

**OPEN**

**OFFICE OF THE POLICE AND CRIME COMMISSIONER  
FOR HUMBERSIDE  
DECISION RECORD**

**Decision Record Number: 5/2012**

**Title: Commissioner's Local Panels, January 2013**

**Executive Summary:**

The purpose of this document is to seek agreement from the Commissioner to run a series of local panels in January 2013.

**Recommendation(s):**

That four Commissioner's Local Panels are held in January, one in each of the local authority areas, the purpose being twofold:

1. Primarily to ensure public involvement in the planning/production process for the Police and Crime Plan 2013 – 2018.
2. Further to test public reaction to, and understanding of, key manifesto promises and further understand views recently expressed in the Citizens Panel survey of October 2012.

**Police and Crime Commissioner for Humberside**

I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with my code of conduct. Any such interests are recorded below.

The above request has my approval.

**Signature**



**Date 28.11.12**

**POLICE AND CRIME COMMISSIONER  
FOR HUMBERSIDE**

**DECISION RECORD: SUPPORTING REPORT FOR DECISION**

**Title: Commissioner's Local Panels 2013**

**Date: 28 November 2013**

---

**1. Purpose**

The purpose of this document is to secure agreement from the Commissioner to run a series of local panels in January 2013.

**2. Issue**

We need to ensure that the public are consulted and involved in the production of the Police and Crime Plan 2013, and we propose to do this via a series of local panels. The reasons for holding such panels are as follows:

- To ensure public involvement in the planning process for the Police and Crime Plan 2013 – 2018.
- To test the public's reactions to key manifesto promises of the PCC to '*challenge head-on the cycle of re-offending*' and '*supporting tougher sentences so justice is seen to be done*', and to allow them to contribute to the development and inclusion of these important pledges in the Police and Crime Plan.
- To further understand the views of the public expressed in recent Citizens Panel survey responses that '*tougher sentences for offenders*' and '*better joint use of all resources from public authorities such a police, etc to deliver services*' would improve feelings of safety and reduce crime.
- To gain a greater understanding of the drivers behind the public's willingness to become involved in community safety on a voluntary basis, e.g. special constable, police volunteer, NHW or NHN co-ordinator, etc

**3. Recommendation**

That four Commissioner's Local Panels are held in January, one in each of the local authority areas, as part of the planning/production process for the Police and Crime Plan 2013 – 2018. This will ensure public involvement in the planning process, test their reaction to key manifesto promises and further understand views recently expressed in the Citizens Panel survey of October 2012.

**4. Background**

The Police and Crime Plan has to be published in March 2013, as part of the planning process we would like to gain the public's views on the draft priorities contained within, this would be the primary function of holding these panels,

however, we could also explore in more detail the public's reaction to key manifesto promises and greater explore some of the opinions expressed in the recent Panel survey.

It is proposed that these panels are held in mid-January in order that responses are collated in time to be included in the final drafting/planning of the Police and Crime Plan.

**5. Options**

The alternative option to that which is proposed is to not hold the local panels. Whilst not holding the panels will incur no cost the minimal costs involved in holding the panels will ensure that the public are fully engaged in the production of the Police and Crime Plan and we will have an understanding of their views on the draft priorities. We will also be presenting them with the opportunity to shape the final document.

**6. Risks/Implications**

The biggest risk involved in holding the local panels is that public opinion may vary significantly from the draft priorities contained within the Police and Crime Plan. However, as the Plan will still be in draft format at this stage, those attending the panels can be seen as 'critical friends' and given the opportunity to provide ideas on how best to present the priorities and develop them to better reflect local need.

**7. Financial Comments**

Participants would receive an 'out of pocket' expenses payment of £20 for their time, as per standard practice for attendance at such forums. The recruitment and organisation of the participants would be through our research company SMSR and they would ensure a demographically reflective group of participants where possible.

Venue booking (at little or no cost) would be taken care of in-house, and we can also provide trained facilitators and scribes from a handful of staff who have previously been trained to accepted national research standard, thus keeping the costs for these groups to a minimum.

**8. Legal Comments**

N/A

**9. Equality Comments**

N/A

**10. Next steps**

Once agreement has been given the practical arrangements for dates, venues, etc will be taken care of in-house and recruitment of public to the groups will be done by SMSR from current Citizen Panel representatives.

#### **11. Background/Supporting Papers**

The Commissioner's Local Panels will be focus groups. A 'focus group' is a form of qualitative research in which a group of people are asked about their perceptions, opinions, beliefs and attitudes towards a product, service, concept, etc. Questions or discussion topics are presented to an interactive group of participants who are free to talk with other group members. In marketing circles focus groups are seen as vital for acquiring feedback on new products and concepts, and, in particular, allows companies and organisations wishing to develop a new product or service test the subject product or service before it is made publicly available.

A focus group is essentially a semi-structured interview, conducted by a trained moderator, supported by a scribe, among a small group of potential service users/stakeholders. The group is conducted in such a way that it is natural, free-flowing, where respondents are free to give views from any aspects.

As with previous focus group arrangements, we would hope to get between 8 – 12 participants per group and hold one group in each of the four local authority areas. This is an acceptable number to facilitate lively debate and a range of views. For consistency, the facilitator and scribe for each group will be provided with a briefing note containing the main discussion topics/questions to be covered and some supplementary background information on each of the topics.