



**ORIGINATOR: HEAD OF COMMISSIONING AND
GOVERNANCE AND STAFF
OFFICER TO THE CHIEF OFFICER
TEAM**

DECISION NUMBER: 16 - 2025

REASON FOR SUBMISSION: FOR DECISION

SUBMITTED TO: POLICE AND CRIME COMMISSIONER (PCC)

SUBJECT: POLICE PROPERTY ACT FUND PROPOSAL

SUMMARY:

1. This decision paper sets out new proposals for the distribution of income generated through the Police (Property) Regulations 1997.
2. The Regulations state that the fund can be used to 'make payments of such amounts as the relevant authority may determine for such charitable purposes as they may select.'
3. It is recommended that a new procedure is implemented delivering on the following principles:
 - i) To enable charities to apply for donations from the Police Property Act Fund an application form and criteria will be published.
 - ii) The PCC and Chief Constable will meet regularly to review the balance of the Police Property Act Fund, consider applications and agree donations to be made.
 - iii) The Office of the Police and Crime Commissioner will administer the process.
 - iv) The process will be reviewed after 6 months.

RECOMMENDATION:

1. The PCC is recommended to approve the proposals outlined in this decision paper for the operation of the Police Property Act Fund.

APPROVAL BY PCC

The recommendation set out above is agreed.

Signature:

Tim Pannone

Date: 10 June 2025

DETAILS OF SUBMISSION

1. BACKGROUND TO THE POLICE PROPERTY ACT AND REGULATIONS

- 1.1 The Police (Property) Act 1997 sets out the ability for a Chief Constable to sell or otherwise dispose of property that has been in their possession subject to certain conditions being met.
- 1.2 Regulations that accompany the Act set out that after the expiration of the relevant period of possession, property (other than money) may be sold with the proceeds paid to the 'relevant authority'. The relevant authority at the time of legislation was the police authority, replaced in 2012 by the Police and Crime Commissioner. The proceeds are to be kept in a separate account to be called the Police Property Act Fund.
- 1.3 The regulations that accompany the Act, [the Police \(Property\) Regulations 1997](#) set out that:
 - 1) Property to which the regulations apply can be sold after the regulation time period.
 - 2) The proceeds should be kept in a separate account called the Police Property Act Fund
 - 3) The Fund or any part thereof may be invested and income derived from the investment added to the fund
 - 4) The fund can be used to 'make payments of such amounts as the relevant authority may determine for such charitable purposes as they may select.'
 - 5) The PCC can request for the Chief Constable to perform the duties of the authority (the PCC) under this regulation.
 - 6) The fund should be audited.
- 1.4 This decision paper recommends that that a new procedure is put in place to implement the regulations at point 4 above in order to make best use of the Police Property Act Fund and ensure a transparent and standardised process is used for decision making. The proposals in this decision paper have been jointly developed and agreed between the PCC's Head of Commissioning and the Staff Officer to the Chief Officer Team.
- 1.5 The process will set out application and decision-making criteria for making payments to charitable purposes. It is possible that donation requests received may exceed the sum of funding available. It is suggested that guidelines are therefore followed when deciding upon donations.

2. POLICE PROPERTY ACT FUND – SUFFOLK

- 2.1 The principal purpose of the fund will be for the PCC and Chief Constable to jointly agree on donations to registered charities who apply to the fund and who provide a service or benefit clearly linked to Suffolk.
- 2.2 In order to achieve this:
 - An application form and criteria will be published on the PCC and Constabulary websites.
 - The PCC and Chief Constable will meet regularly to review the balance of the Police Property Act Fund, consider applications and agree whether to make a donation and the amount of the donation.
 - The Office of the Police and Crime Commissioner will administer the fund including recording any applications received, decisions made and administering payments.
 - For transparency, details of successful recipients will be published after each panel.

- The Fund and process will be reviewed after 6 months for any improvements that need to be made and thereafter annually.
- 2.3 Applicants who demonstrate the following will be considered more favourably than those for whom such activity is marginal or not applicable:
- greatest benefit to the county and / or
 - the purpose of funding furthers the delivery of the Police and Crime Plan
- 2.4 When agreeing funding the PCC and Chief Constable will consider:
- The [Police and Crime Plan 2025-2029](#)
 - The Chief Constable's Delivery Plan and Values: [Courageous, Professional, Community, Compassionate](#).
 - [The Police Code of Ethics](#)
- 2.5 Additionally, the following criteria will apply:
- Requests will not be considered from individuals or non-charitable bodies.
 - Requests will not be considered for activity that supports or promotes political or religious activity.
 - Requests will not be considered from bodies from other areas of the UK unless the service they provide significantly benefits the county of Suffolk or its residents.
 - Requests are for a single donation. The PCC and Chief Constable will not commit to continuing support and no donation or series of donation is to be taken as an indication of future funding.
 - Respecting the Police (Property) Regulations 1997 the decision rests with the relevant authority unless a request is made under regulation 6(5) of the regulations.

3. FINANCIAL IMPLICATIONS:

- 3.1 The Police Property Act Fund has generated receipts over a number of years. This decision paper sets out a process for using the Fund in line with the Police (Property) Act and Regulations 1997.
- 3.2 Receipts (income) into the Fund are variable each year, ranging from £14,000 in 2019/20 to £94,000 in 2022/23. The PCC and Chief Constable will review the fund balance at the start of each meeting and funding will only be allocated where there is a sufficient balance in the Police Property Act Fund to cover the total award.
- 3.3 As a new process, and as the level of applications to the fund are unknown, a review will be undertaken at six months and after a year of operation of the fund to assess whether any application limit, minimum balance or other financial considerations should be implemented.
- 3.4 Of the requests considered favourable at each meeting, the PCC and Chief Constable will decide on the level of financial support they are able to make in each case. The amount required by the applicant will act as a guide only.

4. OTHER IMPLICATIONS AND RISKS

- 4.1 The decision paper supersedes PCC Decision 40-2014.

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	No
Has the PCC's Chief Finance Officer been consulted?	Yes
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	Yes
Have human resource implications been considered?	Yes
Is the recommendation consistent with the objectives in the Police and Crime Plan?	Yes
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	Yes
Has communications advice been sought on areas of likely media interest and how they might be managed?	Yes
Have all relevant ethical factors been taken into consideration in developing this submission?	Yes

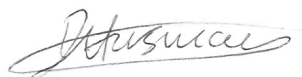
In relation to the above, please ensure that all relevant issues have been highlighted in the 'other implications and risks' section of the submission.

APPROVAL TO SUBMIT TO THE DECISION-MAKER

Chief Executive

I am satisfied that relevant advice has been taken into account in the preparation of the report and that this is an appropriate request to be submitted to the PCC.

Signature:



Date: 9 June 2025