

SURREY POLICE AND CRIME PANEL**PCC Forward Plan and Key Decisions****30 June 2022****SUMMARY**

This report provides information on the key decisions taken by the PCC from April 2022 to present and sets out details of the Office's ongoing Forward Plan for 2022/2023.

Decision Making and Accountability Framework

The Police & Crime Commissioner (PCC) has in place a framework of governance, underpinned by mechanisms for control and management of risk. This framework enables her to discharge her statutory responsibilities, take decisions and hold the Chief Constable to account. The PCC will keep this system under review to ensure it remains fit for purpose. It is reviewed on an annual basis.

Forward Plan 2022/2023

The PCC gives advance notice to the public of when certain decisions will be taken or key pieces of work undertaken through the publication of a forward plan. This plan is updated on a regular basis by all staff within the OPCC for their relevant areas of work. A copy of this plan can be found on the PCC's website and is shown at Appendix A. Some, but not all items on the forward plan will result in the publication of a 'key decision'.

Decisions: Making and Publicising Key Decisions

The PCC is required by the Elected Local Policing Bodies (Specified Information) Order 2011 (as amended), to publish a *'record of each decision of significant public interest arising from the exercise of the (the PCC's) functions'*. We refer to these as "key decisions" and these are published on our website so they can then be scrutinised by the public and the Police and Crime Panel (PCP).

Detailed information on each key decision is published at the following link on the PCC's website (<https://www.surrey-pcc.gov.uk/transparency/archive/decisions/>) unless the information relating to the decision is sensitive and exempt from public consumption. In these cases, the records are kept solely within the PCC's office.

All key decisions are recorded on our decision log. The PCC has signed off nine key decisions since the last Panel meeting in April 2022 (see Appendix B).

RECOMMENDATIONS

The Panel is asked to note the report.

LEAD OFFICER: Sarah Gordon, PA to the PCC

TELEPHONE NUMBER: 01483 630 200

Appendix A - OPCC FORWARD PLAN

DATE	TITLE	KEY DECISION/ ACTION	LEAD OFFICER	Decision Notice
Feb/March 2022	Related Party Disclosures and Interests	Annual update	SG	N
April 2022	Rebrand of OPCC office including CYP work placement	Work placement and decision on final designs	JS/EVT	N
April – May	Review BC Plan		RL	Y (In Sharepoint)
April – May	Review Business Continuity logs and procedures		All staff	
April – May	Review Office Policies & Procedures		RL	Y
April-June 2022	Development of new OPCC website	Target for launch May 2022	JS/NR (EVT)	
May 2022	Accountability and Performance Meeting-16/05/2022 Public	Agenda and Papers	JB/DM	N
May 2022	Community Safety Fund Grants	Decisions published on grants	SH	Y
May 2022	Contacts Update	To update contact lists following elections (MPs/council leaders etc.)	PA	N
May 2022	Interviews for Communications Manager	Employment of Communications Manager pending vetting	NR/AB	N

May 2022	Updated Accessibility statement	Updated statement on website Staff update on changes	JS (NR)	N
May 2022	Joint Surrey/Sussex Pension Board 25/05/2022	Agenda and Papers	RL/KM	Y (Agenda on Police website)
May 2022	Surrey Side Staff Pension Board 25/05/2022	Agenda and Papers	RL	N
May/June 2022	Launch of new OPCC website	OPCC Communications Training for OPCC staff	JS (NR/EVT)	N
June 2022	Induction for new panel members	After 2022 local elections	AB/KM	N
June 2022	Decision on Financial options for future Enterprise Resource Planning	Following recommendation from Surrey Police	KM	Y
June 2022	Resources and Efficiency Meeting – 27/06/2022	Agenda and papers	DM/DL	N
July 2022	Annual Report	To be written and published	JB/ NR	N
July 2022	Draft Financial Statements for 2021/22	CFO to approve	KM	N
July 2022	Joint Audit Committee	Agenda and Papers	SG	N
July 2022	Surrey Criminal Justice Strategy 2022/23	To finalise strategy for Surrey following discussion at CJ Board	AB	Y

May – July 2022	Procurement to design phase new website	PCC appraised, considerations logo, branding, accessibility	NR/JS	N
May- August	Response to Fire White Paper consultation	To pull together the PCC's response to consultation	JB	N
August 2022	Joint Surrey/Sussex Pension Board 25/08/2022	Agenda and Papers	RL	Y (Agenda on Police website)
August 2022	Surrey Staff Side Pension Board 25/08/2022	Agenda and Papers	RL	N
September 2022	Accountability and Performance Meeting-19/09/2022 Public	Agenda and Papers	DM/DL	N
September 2022	Consideration of outcomes of Targeted Operating Model work	PCC views on next steps re TOM work, being led by Surrey Police	AB/KM	Y?
October 2022	Joint Audit Committee	Agenda and Papers	SG	N
November 2022	Community Safety Assembly 2	Follow-up from May CSA	SH	N
November 2022	Resources and Efficiency Meeting –08/11/2022	Agenda and papers	DM/DL	N
November 2022	Joint Surrey/Sussex Pension Board 23/11/2022	Agenda & Papers	RL	Y (Agenda on Police website)

November 2022	Surrey Staff Side Pension Board 21/11/2022	Agenda and Papers	RL	N
December 2022	Accountability and Performance Meeting-20/12/2022 Public	Agenda and Papers	DM/DL	N
January 2023	Joint Audit Committee	Agenda and Papers	SG	N
January 2023	Confirmation of JAC Chair	Confirm appointment of Chair Designate	AB/KM	Y
Feb/March 2023	Related Party Disclosures and disclosable interests	To circulate relevant paperwork	SG	N
February 2023	Joint Surrey/Sussex Pension Board 21/02/2023	Agenda & Papers	RL	Y (Agenda on Police website)
February 2022	Surrey Staff Side Pension Board 21/02/2023	Agenda and Papers	RL	N
March 2023	End of Year processing		RL/KM	N
March 2023	Update Allowance Scheme	Decision Paper & Allowance schemes	RL	Y
March 2023	Annual Review of Scheme of Governance	For approval by PCC and consideration by JAC	AB/KM	Y
2024 – TBC	Recruitment of JAC Members	End of Term of Office for JAC members in December 2024	AB/KM	Y

2024 – TBC	Recruitment of Independent Members and Legally Qualified Chairs	To replace those IMs and LQCs reaching end of term	TBC	Y
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OFFICIAL

Appendix B - OPCC Decision Log 2022

Decision no.	Title	Date Submitted to PCC	Lead officer	Agreed by PCC	Date Agreed	Protective marking (OFFICIAL/OFFICIAL SENSITIVE)	Published on website?	Comments	Spend/Amount
9	Reducing Reoffending Fund March	01/04/2022	Craig Jones	Yes	05/04/2022	Official	Yes		£22,000.00
10	Allowance Scheme 2021/2022	11/04/2022	Rachel Lupanko	Yes	11/04/2022	Official	Yes		NA
11	The Community Safety Fund and the Children and Young People's Fund	23/03/2022	Sarah Haywood	Yes	13/04/2022	Official	Yes		£275,000.00
12	Appointment of JAC Chair Designate	13/04/2022	Kelvin Menon	Yes	14/04/2022	Official	Yes		NA
13	Disposal of Land to the rear of 1 to 3 Old Elstead Road Milford	29/04/2022	Kelvin Menon	Yes	08/05/2022	Sensitive	Part one paper published	Can be fully published once the sale is complete	NA
14	Community Safety Fund and Children and Young People's Fund	20/05/2022	Sarah Haywood	Yes	09/05/2022	Official	Yes		£358,510.00
15	Treasury and Capital Strategies	11/05/2022	Kelvin Menon	Yes	11/05/2022	Official	Yes		NA
16	Serocu Lease	20/05/2022	Kelvin Menon	Yes	21/05/2022	Official	Yes	Approximate cost per year	£61,100.00
17	Section 22a agreement - National Police Coordination Centre (NPoCC)	05/01/2022	Alison Bolton	Yes	24/05/2022	Official	Yes		NA

Total: £716,610.00