

## Warwickshire Police and Crime Panel

18<sup>th</sup> July 2014

### Work Programme 2014/15

#### Recommendations

That the Warwickshire Police and Crime Panel:

- 1) Agrees the updated Work Programme for 2014/15;
- 2) Reviews the update on recommendations and actions previously requested by the Panel;
- 3) Agrees representation at the conference event on 17<sup>th</sup> October 2014; and
- 4) Notes the update on its Task and Finish / Working Groups.

#### 1.0 Work Programme

- 1.1 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. A copy of the updated document is attached at **Appendix A**.
- 1.2 The Panel is asked to consider the Work Programme and the inclusion of additional areas of scrutiny activity or review.

#### 2.0 Recommendations and Actions Plan

- 2.1 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.

#### 3.0 Conference Event

- 3.1 Two places were booked onto a conference event for Police and Crime Panel members and officers, which was scheduled for Thursday 10<sup>th</sup> July 2014 at County Hall, Nottingham. Due to the industrial action, this event was postponed and will now be held on Friday 17<sup>th</sup> October.

- 3.2 At the last Panel meeting, Robin Verso and Councillor Fowler had agreed to attend the conference on behalf of the Panel; however, Councillor Fowler is unable to attend the rescheduled date. The Panel is asked to allocate the place, based on the availability of members for the rescheduled date.

#### **4.0 Victims' Services Task and Finish Group**

- 4.1 The Task and Finish Group held its first meeting on Monday 7<sup>th</sup> July, at which it received an informative presentation from Chris Lewis (Office of the PCC) regarding the current landscape for support services for victims of crime and the general direction of travel for the Police and Crime Commissioner.
- 4.2 A general 'call for evidence' has been widely circulated to invite either individuals, or organisations, to share their thoughts and experiences of victim support services with the Group. This has already started to generate interest from a variety of organisations and representatives.
- 4.3 The next meeting of the Group has been scheduled for Friday 25<sup>th</sup> July at the Justice Centre in Leamington. At this meeting, members will discuss current provision and explore victim satisfaction and feedback with the Victim Support service. This will be followed by a discussion with Warwickshire Youth Justice regarding support services to young people who are victims of crime.

#### **5.0 Budget Working Group**

- 5.1 At its last meeting, the Panel agreed to defer quarterly budget monitoring to the Budget Working Group. The first meeting will be scheduled for August and its findings will be reported back to the Panel at the 26<sup>th</sup> September meeting.

#### **6.0 Planning and Performance Working Group**

- 6.1 The date for the first meeting is currently being arranged.

#### **7.0 Dates of Future Meetings**

- 7.1 Future meetings of the Police and Crime Panel have been scheduled for 10.00 a.m. on the following dates:
- 26<sup>th</sup> September 2014 – North Warwickshire Borough Council
  - 21<sup>st</sup> November 2014 – Elizabeth House, Stratford-upon-Avon
  - 3<sup>rd</sup> February 2015 – Shire Hall, Warwick

## Appendices:

Appendix A – Work Programme 2014/15

Appendix B – Recommendations and Actions Plan 2014/15

	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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<b>Portfolio Holder</b>	Councillor Kam Kaur	<a href="mailto:cllrkamkaur@warwickshire.gov.uk">cllrkamkaur@warwickshire.gov.uk</a>

**Police and Crime Panel  
Work Programme 2014/15**

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> <li>• Review the Plan and determine matters for in-depth scrutiny; how and when. (Neil Hewison)</li> </ul>	N/a	*Standing item to every meeting – from June 2014 onwards (except for 18 <sup>th</sup> July as will be picked up in PCC Annual Report)
Complaints	The Panel to considering any complaints made personally against the PCC or the DPCC, taking into account the Complaints Protocol. (Verbal update)	N/a	*Standing item to every meeting
Report of the Budget Working Group	The Panel has delegated quarterly budget monitoring to the Budget Working Group, which will report its findings and minutes to each relevant PCP meeting. Next report due 18 <sup>th</sup> July (Georgina Atkinson)	20 <sup>th</sup> June 2014	* Following each BWG meeting
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	18 <sup>th</sup> July 2014
Joint Property Vehicle Policy	To consider the policy for the Joint Property Vehicle with West Mercia. (Dave Clarke)	N/a	18 <sup>th</sup> July 2014

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Item	Report detail	Date of last report	Date of next report
Community Safety Ambassadors	Outcome / findings of the review of the Community Safety Ambassadors, which will take place post-summer 2014. (Neil Hewison)	N/a	26 <sup>th</sup> September 2014
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? 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 Police? What are results and conclusions? Review and determine whether the PCP has anything of value to add. How is the Force relative to other authorities? Information/ view of HMIC. (Neil Hewison)</li> </ul>	N/a	26 <sup>th</sup> September 2014
Victims Services Commissioning Task and Finish Group	To receive the final report and recommendations of the Task and Finish Group. (Georgina Atkinson)	N/a	26 <sup>th</sup> September 2014
Community Engagement and Delivery Plan	<p>The Panel to consider:</p> <ul style="list-style-type: none"> <li>• How public engagement has been used to inform and shape the Police and Crime Plan?</li> <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 achieved.</li> <li>• (Neil Hewison / Cheryl Bridges)</li> </ul>	20 <sup>th</sup> June 2014	21 <sup>st</sup> November 2014

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Item	Report detail	Date of last report	Date of next report
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 21 <sup>st</sup> November? Link individual Panel members to individual partners and then report back?
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	21 <sup>st</sup> November 2014
Office of the Police and Crime Commissioner	<p>To consider the rationale, funding sources and budget implications and any future proposed expansions of the OPCC, include comparative information to other Offices. (Neil Hewison)</p>	N/a	21 <sup>st</sup> November 2014
Cyber Crime	<p>At 20<sup>th</sup> June meeting, the Panel requested a progress report on cyber-crime work – date TBC (Neil Hewison to confirm)</p>	20 <sup>th</sup> June 2014	21 <sup>st</sup> November 2014

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Item	Report detail	Date of last report	Date of next report
Strategic Policing Requirement	The Panel to consider: <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. NH check timescales. undertaken
Budget Precept 2014/15	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)	3 <sup>rd</sup> February 2014	3 <sup>rd</sup> February 2015
Election of Chair/Vice Chair	The Panel to elect a Chair and Vice-Chair for the 2015/16 Municipal Year. (Georgina Atkinson)	20 <sup>th</sup> June 2014	TBC
Police and Crime Panel Annual Report 2014/15	To consider and comment on the Panel's Annual Report for 2014/15. (Georgina Atkinson)	20 <sup>th</sup> June 2014	TBC
<b>Rural Crime Strategy</b>	Was referred to by Rob Ball in the 'Crime in Rural Areas in Warwickshire – Analysis Brief' report, July 2014 – that a Rural Crime Strategy would be developed in partnership with West Mercia. The Panel to consider the draft Strategy?	N/a	TBC

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**Briefing Notes**

Item	Briefing Note detail	Date requested	Date scheduled / circulated
Rural and Business Crime	To receive statistical information / data regarding rural and business crime.	18 <sup>th</sup> March 2014	29 <sup>th</sup> April 2014
Budget Briefing	<p>Informal briefing be provided for Panel members regarding the formation of the policing budget, which will also pick up on the previous requests/points raised by the Budget Working Group:</p> <ul style="list-style-type: none"> <li>• Detailed breakdown of the Alliance Savings Plans</li> <li>• Capital Programme management and monitoring procedures</li> <li>• Clarification on the Police and Crime Commissioner's thoughts on the Capital Programme and how he challenged and monitored the Programme. (Dave Clarke)</li> </ul>	3 <sup>rd</sup> February 2014	To be scheduled every November.



**Recommendations and Actions raised by  
Police and Crime Panel 2014/15**

Date raised by the Panel	Recommendation / Action	Lead Member / Officer	Panel Update	Progress Notes
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	20 <sup>th</sup> June 2014	<p><b>COMPLETED</b> – Information was tagged onto the supplementary information for Stratford DC. The other authorities did not send out supplementary information as a matter of course, though did signpost to the information through their own websites. Other options to disseminate information, such as through 'Newsbeat' are currently being considered.</p> <p>Adverts will be placed in the local media to publicise the Public Scrutiny meetings and the webcasting is proving popular (270 views at the last meeting).</p>
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	20 <sup>th</sup> June 2014	<p><b>COMPLETED</b></p> <p>The creation of a MASH does feature in the refresh of the Police and Crime Plan 2013-17 and this piece of work has been allocated to a Policy Officer.</p>
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	20 <sup>th</sup> June 2014	<p><b>COMPLETED</b> Briefing note circulated to the Panel – 28<sup>th</sup> March 2014.</p>

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22 <sup>nd</sup> November 2013	<p>To request that a mapping structure of the Safer Neighbourhood Teams be provided to elected members to share with the public.</p> <p>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'.</p>	Chief Inspector Slemensek	20 <sup>th</sup> June 2014	<p><b>COMPLETED</b></p> <p>SNT charts have been circulated with the Police and Crime Panel agenda for 3<sup>rd</sup> February 2014. Once photos have been received, these will be circulated to the Panel.</p>
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	20 <sup>th</sup> June 2014	<b>COMPLETED</b> – The PCC grant scheme has been completed and there were no requests from the CSPS for funding support for the CCTV service.
3 <sup>rd</sup> February 2014	<p>Informal briefing be provided for Panel members regarding the formation of the policing budget, which will also pick up on the previous requests/points raised by the Budget Working Group:</p> <ul style="list-style-type: none"> <li>• Detailed breakdown of the Alliance Savings Plans</li> <li>• Capital Programme management and monitoring procedures</li> <li>• Clarification on the Police and Crime Commissioner's thoughts on the Capital Programme and how he challenged and monitored the Programme.</li> </ul>	Dave Clarke / Georgina Atkinson	20 <sup>th</sup> June 2014	<b>COMPLETED</b> – Will be held every November – Georgina Atkinson and Dave Clarke to plan arrangements in August. Has been added to Work Programme 2014/15.
3 <sup>rd</sup> February 2014	Request statistical information regarding business and rural crime.	Georgina Atkinson / Jemma Bull	20 <sup>th</sup> June 2014	<b>COMPLETED</b> – information circulated to the Panel 29 <sup>th</sup> April.

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18 <sup>th</sup> March 2014	Request that an assessment of the benefits, risks and costs for webcasting meetings of the Panel be undertaken.	Georgina Atkinson	20 <sup>th</sup> June 2014	<b>COMPLETED</b> – included in Work Programme report, to be presented at 20 <sup>th</sup> June meeting.
18 <sup>th</sup> March 2014	Request that the scoping document for the Victim Services Commissioning Task and Finish Group be prepared and presented to the next meeting.	Georgina Atkinson	20 <sup>th</sup> June 2014	<b>COMPLETED</b> – report due for 20 <sup>th</sup> June meeting.
20 <sup>th</sup> June 2014	The Chair referred to the Panel's previous decision to invite Neighbourhood Watch representatives to Panel meetings and it was agreed that every effort be made to encourage attendance for future meetings.	Georgina Atkinson	18 <sup>th</sup> July 2014	<b>COMPLETED</b> – an email was sent to the Chair of NW on 23 <sup>rd</sup> March 2014 with details of future meetings, the public QT and encouragement to attend in future.
20 <sup>th</sup> June 2014	The increase in cycle collisions may indicate a need for increased education of road users. Members requested that more detail be provided on the nature of the collisions e.g. was it happening on particular roads or in particular environments.	Georgina Atkinson to liaise with Road Safety Team	18 <sup>th</sup> July 2014	Emailed Jane Lees – 24 <sup>th</sup> June.
20 <sup>th</sup> June 2014	The Panel requested a list of the CSAs so that they could be sure they had the name of their local CSA.	Neil Hewison / Cheryl Bridges	18 <sup>th</sup> July 2014	<b>COMPLETED</b> – list of CSAs and contact details circulated to the Panel, 24 <sup>th</sup> June.

**Recommendations and Actions raised by  
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20 <sup>th</sup> June 2014	Blueprint Model – it was agreed that the report be recirculated with the four work streams listed as these appear to be missing from the text on page 5, along with a chart of the governance arrangements.	Neil Hewison	18 <sup>th</sup> July 2014	<b>COMPELTED</b> – The workstreams are yet to be allocated; there is a senior leaders workshop this week to allocate programmes and projects under these five workstream leads. A definition about the subject titles within each element of the PAG workstream was circulated to the Panel on 24 <sup>th</sup> June 2014.
20 <sup>th</sup> June 2014	It was agreed that the Medium Term Financial Plan and position on reserves be put to the next meeting of the Budget Working Group to look at in more detail. Dave Clarke advised that he would include the risk assessment he undertook each year. It was agreed that the Panel look at this again at its meeting in July.	Georgina Atkinson / Dave Clarke	18 <sup>th</sup> July 2014	Agreed that Working Group will meet in August – awaiting date proposals from Dave Clarke, will be picked up in the action below.
20 <sup>th</sup> June 2014	The Panel agreed to delegate quarterly budget monitoring to the Budget Working Group.	Georgina Atkinson / Dave Clarke	18 <sup>th</sup> July 2014	Meetings to be arranged for early August (Q1), early November (Q2), early February (Q3) and early May (Q4).
20 <sup>th</sup> June 2014	That future meetings are webcast, subject to monitor of the effectiveness of their operation.	Georgina Atkinson to liaise with Communications team	18 <sup>th</sup> July 2014	GA emailed Helen List – 23 <sup>rd</sup> June.