Flow Chart – Jersey Police Complaints Authority – Complaint process
Complaint received against Chief Officer & Deputy Chief Officer

Public complaint submitted in writing to Minister for Justice & Home Affairs

Minister to appoint an investigating panel within ten working days.

Panel to comprise CEO of Council of Ministers, Chair of JPCA + one other appointed by Minister (non SOJP or States' employee)

Where there is a conduct matter the Minister shall refer to panel

Minister need not refer conduct matter to panel if satisfied it has or is being dealt with by criminal or disciplinary proceedings

Panel to investigate and report to the Minister with recommendations on what actions to take

If panel finds matter justifies criminal/disciplinary charge, Minister must notify JPCA

If panel finds matter does not justify criminal/disciplinary charge (not referred to JPCA) Minister may deal with matter as they see fit

JPCA to appoint an Investigating Officer - police officer from another force of at least CO or DCO rank, as appropriate, and report recommendations to the Minister. JPCA to supervise investigation

If investigation found complaint to be vexatious/frivolous, IO may recommend to Minister matter not pursued further. JPCA to concur – AG to concur if criminal matters

After reviewing the investigation report [1] The Authority to prepare a statement to Minister and officer subject to the complaint and complainant, also to AG (if criminal allegations have been made) whether the investigation has been conducted to its satisfaction and specifying any aspects in which it has not been so conducted

AG to inform Minister and JPCA whether or not criminal proceedings will be initiated

If no criminal proceedings Minister to inform JPCA whether he/she intends to prefer disciplinary charges and if not to give reasons for not doing so

Criminal/disciplinary process

Where Minister does not propose to prefer disciplinary charges JPCA may recommend Minister prefers disciplinary charges as it may specify

Minister shall not withdraw any such charges charges without leave of JPCA

If Minister, after JPCA has recommended disciplinary charges (following consultation) is still unwilling to prefer such charges, JPCA may direct Minister to prefer such charges as it may specify. JPCA must provide Minister with written statement for its reasons

Minister may withdraw charges at anytime before a disciplinary hearing unless under a duty to prefer as directed by JPCA

Disciplinary Hearing & Tribunal
Where Minister decides or is required to prefer disciplinary charges the Chairman of the **Jersey Police Authority** shall be notified who shall appoint a tribunal to hear the charges

Tribunal shall be a Jurat (as chair) a police officer or retired officer from another force and one other (not SOJP or States' employee)
JPCA involvement ceases at this point