

## Warwickshire Police and Crime Panel

21<sup>st</sup> November 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) Notes the arrangements for the Confirmation Hearing on 19<sup>th</sup> December 2014; and
- 4) Notes the meeting dates and arrangements for 2015/16.

#### 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 Attendance at Conferences**

- 3.1 There was representation from Councillor Gillian Roache and Robin Verso at the Frontline Consultancy's annual Police and Crime Panel conference, which was held in Nottingham on 17<sup>th</sup> October 2014.
- 3.2 The Local Government Association has scheduled a networking event for Police and Crime Panels on 13<sup>th</sup> November 2014. An invitation was extended to the Panel members and Councillor Dennis Harvey and Robin Verso will be in attendance.

### **4.0 Confirmation Hearing**

- 4.1 An extraordinary meeting to undertake a Confirmation Hearing for the appointment of a Chief Constable for Warwickshire Constabulary has been scheduled for 19<sup>th</sup> December 2014, commencing 2.00 p.m. at Shire Hall, Warwick.
- 4.2 All Panel members are expected to attend a pre-meeting which has been arranged for 12.30 p.m. prior to the Confirmation Hearing.

### **5.0 Dates of Future Meetings**

- 5.1 Future meetings of the Police and Crime Panel have been scheduled for the following dates:
- 3<sup>rd</sup> February 2015 – Shire Hall, Warwick
  - 24<sup>th</sup> April – Town Hall, Nuneaton and Bedworth Borough Council
  - 26<sup>th</sup> June – Rugby Town Hall
  - 18<sup>th</sup> September – Council House, Atherstone, North Warwickshire
  - 20<sup>th</sup> November – Elizabeth House, Stratford-upon-Avon
  - 3<sup>rd</sup> February 2016 – Shire Hall, Warwick
  - 22<sup>nd</sup> April – Town Hall, Nuneaton and Bedworth Borough Council

### **Appendices:**

Appendix A – Work Programme 2014/15

Appendix B – Recommendations and Actions Plan 2014/15

### **Background Papers:**

None.

|                           | Name              | Contact details  |
|---------------------------|-------------------|--|
| <b>Report Author</b>      | Georgina Atkinson | <a href="mailto:georginaatkinson@warwickshire.gov.uk">georginaatkinson@warwickshire.gov.uk</a> |
| <b>Head of Service</b>    | Sarah Duxbury     | <a href="mailto:sarahduxbury@warwickshire.gov.uk">sarahduxbury@warwickshire.gov.uk</a>         |
| <b>Strategic Director</b> | David Carter      | <a href="mailto:davidcarter@warwickshire.gov.uk">davidcarter@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 / Updates from the PCC | <p>To hold the PCC to account for the delivery 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.</li> <li>• To include actions taken to address the areas raised in the Police Foundation report. (Neil Hewison)</li> </ul> | N/a                             | *Standing item to every meeting.                              |
| Complaints   | The Panel to consider 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 26 <sup>th</sup> September (Georgina Atkinson)   | 26 <sup>th</sup> September 2014 | * Following each BWG meeting – 21 <sup>st</sup> November      |
| Report of the Planning & Performance Working Group   | The Panel has delegated scrutiny of the PCC's Police and Crime Plan Delivery Plan and Force Performance to the Working Group, in order to identify key topics/issues to be presented at future meetings of the Panel. The Working Group will report its findings to each relevant PCP meeting, with suggestions about agenda items for subsequent Panel meetings. (Georgina Atkinson)  | N/a                             | *Following each PPWG meeting – 21 <sup>st</sup> November 2014 |

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

| Item                                    | Report detail   | Date of last report                              | Date of next report            |
|---|---|--|--------------------------------|
| Child Sexual Exploitation (CSE)         | To receive a verbal update from the PCC regarding how he is addressing the threat of CSE in Warwickshire, partnership working arrangements with the County Council regarding vulnerable children and the role of the Police in tackling and investigating CSE. (Ron Ball)   | Verbal update at 26 <sup>th</sup> September 2014 | 21 <sup>st</sup> November 2014 |
| Reimbursement to Independent Members    | To consider the principle of reimbursing the independent members for their role on the Police and Crime Panel. (Georgina Atkinson)  | N/a  | 21 <sup>st</sup> November 2014 |
| Cyber, Rural and Business Crime         | The Panel to receive an update report on the PCC's progress in these three priority areas. (Neil Hewison)   | 20 <sup>th</sup> June 2014                       | 21 <sup>st</sup> November 2014 |
| Domestic Abuse and Sexual Violence      | To consider the detail and delivery plan regarding the HMIC six recommendations regarding Domestic Abuse and how the PCC will address the low conversion rate for persons arrested for domestic abuse and rape being subsequently prosecuted by the Crown Prosecution Service. Report to also include information on how officers are trained to deal with rape incidents and what confidence and support they provide to the victims to progress the prosecution process. (Steve Cullen) | N/a  | 21 <sup>st</sup> November 2014 |
| Victims' Services Task and Finish Group | To receive the final report and recommendations of the Task and Finish Group. (Cllr Morson / Georgina Atkinson)   | N/a  | 21 <sup>st</sup> November 2014 |
| 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  |

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

| Item   | Report detail   | Date of last report        | Date of next report                  |
|--|---|----------------------------|--------------------------------------|
| 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 | 26 <sup>th</sup> June 2015           |
| 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 | 26 <sup>th</sup> June 2015           |
| PCC Annual Report 2015                       | The Panel to review the PCC Annual Report and provide a written response (to be published on the web site). (Neil Hewison)  | 18 <sup>th</sup> July 2014 | 26 <sup>th</sup> June 2015 - TBC     |
| Feedback from Statutory Bodies               | <p>Feedback to be gathered from the statutory bodies (Chairs of CSPs, Third Sector, CAVA, Police, Criminal Justice, etc.), to enable the Panel to understand the impact and role of the PCC, focusing on the following:</p> <ul style="list-style-type: none"> <li>• Changes as a result of the Commissioner's actions.</li> <li>• Whether there is a clear understanding about what the body needs to do to help achieve the outcomes in the Police and Crime Plan.</li> </ul> | N/a                        | Discuss at Planning & Performance WG |
| Criminal Justice Bodies                      | To enable the Panel to understand 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) Does the Panel wish to canvass the Criminal Justice Bodies to assess this?   | N/a                        | Discuss at Planning & Performance WG |

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

| <b>Item</b>                    | <b>Report detail</b>  | <b>Date of last report</b> | <b>Date of next report</b>                 |
|--------------------------------|---|----------------------------|--|
| 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 HMIC inspection (due 2014).</li> </ul> | N/a                        | TBC – 2015/16 Work Programme               |
| Joint Property Vehicle Policy  | To consider the Full Business Case for the Joint Property Vehicle (Dave Clarke / Richard Elkin)   | 18 <sup>th</sup> July 2014 | To be circulated by email, once available. |

### Briefing Notes

| <b>Item</b>              | <b>Briefing Note detail</b>   | <b>Date requested</b>         | <b>Date scheduled / circulated</b>  |
|--------------------------|---|-------------------------------|---|
| 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> </ul> | 3 <sup>rd</sup> February 2014 | <p>To be scheduled every November.</p> <p><b>21<sup>st</sup> November at 10am</b></p> |

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

|  |   |                                 |                               |
|--|---|---------------------------------|-------------------------------|
|  | <ul style="list-style-type: none"> <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> |                                 |                               |
| Road Traffic Collisions                                  | Information and data regarding Road Traffic Collisions involving cyclists, and extenuating factors, particularly in light of the 25% increase in KSIs and how this will be addressed. (Neil Hewison)  | 18 <sup>th</sup> July 2014      | 6 <sup>th</sup> October 2014  |
| Police Complaints  | Request information on the police complaints system, with data on volume and outcomes of complaints. (Neil Hewison)   | 18 <sup>th</sup> July 2014      | 29 <sup>th</sup> October 2014 |
| Response to the Police Foundation Review of the Alliance | Request a report outlining the Commissioner's response to the report.   | 26 <sup>th</sup> September 2014 | 6 <sup>th</sup> October 2014  |

**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   |
|----------------------------|---|---|----------------------------|--|
| 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 | <b>COMPLETED</b><br>Briefing note from WCC Road Safety Team circulated 16 <sup>th</sup> September.   |
| 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.   | 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.  |
| 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. |



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

|                            |   |   |                                 |   |
|----------------------------|---|---|---------------------------------|---|
| 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      | <b>COMPLETED</b> – 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 Comms team | 18 <sup>th</sup> July 2014      | <b>COMPLETED</b> – first webcast meeting, 18 <sup>th</sup> July 2014.   |
| 18 <sup>th</sup> July 2014 | Recommendations to the Police and Crime Commissioner, in respect of the draft Annual Report 2014:<br><br>1) That the 'Warwickshire Police Performance' section include greater detail regarding performance and crime statistics; and<br>2) That the 'End of Year Finance Report 2013/14' section provides greater clarity to avoid the misinterpretation of year-on-year budget comparisons. | Neil Hewison                                | 26 <sup>th</sup> September 2014 | <b>COMPLETED</b><br><br>1) The End of Year performance report will be included as an appendix to the Annual Report.<br><br>2) This section now has greater clarity and information. |

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

|                                  |   |                 |                                |   |
|----------------------------------|---|-----------------|--------------------------------|---|
| Road Traffic Collisions          | Information and data regarding Road Traffic Collisions involving cyclists, and extenuating factors, particularly in light of the 25% increase in KSIs and how this will be addressed. | Neil Hewison    | 21 <sup>st</sup> November 2014 | <b>COMPLETED</b><br>Circulated as a Briefing Note to the Panel – 6 <sup>th</sup> October 2014   |
| Police Complaints                | Request information on the police complaints system, with data on volume and outcomes of complaints.  | Neil Hewison    | 21 <sup>st</sup> November 2014 | <b>COMPLETED</b> – briefing note circulated 29 <sup>th</sup> October 2014.                      |
| Police Foundation Report         | Request clarification on which individuals / organisations contributed to the Police Foundation report, and the cost of the report.   | Eric Wood       | 21 <sup>st</sup> November 2014 | <b>COMPLETED</b> – information circulated to the Panel by email, 11 <sup>th</sup> November 2014 |
| Former Police Station, Coleshill | Request for further detail regarding the sale of the former Police Station on Birmingham Road, Coleshill.   | Rebecca Parsons | 21 <sup>st</sup> November 2014 | <b>COMPLETED</b><br>Decision Notice circulated – 6 <sup>th</sup> October 2014                   |
| Independent Custody Visiting     | Invitation to Police and Crime Panel members to attend custody suites with the ICVs.  | Caroline Ryder  | 21 <sup>st</sup> November 2014 | Members who have expressed an interest will be contacted by Caroline Ryder to arrange a visit.  |