

## **Police and Crime Panel for Lancashire**

**Minutes of the Meeting held on Monday, 12<sup>th</sup> October 2015 at 10.00am in Police Headquarters, Hutton, Preston.**

**Present:**

**Chair**

Councillor Alistair Bradley, Chorley Borough Council

**Committee Members**

Councillor Alyson Barnes, Rossendale Borough Council - Vice Chair  
Councillor Roger Berry, Wyre Borough Council  
Councillor Robert Boswell, Preston County Council  
Councillor Lesley Graves, Ribble Valley Borough Council  
Councillor Terry Hill, Ribble Valley Borough Council  
Councillor Brendan Hughes, Lancaster County Council  
Councillor Jennifer Mein, Lancashire County Council  
Councillor Ian Moran, West Lancs Borough Council  
Councillor David Whipp, Pendle Borough Council  
Paul Richardson, Independent Co-opted Member  
Altaf Baghdadi, Independent Co-opted Member

Also in attendance

- Clive Grunshaw, Police and Crime Commissioner for Lancashire
- Angela Harrison, Director of Commissioner's Office
- David Fairclough, Director of HR, Legal & Corporate Services, Blackburn with Darwen Borough Council
- John Bremers, Senior Projects Consultant, Blackburn with Darwen Borough Council
- Phil Llewellyn, Executive and Councillor Support Manager, Blackburn with Darwen Borough Council

### **1. Welcome and Apologies**

The Chair welcomed all present to the meeting and introduced the new Independent Co-opted Member Altaf Baghdadi. The Chair passed on thanks to the former Independent Co-opted Member, Shiraz Vali.

Apologies had been received from Councillors Ben Aitken, Ivan Taylor, Andy Kay, Liz Oades, Tony Harrison, Peter Gibson, Michael Green, and Miles Parkinson.

### **2. Minutes of the Annual General Meeting held on 6<sup>th</sup> July 2015**

The Minutes of the Annual General Meeting held on 6<sup>th</sup> July 2015 were agreed as a correct record.

### **3. Declaration of Interest**

There were no Declarations of Interest submitted.

### **4. Public Questions**

The Chair advised that a public question had been received from Mrs Carol Lingard, a Lancaster resident along with supporting documentation. The Chair gave Members time to read the information circulated.

The question from Mrs Lingard was as follows:

“Dear Chair

In my statement to the Police and Crime Panel in January 2015 I quoted a paragraph from the minutes of the Police and Crime Commissioner’s Strategic Scrutiny Meeting held on 20<sup>th</sup> June 2013.

It included the sentence;

*“It was noted that, from January 2014, the OPCC would be based at County Hall, Preston, and, from that date, Strategic Scrutiny Meetings could be webcast to a wider audience.”*

I have noticed that the minutes for the 20<sup>th</sup> June 2013 have since been altered and this sentence has been removed.

Does the Police and Crime Panel share my deep concern at this, not least, that a quote I referred to in a public statement, which is held on open record for public inspection, no longer matches the minutes to which it refers?

I wish to add I am further disappointed to learn that the Strategic Scrutiny Meetings are now no longer open to the public.”

The Chair read out the following response:

“The Panel thanks you for bringing your concerns as regards the handling of Police complaints to the attention of the Panel. Clearly there is a lot of information contained in the documentation and the Panel will require some time to consider the issues before finalising a response to your statement.

The Panel is also today considering a report relating to ‘Access to the Police Complaints System; produced by the IPCC recently and will be considering including in our Forward Plan of activity for this year, how the Commissioner is ensuring the Lancashire Constabulary measure and perform in relation to the report and this extends to Principle 5 of the ‘key principles for police forces’ (also enclosed with this Agenda) which refers specifically to “how and in what circumstances complaints will be investigated and outcomes.

Following therefore our full consideration of these matters referred to in your statement and the conclusion of our meeting today I will write to you to advise of the Panels response”.

Mrs Lingard stated that she was disappointed with the response, she had been advised to contact the Panel via the Information Commissioners Office, and now had been advised to go back to the Police and Crime Commissioner’s office where she already had problems. Mrs Lingard advised that she had read the ‘Tone from the Top’ document and would have liked to revisit it in terms of the behaviour expected of the body responsible for scrutiny of the police, and was disappointed the Panel couldn’t do anything to assist her.

The Chair reported that in the recent induction session held for Panel Members, ‘Tone from the Top’ had been referred to so the Panel were aware of the way to do things. The Chair re-iterated that a letter would be sent to the Police and Crime Commissioner about the need for openness and transparency.

**RESOLVED** – That the Chair write to the Police and Crime Commissioner to remind him of the importance of ensuring his records of meetings are clear and transparent, and where minutes were then subsequently amended for whatever reason that information be provided which explained any changes.

## **5. Complaint – Lancashire Police and Crime Panel**

The Chair referred to the supporting documentation provided by Mrs Lingard in relation to her complaint made against the Police and Crime Panel.

The Chair made reference to a report about a complaint about the response made by the Panel to a statement made by Mrs Lingard submitted to the January 2015 meeting.

Mrs Lingard did not attend the January 2015 meeting so her statement was circulated to members present and a response made.

The report set out the full circumstances and the responses made to Mrs Lingard’s concerns.

The Chair and the Secretary accepted that the response made by the Panel at the time did not reflect the main issues set out in the statement from Mrs Lingard and apologies were given to Mrs Lingard.

The Chair then arranged for the Commissioner to be asked the questions directly and send a written response to Mrs Lingard.

The Chair had also invited Mrs Lingard to this meeting to ask any supplementary questions under the Public Procedure rules to the Panel and the question was set out in the document circulated.

The Chair had used his discretion to allow Mrs Lingard to ask a second question on the Agenda given she would have had the opportunity in January to ask a supplementary question had she been present at the meeting when her original statement was initially discussed.

Mrs Lingard then outlined the reasons for her complaint, starting by thanking the Panel for the opportunity. Mrs Lingard had always been very supportive of the Police, particularly in the current climate, but had reason to complain against the Police in 2014. Mrs Lingard stated that she has found that the process was not easy, and having looked at IPCC statistics noted that Lancashire Constabulary had fewer complaints than any other force. Mrs Lingard had contacted the IPCC, who have signposted her to the Police and Crime Commissioner. The Police and Crime Commissioner had not responded to the question submitted, which had been very frustrating and led to the submission of a question to the Panel in January. Mrs Lingard appreciated that the Chair had requested an answer to her questions, but had been disappointed with the response received from the Police and Crime Commissioner's Office. Mrs Lingard referred to a meeting of the Joint Management Board on 2<sup>nd</sup> April where a report from the Professional Standards Department had been discussed but no minutes made available, and felt that the Police and Crime Commissioner's Office did not seem to follow professional standards. Mrs Lingard stated that it was vitally important that people had access to the complaints system and that the Commissioner should have brought the report to this Panel.

The Chair indicated that there was a lot of supporting documentation submitted by Mrs Lingard, and made reference to the Tone from the Top report, and other related documents, which he hoped would help, and the Panel would be looking at a Forward Plan of activity including looking at complaints procedures, and that he would write to Mrs Lingard to outline how the Panel would be scrutinising complaints. Clarity had been sought from the Government and it was hoped that the recent publications would help in this regard.

Following discussion by the Panel, it was agreed that the Chair's proposed course of action be approved.

**RESOLVED** – That once the Forward Plan had been agreed, the Chair write to Mrs Lingard to outline how the Panel would scrutinise complaints.

## **6. Complaints Sub-Committee and Monitoring of Complaints**

A report was submitted recommending that the Complaints Sub Committee be re-constituted to reflect the revised political balance of the Panel as agreed at the July 2015 meeting. The report also set out the current position with regard to complaints received to date in relation to the Police and Crime Commissioner and Deputy Police and Crime Commissioner.

At their meeting on 5<sup>th</sup> July 2015 the Panel considered a report on the membership for 2015/16 following the local elections in May 2015 and resolved that the full panel would be constituted as 10 Labour, 6 Conservative, 1 Lib Dem, 1 Independent elected member and 2 co-opted independent members.

Given the changes to full Panel membership in July 2015 the political balance of the Complaints Sub Committee needed to be reviewed and it was suggested that this be 3 Labour, 1 Conservative and 1 other member with nominations considered and agreed at this meeting.

David Fairclough asked for recommendations which were received as follows:

Labour – Alistair Bradley, Alyson Barnes and Robert Boswell

Conservative – Terry Hill

Independent – Altaf Baghdadi

In terms of the complaints update a report setting out the position with regard to outstanding complaints received in relation to the PCC/DPCC up to 30 September 2015 was set out in Appendix A.

The Panel were asked to note the current position regarding complaints.

**RESOLVED –**

- 1) That the Panel agree the composition of the Complaints Sub Committee as 5 members of the Panel (3 from Labour, 1 from Conservative and 1 other member) with names to be agreed at the meeting as submitted to act as set out in the report; and
- 2) That the Panel note the update in relation to Complaints received.

**7. Appointment of Additional Independent Co-Opted Member for the Police and Crime Panel**

A report was submitted which confirmed the appointment of the second Independent Co-Opted member of the Panel following the resignation of Shiraj Vali, Independent member.

Panel members were reminded that at the previous meeting the Panel approved a selection panel to undertake the appointment.

The selection panel had confirmed that Mr Altaf Baghdadi be appointment to the role for the designated 4 year term.

Following discussions it was:

**RESOLVED –** That the Panel note the appointment of Mr Altaf Baghdadi to the second role of Independent Co-opted Panel member.

**8. Host Authority 2016/17**

A report was submitted which set out the options for the role of Host Authority in 2016/17.

Members were reminded that at the AGM meeting held in 8<sup>th</sup> July 2013, it was agreed that Blackburn with Darwen Borough Council would act as Host Authority for the period taking on the role from Lancashire County Council, with the Host Authority to then rotate between Blackpool Borough Council, Lancashire County Council and Blackburn with Darwen Borough Council in subsequent years.

At the AGM on 7<sup>th</sup> July 2014, it was agreed that Blackburn with Darwen Borough Council would continue as Host Authority.

In May 2016 elections for the Police and Crime Commissioner would be held and members were asked to consider Host Authority arrangements going forward, as the current arrangements had less than a year to run and succession planning for administrative support to the Panel needed to be discussed with any new Host Authority in good time.

**RESOLVED** – That Blackburn with Darwen Borough Council continue as the Host Authority for the Police and Crime Panel for the Municipal Year 2016/17.

#### **9a. Police and Crime Commissioner Draft Annual Report 2014/15**

At the Panel meeting on 6 July Members considered the draft Annual Report from the Commissioner for 2014/15 in accordance with s28 of the Police Reform and Social Responsibility Act.

At that meeting, Panel members raised questions relating to some of the content of the report and reviewed it and made a number of requests to the Commissioner for updates to the draft.

Further to receipt of these recommendations, the Commissioner had considered them in turn and had made a number of amendments and comments which were outlined in the report submitted.

The Commissioner had since published his response by way of a decision on line and the report presented to the Panel the final report which had now been updated with a new reader friendly layout and design.

Following discussions it was:

#### **RESOLVED –**

- 1) That the response of the Police and Crime Commissioner to the Panel's recommendations and requests to update the draft Annual Report 2014/15 be noted; and
- 2) That the Annual Report 2014/2015 for publication by the Commissioner be received.

#### **9b. Police and Crime Plan Performance Monitoring Report**

A report was submitted which provided members of the Panel with an update on progress in delivering the Police and Crime Plan for Lancashire 2013-2018 including a performance report in relation to the success measures contained within the Plan and a brief outline of other key commissioner activity.

This report covered the time period 10<sup>th</sup> July to 25<sup>th</sup> September 2015.

The Commissioner highlighted key areas for the report as follows:

## **DEFEND FRONTLINE POLICING**

### **Recruitment**

- An external recruitment window for police officers opened on 1 October and would close on the 13 October 2015. This campaign aimed to appoint 120 high calibre candidates during 2016/17.

### **ICT Projects**

#### ***Expansion of Body Worn Video***

- Following a successful rollout of Body Worn Video (BWV) to a large proportion of the Immediate Response Officers in 2014 (150 cameras) the Commissioner had approved funding to purchase a further 101 cameras and the supporting digital evidence management equipment.
- The second phase of the rollout would increase the number of cameras at some of the existing locations and also extend BWV capability to Chorley, Morecambe and Fleetwood briefing bases. The current timeline was that all of the sites within the second phase of the rollout would be fitted out with the required back office infrastructure and be operational by the beginning of October 2015.

#### ***Replacement for the Constabulary's ageing Personal Digital Assistants***

- Further to the Commissioner commitment set out in the Capital Programme as part of the 2015/16 budget the Commissioner had approved the provision of 2194 Kelvin Connect equipped Samsungs to all front line policing staff at cost of £4.854M.
- These devices replaced the Constabulary's end of life Personal Digital Assistants (PDAs) with a modern 'fit for purpose' product (Kelvin Connect Samsung Galaxy Smartphone).

### **Volunteer Police Cadets**

- In August, Volunteer Police Cadets from Burnley and Preston won the National Cadet Competition at the College of Policing base in Scotland, Tulliallan Castle in Scotland.

## **PROTECT VULNERABLE PEOPLE**

### **Domestic Abuse**

- Through the Lancashire Domestic Abuse Strategic Group the Commissioner had been supporting the development of a pan-Lancashire Domestic Abuse Strategy. This would be supported by a delivery plan which would help to inform the re-commissioning of Domestic Abuse Services.

## **TACKLE CRIME AND REDUCE RE-OFFENDING**

### **Avert**

- In July the Commissioner opened the Preston branch of Avert. Avert was part of the Lancashire Women's Centre and received funding from the OPCC to prevent women from re-offending. 'Avert' allows integration of women back into society,

able to manage everyday struggles in a more positive way. It was believed that 93% of women engaging in the Avert scheme did not reoffend. Avert now operated in Blackburn, Burnley and Blackpool.

### **Child Sexual Exploitation (CSE)**

- Currently staff were working on the arrangements for CSE week which would take place on the 9-13 November 2015.
- In July, South Division successfully infiltrated a human trafficking gang in Preston and arrested a number of males and took two young girls to safety. This had highlighted the need for vigilance and education in this regard and work is underway to work with Hope for Justice and the Constabulary to ensure training is provided to partners in this regard.

### **Business Crime**

- Since the last meeting of the Panel the Commissioner had funded a number of projects from the Community Safety Fund which were outlined in the report submitted.

## **CHAMPION THE RIGHTS OF VICTIMS**

### **Victim's Services**

- The Commissioner referred to his report which provided information on the new Victim's Services Lancashire.

The Chair thanked the Commissioner for the earlier submission of reports and the improved performance statistics in the second part of the report, which were outlined in Appendix A.

The Commissioner received a number of questions on his report, relating to the One Team approach (what assurances could be given that it was equitable across Lancashire?) Complaints handling (Risk Resource ie response times, with the allocation of staff was this a risk going forward in terms of complaints handling?) Defending Frontline Policing (given the changes, what measures would be looked at to maintain quality wherever people lived?) PACT Meetings (these were highly valued in Ribble Valley, seemed to be reducing, alternative communications seem not to be getting through?) Citizens in Policing (roles and remit of volunteers, Neighbourhood Watch – any overlap?). Consultation on the precept (will you get a representative mix of people across Lancashire – ie residential and rural?)

The Commissioner provided responses as follows:

#### Frontline Policing / One Team Approach

A dedicated team would be available 24/7 wherever anybody lived. There had been a significant investment in technology to help police support citizens and the Commissioner was confident it was a sustainable model for the foreseeable future, although subject to change because of the budget situation. In terms of measures to ensure quality was maintained the Commissioner advised that the Police and Crime Panel and Community Safety Partnerships would be instrumental in giving feedback. A Rural Crime Strategy was



in place, and working with farmers, gamekeepers etc. Communication was the key to success. Statistically, abandoned calls and call out times were measured and the police had to prioritise so some slow response time sometimes occurred.

### Risk Resource

Due to the changes to the way the police operate there would be changes in satisfaction levels and issues, as the resources were no longer available to respond as quickly as previously and there had been a fall in satisfaction levels. The Commissioner stated that he was confident that the new approach would deliver the required service.

### PACT Meetings

Engagement was very important in terms of PACT meetings, it was down to the local policing team to see if they could attend, and see if the meetings were successful and gauge whether to attend. It was possible to merge some meetings. Social media was a key focus - compared to 15 people attending a PACT meeting, many more people could be reached via social media. Again, resources were an issue and there needed to be a change in approach.

In response to a request from the Chair for information on the effectiveness of PACT meetings, and how this was assessed and the impact of social media and the relevant comparable statistics. The Commissioner advised that the Community Engagement Strategy was due to be presented to the Scrutiny meetings in December and that he would come back to the panel with more details. In response Councillors Barnes and Moran spoke positively about the impact of social media and the approach being taken.

### Citizens in Policing

The Commissioner outlined the approach being undertaken which was in three strands – Cadets, Specials and Volunteers and that some Police stations had been kept open with the support of volunteers, and how the involvement of volunteers in police work was handled sensitively, following discussions with the Police Federation and Unions before proceeding.

### Consultation on Precept

The Commissioner outlined the approach taken including roadshows across the County, the website and use of a research company. Three questions were asked – would tax payers agree to freeze Council Tax, increase to 2% or increase to 5%.

During discussion of this item reference was made to the consultation process the Government was carrying out on changes to the funding formula and the potential major cuts that could mean Lancashire would be hit hardest of all Constabularies outside of London. Two weeks remained of the consultation and the Commissioner advised that he would be asking for greater flexibility to increase Council Tax above 2%, whilst arguing that the funding formula was being calculated incorrectly by the Government. Members of the Panel stated their concerns and requested that information be provided to enable them to lobby MP's.

The Commissioner also provided further information to questions about the approach to bring all organisations together who supported victims of Hate Crime to improve support and raise awareness.

Councillor Robert Boswell made reference to a recent demonstration in Preston by the North West Infidels and whether the Police's approach would be reviewed as would be the case in Manchester. The Commissioner gave further details and agreed to get officers to respond to Preston County Council and outline their approach.

Councillor Jenny Mein enquired whether unspent budget by Community Safety Partnerships could be returned. The Commissioner advised that there was no rollover and consideration could be given to returning funding.

#### **RESOLVED –**

- 1) That the report be noted, and
- 2) That the Police and Crime Commissioner provide further information on funding formula consultation, and that the Chair be authorised, on behalf of the Panel to write to the Government in support of the Police and Crime Commissioner, following receipt of responses and feedback from individual Panel Members.

#### **9c. Police and Crime Commissioner Decisions**

A report was submitted, which highlighted decisions made and published by the Police and Crime Commissioner for Lancashire in the period since the last meeting of the Panel on the 6 July 2015.

**RESOLVED –** That the report be noted.

#### **10 i Tone from the Top – Leadership, Ethics and Accountability in Policing**

Panel members received a report which set out key recommendations from the Committee on Standards in Public Life Report.

On 29<sup>th</sup> June 2015 the Chair of the Committee on Standards in Public Life advised that the Committee had concluded its inquiry into local policing accountability: and enclosed a copy of their final report 'Tone from the Top – Leadership, Ethics, and Accountability in Policing'.

The report was published in June on the Committee's website, where other relevant documentation including research and infographics summarising the findings and recommendations could be reviewed.

Within the report the Committee made a number of recommendations. Recommendations 9 and 10 were for Police and Crime Panels:

#### **Recommendation 9**

Police and Crime Panels should review the PCC's Annual Report in public session attended by the PCC as part of their annual scrutiny programme and make any recommendations as appropriate.

## **Recommendation 10**

As a matter of good practice:

- PCCs should publish a forward plan of decisions identifying the subject matter of the decision, why it is key, the meeting at which the decision is due to be taken, who will be consulted before the decision is taken and what reports/papers will be available for inspection; and
- Police and Crime Panels should produce a forward plan of work specifying, as appropriate, the information required from PCCs in order them to carry out work.

The Committee also endorsed within their report recommendations made by the Home Affairs Committee and wanted to bring this to the attention of Police and Crime Panels.

## **Recommendation 19**

The Committee endorsed the Home Affairs Committee's recommendations that: Police and Crime Panels inquire and report into the circumstances whenever a chief constable's service is brought to an end irrespective of whether the Schedule 8 scrutiny process is formally engaged.

The committee had asked for a full and considered response to be provided to these recommendations by 29 November 2015 at the latest.

## **RESOLVED –**

That the Lancashire Police and Crime Panel resolve to;

- Receive the report and;
  - a) Confirm the practice of reviewing the PCC's Annual Report in Public Session as part of their scrutiny programme making recommendations as appropriate;
  - b) Scrutinise the PCC in terms of the production of their forward plan of decisions as set out in this report;
  - c) Agree the PCP produce a forward plan of work specifying the information required from PCC's in order for them to carry out that work as set out elsewhere on this agenda; and
  - d) Agree that they will inquire and report into the circumstances wherever a chief constables service is brought to an end irrespective of whether the Schedule 7 scrutiny process is formally engaged and will seek further clarification on the communication and respond.
- Authorise the Chair to write to the Chair of the Committee on Standards in Public Life confirming the agreed recommendations of the Panel and any further comments and views expressed at the meeting.

## **10 ii Good Practice Guide for Police and Crime Panels**

In May the Local Government Association produced new guidance/good practice for Police and Crime Panels. To assist the work of the Panel in the new Municipal year a copy of the guidance was being made to all members of the Panel and more widely publicly available on the Panel's website to assist all concerned in understanding the role and responsibilities of the Panel and its areas of influence and scrutiny.

The Panel discussed the guidance and considered it as a potential item for the Forward Plan.

**RESOLVED** – That the Panel receive the report and guidance for utilisation in its role and function for the Municipal Year 2015/16.

## **10 IPCC – Guidelines for Handling Allegations of Discrimination iii**

A report was submitted which set out information relating to the IPCC's recent publication of Guidelines for Handling Allegations of Discrimination.

The Independent Police Complaints Commission (IPCC) had recently issued revised guidelines to improve the handling of discrimination complaints made against the police.

The IPCC's revised guidelines for handling allegations discrimination were now available on the IPCC website and a copy was provided as an Appendix to the agenda. The IPCC reported that the guidelines would assist investigators to properly and effectively handle allegations of discrimination. They set the standards that complainants, families and communities should expect when allegation of discrimination were made.

The IPCC was keen to raise awareness of the guidelines across different communities, to increase confidence and to assist communities in supporting effective investigation of allegations of discrimination. They had asked for any assistance the Panel could provide by bringing the guidelines to the attention of relevant groups and networks.

It was also suggested the Panel may also consider that as part of their scrutiny programme this year they review the work of the PCC in overseeing the introduction of the Guidelines within Lancashire.

Angela Harrison advised that a formal response of the PCC would be provided to the Panel. Angela also agreed to arrange a presentation on the topic of complaints against the police to be delivered at a future meeting.

**RESOLVED** – That the Panel note the new Guidelines and consider including a review of the response made by the PCC in the Forward Plan for 2015/16.

## **10 IPCC – Ensuring Access to the Police Complaints System**

**iv**

Panel Members received a report that set out information relating to the IPCC's recent publication of 'Ensuring access to the Police Complaints System; Key Principles for Police Forces'.

As reported elsewhere on the agenda the Independent Police Complaints Commission (IPCC) had recently issued revised guidelines to improve the handling of discrimination complaints made against the police.

Throughout the consultation process for the discrimination guidelines the IPCC reported they were consistently told by stakeholders that the complaints system was difficult to access. The IPCC had used this feedback to inform an additional piece of work looking at how the police provided access to the complaints system. The IPCC had developed a set of key principles for police forces on providing access to the complaints system which they expected forces to implement. Ensuring access to the police complaints system: key principles for police forces alongside a report in the funding of their review work in this area: Access to the police complaints system were attached as appendices.

The report was for information however, the Panel could consider that as part of their scrutiny programme this year they review the plans/work of the PCC in overseeing a review of the complaints process in Lancashire in light of these principles published by the IPCC.

The Chair referred to Item 5 and the agreed actions about Complaints, and following discussions it was suggested that item be built into the Forward Plan for further discussions.

**RESOLVED** – That the Panel note the report and include a review of the response made by the PCC in the Panel's Forward Plan for 2015/16.

Ahead of consideration of the next item reference was made to the recent induction session which had been very useful for those who were able to attend, and it was agreed that a second session be run.

The Chair advised that any substitutes would need to be aware of the Induction Pack and guidance contained within it and that Councils needed to consider whether Leaders were the best representatives to serve on the Board and whether it would be appropriate to consider appointing other representatives in their place. Councillor Mein advised that this would be her last meeting and that she had nominated a replacement.

## **10 Lancashire Police & Crime Panel Forward Plan 2015/16**

**v**

The Secretary, David Fairclough introduced a report which set out an outline Forward Plan for the Panel for the Municipal Year 2015/16.

The report – Tone from the Top – elsewhere on this agenda identified the importance of Forward Plans. The latest guidance document also on the agenda from the Local Government Association further highlighted the importance of Police and Crime Panels

being able to focus attention on key area for scrutiny each year by reviewing the PCC's Police and Crime Plan. The Panel was asked to identify and agree from the PCC's Annual Report the 4 areas of particular interest that the Panel would focus on as special interest areas at its next two scheduled meetings.

The Secretary would then liaise with the PCC on the production of more detailed information to be prepared and circulated in advance of the meetings to facilitate full and detailed scrutiny.

To facilitate work in advance of the scheduled meetings for each area the Panel was invited to also agree Task Groups to review information in advance of the meetings and engage directly with the PCC and the office of the PCC as appropriate.

In addition to the areas directly lifted from the Police and Crime Plan, the Forward Plan could include other areas for focus of scrutiny and two potential areas for consideration, relating to recently published IPCC Guidance, were included separately on this agenda.

A draft Forward Plan was circulated which highlighted two potential areas for scrutiny as discussed at the induction day.

Following discussions it was agreed that the first two Task Groups would consider the following:

Task Group one – Defending Frontline Policing – October onwards – virtual Task Group to work on the line and meet with the PCC officers – to report January 2016.

Task Group two – Protecting Vulnerable People – report by PCC to be scrutinised by the PCP – to report March 2016.

The following additional items were discussed:

- Social media – engagement on consultation with all sectors of community
- 999/101 response times
- Self test and Good Practice Guideline
- Presentation – Complaints (Police)

Angela Harrison suggested that the 999/101 response rates could be picked up by the Defending Frontline Policing Task Group.

The Chair suggested that the Police complaints presentation be delivered to the March meeting of the Panel and that the Good Practice self test be moved into the 2016/17 Forward Plan and that the engagement item be picked up by the Protecting Vulnerable Persons Task Group.

Initial volunteers for the Task Group One were David Whipp and Roger Berry with further volunteers to be identified after the meeting.

**RESOLVED** - That the items as agreed be entered onto the Forward Plan for 2015/16 and membership of the Task Groups be agreed after the meeting.

**11. Amendment to proposed meeting date for Panel**

A report was submitted which set out the proposed changes to the Timetable of Meetings.

At the last meeting of the Police and Crime Panel on the 6<sup>th</sup> July the dates for the proposed Timetable of Meetings and Work Programme 2015/16 were discussed. It was agreed that the proposed meeting scheduled for the 4<sup>th</sup> April 2016 be brought forward into March 2016, therefore arrangements have been made for the meeting to be held on Tuesday, 8<sup>th</sup> March 2016. The meeting would be held in Meeting Room A, Town Hall, Blackburn, BB1 7DY.

**RESOLVED** – That the change of meeting date be agreed.

**12. Urgent Business**

There we no items for Urgent Business.

**13. Date of Next Meeting**

The next meeting of the Panel would be held on Monday, 25<sup>th</sup> January at 6.30pm in Cabinet Room 'C', The Duke of Lancaster Room, County Hall, Preston.

Signed .....Chair  
2015