

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
<b>June 2013 (Annual Meeting)</b>				
<b>12 June 2013</b>	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	
	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	<b>PART 2</b>
	Appointment of Assistant Commissioners	To review the appointment of two Assistant Commissioners.	Alison Bolton	

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Date	Item	Purpose	Contact Officer	Additional Comments
<b>September 2013</b>				
<b>10 Sept 2013</b>	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	
	Complaints Protocol	Amended Complaints Protocol to include a procedure for dealing with vexatious complaints.	Damian Markland	
	Complaints Against Surrey Police	To update the PCP on complaints against Surrey Police (This was requested following an item in the local press concerning the number of complaints)	Alison Bolton	
	+ <i>Standing items</i>		Damian Markland	

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Date	Item	Purpose	Contact Officer	Additional Comments
<b>October 2013</b>				
<b>29 October 2013</b>	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	
	+ <i>Standing items</i>			
<b>November 2013</b>				
<b>29 November 2013</b>	+ <i>Standing items</i>			
<b>6 February 2014 (Provisional) + 20 February 2014 (if veto used)</b>				
<b>6 February 2014</b>	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>

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Date	Item	Purpose	Contact Officer	Additional Comments
<b>29 April 2014</b>				
<b>29 April 2014</b>	Webcasting	To review the merits of webcasting meetings of the PCP and determine future arrangements.	Damian Markland	
	+ <i>Standing items</i>			
<b>12 June 2014</b>				
<b>12 June 2014</b>	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	
	Re-establishment of Complaints Sub-Committee and Finance Working Group.	To reconstitute these bodies for the 2013/14 municipal year.	Damian Markland	
	+ <i>Standing items</i>			

**Currently unscheduled future items**

Consideration of PCC's Mystery Shopping strategy	Damian Markland / Alison Bolton	
Rural Crime – how the PCC intends to tackle rural crime across Surrey	Damian Markland / Alison Bolton	

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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
<b>Complaints Sub-Committee</b>	<ul style="list-style-type: none"> <li>• Cllr Victor Broad</li> <li>• Cllr Margaret Cooksey</li> <li>• Cllr John O'Reilly</li> <li>• Cllr George Crawford</li> <li>• Ind Maria Gray</li> <li>• Ind Anne Hoblyn</li> </ul> + 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.
<b>Finance Sub-Group</b>	<ul style="list-style-type: none"> <li>• Cllr Bryan Cross</li> <li>• Cllr Penny Forbes-Forsyth</li> <li>• Cllr Charlotte Morley</li> <li>• Cllr Victor Broad</li> <li>• Ind Maria Gray</li> </ul> + 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.
<b>Neighbourhood Policing Task Group</b>	<ul style="list-style-type: none"> <li>• Ind Anne Hoblyn</li> <li>• Cllr Pat Frost</li> <li>• Cllr Margaret Cooksey</li> <li>• Cllr Ken Harwood</li> </ul>	To monitor any future changes / decisions in relation to the neighbourhood policing model.	Update due to be provided at September 2013 Panel meeting.

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