

Surrey Police and Crime Panel - Forward Work Programme 2020/2021

The purpose of this document is to provide a summary of work due to be undertaken by the Surrey Police and Crime Panel. 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 or the Panel Support Officer.

2020

DATE	ITEM	PURPOSE	OFFICER
November 2020	Budget Update (Twice per year - Nov & Feb) <ul style="list-style-type: none"> • Surrey Police Group Financial Report for Month Six Financial Year 2020/21 • Office of the Police and Crime Commissioner 2020/21 Financial Report for Month Six 	As agreed at the precept setting meeting on 6 February 2013, to allow the Panel to have oversight of the latest financial position.	Chief Finance Officer
	Police and Crime Plan Update (Twice yearly – April (June) /Nov)	To consider progress made against the agreed Police and Crime Plan.	OPCC
	Home Office Review of Police & Crime Commissioners – Part One (uncoupled from the Local Recovery & Devolution White Paper item – moved to February 2021)	To consider the implications of the Home Office PCC Review – Part 1: <ul style="list-style-type: none"> • raise the profile of PCCs • give the public better access to information about the performance of their PCC • share best practice so that PCCs are delivering consistently across the country • reviewing the relationship between PCCs and Chief Constables 	OPCC / Committee Manager / Panel

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		<ul style="list-style-type: none"> Panel’s response to LGA’s key research questions update from the LGA with collated views from other Panels update on NAPFCP’s response to LGAs key research questions 	
	Performance Review: HMICFRS Inspection Results	<p>To receive an update on what the force is doing to address key areas highlighted in the HMICFRS inspections – annual report 2018/2019 (latest).</p> <ul style="list-style-type: none"> How effective is the force at investigating crime? How well does the force understand the current and likely future demand? Summary of Legitimacy, Effectiveness and Efficiency. 	OPCC
	Surrey PCP Budget Mid-Year Claim 2020	Mid-year report detailing the Panel’s expenditure of the Home Office Grant.	Committee Manager
	PCP Annual Report 2019-2020	A new report noting the work of the Panel in the last year.	Committee Manager
	Surrey and Sussex Cyber Crime Unit	Presentation to Panel members after the Panel meeting from an officer of the Unit.	Committee Manager
	Standing Items – see list below		

DRAFT - 2021

DATE	ITEM	PURPOSE	OFFICER
Feb 2021	The Police and Crime Commissioner's Proposed Precept	The Police and Crime Panel is required to consider and formally respond to the Police and Crime Commissioner's proposed precept for 2021/22.	Chief Finance Officer
	Budget Update (Twice per year – Feb & Nov) <ul style="list-style-type: none"> • Surrey Police Group Financial Report for Month Eight Financial Year 2021/22 • Office of the Police and Crime Commissioner Financial Report for Month Eight Financial Year 2021/22 	As agreed at the precept setting meeting on 6 February 2013, to allow the Panel to have oversight of the latest financial position.	Chief Finance Officer

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	Local Recovery & Devolution White Paper	<p>To consider the implications of the White Paper detailing the review to:</p> <ul style="list-style-type: none"> • Mayoral PCC model - learning from the transfer of PCC and Fire & Rescue Authority (FRA) functions to mayors. This will lay the foundations for the longer-term ambition to increase the number of mayors with responsibility for public safety - outlined in the forthcoming White Paper. • Detailing the changing governance structure in response to unitary authority bids 	OPCC / Committee Manager / Panel
TBC	Community and Partnership Engagement	<ul style="list-style-type: none"> • Local meetings with residents (PiYN) • Social media • Volunteering • Diversity • JETs • Key partners 	OPCC
	Standing Items – see list below		

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DATE	ITEM	PURPOSE	OFFICER
March 2021	Police and Crime Plan Update (Twice yearly – April (March)/Nov)	To consider progress made against the agreed Police and Crime Plan.	OPCC
	Rural Crime Strategy - Update	The PCC to provide an update on the strategy's results.	OPCC
Action R8/20: The Committee Manager will liaise with Members to consider how they wished to scrutinise the OPCC in fulfilling the new duties as a	Police Complaints Reform	The Panel to receive a 1 year review report from the OPCC on its fulfilment of the new duties as a result of the complaints reform and adoption of 'Model 1'.	OPCC

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result of the complaints reform (OPCC internal complaints reform).			
Action R3/20: The PCC to provide an update report every three months detailing the allocation of newly recruited officers as a result of the 20,000 uplift, how many officers were in training and how many were on patrol.	Surrey Police Recruitment and Workforce Planning	The PCC to provide an update report every three months detailing the allocation of newly recruited officers as a result of the 20,000 uplift, how many officers were in training and how many were on patrol.	OPCC
	Victim and Witness Care Unit - Update	The PCC to provide an update on the Unit.	OPCC
TBC	Hate Crime	To note the work of the PCC in tackling Hate Crime ensuring that none of Surrey's communities are subjected to discrimination.	OPCC
	Standing Items – see list below		

DATE	ITEM	PURPOSE	OFFICER
June 2021 – AGM	Introduction from the Surrey Police and Crime Commissioner 2021-2024 following the election	In light of Covid-19, elections for a Police and Crime Commissioner for Surrey had been postponed by a year until May 2021. The PCC to provide an introduction.	OPCC
	Governance Items 2021/22: <ul style="list-style-type: none"> • Election of Chairman • Election of Vice Chairman • Re-establish Complaints SC 	Panel to agree memberships and Terms of Reference.	Committee Manager

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	<ul style="list-style-type: none"> • Re-establish Finance SC 		
	PCC Annual Report	The Police Reform and Social Responsibility Act (2011) places a duty on Police and Crime Commissioners to produce an Annual Report. Members of the Panel are asked to comment on the report prior to its formal publication.	OPCC
	Police and Crime Plan 2020-21	To provide an update on the report.	OPCC
	Surrey Police Group End of Year Financial Report for 2020/21	To provide the report.	OPCC – Chief Finance Officer
	Office of the Police and Crime Commissioner End of Year Financial Report for 2020/21	To provide the report.	OPCC – Chief Finance Officer
	PCP Annual Report 2020-2021	A summary of the PCP's activity over the last year.	Committee Manager
	Standing Items – see list below		

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DATE	ITEM	PURPOSE	OFFICER
September 2021	Police and Crime Plan - 2020-2025	The PCC to bring a new Police and Crime Plan 2020-2025 for the Panel to comment on.	OPCC
	Medium Term Financial Plan	To note the MTFP.	Treasurer/CFO
Action R3/20: The PCC to provide an update report every three months detailing the allocation of newly recruited officers as a result of the 20,000 uplift, how many officers were in training and how many were on patrol.	Surrey Police Recruitment and Workforce Planning	The PCC to provide an update report on recruitment and workforce planning - to include the retention rate and strategy.	OPCC
	Surrey and Sussex Cyber Crime Unit	Report/presentation from a member of the unit.	OPCC/Committee Manager

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	Surrey PCP Budget 2020-21	End of year report detailing the Panel's expenditure of the Home Office Grant.	Committee Manager
	Standing Items – see list below		

DATE	ITEM	PURPOSE	OFFICER
October 2021	Informal Meeting	Private informal meeting of the Panel with the Chief Constable of Surrey Police – Panel members to suggest items and Committee Manager to liaise with OPCC.	Committee Manager/OPCC

DATE	ITEM	PURPOSE	OFFICER
November 2021	Budget Update (Twice per year – Feb & Nov) <ul style="list-style-type: none"> Surrey Police Group Financial Report for Month Six Financial Year 2021/22 Office of the Police and Crime Commissioner Financial Report for Month Six Financial Year 2021/22 	As agreed at the precept setting meeting on 6 February 2013, to allow the Panel to have oversight of the latest financial position.	Johanna Burne / Chief Finance Officer
	Police and Crime Plan Update (Twice yearly – June/Nov)	To consider progress made against the agreed Police and Crime Plan.	OPCC
	Performance Review: HMICFRS Inspection Results	To receive an update on what the force is doing to address key areas highlighted in the HMICFRS inspections reports. <ul style="list-style-type: none"> How effective is the force at investigating crime? 	OPCC

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		<ul style="list-style-type: none"> • How well does the force understand the current and likely future demand? • Summary of Legitimacy, Effectiveness and Efficiency. <p>Summary of PCC's responses to reports published by Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) about Surrey Police.</p>	
	Surrey PCP Budget Mid-Year Claim 2021	Mid-year report detailing the Panel's expenditure of the Home Office Grant.	Committee Manager
	Standing Items – see list below		

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STANDING ITEMS: these will appear on every agenda

Subject/Title	Dates	Purpose	Contact Officer
Feedback on Performance Meetings	All	To consider issues raised during monthly discussions between the PCC and the Chief Constable.	Johanna Burne - OPCC
Building the Future Update	All	A standing item to update the Panel on the future of police estates.	Johanna Burne - OPCC
Surrey Police Recruitment and Workforce Planning	Twice a Year	The PCC to provide an update report every three months detailing the allocation of newly recruited officers as a result of the 20,000 uplift, how many officers were in training and how many were on patrol.	Johanna Burne - OPCC
Recommendations Tracker and Forward Work Programme	All	To monitor responses, actions and outcomes against recommendations or requests for further actions. To provide a summary of work due to be undertaken by the Surrey Police and Crime Panel and work that has recently been completed.	Committee Manager
Commissioners Question Time	All	For the Panel to raise any issues or queries concerning crime and policing in Surrey with the Commissioner – questions to be provided four working days in advance.	Committee Manager
Complaints	All	To monitor complaints received against the PCC and / or the DPCC	Committee Manager

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Working Groups – re-established June 2020:

Group	Membership	Purpose	Reporting Dates
Complaints Sub-Committee	<ul style="list-style-type: none"> • Panel Chairman - Councillor David Reeve • Panel Vice-Chairman - Councillor Hazel Watson • Councillor John Robini • Councillor John Furey • Independent Member • Councillor Christine Elmer • Councillor Josephine Hawkins 	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"> • Panel Chairman - Councillor David Reeve • Panel Vice-Chairman - Councillor Hazel Watson • Councillor John Furey • Independent Member • Councillor Andrew Povey • Councillor Fiona White 	To provide expert advice to the PCP on financial matters that falls within its remit.	Reports verbally to the formal precept setting meeting of the Panel in February.