

PANEL ARRANGEMENTS

Purpose of the Report

1. To note the Panel Arrangements for the Nottinghamshire Police and Crime Panel.

Information and Advice

2. The Panel Arrangements (as appended to the report) have now been agreed by each of the local authorities within the Nottinghamshire force area.
3. The Arrangements include the functions of the Panel and its operating, financial and membership arrangements.
4. Any future changes to the Arrangements can only be made with the unanimous approval of all of the local authorities.

Other Options Considered

5. None - the Police and Social Responsibility Act 2011 requires the Arrangements to be determined by all of the relevant local authorities collectively.

Reasons for Recommendation/s

6. To ensure Panel Members are aware of the finalised Arrangements.

RECOMMENDATION/S

- 1) That the Panel Arrangements be noted.

Background Papers and Published Documents

- 1) Police Reform and Social Responsibility Act 2011 (published)

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Background

1. Each local authority and each member of the Police and Crime Panel (the Panel) must comply with the Panel Arrangements.
2. The functions of the Panel must be exercised with a view to supporting the effective exercise of the functions of the Police and Crime Commissioner (the Commissioner) for Nottinghamshire.

Functions of the Police and Crime Panel

The terms of reference of the Panel are as follows: -

3. To review and submit a report or recommendation on the draft police and crime plan, or draft variation, given to the Panel by the Police and Crime Commissioner.
4. To review the annual report and put questions regarding the report to the Police and Crime Commissioner at a public meeting, and submit a report or recommendation as necessary.
5. To hold a confirmation hearing and review, submit a report, and recommendation as necessary in respect of proposed senior appointments made by the Police and Crime Commissioner (Chief Constable, Chief Executive, Chief Finance Officer and Deputy Police and Crime Commissioner).
6. To review and submit a report and recommendation as necessary on the proposed precept.
7. To review or scrutinise decisions made or other action taken by the Police and Crime Commissioner in connection with the discharge of the Commissioner's functions.
8. To submit reports or recommendations to the Police and Crime Commissioner with respect to the discharge of the Commissioner's functions.
9. To support the effective exercise of the functions of the Police and Crime Commissioner.
10. To fulfil functions in relation to complaints in accordance with the Panel's responsibilities under the Police Reform and Social Responsibility Act 2011 (the Act).
11. To appoint an Acting Police and Crime Commissioner if necessary.

12. To suspend the Police and Crime Commissioner if it appears to the Panel that the Commissioner has been charged with a relevant offence.
13. To exercise any other functions delegated to police and crime panels under the Police Reform and Social Responsibility Act 2011 as required.

Operating Arrangements

14. The Panel is a joint committee of the county, city, borough and district councils in Nottinghamshire.
15. Nottinghamshire County Council will be the Host Authority in establishing and maintaining the Panel and will arrange the administrative, secretarial and professional support necessary to enable the Panel to fulfil its functions.
16. The Panel will be comprised of 10 councillors and a minimum of two co-opted independent members. Councillor membership can be increased by co-opting additional members with the unanimous agreement of the Panel, and any proposal for an increase in membership would be subject to the approval of the Secretary of State.
17. All Members of the Panel may vote in proceedings.
18. The local authorities will co-operate to provide the Panel with additional officer support for research, training and development, or where particular expertise would be of assistance.
19. The local authorities will co-operate to ensure that the role of the Panel is promoted internally and externally and that members and officers involved in the work of the Panel are given support and guidance in relation to the Panel's functions.
20. The Panel must have regard to the Policing Protocol issued by the Home Secretary in carrying out its functions.

Financial Arrangements

21. The funding provided by the Home Office to support the work of the Panel will be received by the County Council as Host Authority. The Panel will seek to operate within the limit of the Home Office funding.
22. The Home Office funding includes a specified sum per member per annum to cover their expenses. Each local authority will be allocated the appropriate sum and will pay the expenses of its own representatives.
23. Each authority has discretion to pay its representatives an allowance including any special responsibility allowance if they are appointed Chairman or Vice Chairman.

Membership – Appointed Members

24. Appointment of elected members to the Panel will be made by each local authority at its annual meeting or as soon as possible afterwards, in

accordance with its procedures. Appointments will be made with a view to ensuring that the “balanced appointment objective” is met so far as is reasonably practicable, i.e. to:-

- a. represent all parts of the police area;
 - b. represent the political make-up of the relevant authorities and the Police Force area overall
 - c. have the skills, knowledge and experience necessary for the Panel to discharge its functions effectively
25. The Panel’s membership will be one councillor appointed by each authority plus one additional councillor appointed by Nottingham City Council.
26. It is for each council to decide whether to appoint executive or non executive members (if applicable), however where there is an executive mayor they must be nominated as an authority’s representative (although they are not under a duty to accept the nomination).
27. The Panel will review at its annual meeting whether or not the balanced appointment objective is being met and if it concludes that it is not, the Panel will determine what action is needed to meet the objective.

Membership – Co-opted Members

28. The Panel will co-opt two independent members in accordance with the eligibility criteria set out in the Act.
29. The Panel will invite nominations and will make arrangements for appointment.
30. Independent members will be appointed for a term of 2 years. There will be no restriction on the overall time period that an independent member can serve on the Panel.

Conduct of Panel Members

31. Members appointed by authorities will be subject to their own authority’s code of conduct. Independent co-optees will be subject to the Host Local Authority’s code of conduct.

Vacancies

32. Each council will fill vacancies for elected members in accordance with the arrangements in its constitution. Vacancies for independent members will be filled in accordance with the selection process agreed by the Panel.

Resignation of Members

33. Members of the Panel who wish to resign should do so in writing to their appointing council (as applicable) who will in turn notify the Host Local Authority as soon as possible.

Removal of Appointed Members

34. Each local authority will have the right to change its appointed member at any time but must give notice to the Host Local Authority and ensure that replacement does not affect the political balance requirement.

Removal of Independent Members

35. An independent member may only be removed from office if an appointed member has given notice to the Host Local Authority at least 10 working days prior to a meeting of the Panel, of their intention to propose a motion that an independent member's co-option be terminated. At the subsequent meeting, termination will only be confirmed if at least two-thirds of the persons who are members of the Panel at the time when the decision is made vote in favour of termination.

Amendments to Panel Arrangements

36. Changes to the Panel Arrangements can only be made with the unanimous approval of all the local authorities in the Nottinghamshire Force area. The only exception to this requirement is that the Panel can decide to increase the number of co-opted members, subject to Secretary of State approval. Any councillor co-options also require the agreement of all the members of the Panel.

Promotion of the Panel

37. The Panel Arrangements will be promoted by:
- a. The establishment and maintenance by the Host Local Authority of a webpage
 - b. All the local authorities including information about the Panel on their websites
 - c. Appropriate support and guidance will be provided to members and officers of the local authorities in relation to the functions of the Panel.