

Surrey Police and Crime Panel - Forward Work Programme 2020

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

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.	
	Standing Items – see list below		

DATE	ITEM	PURPOSE	OFFICER
April 2020 – CANCELLED Moved to June.	Police and Crime Plan Update (Twice yearly – April/Nov)	To consider progress made against the agreed Police and Crime Plan.	OPCC
Moved to June.	Rural Crime Strategy - Update	Action: R41/19 The PCC to provide an update on the strategy's results.	OPCC
Moved to June.	Building the Future - Update	Action R55/19: The PCC will provide the Panel with the addendums on the updated existing Scheme of Delegation and the Supplemental	PCC

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		Statement of Governance, at a future meeting.	
Moved to June.	Victim and Witness Care Unit - Update	Action 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 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.	OPCC
Moved to June.	Feedback On Performance Meetings Between The Police And Crime Commissioner And Chief Constable	Action R60/19: The performance scorecard will go to the Panel at an upcoming meeting.	OPCC
	Standing Items – see list below		

DATE	ITEM	PURPOSE	OFFICER
June 2020 – AGM Item postponed until May/June 2021 (Covid-19).	Introduction from the Surrey Police and Crime Commissioner 2020-2024 following the election	In light of Covid-19, elections for a Police and Crime Commissioner for Surrey have been postponed until May 2021.	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.	Committee Manager
	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

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	Police and Crime Plan 2020-21	To provide the report	OPCC
	Police and Crime Plan 2018-2020 - Progress	To provide an update.	OPCC
	Surrey Police Group Unaudited Financial Report for 2019/20	To provide the report.	OPCC – Chief Finance Officer
	Office of the Police and Crime Commissioner 2019/20 End of Year Financial Report	To provide the report.	OPCC – Chief Finance Officer
	Standing Items – see list below		

DATE	ITEM	PURPOSE	OFFICER
September 2020 Item postponed until 2021 (Covid-19) – 2020/21 update provided in June 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
	Appointment of co-opted Independent Members (x2)	To report back to the Panel on the recruitment for two new independent members.	Committee Manager
	Medium Term Financial Plan	To note the MTFP.	Treasurer/CFO
	Coronavirus	To receive an update on the financial implications, challenges and Fixed Penalty Notices (FPNs) issued by Surrey Police and its enforcement role in response to possible localised lockdowns (financial implications, challenges).	OPCC
Action R3/20: 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	Surrey Police Recruitment and Workforce Planning	The PCC to provide an update report on recruitment and workforce planning - to include the retention rate and strategy.	OPCC

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officers were in training and how many were on patrol.			
Action R8/20: 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).	Police Complaints Reform	The Panel to receive a 6 months 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
	National Association of the Police, Fire and Crime Panels (NAPFCP)	The Panel to consider becoming a member of the NAPFCP.	Committee Manager
	Surrey PCP Budget 2019-20	End of year report detailing the Panel's expenditure of the Home Office Grant.	Committee Manager
	Standing Items – see list below		

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DATE	ITEM	PURPOSE	OFFICER
October 2020	Informal Meeting	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

DATE	ITEM	PURPOSE	OFFICER
November 2020	Budget Update (Twice per year – Nov & Feb) <ul style="list-style-type: none"> Surrey Police Group Financial Report for Month 12 Financial Year 2020/21 	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"> Office of the Police and Crime Commissioner 2019/20 End of Year Financial Report 		
	Police and Crime Plan Update (Twice yearly – April (June) /Nov)	To consider progress made against the agreed Police and Crime Plan.	OPCC
	Local Recovery & Devolution White Paper – PCC Review	<p>To consider the implications of the White Paper detailing the review to:</p> <ul style="list-style-type: none"> raise the profile of PCCs give the public better access to information about the performance of their PCC share best practice so that PCCs are delivering consistently across the country reviewing the relationship between PCCs and Chief Constables update from the LGA with collated views from other Panels including the changing governance structure in response to unitary authority bids 	OPCC / Committee Manager / Panel
TBC	Performance Review: HMICFRS Inspection Results/PEEL	To receive an update on what the force is doing to address key areas highlighted in the HMICFRS inspections – focus on PEEL reports.	OPCC / Committee Manager
TBC	Surrey and Sussex Cyber Crime Unit	Report/Presentation.	OPCC / Committee Manager
	Standing Items – see list below		

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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
Building the Future Update	All	A standing item to update the Panel on the future of police estates.	Johanna Burne - OPCC
Surrey Police Recruitment and Workforce Planning	April / November	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
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.	Committee Manager
Commissioners Question Time	All	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
Complaints	All	To monitor complaints received against the PCC and / or the DPCC	Committee Manager

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Working Groups – re-established June 2020:

Group	Membership	Purpose	Reporting Dates
Complaints Sub-Committee	<ul style="list-style-type: none"> • Panel Chairman - Councillor David Reeve • Panel Vice-Chairman - Councillor Hazel Watson • Councillor John Robini • Councillor John Furey • Independent Member (Once appointed) • Councillor Christine Elmer • Councillor Josephine Hawkins 	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"> • Panel Chairman - Councillor David Reeve • Panel Vice-Chairman - Councillor Hazel Watson • Councillor John Furey • Independent Member (Once appointed) • Councillor Andrew Povey • Councillor Fiona White 	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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