

Surrey Police and Crime Panel- Forward Work Programme 2020/21

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.

2020/21

DATE	ITEM	PURPOSE	OFFICER
Feb 2020	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 2020/21.	Chief Finance Officer
	Budget Update (Twice per year – Nov & 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/Chief Finance Officer
	Recruitment of co-opted Independent Member	To report back to the Panel on the recruitment process for a new independent member.	Democratic Services Officer (DSO)
	Standing Items – see list below		

DATE	ITEM	PURPOSE	OFFICER
April 2020	Police and Crime Plan Update (Twice yearly – April/Nov)	To consider progress made against the agreed Police and Crime Plan.	OPCC
	Rural Crime Strategy - Update	Action: R41/19 The PCC to provide an update on the strategy's results.	OPCC
	Victim and Witness Care Unit - Update	R57/19: A more comprehensive report on victim satisfaction within the Victim and Witness Care Unit (VWCU) will go to the Panel at a later	OPCC

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		date. R58/19 : The OPCC will report to the Panel at a later date once the results of the audit on the performance of the Victim and Witness Care Unit (VWCU) were received.	
	Standing Items – see list below		

DATE	ITEM	PURPOSE	OFFICER
June 2020 - AGM	Introduction from the Surrey Police and Crime Commissioner 2020-2024 following the election	Elections for a Police and Crime Commissioner for Surrey held in May 2020. The Panel will receive a formal introduction from the elected Commissioner.	OPCC
	Governance Items 2019/20: <ul style="list-style-type: none"> • Election of Chairman • Election of Vice Chairman • Re-establish Complaints SC • Re-establish Finance SC 	Panel to agree memberships and Terms of Reference.	DSO
	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
	PCP Budget – Actual Expenditure 2018/19	End of year report – will include webcast stats	DSO
Pending – recruitment process	Appointment of co-opted Independent Members x2	To report back to the Panel on the recruitment for two new independent members.	DSO
	Standing Items – see list below		

Appendix 2

DATE	ITEM	PURPOSE	OFFICER
September 2020	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
	Standing Items – see list below		

DATE	ITEM	PURPOSE	OFFICER
November 2020	Budget Update (Twice per year – Nov & 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 / Chief Finance Officer
	Police and Crime Plan Update (Twice yearly – April/Nov)	To consider progress made against the agreed Police and Crime Plan.	OPCC
	Standing Items – see list below		

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
Update on Future Police Estates	All	Action: R31/19 A standing Part 2 item to update the Panel be added from June 2020.	DSO

Appendix 2

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.	DSO
Commissioners Question Time	All	For the Panel to raise any issues or queries concerning crime and policing in Surrey with the Commissioner.	DSO
Complaints	All	To monitor complaints received against the PCC and / or the DPCC	DSO

Appendix 2
Working Groups

Group	Membership	Purpose	Reporting Dates
Complaints Sub-Committee	<ul style="list-style-type: none"> • IM - Vacancy • Cllr David Reeve • Cllr Christine Elmer • Vice-Chairman • Chairman • Andrew Povey • John Robini • (Josephine Hawkins – substitute) 	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"> • Cllr Andrew Povey • Cllr Hazel Watson • Chairman (ex-officio) • Vice-Chairman (ex-officio) • Cllr John Furey 	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.

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