

Warwickshire Police and Crime Panel

21 September 2023

Appointments to the Planning and Performance Working Group

Recommendations

That the Police and Crime Panel:

1. Notes the membership of the Planning and Performance Working Group for 2023/24.
2. Confirms the Planning and Performance Working Group's Terms of Reference for 2023/24.

1.0 Summary

- 1.1 At the meeting of the Panel on 22 June 2023, authorisation was given to the Panel's Support Officer to confirm arrangements for working groups and appointments thereto following liaison with Panel members.
- 1.2 Following liaison with members, the membership of the Planning and Performance Working Group for 2023/24 was confirmed as:

Councillor Barbara Brown
Mr Andrew Davies
Councillor Dave Humphreys
Councillor Derek Poole

The Chair of the Police and Crime Panel is an ex officio member of the Group.

- 1.3 At its meeting on 27 July 2023, the Planning and Performance Group agreed the draft Terms of Reference for 2023/24 and resolved that they be presented to the Panel for approval. The Group's Terms of Reference are appended to this report.
- 1.4 Focused scrutiny of financial matters has previously been undertaken by the Budget Working Group. Consideration is being given to a refreshed approach to work in this area. Previously, the Budget Working Group hosted the annual briefing on the Police and Crime Commissioner's proposed budget. A separate briefing session will be scheduled in January 2024 to receive details of the Commissioner's 2024/25 Budget prior to the Panel's meeting to review the precept on 5 February 2024.

2.0 Conclusion

- 2.1 The Panel is recommended to note the membership of the Planning and Performance Working Group for the 2023/24 municipal year and to confirm its Terms of Reference.

Appendix

Planning and Performance Working Group Terms of Reference 2023/24

	Name	Contact Information
Report Author	John Cole, Senior Democratic Services Officer	johncole@warwickshire.gov.uk Tel: 01926 736118
Director	Sarah Duxbury, Director of Governance and Policy	sarahduxbury@warwickshire.gov.uk
Executive Director	Rob Powell, Executive Director for Resources	robpowell@warwickshire.gov.uk

Warwickshire Police and Crime Panel Planning and Performance Working Group Terms of Reference 2023/24

Working Group	Planning and Performance Working Group
Working Group Membership	Three members as a minimum with the Chair of the Panel as an ex officio member.
Quorum	The quorum at meetings shall be one fifth of the number of members or two, whichever is the greater.
Key Officers / Departments	<p><u>Office of the Police and Crime Commissioner</u> The OPCC will identify two members of staff to support each meeting, one of whom will be the Chief Executive or Head of Business Services and Assurance.</p> <p><u>Warwickshire County Council</u> John Cole, Democratic Services</p> <p>Others may be invited as required.</p>
Frequency	To meet on a quarterly basis in line with the production of the quarterly performance reports.
Rationale (Key issues and/or reason for the Working Group)	<p>The Planning and Performance Working Group was established by the Police and Crime Panel to:</p> <ul style="list-style-type: none"> a) Support and challenge the Commissioner’s progress against the objectives of the Police and Crime Plan and its associated Delivery Plan and identify specific topics for focused scrutiny. b) Analyse Warwickshire Police performance information to identify key issues to raise with the Commissioner at future Panel meetings. c) Review the Work Programme of the Police and Crime Panel and make recommendations to the Panel regarding areas of business for future meetings and focus. <p>The Police and Crime Panel will receive the minutes of each working group meeting, together with a highlight report identifying key issues.</p>

<p>What information is needed?</p>	<ul style="list-style-type: none"> • Police and Crime Plan 2021 – 2025 and the Delivery Plan and associated reports. • Warwickshire Police performance data. • Police and Crime Panel Work Programme. • Information from other police and crime panels, as necessary. • Where appropriate, information from agencies overseen or funded by the OPCC.
<p>Indicators of Success</p>	<p>a) That the delivery of the Police and Crime Plan is monitored, and outcomes reported to the Police and Crime Panel.</p> <p>b) That the Working Group provide the Police and Crime Panel with recommendations on work programming, ensuring that each meeting has sufficient business for the Panel to robustly exercise its duties.</p> <p>c) That the PCC reviews and responds to recommendations put forward by the Police and Crime Panel.</p>
<p>Timescale for Review</p>	<p>These Terms of Reference will be reviewed annually or as often as required.</p>