

## SURREY POLICE AND CRIME PANEL

15 SEPTEMBER 2021

### PCC DECISIONS AND FORWARD PLAN

#### SUMMARY

This report provides information on the formal decisions taken by the PCC from June 2021 to the present and details of the Office's ongoing Forward Plan for 2021/2022.

#### 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.

#### Decisions: Making and Publicising Key Decisions

The PCC is required to publish her "key decisions" to the public and needs to be able to demonstrate what decisions she has taken in order that these can then be scrutinised by the Police and Crime Panel (PCP). The PCC publishes a decision log on her website ([www.surrey-pcc.gov.uk](http://www.surrey-pcc.gov.uk)).

#### Decision Log - 2021

The PCC has signed off nine key decisions since the last Panel meeting in June 2021 and a list of these decisions can be found at Appendix A. The table now includes a column on spend as requested by the Panel.

Records of all decisions are 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.

## **Forward Plan 2021/2022**

The PCC will give advance notice to the public of when certain decisions will be made 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 [https://surrey-pcc.gov.uk/wp-content/uploads/2021/06/Forward-Plan\\_2021\\_22.pdf](https://surrey-pcc.gov.uk/wp-content/uploads/2021/06/Forward-Plan_2021_22.pdf) and is shown at Appendix B.

## **RECOMMENDATIONS**

The Panel is asked to note the report.

**LEAD OFFICER:** Sarah Gordon - PA to the PCC (OPCC)

**TELEPHONE NUMBER:** 01483 630 200

## Appendix A - OPCC Decision Log 2021

Decision no.	Title	Date Submitted to PCC	Lead officer	Agreed by PCC	Date Agreed	Protective marking (OFFICIAL/OFFICIAL SENSITIVE)	Published on website?	Spend/Amount
29	Use of Cost of Change Reserve	14/06/2021	Kelvin Menon	Yes	17/06/2021	Official	Yes	£163,000
30	Funding for the provision of victim services	14/06/2021	Damian Markland	Yes	16/06/2021	Official	Yes	£542,862
31	Use of OPCC Reserve	01/07/2021	Kelvin Menon	Yes	19/07/2021	Official	Yes	£150,000
32	Reducing Reoffending Fund Applications June 2021	09/07/2021	Craig Jones	Yes	12/07/2021	Official	Yes	£70,000
33	Proposed disposal of property in Milford	15/07/2021	Kelvin Menon	Yes	19/07/2021	Official	Yes	NA
34	Reducing Reoffending Fund Application July 2021	30/07/2021	Craig Jones	Yes	19/08/2021	Official	Yes	£44,968
35	Reserves Strategy	04/08/2021	Kelvin Menon	Yes	19/08/2021	Official	Yes	NA
36	1st Qtr financial performance and virements	05/08/2021	Kelvin Menon	Yes	19/08/2021	Official	Yes	NA
37	Transfer from reserves for BTF	05/08/2021	Kelvin Menon	Yes	19/08/2021	Official	Yes	£480,000



**Appendix B - OPCC FORWARD PLAN**

DATE	TITLE	KEY DECISION/ ACTION	LEAD OFFICER
August 2021	Annual Equity Loan Letter		RL
DATE	TITLE	KEY DECISION/ ACTION	LEAD OFFICER
Summer/ Autumn 2021	Police and Crime Plan 2021-2025	Developed and to panel before publication	JB/AB/ PCC
September 2021	Respond to Home Office Review of PCCs part 2		AB
September 2021	Confirm arrangements for first Surrey Criminal Justice Board		AB
September 2021	GDPR Annual Refresher Training		JB/ RL
September 2021	End of term of office for 2x independent members of misconduct hearings		SM
September 2021	Extraordinary Joint Audit Committee	Sign off of Statement of Accounts 2020/2021	SG
September 2021	Review Contract Standing Orders (not reviewed as part of Scheme of Governance)		KM
October 2021	OPCC Budget Setting	Paper for PCC approval	RL/KM
October 2021	Joint Audit Committee – 20 <sup>th</sup> October 2021	Agenda and Papers	SG
October 2021 – February 2022	Data Cleansing Exercise re Data Migration to SharePoint	Review all data stored and delete items not current or required to keep under Retention Schedule	ALL STAFF
November 2021	Pension Board – (TBC)	Agenda and Papers	KM
November 2021	Receive results of Strategic Assessment for Building the Future		AB/KM
November 2021	Receive recommendations in respect of future ERP system		AB/KM

January 2022	Pension Board (TBC)	Agenda and Papers	KM
January 2022	Joint Audit Committee – 26 <sup>th</sup> January 2022	Agenda and Papers	SG
Feb/March 2022	Related Party Disclosures and Disclosable Interests	Annual update	SG
March 2022	End of Year processing		RL/KM
<b>Key</b>	<b>Shaded Decision/Action indicates complete</b>		

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