

## Warwickshire Police and Crime Panel

18<sup>th</sup> March 2014

### Work Programme 2014/15

#### Recommendations

That the Warwickshire Police and Crime Panel:

- 1) Agrees the proposed Work Programme for 2014/15;
- 2) Considers the use of different venues for meetings;
- 3) Considers the use of pre-meeting briefings;
- 4) Reviews the update on recommendations and actions previously requested by the Panel; and
- 5) Agrees the future meeting dates for 2014/15.

#### 1.0 Work Programme

- 1.1 An informal meeting to discuss the Work Programme 2014/15 for the Police and Crime Panel was held on 21<sup>st</sup> January 2014 and the proposed document is attached at **Appendix A**. The Work Programme is a live document which will be updated following each meeting. Items may also be deferred or added to the Work Programme as considered necessary and agreed by the Chair of the Panel.
- 1.2 The Panel is asked to consider the Work Programme and the inclusion of additional areas of scrutiny activity or review.

#### 2.0 Venues

- 2.1 At present, the Panel holds all of its formal meetings at Shire Hall, Warwick. There has been a suggestion previously that the Panel holds its meetings across the county, in each of the member authority areas. In practice, this could be scheduled on a rotation basis with the meeting held at each of the six authority's Town/Civic Halls (subject to room availability).
- 2.2 The Panel is asked to consider this proposal.

### 3.0 Pre-meeting Briefings

3.1 Prior to each formal meeting, there is an informal briefing with the full Panel. This gives members an opportunity to discuss the agenda items and consider key lines of enquiry and questioning to the Police and Crime Commissioner. The Panel is asked to consider the effectiveness of this approach, practical arrangements (i.e. timing of the briefing) and whether any improvement could be made.

### 4.0 Recommendations and Actions Plan

4.1 Attached at **Appendix B** is a document which will help the Panel to keep track of recommendations and requests that it has made either to the County Council or to the Office of the Police and Crime Commissioner. The document will be regularly updated and presented to each Panel meeting, so that members can track progress and determine whether any further action is required.

### 5.0 Dates of Future Meetings

5.1 Future meetings of the Police and Crime Panel have been proposed for 10.00 a.m. on the following dates:

- 6<sup>th</sup> or 20<sup>th</sup> June 2014
- 18<sup>th</sup> July 2014
- 19<sup>th</sup> September 2014
- 14<sup>th</sup> or 21<sup>st</sup> November 2014
- 2<sup>nd</sup> or 3<sup>rd</sup> February 2015

5.2 The Panel is asked to approve the dates above.

### Appendices:

Appendix A – Work Programme 2014/15

Appendix B – Recommendations and Actions Plan 2013/14

	Name	Contact details
<b>Report Author</b>	Georgina Atkinson	<a href="mailto:georginaatkinson@warwickshire.gov.uk">georginaatkinson@warwickshire.gov.uk</a>
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**Police and Crime Panel  
Work Programme 2013/14**

Item	Report detail	Date of last report	Date of next report
Police and Crime Plan 2013-17	<p>To hold the PCC to account for the delivering of the Police and Crime Plan and to:</p> <ul style="list-style-type: none"> <li>• Review progress updates in the implementation of the Police and Crime Plan.</li> <li>• Review performance measures against objectives and scrutinise any areas of underperformance.</li> <li>• Consider the recent work of the PCC, including any activities / decisions taken since the last meeting of the Panel and engagement with national and regional policing initiatives (and how the PCC's national work is of benefit to Warwickshire and local priorities)</li> </ul> <p>Are there any key topics in the plan that the PCP wants to scrutinise in depth? (Neil Hewison)</p>	N/a	*Standing item to every meeting – from June 2014 onwards
Complaints	The Panel to considering any complaints made personally against the PCC or the DPCC, taking into account the Complaints Protocol.	N/a	*Standing item to every meeting
Budget Working Group	Consideration of key issues / findings / outcomes of the Working Group – to report to the Panel following a meeting.	N/a	Following each BWG meeting – TBC
Work Programme 2014/15	To be reviewed and agreed by the Panel at the Annual Work Programme meeting.	N/a	March 2014
Police and Crime Panel Annual Report 2013/14	To consider the development of an Annual Report for the Police and Crime Panel, focusing on activity through the year and outcomes achieved.	N/a	March 2014

**Police and Crime Panel  
Work Programme 2013/14**

Item	Report detail	Date of last report	Date of next report
Promotion and Publication of the Police and Crime Panel	<p>To consider options to increase the promotion of the role of the Police and Crime Panel, achieve greater publicity and encourage greater public engagement, such as:</p> <ul style="list-style-type: none"> <li>• Greater use of social media – link to WarksDemocracy Blog, the Council's web site and push information through the Area Teams' Facebook pages</li> <li>• Holding meetings in different areas</li> <li>• Public Question Time on the agenda (same approach as O&amp;S Committees)</li> </ul>	N/a	March 2014
Appointment of Working Groups / Task and Finish Groups	<p>To appoint the following:</p> <ol style="list-style-type: none"> <li>1) Planning and Performance Working Group – to meet on a regular basis</li> <li>2) Victim Support Commissioning Task and Finish Group – time-limited group to monitor the commissioning of the victim support service.</li> </ol>	N/a	March 2014
Election of Chair/Vice Chair	The Panel to elect a Chair and Vice-Chair for the 2014/15 Municipal Year. (Georgina Atkinson)	14 <sup>th</sup> June 2013	June 2014
PCC Annual Report 2013/14	The Panel to review the PCC Annual Report and provide a written response (to be published on the web site). (Neil Hewison)	27 <sup>th</sup> September 2013	June 2014
Quarterly Budget Monitoring	To receive quarterly updates on the budget. (Dave Clarke) June 2014 – to receive 2013/14 outturn figures for revenue, capital and reserves.	22 <sup>nd</sup> November 2013	June 2014
Engagement Strategy	The Panel to consider:	27 <sup>th</sup> September 2013	June 2014

**Police and Crime Panel  
Work Programme 2013/14**

Item	Report detail	Date of last report	Date of next report
	<ul style="list-style-type: none"> <li>• How will the outcome of public/partner meetings be reported back to PCP?</li> <li>• The role of the PCC in responding to issues/requests raised via engagement.</li> <li>• Key issues raised and actions taken, to measure the impact of the Engagement Strategy, how well it has been undertaken, how it will be improved in future and whether the objectives have been received.</li> <li>• How public engagement has been used to inform and shape the Police and Crime Plan? (Neil Hewison)</li> </ul>		
Community Safety Grants	<p>The Panel to consider:</p> <ul style="list-style-type: none"> <li>• What is the criteria for applying/awarding the grants?</li> <li>• What is the decision-making process and how transparent is this? Public notification?</li> <li>• How is the expenditure monitored against the original objectives of the project? Is there an audit trail of expenditure?</li> <li>• Do the five objectives in the Police and Crime Police reflect those of partners? Are they realistic? Are they adequately funded?</li> </ul>	N/a	June 2014
Commissioning Strategy	<p>The Panel to review the development of a commissioning framework that delivers community outcomes and value and to liaise with the PCC about the commissioning framework and highlight lessons learned from past commissioning models and partnership interventions. Progress update to the June meeting. (Neil Hewison) Possible Task and Finish Group review – to be considered March 2014.</p>	N/a	June 2014

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Implementation of the 'Blueprint' Model	The Panel requested a report regarding the implementation of the Blueprint model. (Neil Hewison)	N/a	June 2014
Community Safety Ambassadors	Outcome / findings of the review of the Community Safety Ambassadors, which will take place post-summer 2014. (Neil Hewison)	N/a	September 2014
Feedback from Statutory Bodies	<p>The Police and Crime Panel to canvass the Chairs of the Warwickshire Community Safety Partnerships, Third Sector, CAVA, Police, Criminal Justice and other statutory partners on the following:</p> <ul style="list-style-type: none"> <li>• What changes are you seeing on the ground as a result of the Commissioner's actions?</li> <li>• Do you have a clear understanding about what your Partnership needs to do to help achieve the outcomes in the Police and Crime Plan?</li> <li>• Is there anything that the bodies want the PCP to focus on re: the PCC's activity and priorities? (Georgina Atkinson)</li> </ul>	N/a	Review to be undertaken in autumn and report back to Panel in November? Link individual Panel members to individual partners and then report back?
Estates / Assets Strategy	To consider the Strategy. (Dave Clarke) Possible Task and Finish Group review in future?	N/a	TBC – Dave Clarke to advise.
PCC Role in Holding the Chief Constable to Account	<p>The Panel to consider:</p> <ul style="list-style-type: none"> <li>• How does the PCC hold the Chief Constable to account, what are his conclusions and why?</li> <li>• What evidence is there that practical changes and improvements have been made by the Commissioner holding the Chief Constable to account?</li> <li>• How does the PCC measure efficiency and effectiveness of Warwickshire</li> </ul>	N/a	TBC

**Police and Crime Panel  
Work Programme 2013/14**

Item	Report detail	Date of last report	Date of next report
	<p>Police? What are results and conclusions? Review and determine whether the PCP has anything of value to add.</p> <ul style="list-style-type: none"> <li>• How is the Force relative to other authorities? Information/ view of HMIC. (Neil Hewison)</li> </ul>		
Criminal Justice Bodies	<p>Report to outline how the PCC works with criminal justice bodies to make arrangements for efficient transaction of criminal justice policy and the PCC's role and progress in leading on Restorative Justice. (Neil Hewison)</p> <p>Does the Panel wish to canvass the Criminal Justice Bodies to assess this?</p>	N/a	November 2014
Strategic Policing Requirement	<p>The Panel to consider:</p> <ul style="list-style-type: none"> <li>• Information about the SPR and budget.</li> <li>• How the SPR affects the services delivered in Warwickshire, including the resources committed to meet the SPR.</li> <li>• Outcome of the HMIS inspection (due 2014).</li> </ul>	N/a	TBC – once the HMIC inspection has been undertaken
Office of the Police and Crime Commissioner	<p>To consider the rationale, funding sources and budget implications on any future proposed expansions of the OPCC be shared with the Police and Crime Panel at an early stage.</p>	N/a	TBC – when required
Budget Precept 2014/15	<p>This is a statutory role for the Panel in approving precept and needs to be supported by information to help the Panel understand how the budget is put together and its development, what assumptions are used and changes from previous years. (Dave Clarke)</p>	3 <sup>rd</sup> February 2014	TBC – only item on the agenda to allow sufficient time for debate?

**Police and Crime Panel  
Work Programme 2013/14**

**Briefing Notes**

Item	Briefing Note detail	Date requested	Date circulated
	To notify the Panel of any briefing notes that have been circulated separate to the agenda.		



**Recommendations and Actions raised by  
Police and Crime Panel 2013/14**

Date raised by the Panel	Recommendation / Action	Lead Member / Officer	Panel Update	Progress Notes
12 <sup>th</sup> March 2013	Requested that the Police and Crime Plan give recognition to the part played by the Military Covenant of which the Police were a part and ensure outcomes are monitored. Ron Ball agreed that this would be included.	PCC	3 <sup>rd</sup> February 2014	<b>COMPLETED</b> This has been included in the Police and Crime Plan 2013-17.
27 <sup>th</sup> September 2013	Request confirmation on how the PCC will communicate to people who do not have internet access with a suggestion that the budget letter issued with the precept letter may be an opportunity to reach every household. PCC to consider ways of communicating with citizens.	PCC	3 <sup>rd</sup> February 2014	The PCC is considering an approach to District and Borough Councils to circulate information in budget leaflets.
27 <sup>th</sup> September 2013	Request that a list of the projects for the Innovation / Community Safety Grants totalling around £270,000.	Mark Gore	3 <sup>rd</sup> February 2014	<b>COMPLETED</b> List circulated to the Panel at the 27 <sup>th</sup> September 2013 meeting.
27 <sup>th</sup> September 2013	Eric Wood referred to the College of Policing consultation on Child Abuse and Child Sexual Exploitation that follows on from the findings of the serious case review into the death of Daniel Pelka. A common finding in this and previous reviews, has been that the Police are 'not child centred'. EW offered to report back on the work and the national guidelines that will emerge following consultation.	Eric Wood	3 <sup>rd</sup> February 2014	In line with the recommendations of the College of Policing, and following the meeting of key statutory agencies involved in Child Protection, the PCC is consulting with partners on the establishment of a Multi-Agency Safeguarding Hub (MASH), which will facilitate communication between agencies and the coordinators of safeguarding work.

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				The intention would be that the MASH cover both children and vulnerable adults. The creation of a MASH does feature in the refresh of the Police and Crime Plan 2013-17.
27 <sup>th</sup> September 2013	Ron Ball and Eric Wood undertook to find out what criteria are used for the deployment of PCSOs to schools and why some schools have had their PCSO removed.	PCC / DPCC	3 <sup>rd</sup> February 2014	Chief Inspector Mike Slemensek has been asked to provide this information.
22 <sup>nd</sup> November 2013	To request that a mapping structure of the Safer Neighbourhood Teams be provided to elected members to share with the public.  To request that the SNT structure and contact details be published in existing District, Borough and/or Parish Council publications and the Neighbourhood Watch publication, 'Newsbeat'.	Chief Inspector Slemensek	3 <sup>rd</sup> February 2014	SNT charts have been circulated with the Police and Crime Panel agenda for 3 <sup>rd</sup> February 2014. Awaiting further copies with pictures / photos of the teams.
22 <sup>nd</sup> November 2013	Councillor Gillian Roache requested that the Commissioner explore the provision of funding support to the CCTV service. The Commissioner agreed to consider this proposal.	PCC	3 <sup>rd</sup> Feb 2014	This issue is being considered by the PCC.
22 <sup>nd</sup> November 2013	To appoint Councillor Peter Morson to observe the interviews for the Policy and Research Officer posts on 4 <sup>th</sup> December (and Councillor Peter Fowler as reserve).	Cllr Morson	3 <sup>rd</sup> Feb 2014	<b>COMPLETED</b> Cllr Fowler attended the interviews in the absence of Cllr Morson.

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22 <sup>nd</sup> November 2013	To circulate an electronic version of the PCSO powers document.	Democratic Services	N/a	<b>COMPLETED</b> Circulated to members – 25 <sup>th</sup> November 2013
22 <sup>nd</sup> November 2013	The Commissioner agreed to invite Neighbourhood Watch representatives to attend future meetings of the Police and Crime Panel.	PCC	3 <sup>rd</sup> February 2014	<b>COMPLETED</b> This invitation has been made.
22 <sup>nd</sup> November 2013	The Panel requested detailed figures on cycling accidents.	PCC	3 <sup>rd</sup> February 2014	<b>COMPLETED</b> Circulated to members – 15 <sup>th</sup> January 2014
16 <sup>th</sup> January 2014 – Budget Working Group	The Group requested that a breakdown of how the Warwickshire Base Budget had been calculated be included as part of the proposed Budget Precept 2014/15 report which would be presented to the Police and Crime Panel on 3 <sup>rd</sup> February 2014.	Dave Clarke	3 <sup>rd</sup> February 2014	
16 <sup>th</sup> January 2014 – Budget Working Group	The Group requested that a detailed breakdown of the Alliance Savings Plans which demonstrated how the 2014/15 and 2015/16 savings targets would be achieved.	Dave Clarke	3 <sup>rd</sup> February 2014	
16 <sup>th</sup> January 2014 – Budget Working Group	An update on each of the PCCs three priority areas – rural, business and cyber crime – at £1.5 million per annum by the Alliance over the MTFP period.	PCC / Neil Hewison	3 <sup>rd</sup> February 2014	<b>COMPLETED</b> Included as part of the PCC's report to the Police and Crime Panel re: Refresh of the Police and Crime Plan 2013-17.

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16 <sup>th</sup> January 2014 – Budget Working Group	1) Request further information on Capital Programme management and monitoring procedures. 2) Request clarification on the Police and Crime Commissioner's thoughts on the Capital Programme and how he challenged and monitored the Programme. 3) An outline of how change is managed across the Alliance, with a copy of the Alliance Governance Structure.	Dave Clarke	3 <sup>rd</sup> February 2014	
3 <sup>rd</sup> February 2014	informal briefing be provided for Panel members regarding the formation of the policing budget.	Dave Clarke		To be held in November?
3 <sup>rd</sup> February 2014	Request statistical information regarding business and rural crime.	Neil Hewison / CI Slemensek		
3 <sup>rd</sup> February 2014	That the Police and Crime Commissioner invite a number of Special Constables to a future meeting of the Panel to share their experiences and views of the service.	PCC		