

Police & Crime Panel Draft Work Programme

The purpose of this document is to provide a summary of work due to be undertaken by the Surrey Police and Crime Panel, and work that has recently been completed. It is provided for information purposes at each meeting of the Panel, and updated between meetings by officers to reflect any future areas of work. Members can suggest items for consideration to the Chairman.

Date	Item	Purpose	Contact Officer	Additional Comments
December 2012				
13 Dec 2012	Deputy PCC Confirmation Hearing	The Panel has a duty to consider all senior appointments, including the DPCC.	Alison Bolton	
	Q&A with the Commissioner	The first formal meeting with the PCC. Members will participate in a question and answer session with the Commissioner to discuss his priorities and ambitions for policing in Surrey.	Alison Bolton	
	PCP / PCC Protocol	To agree the protocol that will guide the relationship between the PCC and the PCP.	Rachel Crossley / Damian Markland	
	Complaints protocol	To agree the Complaints protocol	Rachel Crossley / Damian Markland	
	Communications Protocol	To agree the Communications protocol	Rachel Crossley / Damian Markland	

Item 16

Police & Crime Panel Draft Work Programme

Date	Item	Purpose	Contact Officer	Additional Comments
	Establishment of Working Groups and Sub-Committees	To establish: <ul style="list-style-type: none"> • The Complaints Sub-Committee • The Finance Working Group 	Rachel Crossley / Damian Markland	
February 2013				
6 Feb 2013	Police and Crime Commissioner's Proposed Precept for 2013-14	To consider the proposed precept for 2013/14.	Alison Bolton	
	Deputy Police & Crime Commissioner's Objectives and Performance Review	To note the objective's against which the DPCC's performance will be assessed.	Alison Bolton	
March 2013				
12 Mar 2013	Draft Police and Crime Plane	To consider the PCC's draft Police and Crime Plan	Alison Bolton	
	Work Programme & Meeting dates for 2013/14	To determine the areas of work the Panel will explore during the 2013/14 municipal year.	Damian Markland	

Date	Item	Purpose	Contact Officer	Additional Comments
	Webcasting	To review the merits of webcasting meetings of the PCP and determine future arrangements.	Damian Markland	
	Consideration of Exempt information at meetings of the PCP	To agree a protocol for considering exempt information at public meetings of the PCP	Damian Markland	
	Referral of issues from County Council and Borough / District Select Committees to the PCP	To consider the method by which issues concerning the PCC can be referred to the PCP by County and District / Borough Select Committees.	Damian Markland	
June 2013 (Annual Meeting)				
12 June 2013	Annual Report	To review PCC's Annual Report	Alison Bolton	
	Election of Chairman and Vice Chairman	To agree a Chairman and Vice-Chairman for the municipal year.	Damian Markland	
	Dates of meetings	To agree the key meeting dates for the municipal year	Damian Markland	

Police & Crime Panel Draft Work Programme

Date	Item	Purpose	Contact Officer	Additional Comments
	Re-establishment of Complaints Sub-Committee and Finance Working Group.	To reconstitute these bodies for the 2013/14 municipal year.	Damian Markland	
	Siren ICT report	To receive an update on Project Siren.	Alison Bolton	PART 2
	Appointment of Assistant Commissioners	To review the appointment of two Assistant Commissioners.	Alison Bolton	
September 2013				
10 Sept 2013	Stage 2 Transfer	The Police Reform and Social Responsibility Act (the Act) which creates PCCs also sets out a second 'Stage 2' transfer which refers to the subsequent movement of certain staff, property, rights and liabilities from the PCC to the chief constable. The stage 2 transfer is designed to allow elected PCCs the freedom to make their own local arrangements about how their functions and those of the police force will be discharged in future.	Alison Bolton	
	<i>Standing items</i>			
October 2013				

Police & Crime Panel Draft Work Programme

Date	Item	Purpose	Contact Officer	Additional Comments
29 October 2013	Protocol between the Police and Crime Panel and the Police and Crime Commissioner	As agreed at the PCPs meeting in December 2012, to consider whether any amendments need to be made to the protocol.	Damian Markland	
6 February 2014 (Provisional) + 20 February 2014 (if veto used)				
6 February 2014	Consideration of Police Precept	To consider the Commissioner's proposals for the Police precept.	Alison Bolton Ian Perkin	<i>20 February 2014 also set aside (if veto used)</i>
29 April 2014				
29 April 2014	Webcasting	To review the merits of webcasting meetings of the PCP and determine future arrangements.	Damian Markland	
12 June 2014				

Police & Crime Panel Draft Work Programme

Date	Item	Purpose	Contact Officer	Additional Comments
12 June 2014	<i>Currently only standing items</i>			

Currently unscheduled future items				
Consideration of PCC's Mystery Shopping strategy			Damian Markland / Alison Bolton	Possible informal task group

Standing Items

Standing item	Complaints	To monitor complaints received against the PCC and / or the DPCC	Damian Markland	
Standing item	DPCC Performance Monitoring	The PCC has agreed to provide the Panel with the outcome of the DPCC's appraisals.	Alison Bolton	
Standing item	Police and Crime Plan Quarterly Update	To consider progress made against the agreed Police and Crime Plan.	Alison Bolton	
Standing item	Budget Quarterly Update	As agreed at the precept setting meeting on 6 February 2013, to allow the Panel to have oversight of the latest financial position.	Alison Bolton / Ian Perkin	
Standing item	Feedback on monthly discussions with the Chief Constable	To consider issues raised during monthly discussions between the PCC and the Chief Constable.	Alison Bolton	

Task and Working Groups

Group	Membership	Purpose	Reporting dates
Complaints Sub-Committee	<ul style="list-style-type: none"> • Cllr Victor Broad • Cllr Margaret Cooksey • Cllr John O'Reilly • Cllr George Crawford (TBC) • Ind Maria Gray • Ind Anne Hoblyn + Chair & Vice-Chair	To resolve non-criminal complaints against the PCC and/or the DPCC.	Report to each meeting of the PCP, detailing any complaints dealt with since the last meeting.
Finance Sub-Group	<ul style="list-style-type: none"> • Cllr Bryan Cross • Cllr Penny Forbes-Forsyth • Cllr Charlotte Morley • Cllr Victor Broad + Chair & Vice-Chair	To provide expert advice to the PCP on financial matters that fall into its remit.	Reports verbally to the formal precept setting meeting of the Panel in February.