

**POLICE & CRIME PANEL  
ACTIONS AND RECOMMENDATIONS TRACKER**

The recommendations tracker allows Police & Crime Panel Members to monitor responses, actions and outcomes against their recommendations or requests for further actions. The tracker is updated following each Committee. Once an action has been completed and reported to the Panel, it will be removed from the tracker.

<b>Date of meeting and reference</b>	<b>Item</b>	<b>Recommendations/Actions</b>	<b>Responsible officer or member</b>	<b>Comments</b>	<b>Next progress check:</b>
8 October 2012	Police & Crime Panel Constitution	<b>1)</b> To explore webcasting meetings so to ensure better public engagement	Damian Markland	Agreed that two meetings would be webcast for the municipal year 2012/13 – The initial meeting with the commissioner and the precept setting meeting. Situation to be reviewed following this.	Finished
13 December 2012	Protocol between the PCP & the PCC	<b>1)</b> The PCP/PCC Protocol to be reviewed after one year of operation.	Damian Markland	Ensure that item is included as item on future agenda after one year.	Mid-2013/14
	Confirmation hearing for the proposed DPCC	<b>1)</b> Letter to be sent to the PCC recommending that he proceed with the appointment of the DPCC. Also to include the additional recommendation concerning appraisals.	Damian Markland	Letter sent – 13 Dec 2012 Letter received – 18 Dec 2012	Finished

		<b>2)</b> Letter to be published on the PCP webpage 5 days after the meeting	Damian Markland		Finished
	Establishment of Working Groups and Sub-Committees	<b>1)</b> Confirm with Cllr Broad that he is happy to take up a position on the Finance Sub-Group	Damian Markland		Finished
6 February 2013	Police & Crime Commissioner's proposed Precept for 2013/2014	<b>1)</b> Letter to be sent to the PCC confirming the Panel's agreement with the proposed precept of 1.99%. Also to include the additional recommendations.	Damian Markland	Letter sent – 7 February	Finished
		<b>2)</b> Letter to be published on the PCP webpage 5 days after the meeting.	Damian Markland	All documents published	Finished
		<b>3)</b> The Police and Crime Panel receive quarterly monitoring reports on the budget	Alison Bolton	Added to Panel work programme as standing item	Finished

		<b>4)</b> Discussion be held with the Finance Task Group to understand the full detail of the Surrey Police Budget, once available, and agree with the Office of the Police and Crime Commissioner the format and content of the budget reports for 2014/15.	Damian Markland / Alison Bolton	Meeting to be held once the Finance Sub-Group is reconstituted for 2013/14.	Post June 2013
12 March 2013	Surrey Draft Police & Crime Plan	<b>1)</b> Letter to be sent to the PCC confirming the Panel's support of the PCC's Police & Crime Plan. Also to include additional recommendations.	Damian Markland	Letter sent – 12 March	Finished
		<b>2)</b> Letters sent and received to be published to the PCP webpage 5 days after the meeting.	Damian Markland	Letter to the PCC and PCC's response both published on the PCP website.	Finished
		<b>3)</b> That the Commissioner shares with the Panel his proposals for mystery shopping, with the intention that Members help develop his approach.	Damian Markland / Alison Bolton	Discussions taking place with the PCCs Office as to how best achieve.	Post June 2013
	Webcasting of the Police & Crime Panel meetings	<b>1)</b> Panel meetings to continue to be webcast with a review in 12 months.	Damian Markland	Review of webcasting to take place in March 2014.	March 2014

	Consideration of exempt information at meetings of the Police & Crime Panel	1) An additional clause be added to allow urgent matters to be considered at short notice, provided the Chairman was in agreement.	Damian Markland		Finished
	Referral of issues from County Council and Borough/District Select Committees	1) Referral mechanism was agreed by the Panel with a clause stating items should be regarding Surrey-wide issues.	Damian Markland	Additional clause regarding requiring items to be Surrey-wide issues.	Finished