

## Surrey Police and Crime Panel - Forward Work Programme 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.

DATE	ITEM	Police and Crime Plan Priority	PURPOSE	OFFICER
Feb 2021	<b>The Police and Crime Commissioner's Proposed Precept 2021/22</b>	Making Every Pound Count	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
	<b>Office of the Police &amp; Crime Commissioner's Budget for 2021/22</b>	Making Every Pound Count	This paper is provided to the Police & Crime Panel for information only to give Panel Members oversight of the intended budget, to fund the Office of the Police & Crime Commissioner (OPCC) for the financial year 2021/22.	Chief Finance Officer
	<b>Budget Update</b> (Twice per year – Feb & Nov) <ul style="list-style-type: none"> <li>• Surrey Police Group Financial Report for Month <b>Eight</b> Financial Year 2020/21</li> <li>• Office of the Police and Crime Commissioner Financial Report for Month <b>Eight</b> Financial Year 2020/21</li> </ul>	Making Every Pound Count	As agreed at the precept setting meeting on 6 February 2013, to allow the Panel to have oversight of the latest financial position in line with the following priority in the PCC's Plan: Making Every Pound Count.	Chief Finance Officer

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<b>Delayed until the publication of the White Paper</b>	<b>Local Recovery &amp; Devolution White Paper</b>	N/A	<p>To consider the implications of the White Paper detailing the review to:</p> <ul style="list-style-type: none"> <li>• Mayoral PCC model - learning from the transfer of PCC and Fire &amp; 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.</li> <li>• Detailing the changing governance structure in response to unitary authority bids.</li> </ul>	OPCC / Committee Manager / Panel
	<b>PCC Public Engagement</b>	Building Confident Communities	To review how the PCC has undertaken community and partnership engagement with residents in line with the following priority in the PCC's Plan: Building Confident Communities (noting changes due to COVID-19).	OPCC
	<b>Making Every Adult Matter (MEAM)</b>	Preventing Harm	To report on the projects funded to support those with multiple needs, as Surrey has become a "Making Every Adult Matter" (MEAM) area.	OPCC
	<b>Standing Items – see list below</b>			

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DATE	ITEM	Police and Crime Panel Priority	PURPOSE	OFFICER
March 2021	<b>Police and Crime Plan 2018-2021 – Progress</b>  <b>(Police and Crime Plan Update)</b> (Twice yearly – April (March)/Nov)	All	To consider progress made against the agreed Police and Crime Plan.	OPCC
	<b>Tackling Rural Crime Strategy Update</b>	Tackling Crime and Keeping Surrey Safe	The PCC to provide an update on the strategy's results.	OPCC
<b>Action R8/20:</b> The Committee Manager will liaise with Members to consider how they wished to scrutinise the OPCC in fulfilling the new duties as a result of the complaints reform (OPCC internal complaints reform).	<b>OPCC Complaints Handling Update</b>	N/A	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
<b>Action R3/20:</b> 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.	<b>Surrey Police Recruitment and Workforce Planning Update</b>	A Force Fit for the Future	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
	<b>Victim and Witness Care Unit Update</b>	Supporting Victims	The PCC to provide an update on the Unit line with the following priority in the PCC's Plan: Supporting Victims.	OPCC
	<b>Hate Crime</b>	Tackling Crime and Keeping Surrey Safe	To note the work of the PCC in tackling Hate Crime ensuring that none of Surrey's communities are subjected to discrimination.	OPCC
	<b>Standing Items – see list below</b>			

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DATE	ITEM	Police and Crime Plan Priority	PURPOSE	OFFICER
June 2021 – AGM	<b>Governance Items 2021/22:</b> <ul style="list-style-type: none"> <li>• Election of Chairman</li> <li>• Election of Vice Chairman</li> <li>• Re-establishment of the Complaints Sub-Committee</li> <li>• Re-establishment of the Finance Sub-Group</li> </ul>	N/A	Panel to agree Chairman, Vice-Chairman, memberships and Terms of Reference.	Committee Manager
	<b>Introduction from the Surrey Police and Crime Commissioner 2021-2024</b>	N/A	<p>In light of Covid-19, elections for a Police and Crime Commissioner for Surrey had been postponed by a year until May 2021.</p> <p>The PCC to provide an introduction.</p>	OPCC
	<b>PCC for Surrey Annual Report 2020-21</b>	All	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
	<b>Surrey Police Group Unaudited Financial Report For 2020/21</b>	Making Every Pound Count	To provide the report, in line with the following priority in the PCC's Plan: Making Every Pound Count.	OPCC – Chief Finance Officer
	<b>Office of the Police and Crime Commissioner End of Year Financial Report for 2020/21</b>	Making Every Pound Count	To provide the report, in line with the following priority in the PCC's Plan: Making Every Pound Count.	OPCC – Chief Finance Officer
	<b>Surrey PCP Budget 2020-21</b>	N/A	End of year report detailing the Panel's expenditure of the Home Office Grant.	Committee Manager

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	<b>PCP Annual Report 2020-2021</b>	N/A	A summary of the PCP's activity over the last year.	Committee Manager
	<b>Confirmation Hearing: Appointment of a Deputy Police and Crime Commissioner for Surrey</b>	N/A	The Panel to receive a report on the PCC's proposed Deputy PCC, the Panel to ask question and make its recommendation.  There will be a closed session in Part 2 for the Panel to discuss the proposed appointment.	OPCC
	<b>Standing Items – see list below</b>			

<b>DATE</b>	<b>ITEM</b>	<b>Police and Crime Plan Priority</b>	<b>PURPOSE</b>	<b>OFFICER</b>
<b>September 2021</b>	<b>Police and Crime Plan - 2020-2025</b>	All	The PCC to bring a new Police and Crime Plan 2020-2025 for the Panel to comment on.	OPCC
	<b>Medium Term Financial Plan</b>	Making Every Pound Count	To note the MTFP.	Treasurer/CFO
<b>Action R3/20:</b> 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.	<b>Surrey Police Recruitment and Workforce Planning</b>	A Force Fit for the Future	The PCC to provide an update report on recruitment and workforce planning - to include the retention rate and strategy.	OPCC
<b>Action R40/20:</b> The Panel will be kept informed on the review of	<b>JET Protocol</b>	Building Confident Communities	It is recommended that this recommendation is marked as completed and that a further report comes to a future panel meeting later in the year - a Surrey JET Protocol will be developed.	OPCC

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JETs and the powers granted through the Community Safety Accreditation Scheme (CSAS).				
	<b>Surrey and Sussex Cyber Crime Unit</b>	Tackling Crime and Keeping Surrey Safe	Report/presentation from a member of the unit.	OPCC/Committee Manager
	<b>Standing Items – see list below</b>			

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<b>DATE</b>	<b>ITEM</b>	<b>PURPOSE</b>	<b>OFFICER</b>
<b>October 2021</b>	<b>Informal Meeting</b>	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

<b>DATE</b>	<b>ITEM</b>	<b>Police and Crime Plan Priority</b>	<b>PURPOSE</b>	<b>OFFICER</b>
<b>November 2021</b>	<b>Budget Update</b> (Twice per year – Feb & Nov)	Making Every Pound Count	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

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	<ul style="list-style-type: none"> <li>Surrey Police Group Financial Report for Month Six Financial Year 2021/22</li> <li>Office of the Police and Crime Commissioner Financial Report for Month Six Financial Year 2021/22</li> </ul>			
	<b>Police and Crime Plan Update</b> (Twice yearly – June/Nov)	All	To consider progress made against the agreed Police and Crime Plan.	OPCC
	<b>Performance Review: HMICFRS Inspection Results</b>	All	<p>To receive an update on what the force is doing to address key areas highlighted in the HMICFRS inspections reports.</p> <ul style="list-style-type: none"> <li>How effective is the force at investigating crime?</li> <li>How well does the force understand the current and likely future demand?</li> <li>Summary of Legitimacy, Effectiveness and Efficiency.</li> </ul> <p>Summary of PCC’s responses to reports published by Her Majesty’s Inspectorate of Constabulary and Fire &amp; Rescue Services (HMICFRS) about Surrey Police.</p>	OPCC
	<b>Surrey PCP Budget Mid-Year Claim 2021</b>	N/A	Mid-year report detailing the Panel’s expenditure of the Home Office Grant.	Committee Manager
	<b>Standing Items – see list below</b>			

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<b>STANDING ITEMS: these will appear on every agenda</b>				
<b>Subject/Title</b>	<b>Dates</b>	<b>Police and Crime Plan Priority</b>	<b>Purpose</b>	<b>Contact Officer</b>
<b>PCC Decisions and Forward Plan</b>	All	All	To review the key decisions made by the PCC in line with the Police Reform and Social Responsibility Act 2011, Section 28(6). <a href="http://surrey-pcc.gov.uk">Decisions – Office of the Police and Crime Commissioner for Surrey (surrey-pcc.gov.uk)</a>  To review the PCC's forward plan.	OPCC
<b>Feedback on Performance Meetings with the Chief Constable</b>	All	N/A	To consider issues raised during monthly discussions between the PCC and the Chief Constable.  Includes the website link and notice of upcoming public meetings.	Johanna Burne - OPCC
<b>Building the Future Update</b>	All	A Force Fit for the Future	A standing item to update the Panel on the future of police estates.	Johanna Burne - OPCC
<b>Surrey Police Recruitment and Workforce Planning</b>	Twice a Year  (March/Sept)	A Force Fit for the Future	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

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<b>Recommendations Tracker and Forward Work Programme</b>	All	N/A	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
<b>Commissioners Question Time</b>	All	N/A	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
<b>Complaints</b>	All	N/A	To monitor complaints received against the PCC and / or the DPCC	Committee Manager
<b>Equip Programme</b>	Part 2	Part 2	Updates under Part 2 to be provided where appropriate.	OPCC

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**Working Groups – to change with their re-establishment**

Group	Membership	Purpose	Reporting Dates
<b>Complaints Sub-Committee</b>	<ul style="list-style-type: none"> <li>• Panel Chairman (TBC)</li> <li>• Panel Vice-Chairman (TBC)</li> <li>• Vacancy</li> <li>• Vacancy</li> <li>• Vacancy</li> <li>• Vacancy</li> <li>• Independent Member - Mr Philip Walker</li> </ul>	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.
<b>Finance Sub-Group</b>	<ul style="list-style-type: none"> <li>• Panel Chairman (TBC)</li> <li>• Panel Vice-Chairman (TBC)</li> <li>• Vacancy</li> <li>• Vacancy</li> <li>• Vacancy</li> <li>• Independent Member - Mr Martin Stilwell</li> </ul>	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.