<sup>th</sup> February). Smaller grants will be required to provide evidence upon completion of the activity or by the end of the financial year.

## **2. PURPOSES AND USES OF THE GRANT**

- 2.1 The Community Safety Partnership Fund is to provide funding to promote partnership working and help to deliver the priorities of the Commissioners Police & Crime Plan.
- 2.2 The Police & Crime Plan has the following strategic priorities:
- Protect, support & respond to victims, witnesses & vulnerable people.
  - Improve the efficiency, accessibility & effectiveness of the criminal justice process.
  - Focus on those areas that are most affected by crime & anti-social behaviour.



- Reduce the impact of drugs & alcohol levels of crime and anti-social behaviour.
- Reduce the threat of organised crime.
- Prevention, early intervention & reduction in re-offending.
- Spend your money wisely

- 2.3 In addition to these priorities the Commissioner wants this fund to support as many smaller community based projects as possible, where those projects are specifically aimed at preventing crime, diverting young people into positive activities. Supporting communities to prevent drug and alcohol related crime and anti-social behaviour in their neighbourhoods and assisting projects that support victims, witnesses and vulnerable people, including victims of domestic and sexual violence.
- 2.4 It is the areas of priority and support identified in paragraphs 2.2 and 2.3 that will score higher in the evaluation of the grant applications. The Commissioner is already funding through the Safer Nottinghamshire Board activity to address crime in Priority Plus Areas. We would welcome applications that support work in neighbourhoods to reduce crime and anti-social behaviour that are not receiving funding through their local community safety partnership as will Citywide/Countywide and applications covering more than one local authority area.
- 2.5 Applications that engage volunteers and are aiming to be self financing and therefore sustainable projects in the short to medium term will be considered favourably.
- 2.6 Organisations applying for this Grant must be based locally and employing local people.
- 2.7 The purpose of this funding is not to shore up, or to replace, mainstream local funding. No additional awards will be made to recover the cost of Value Added Tax (VAT), but grant funding can be used to cover the cost of irrecoverable VAT.
- 2.8 If the organisation in receipt of this grant fail to comply with any of the conditions set out in this document, or commits any breach of faith such as misrepresentation or concealment of information, the Police & Crime Commissioner may require the repayment of all or part of the grant monies paid, as may be determined by the Commissioner and notified in writing to the grant recipient.
- 2.9 Any grant which is unspent by 31 March 2014 will become repayable to the

Commissioner.

### **3. REPORTING ARRANGEMENTS – Projects & Outcomes**

- 3.1 Reporting arrangements will be set out in the letter of offer following the evaluation of all the grant applications received.
- 3.2 The reports should provide an insight into the extent of delivery of projects funded under this initiative and whether the outcomes have been achieved.
- 3.3 Grants awarded under £10,000 will only be required to provide a Monitoring Report and evidence of achieving outcomes on completion of the project or by 31<sup>st</sup> March 2014.
- 3.4 Grants awarded over £10,000 will be required to provide Monitoring Reports and evidence of achieving outcomes as at 30<sup>th</sup> November 2013 and 28<sup>th</sup> February 2014.

### **4. COMPLETING THE APPLICATION FORM**

- 4.1 The Application form is straight forward and all sections need to be completed.
- 4.2 The person completing the form should be knowledgeable of the organisations governance arrangements, the project for which grant funding is being requested and the partners that are part of the project and the organisations support.
- 4.3 The Police & Crime Commissioner is unable to provide grant funding to either individuals or organisations that are not incorporated or fully constituted.
- 4.4 Detail on other Partners involved in the project or supporting your organisation are requested. Those applications that can demonstrate partnership and community integration will be considered favourably.
- 4.5 Detail on your organisations financial position is requested to evaluate the viability of the organisation in delivering the project. All sources of external funding should be declared.
- 4.6 For Grant Applications less than £10,000 only one letter of support or reference is required. For those organisations applying for Grants over

£10,000 two references should be supplied. References should be from other Government bodies such as local Councils, Health, or Police.

- 4.7 The terms and conditions MUST be read and agreed to before signing the declaration.
- 4.8 In evaluating the applications it may be necessary to request additional information to support your application. You will be contacted direct if this is the case.

## **5. OFFER OF GRANT**

- 5.1 Successful applications will receive a letter of Grant Offer by 30<sup>th</sup> June 2013. This will confirm the amount and the payment dates. Acceptance of the offer and the terms and conditions will be required.
- 5.2 Due to limited resources we will not be able to write to all of the unsuccessful applicants. If you have not received a letter of Grant Offer by 30<sup>th</sup> June you will not have been successful on this occasion.
- 5.3 The decision of the Police & Crime Commissioner is final and cannot be appealed against.

## **6. FUTURE FUNDING**

- 6.1 Whilst the application form provided is for grant funding in 2013-14 only, organisations that can provide a statement on social value and demonstrate that their project can be sustainable within 3 years with reducing levels of grant support will be considered.
- 6.2 In the current financial climate the Commissioner is unable to confirm what funding will be available in future years. However, the Commissioner is committed to working with community groups wherever possible to prevent and reduce crime and protect vulnerable people and victims.
- 6.3 Announcements on future funding available will be made on the Commissioners website and through the Community and Voluntary Services networks.





Nottinghamshire

**POLICE & CRIME COMMISSIONER**

## **The Community Safety Partnership Fund**

**Helping communities reduce crime  
and protect victims**

# **Application Form**

<b>Organisation Name</b>	
<b>Project Name</b>	
<b>Grant Reference Number (for internal use only)</b>	

## **Welcome to the Nottinghamshire Police & Crime Commissioners Community Safety Partnership Fund**

This application form is for voluntary and community organisations that wish to apply for a Community Safety Partnership Grant.

**Before completing your application, please make sure you have read the guidance notes** (available at [www.nottinghamshire.pcc.police.uk](http://www.nottinghamshire.pcc.police.uk) ). You must submit both an electronic copy and a hard copy of your application form and letter(s) of endorsement:

An electronic copy of your application must be submitted to [nopcc@nottinghamshire.pnn.police.uk](mailto:nopcc@nottinghamshire.pnn.police.uk) by **5.00pm on Friday the 24<sup>th</sup> May 2013**. Please make sure you include the name of your organisation in the file title. Please use a minimum 12pt Arial typeface.

One signed hard copy of your application and letter(s) of support must be received no later than **5.00pm on Tuesday 28<sup>th</sup> May 2013**. Both must be original documents and must be signed. Hard copies should be sent to:

The Nottinghamshire Office of the  
Police & Crime Commissioner  
County Hall  
West Bridgford  
Nottinghamshire  
NG2 7QP

The decision will be made early May and decisions will be communicated to all projects mid-late May. Both successful and unsuccessful applicants will be advised of the outcome.

If you are successful, we will then ask to see some of the supplementary information referred to in the application form (e.g. accounts where available). Subject to satisfactory checks we will send you a grant agreement to sign.

### **Applications received after these deadlines will not be considered.**

Please note:

- the first version of your application that we receive will be assessed - if you subsequently submit a revised hard copy, it will not be assessed.
- applications will be assessed solely on the information given on the application.
- when completing the form please ensure you adhere to the word limits, as additional text will not be considered.
- you must respond appropriately to each question - only information provided in the answer box will be considered. Information provided elsewhere in the application form which may be relevant will not be considered.
- it is important that you assume that assessors have no prior knowledge of your organisation or project.

Please do not enclose any additional information unless we request it.

## **Section 1 – Organisation details**

### **1.1 Main contact details**

Please fill in the following details about the person in your organisation who will be the main contact for your application. This is the person we will contact to discuss the application in more detail should we need any clarification.

Title		Forename(s) (in full)		Surname	
-------	--	-----------------------	--	---------	--

Position or job title
-----------------------

	Postcode	

Phone number 1 (or textphone)	Email address (if applicable)
Phone number 2 (or textphone) if applicable	Fax number (if applicable)

Please tell us if we should be aware of any particular communication needs your main contact has. This might include textphone, sign language, large print, audiotape, Braille or a community language.

--

### **1.2 Governing document**

Does your organisation have a set of rules, memorandum of understanding, or constitution?

Yes ☐

No ☐

### 1.3 Type of organisation

Please confirm the type of organisation as stated in the governing document, giving the registration number where appropriate (please complete all those that apply):

Type of Organisation	Registration Number
Registered charity	
Not-for-profit company	
Social enterprise	
Unincorporated and not registered as a charity (please put a cross [x] in the box if applicable)	<input type="checkbox"/>
Other (please specify) e.g. Company Limited by Guarantee or with a Constitution	

### 1.4 When was your organisation founded?

Please state the month and year in which your organisation was established.

--

### 1.5 About your organisation

Please tell us about your organisation and what it does (maximum of 150 words)

--



## 1.6 Employees

Please state below the number of paid workers and volunteers currently for your organisation.

Type of position	Number
Full-time paid employees	
Part-time paid employees	
Volunteers	

## 1.7 Management

Does your organisation have an **active** Management Committee or Board of Trustees with at least three people (who are unrelated)?

Yes ☐

No ☐

## 1.8 Bank account

Does your organisation have a bank account in the name of the group, with at least two unrelated signatories?

Yes ☐

No ☐

If no, do you understand the requirement to set one up should you be granted funding?

Yes ☐

No ☐

## 1.9 Signed accounts

Does your organisation have recent signed and published accounts?

Yes ☐

No ☐

## 1.10 Financial controls

Does your organisation have a policy on financial controls and management?

Yes ☐

No ☐

### 1.11 Safeguarding policy

Does your organisation have appropriate policy/processes for safeguarding Children and Young People and/or Vulnerable adults (if applicable)?

Yes ☐

No ☐

### 1.12 Income and expenditure

What has been your annual income and expenditure in the past two years?

Financial year	Or state your own financial year	Annual income £	Annual expenditure £
<b>2011 – 2012</b> please estimate if accounts not yet prepared			
<b>2010 – 2011</b>			

### 1.13 Partners involved in project delivery

If you are intending to deliver this project in partnership with other organisations, please advise who they are and give a brief description of their role. Please only include partners if they have agreed to be involved in the project (maximum of 50 words per partner)

Name of Partner	Role

## **Section 2 – Your Community Safety Partnership Fund proposal**

### **2.1 Project location**

Which geographical location(s) will you be working in?

Local Authority	
City and County	
Policing Area	

### **2.2 Priority activities**

Which priority activity/activities are you applying for?

Your proposal must be related to at least one of the priorities listed below. Please cross [X] the box of all that apply.

Protect, support & respond to victims, witnesses & vulnerable people.	<input type="checkbox"/>
Improve the efficiency, accessibility & effectiveness of the criminal justice process.	<input type="checkbox"/>
Focus on those areas that are most affected by crime & anti-social behaviour.	<input type="checkbox"/>
Reduce the impact of drugs & alcohol levels of crime and anti-social behaviour.	<input type="checkbox"/>
Reduce the threat of organised crime.	<input type="checkbox"/>
Prevention, early intervention & reduction in re-offending.	<input type="checkbox"/>
Other: Please state	

### 2.3 Project overview

Please describe your proposal. Please note that we may use this information in publicity material (maximum of 350 words)

## 2.4 Meeting the priorities

Please tell us how your project will meet the themes that you have identified in 2.2 above (maximum of 250 words):

## 2.5 Project scope

Is this grant for new work, or to support/extend your existing work?

New work ☐

Support/extend existing work ☐

If you are seeking a grant to support existing work, please explain below how and why your existing approach(es) work well (maximum of 150 words):

## 2.6 Project timeline

Please provide an indicative project timeline, showing the stages and dates by which you will implement your proposals (maximum of 250 words). This will be used to help us monitor your project.

## **2.7 Track record**

Please outline your organisation's track record in delivering similar projects and working with the target group (maximum of 250 words):

## **2.8 Identifying the need for the project**

How do you know there is a need for this project? What research have you undertaken? (maximum of 250 words)

## **2.9 Impact on the local community**

What do you believe the impact of the project will be on the local community and how do you plan to measure this? (maximum of 250 words)



## **2.10 Project delivery and management**

How will you ensure the project is delivered effectively and well managed?  
(maximum of 250 words)

## **2.11 Project beneficiaries**

How many young or vulnerable people will be engaged with during the lifetime of your project? As well as a total figure, please state how many will be engaged each year:

## 2.12 Beneficiary breakdown

Please provide an estimate of the percentage of beneficiaries the project will be working for each of the following groups

Boys (10-17 yrs)		Girls (10-17 yrs)	
Young men (18-19 yrs)		Young women (18-19 yrs)	
Offenders/ex-offenders		Black, Asian and Minority Ethnic	
Victims		Refugees and asylum seekers	
Parents		Vulnerable people	
Other (please state with associated %)			

## **Section 3 - Financial information**

### **3.1 Grant amount**

How much money are you applying for? Please put a total in the box. **The maximum you can apply for is £25,000 in 2013/14.**

<b>Period</b>	<b>Amount Requested</b>
Total	£

### **3.2 Project budget**

Please provide a budget for the project you are applying for. Please remember that the maximum size of the grant is £25,000 per year and that we need sufficient detail to assess your application for good value for money and to identify how you plan to make best use of the available funds. **Please refer to the guidance notes for further information.**

<b>Budget Heading</b>	<b>£ Total cost</b>
<b>Staff and volunteer costs</b> (please provide a breakdown of costs)	
<b>Operational / activity costs</b> (please provide a breakdown of costs)	
<b>Publicity costs</b> (please provide a breakdown of costs)	
<b>Monitoring and evaluation costs</b> (please provide a breakdown of costs)	
<b>Management and overheads</b>	
<b>TOTALS</b>	

### 3.3 Justification of costs

Please use this space to justify any costs which you feel may appear high (maximum of 150 words):

### 3.4 Match funding

If, in question 3.2, the total cost of your project is more than the amount requested in the grant, please use the table below to explain where the remainder of the money will come from. If partners are contributing to the finances of the project please also provide these details here.

Source of funding	Total amount contributing to project costs	Period of time that match funding covers	Can you supply confirmation of match funding?
	£		
	£		
	£		
	£		

## **Section 4 - Finishing your application**

### **4.1 Source of referral**

We are interested to know how you heard about the programme (please indicate all that apply):

Press article (please state publication)	
Public sector organisation (e.g. Home Office, Office, Local Authority, Police & Crime Commissioner, Police etc) (please state)	
Funding website (please state which one)	
From another local community organisation (please put cross [X] in box)	<input type="checkbox"/>
From a partner organisation (please put cross [X] in box)	<input type="checkbox"/>
Other (please state)	

### **4.2 Checklist**

Please cross [x] the following boxes to confirm that:

You have read the Guidance Notes that accompany the application form	<input type="checkbox"/>
You have answered all of the questions in this application form	<input type="checkbox"/>
You have signed the application form	<input type="checkbox"/>
You have only sent us the information we have asked for and not included any additional documents	<input type="checkbox"/>
You have e-mailed an electronic copy of this application form (and any letters of support if an electronic copy is available) to <a href="mailto:nopcc@nottinghamshire.pnn.police.uk">nopcc@nottinghamshire.pnn.police.uk</a>	<input type="checkbox"/>
You have included at least one letter of support/ reference. For those applying for grants of £10,000 or more, two references are required.	<input type="checkbox"/>

#### **4.3 Terms, Conditions and Reporting Requirements for Grant approved by the Police & Crime Commissioner**

We understand and agree that:

1. The grants will only be used for the exact purpose specified in the approved application as summarised above, and no other purpose. The letter of offer, which confirms the award, will also explain if the Nottinghamshire Police & Crime Commissioner (NPCC) wants us to alter any part of this application.
2. No major changes can be made to the project without the express written approval of the NPCC.
3. We will not sell or otherwise dispose of any equipment or other assets purchased with the grant without the express written approval of the NPCC. If we sell any equipment or assets we may have to repay a part of any money received. The amount we repay will be in direct proportion to the share of the project costs which came from the NPCC. The decision taken by the NPCC on the amount to be repaid will be final; except in the case of a clear error.
4. No purchase or order of any goods or services specified by this approved application will be made before we receive the offer letter confirming the grant.
5. If a pilot project is funded by this grant we understand that the NPCC will not automatically fund any later project.
6. We will not change the sections of our Constitution which relate to purposes, paying members of the governing body, distribution of assets, or admitting members without first receiving the express written permission of the NPCC.
7. We will inform the NPCC in writing of any changes to our bank or building society accounts.
8. We will comply with all relevant legislation affecting the operations of the project.
9. We will acknowledge the NPCC in our Annual Report, our Chair or Secretary's report at the AGM, the accounts covering the grant period, and any publicity material we produce about the project. We will supply copies of all these documents is requested.
10. We will agree that the NPCC can use our name and the name of our project in its own publicity materials, and we will inform them of any situation where confidentiality is a particular issue.
11. We will spend the grant by 31<sup>st</sup> March 2014 in accordance with the letter of offer.
12. If we do not spend the entire grant, we will promptly return any unspent balance to the NPCC.
13. We will monitor the project and complete all required Monitoring Reports to the schedules provided and as detailed within the guidance notes.
14. We understand that the NPCC will not increase the amount of grant if we overspend.
15. We will keep all financial records and accounts, including receipts for items bought with the grant, for at least two years from receipt of the grant. Receipts for items of expenditure over £200 should be retained and copies submitted with monitoring forms. These records will be made available to the NPCC on request. We understand that this does not release us from our legal responsibility to keep records for a longer period.

16. The NPCC may withhold the grant, or ask us to repay the grant, in whole or in part, in the following circumstances:
- If we fail to keep this contract in any way
  - If the application form was completed dishonestly or the supporting documentation gave false or misleading information
  - If we do not follow equal opportunities practice in employing people, recruiting new members and providing our services
  - If we do not implement and follow our Child Protection Policy/Vulnerable Adult Policy (if appropriate) in all aspects of our activities
  - If any member of our governing body, staff or volunteers acts dishonestly or negligently in their work on behalf of the group at any time during the project
  - If we fail to complete the project by 31<sup>st</sup> March
  - If we close down, become insolvent, go into administration, receivership or liquidation (sequestration), or make an arrangement with our creditors
17. If our group closes down we will not sell or otherwise dispose of any equipment and assets without first receiving the specific written agreement of the NPCC.
18. These terms and conditions will apply until we have spent the entire grant, achieved the project outcomes and the NPCC has received and approved our Monitoring Report. If we bought any equipment or assets with the grant, these terms and conditions will apply until the end of the working life of the assets.
19. The NPCC reserves the right to impose further terms and conditions on the grant in the following circumstances:
- If we are in breach of the Grant Agreement
  - If any part of the other sources of funding for the project referred to in our application to the NPCC is withdrawn
  - If the NPCC becomes aware of any actions on the part of the members or the governing body, volunteers or staff of our organisation or any person or organisation substantially involved in the delivery of the Project which may have a detrimental effect on the Project
  - If in the reasonable opinion of the NPCC such conditions are necessary or desirable to ensure delivery of the Project in the manner anticipated in grant application; or following an agreed change to the Project
20. We may not assign, change, sub-contract or novate this Grant Agreement or the Project without the prior written consent of the NPCC.
21. This Grant Agreement shall as regards this project supercede all prior understandings between you and us and shall constitute the whole agreement between us and shall not be modified or varied without the prior written consent of the NPCC.
22. These conditions shall be governed by and construed in accordance with the law of England and parties hereby choose to submit to the exclusive jurisdiction of the English courts.
23. No provision of this Grant Agreement is intended to create any right or benefit enforceable against the parties to this Grant Agreement under the contracts (Rights of Third Parties Act 1999).



We give permission for the Office of the Nottinghamshire Police & Crime Commissioner to record the information given in this form electronically and understand that personal information will be treated confidentially. All information will be treated confidentially. All information will be held in line with the Data protection Act and other relevant legislation. The only purposes the information will be used for is in deciding whether or not a grant can be awarded to your organisation, for customer care and for publicity and monitoring. The information will be used anonymously for monitoring purposes and will not affect the outcome of your application. By providing us with accurate information you are enabling us to improve the support we can give voluntary and community groups across the City and County.

#### **4.4 Declaration**

I confirm that I am authorised to sign on the behalf of the organisation and that all the information given or referred to in this application form is true and accurate and that all relevant information has been submitted.

Name	
Position in organisation	
Signed	
Date	

#### **4.5 Next steps**

There are a significant number of organisations and groups working within the City and County of Nottinghamshire, providing good quality and excellent services that the Office of the Police & Crime Commissioner anticipates will be applying for this grant. Indeed, we anticipate demand will outweigh the grant we have available several times over.

Given these times of austerity and the limited funding available not all of the applications will be successful. If you have not received a letter of Grant Offer by 30<sup>th</sup> June you will not have been successful this year. However, this does not prevent you from making future applications for grant funding.

All of the applications will be assessed against the criteria detailed within the application form and guidance notes. Where necessary further information may be requested for clarity and in support of the application.

The decision of the Police & Crime Commissioner to award or not award a Grant is final. There is no appeal process.

**FEEDBACK FROM LOCAL GOVERNMENT ASSOCIATION POLICE**  
**AND CRIME PANEL EVENT (INCLUDING MEMBERS'**  
**ALLOWANCES)**

**Purpose of the Report**

1. To provide feedback from the Local Government Association (LGA) Police and Crime Panel (PCP) support group event - 'Police and Crime Panels – reflections and insight from the first 139 days'.
2. To further consider the specific issue of Members' Allowances.

**Information and Advice**

3. This event, held at Local Government House, Smith Square, London on 21 March 2013, was attended by Councillor David Challinor and Councillor Eddie Fearon, along with Keith Ford (support officer to the Panel).
4. The event was chaired by Councillor Mehboob Khan (Chair of the LGA Safer and Stronger Communities Board). Guest speakers included the Chairs of the Thames Valley, West Yorkshire, Sussex and Leicester, Leicestershire and Rutland PCPs. Ed Hammond of the Centre for Public Scrutiny also gave a presentation on what a good Panel might look like (**see Appendix A**). Workshops were held to share experiences around confirmation hearings, complaints and scrutiny of the Police and Crime Plan and precept.
5. A summary of the outcomes from the day, including the workshops, will be published on the LGA's website in the near future. Key issues raised by Panel Chairmen and other attendees (some of which reflect the experience within Nottinghamshire) are as follows:-
  - i) There was a wide variety of experiences nationally and to some extent working relationships seemed to be dependent upon the personalities involved and their backgrounds (both in terms of Commissioners and Panel Members). The most positive working relationships involved Commissioners fully enabling a Panel to undertake their support role as well as their scrutiny role. The need for a positive attitude and to encourage and persuade Commissioners about issues rather than to fight personal battles via the media was emphasised.
  - ii) Panels had so far focussed on the statutory requirements (such as the consideration of the Police and Crime Plan and precept) rather than specific areas of scrutiny work. The tight timescales involved in this initial work had also proven problematic.

- iii) Panels were aware that their role was not to replicate the Police Authority and that performance monitoring needed to be at a high level. The importance of prioritising the work of a Panel in the future, for example by focusing in detail on specific Police and Crime Plan objectives at different meetings, was underlined.
- iv) The lack of adequate funding to properly support the work of Panels was recognised (including the issue of Members' Allowances). Some authorities had chosen to provide further additional funding to provide additional support. A number of councils had agreed to pay their representatives a Special Responsibility Allowance for being Panel Members (see paragraph 5 below).
- v) Although the Home Office had previously indicated that they expected Panels to take a 'light touch' approach to scrutiny, the recent issues around Health in Staffordshire had underlined the importance of proper scrutiny and accountability. Some Panels had chosen to give each Member specific responsibility for a Police and Crime Plan objective to enable further work to be undertaken by individuals outside of meetings and fed back to the Panel.
- vi) In light of the limitations in meeting time, some Panels had chosen to appoint sub-committees to undertake work on the Police and Crime Plan and the budget ahead of the full Panel's consideration. Task and Finish groups were also planned to deal with individual areas of scrutiny.
- vii) Overall, there had largely been a lack of political divisions seen amongst discussions at Panels so far, with Members focussing on wider community benefits. Negotiations and further work had been required to ensure Panels had the required political and geographical representation.
- viii) The need to promote the role and work of Panels was recognised, with very little coverage seen amongst the local and national media coverage of Police and Crime Commissioners. This could have an impact on how Commissioners viewed the Panels.
- ix) Some Panels had arranged a question and answer session at each meeting, for Panel Members to raise any issues with the Commissioner without notice.
- x) The quality and quantity of paperwork submitted by Commissioners had not always been of the standard expected, for example, very little information had been given about candidates and appointment processes ahead of confirmation hearings. The use of one page summaries and executive summaries by some authorities was highlighted as useful.

- xi) There was a need to consider how technology could be fully utilised to assist in reducing the costs of Panels.
6. With regard to the issue of Member allowances, it was clear from the event that there is varying practice across the country, and indeed even between authorities represented on the same Panel (for example, one Panel has some Members receiving no allowance, some receiving £11,000 and others receiving £6,500 – with no additional allowances for Chairman / Vice-Chairman responsibilities).
  7. Gedling Borough Council wrote to the County Council (as the host authority) on 28 March 2013 to share the findings of its Independent Remuneration Panel which had considered the issue of allowances for Members and the Chairman of the Panel (**see Appendix B**). This recommended setting up a joint independent remuneration panel in line with the approach taken by Norfolk PCP.
  8. Having contacted Norfolk PCP we have been informed that the proposed joint remuneration panel has yet to be arranged as it was felt that further time was needed to assess the full extent of a Panel's Chairman's workload and to decide whether a remuneration panel was actually required.
  9. In light of this, it is suggested that further work be undertaken ahead of the annual meeting in June so that the Panel can then decide whether to recommend the setting up on a joint independent remuneration panel.

#### **Other Options Considered**

10. None.

#### **Reasons for Recommendation/s**

11. To keep Members updated on national experiences of other PCPs.
12. To enable Members to take a fully informed decision about the proposal to hold an independent remuneration panel.

#### **RECOMMENDATION/S**

- 1) That the key issues raised at the Local Government Association event be considered.
- 2) That further work be undertaken to enable a report on a possible joint independent remuneration panel to be considered at the annual meeting in June 2013.

#### **Background Papers and Published Documents**

- 1) Conference Handbook

For any enquiries about this report please contact:-

Keith Ford, Senior Democratic Services Officer, Nottinghamshire County Council

[keith.ford@nottscc.gov.uk](mailto:keith.ford@nottscc.gov.uk)

Tel: 0115 9772590

# What will a good Panel look like?

**Ed Hammond**

Research and Information Manager, CfPS

# Contents

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Who are CfPS and what is their role?

The Panel's role – back to first principles

Building relationships

Resource and support

The “successful Panel”

## The Panel's role

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- Is:** to act as a constructive, critical friend to the Commissioner;  
to play a supportive role in policy development, using this role to better transact its statutory duties;  
to work closely with others involved in local accountability.
- Isn't:** to act as a mini partnership board or “PA-lite”;  
to scrutinise the police;  
to carry out four set-piece, formulaic meetings per year.



## The Panel's role (2)

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The statutory functions:

- Dealing with non-criminal complaints (option to delegate);
- Holding confirmation hearings;
- Scrutinising the budget and precept;
- Scrutinising the Police and Crime Plan.

These are interconnected. Other work will need to be carried out to support these activities.

Potentially a great deal to do.

## Influence

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Panel has two vetos but most of its power will be exerted through **influence**.

This means that its success will stand or fall on the relationships that it builds up in the local area.

Both a strength and a weakness.

***A good Panel will understand this and manage expectations accordingly.***

# Building relationships

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With:

- *The Commissioner (obviously!);*
- *Local government O&S;*
- *Community Safety Partnerships;*
- *Other partners (eg health).*

***A good Panel will recognise that the Commissioner doesn't operate alone – consider s10 and the responsibility to co-operate.***

## Resource and support

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£53,000 a year to support the Panel.

Some lead authorities have appointed a new officer to provide support but many have chosen to backfill.

This has an impact on expectations of what an effective Panel will and won't be able to do.

***A good Panel will prioritise.***

# The “successful Panel”

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Really, there is no single archetype of what “good” looks like, but an effective Panel will:

- Plan and prioritise its work effectively;
- Understand that in order to fulfil its statutory duties, it will have to carry out independent research and reviews;
- Understand where its “niche” is in the local governance and accountability landscape;
- Build and maintain strong relationships.

## Further information



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CfPS/LGA guidance on role and composition, and on confirmation hearings

General scrutiny resources available through CfPS

Planned programme of support being delivered by CfPS and LGA

Ed Hammond (020) 7187 7369, [ed.hammond@cfps.org.uk](mailto:ed.hammond@cfps.org.uk)





Mick Burrows  
Chief Executive  
Nottinghamshire County Council  
**By email**

Direct Line: (0115) 901 3808  
Switchboard: (0115) 901 3901  
Fax: (0115) 9013920  
Minicom: (0115) 901 3935  
Email: Stephen.bray@gedling.gov.uk

Our Ref: 13-01 SB/car  
Date: 28<sup>th</sup> March 2013

Dear Mick

**RE: GEDLING INDEPENDENT REMUNERATION PANEL RECOMMENDATIONS -  
POLICE AND CRIME PANEL**

As part of its annual review of member allowances, Gedling Borough Council's Independent Remuneration Panel was this year asked by members to give consideration to remuneration for membership of the Police and Crime Panel.

The Remuneration Panel reported to Council on the matter in February 2013. I have attached an extract from their report summarising their thoughts on the issue.

When Council considered the matter, it resolved: -

*"That, with regard to the payment of Special Responsibility Allowance to the Chair of the Police and Crime Panel, the Council considers making representations to the Nottinghamshire Police and Crime Panel to the effect that consideration is given to a remuneration model similar to that adopted by Norfolk Police and Crime Panel."*

I am therefore writing to request that the County Council, as the administering authority for the Police and Crime Panel, gives consideration to this matter as requested.

For reference, I have also attached a summary of the approach adopted by the Norfolk Police and Crime Panel, as referred to in the recommendation.

I would be grateful if you could draw this matter to the relevant body's attention and look forward to hearing from you on the results of any deliberations in due course.

Yours sincerely

**Stephen Bray**  
Corporate Director



## **Extract from Gedling Borough Council Independent Remuneration Panel report to Council – 13 February 2013**

The Panel considered the issue of remuneration for representation on the newly established Police and Crime Panel (PCP) in the light of representations made by members. The Panel had been made aware that the Council's representative on the PCP had been appointed as that Panel's Chair. It therefore considered separately the issues of whether an SRA should be paid for "ordinary" membership of the PCP and whether an SRA should be paid to the Chair of that Panel and, if so, by whom. The Panel considered examples of practice from other police force areas<sup>1</sup> provided by members as part of their representations on this matter.

With regard to ordinary membership of the PCP, the Panel noted that Home Office guidance allows for the payment of up to £920 per annum for expenses for each PCP member. The Panel concluded that there was therefore no justification to pay an SRA for "ordinary" membership of the PCP.

The Panel did recognise that the Chairmanship of the PCP brought with it additional responsibilities. In principle therefore, the Panel felt it may be appropriate for an SLA to be payable to the Chair of the PCP. However, the Panel felt that the role of chairing the PCP is of benefit to the entire police force area and therefore, should the relevant organisation agree that an SRA be payable, the financial burden of any SLA paid should not be solely borne by the authority that the Chair represents and should instead be shared between all authorities represented on the Panel.

In coming to this view, the Panel recognised that remuneration of members of the PCP was not an issue on which it necessarily has any formal jurisdiction. However, having been asked by members to consider the matter, it considered it reasonable to put forward a view for consideration by the relevant body in due course. In that respect, from the various examples of decision making on similar issues put to it, the Panel concluded that the approach adopted by Norfolk Police and Crime Panel represented the fairest and most pragmatic approach to the issue. That approach is attached at **Appendix A** to this report.

### **Appendix A**

#### **Extract from Norfolk Police and Crime Panel arrangements**

**July 2012**

Para 4.3 – The local authorities will establish a joint remuneration panel to consider whether a special responsibility allowance should be paid to the Chairman of the PCP and, if so, what the level of that SRA should be. If the councils subsequently decide that an SRA will be paid, the cost will be apportioned between the councils on the basis of the number of members each has on the PCP. The independent remuneration panel shall be convened by the lead authority, with its membership to be drawn from the independent remuneration panels for each local authority.

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<sup>1</sup> Examples were provided from Norfolk, Lancashire, Hampshire, the Association of Greater Manchester Authorities, Gloucestershire and West Yorkshire in the form of reports to Police and Crime Panels (with the exception of West Yorkshire where the example provided was a committee report from Leeds City Council)

**WORK PROGRAMME**

**Purpose of the Report**

1. To give Members an opportunity to consider the work programme for the Panel and to suggest further topics for inclusion (see appendix).
2. To update Members on the proposed future dates for the Panel.

**Information and Advice**

3. The work programme is intended to assist with the Panel's agenda management and forward planning. The draft programme will be updated and reviewed regularly in conjunction with the Chairman and Vice-Chairman of the Panel.

**Other Options Considered**

4. All Members of the Panel are able to suggest items for possible inclusion in the work programme.
5. The Work Programme has been updated following discussions around the precept and the Commissioner's update report at the last meeting. An update on the proposed zero base budget review by the Commissioner and the Force has been added to the June agenda. An item on Regional Collaboration has been added to the September agenda. The regular standing items and statutory requirements have also been scheduled into the proposed meeting timetable.
6. As requested at the Away Day on 6 February, a schedule of proposed dates of future meetings has been drawn up following consultation with Members. It is intended to continue the practice of holding a pre-meeting for Members half an hour ahead of the public Panel meeting.
7. Previously, Members had expressed a desire to hold the Panel meetings at different locations across the County in order to help raise public awareness of the Panel. Therefore, an initial list of proposed venues is also included. As the meeting dates have yet to be confirmed, no discussions have taken place with the relevant Councils to book meeting rooms at this point and therefore venues may change subject to availability.

8. The proposed dates and initial suggested venues are as follows:-

<b><u>Meeting Date</u></b>	<b><u>Proposed Venue</u></b>
Monday 24 June 2013 – 10.30am	Ashfield
Monday 16 September 2013 – 2.00pm	Mansfield
Wednesday 30 October 2013- 10.30am	Gedling
Monday 16 December 2013 – 2.00pm	Nottingham City
Monday 3 February 2014 – 2.00pm	Broxtowe
Monday 28 April 2014 – 2.00pm	Bassetlaw
Wednesday 18 June 2014 – 10.30am	Newark and Sherwood

It is also proposed that Rushcliffe be asked to host the September 2014 meeting of the Panel (date to be confirmed).

### **Reasons for Recommendation/s**

9. To enable the work programme and the schedule of Panel meetings to be developed further.

### **RECOMMENDATION/S**

- 1) That the work programme be noted.
- 2) That Members suggest any further topics for possible inclusion in the work programme.
- 3) That the proposed dates of future meetings be agreed.
- 4) That the proposed venues for future meetings be progressed.

### **Background Papers and Published Documents**

- 1) None

### **For any enquiries about this report please contact:-**

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## Nottinghamshire Police and Crime Panel

### Draft Work Programme (as at 26 March 2013)

<u>Agenda Item</u>	<u>Brief Summary</u>
<b>24 June 2013 – 10.30am - Annual Meeting</b>	
Appointment of Chairman and Vice-Chairman	To appoint the Chairman and Vice-Chairman of the Panel for the 2013/14 year.
Review of Balanced Appointment Objective.	The Panel will review its membership to see whether any actions are required in order to meet the requirements for:- <ul style="list-style-type: none"><li>• the membership to represent all parts of the police force area and be politically balanced; and</li><li>• members to have the skills, knowledge and experience necessary.</li></ul>
Police and Crime Commissioner's update (including details of decisions taken and overview of Force Performance).	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis. The Panel will also consider the Commissioner's response to the key performance issues within the Force.
Complaints Procedure and update on any complaints received.	Review of complaints procedure following first six months of operation and a regular update on any complaints received against the Police and Crime Commissioner or Deputy Police and Crime Commissioner.
Zero Base Budget Review	Update on the review being undertaken by the Commissioner and the Force.
Members Allowances	To consider the need for an Independent Remuneration Panel.
Information-Sharing Protocol	To consider the proposed Information-Sharing Protocol between the Panel and the Commissioner.
<b>16 September 2013 – 2.00pm</b>	
Regional Collaboration	Update on the Force's involvement in regional collaboration (including proposals to reduce costs to the Force).
Police and Crime Commissioner's update (including details of decisions taken and overview of Force Performance).	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis. The Panel will also consider the Commissioner's response to the key performance issues within the Force.
Police and Crime Plan	Update on progress against objectives.
Complaints update	Regular update on any complaints received against the

<b><u>Agenda Item</u></b>	<b><u>Brief Summary</u></b>
	Police and Crime Commissioner or Deputy Police and Crime Commissioner.
<b>30 October 2013 – 10.30am</b>	
Police and Crime Commissioner's update (including details of decisions taken and overview of Force Performance).	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis. The Panel will also consider the Commissioner's response to the key performance issues within the Force.
Complaints update	Regular update on any complaints received against the Police and Crime Commissioner or Deputy Police and Crime Commissioner.
<b>16 December 2013 – 2.00pm</b>	
Police and Crime Commissioner's Annual Report	The Panel is required to review the Commissioner's annual report about the exercise of his functions and progress in meeting police and crime objectives.
Police and Crime Commissioner's update (including details of decisions taken and overview of Force Performance).	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis. The Panel will also consider the Commissioner's response to the key performance issues within the Force.
Complaints update	Regular update on any complaints received against the Police and Crime Commissioner or Deputy Police and Crime Commissioner.
<b>3 February 2014 – 2.00pm</b>	
Police and Crime Commissioner's update (including details of decisions taken and overview of Force Performance).	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis. The Panel will also consider the Commissioner's response to the key performance issues within the Force.
Police and Crime Plan	Annual Review
Complaints update	Regular update on any complaints received against the Police and Crime Commissioner or Deputy Police and Crime Commissioner.
Proposed Precept and budget 2014/15	To consider the Commissioner's proposed budget and Council Tax precept.
<b>28 April 2014 – 2.00pm</b>	
Police and Crime Commissioner's update (including details of decisions taken and overview of Force Performance).	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis. The Panel will also consider the Commissioner's response to the key performance issues within the Force.
Complaints update	Regular update on any complaints received against the Police and Crime Commissioner or Deputy Police and

<b><u>Agenda Item</u></b>	<b><u>Brief Summary</u></b>
	Crime Commissioner.
<b>18 June 2014 – 10.30am - Annual Meeting</b>	
Appointment of Chairman and Vice-Chairman	To appoint the Chairman and Vice-Chairman of the Panel for the 2013/14 year.
Review of Balanced Appointment Objective.	<p>The Panel will review its membership to see whether any actions are required in order to meet the requirements for:-</p> <ul style="list-style-type: none"> <li>• the membership to represent all parts of the police force area and be politically balanced; and</li> <li>• members to have the skills, knowledge and experience necessary.</li> </ul>
Police and Crime Commissioner's update (including details of decisions taken and overview of Force Performance).	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis. The Panel will also consider the Commissioner's response to the key performance issues within the Force.
Complaints Procedure and update on any complaints received.	Review of complaints procedure following first six months of operation and a regular update on any complaints received against the Police and Crime Commissioner or Deputy Police and Crime Commissioner.

