

## Surrey Police and Crime Panel- Forward Work Programme 2019/20

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.

### 2019/20

DATE	ITEM	PURPOSE	OFFICER
<b>June 2019 – AGM</b>	<b>Governance Items 2018/19:</b> <ul style="list-style-type: none"> <li>• Election of Chairman</li> <li>• Election of Vice Chairman</li> <li>• Re-establish Complaints SC</li> <li>• Re-establish Finance SC</li> </ul>	Panel to agree memberships and Terms of Reference	DSO
	<b>PCC Annual Report</b>	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>PCP Budget – Actual Expenditure 2018/19</b>	End of year report – will include webcast stats	DSO
	<b>Medium Term Financial Plan</b>		OPCC
	<b>Standing Items – see list below</b>		

## Appendix 2

<b>DATE</b>	<b>ITEM</b>	<b>PURPOSE</b>	<b>OFFICER</b>
<b>Sept 2019</b>	<b>Police and Crime Plan Update</b> (Twice yearly – April/Sept)	To consider progress made against the agreed Police and Crime Plan.	OPCC
	<b>Medium Term Financial Plan</b>		OPCC
	<b>Standing Items – see list below</b>		

<b>DATE</b>	<b>ITEM</b>	<b>PURPOSE</b>	<b>OFFICER</b>
<b>Nov 2019</b>	<b>Budget Update</b> (Twice per year – Nov & Jan/Feb)	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 / Ian Perkin
	<b>Performance Monitoring of the APCC for Victims</b> (annually Nov/Dec)	The PCC has agreed to provide the Panel with progress made by his APCC.	Johanna Burne
	<b>Standing Items – see list below</b>		

<b>DATE</b>	<b>ITEM</b>	<b>PURPOSE</b>	<b>OFFICER</b>
<b>Feb 2020</b>	<b>The Police and Crime Commissioner's Proposed Precept</b>	The Police and Crime Panel is required to consider and formally respond to the Police and Crime Commissioner's proposed precept for 2020/21.	Ian Perkin
	<b>Budget Update</b> (Twice per year – Nov & Jan/Feb)	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 / Ian Perkin
	<b>Standing Items – see list below</b>		

<b>DATE</b>	<b>ITEM</b>	<b>PURPOSE</b>	<b>OFFICER</b>
<b>April 2020</b>	<b>Police and Crime Plan Update</b> (Twice yearly – April/Sept)	To consider progress made against the agreed Police and Crime Plan.	OPCC
	<b>Standing Items – see list below</b>		

<b>STANDING ITEMS: these will appear on every agenda</b>			
<b>Subject/Title</b>	<b>Dates</b>	<b>Purpose</b>	<b>Contact Officer</b>
<b>Feedback on Performance Meetings</b>	All	To consider issues raised during monthly discussions between the PCC and the Chief Constable.	Johanna Burne
<b>Recommendations Tracker and Forward Work Programme</b>	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.	Democratic Services Officer
<b>Commissioners Question Time</b>	All	For the Panel to raise any issues or queries concerning crime and policing in Surrey with the Commissioner.	Democratic Services Officer
<b>Complaints</b>	All	To monitor complaints received against the PCC and / or the DPCC	Scrutiny Officer

**Working Groups**

<b>Group</b>	<b>Membership</b>	<b>Purpose</b>	<b>Reporting Dates</b>
<b>Complaints Sub-Committee</b>	<ul style="list-style-type: none"> <li>• IM Bryan Cross</li> <li>• IM David Fitzpatrick -Grimes</li> <li>• Cllr David Reeve</li> <li>• Cllr Margaret Cooksey</li> <li>• Cllr Victor Broad</li> <li>• Vice-Chairman</li> <li>• Chairman</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>• Cllr Daxa Patel</li> <li>• Cllr Victor Broad</li> <li>• Chairman (ex-officio)</li> <li>• Vice-Chairman (ex-officio)</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.