

CONFIDENTIAL

Essex Police and Crime Panel Complaints Sub- Committee

10 am	Monday 27 July 2015	Room to be confirmed County Hall, Chelmsford, Essex
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Quorum: 3**Membership**

Councillor Bob Shepherd MBE
Councillor John Jowers
John Gili-Ross

Representing

Chelmsford City Council
Essex County Council (Chairman)
Independent Member

Terms of Reference

To consider, when referred to the Sub-Committee by the County Council's Monitoring Officer, appeals against an initial assessment made on behalf of the Panel not to proceed with a complaint.

To consider complaints referred to the Sub-Committee by the County Council's Monitoring Officer and to decide on a local resolution. A complaint cannot be formally investigated, although requiring the relevant office holder to provide information or documents or summoning him to appear before the Sub-Committee does not count as investigation. Other steps designed to gather information about or corroborate the complaint such as taking statements from witnesses or seeking documents from other parties are prohibited.

Informal resolution might involve:

- providing information
- an apology
- concluding the matter through correspondence explaining the circumstances.

For information about the meeting please ask for:

Colin Ismay, Council and Member Support Manager

Telephone: 033301 34571

Email: colin.ismay@essex.gov.uk

Part 1

(During consideration of this item the meeting is likely to be open to the public)

1 Minutes

To approve as a correct record the minutes of the meeting held on 9 June 2015.

Exempt Items – Not for publication

(During consideration of these items the meeting is not likely to be open to the press and public)

To consider whether the press and public should be excluded from the meeting during consideration of an agenda item on the grounds that it involves the likely disclosure of exempt information as specified in Part I of Schedule 12A of the Local Government Act 1972 or it being confidential for the purposes of Section 100A(2) of that Act.

In each case, Members are asked to decide whether, in all the circumstances, the public interest in maintaining the exemption (and discussing the matter in private) outweighs the public interest in disclosing the information.

2 Review of Complaint

Not for publication by virtue of paragraphs 1 and 2 of Part 1 of Schedule 12A of the Local Government Act 1972 – information relating to an individual.

3 Agree date for next meeting (if required)