

**DRAFT WORK PROGRAMME AND SCHEDULE OF MEETINGS**

**Purpose of the Report**

1. To give Members an opportunity to consider the initial draft work programme for the Panel and to suggest for topics for inclusion (see appendix).

**Information and Advice**

2. The work programme is intended to assist with the Panel's agenda management and forward planning. The draft programme will be further developed with the Chairman and Vice-Chairman of the Panel (once appointed). It will also be updated and reviewed regularly.
3. Ahead of the Police and Crime Commissioner taking up office on 22 November 2012, it is not possible to firm up the work programme. For example, the different PCC candidates may take a different approach to issues such as appointing a Deputy Police and Crime Commissioner.
4. With regard to the schedule of future meetings, Members have been consulted about their availability for possible meetings in November 2012, December 2012, early January 2013 and late January 2013 / early February 2013.
5. In light of limited Member availability for November 2012 it is now proposed that the Panel meets in early December 2012, early January 2013 and late January 2013. It is also proposed that a further date be scheduled for early February 2013 but this date will only be utilised if the Commissioner's Police Precept report is not available in time for the late January meeting or possibly if a further meeting is required to consider a revised precept. Suggested draft dates will be shared at the first Panel meeting.
6. It is proposed that future meetings of the Panel be held in various parts of the Force area (at the relevant Council offices) as a means of increasing public awareness and possible attendance in the meetings.

**Other Options Considered**

7. All Members of the Panel are able to suggest items for possible inclusion in the work programme.

**Reasons for Recommendation/s**

8. To enable the work programme to be developed further.

## **RECOMMENDATION/S**

- 1) That the draft work programme be noted.
- 2) That Members suggest any further topics for possible inclusion in the work programme.
- 3) That further discussions take place with the Chairman and Vice-Chairman to develop the work programme ahead of the next meeting of the Panel.

### Background Papers and Published Documents

- 1) Police Reform and Social Responsibility Act 2011 (published)

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## Nottinghamshire Police and Crime Panel

### Draft Work Programme (as at 11 October 2012)

<u>Agenda Item</u>	<u>Brief Summary</u>
<b>December 2012</b>	
Appointment of Independent co-optees	The Panel is required to approve any recommended independent co-optees to the Panel.
Member Induction	Induction item to share relevant information with Panel Members, including the roles and functions of the Panel, the priorities of the Police and Crime Commissioner and the key issues facing the Force and other partners.
Confirmatory hearing for Deputy Police and Crime Commissioner (subject to the Commissioner seeking to appoint a Deputy at that stage).	The Panel is required to hold a confirmatory hearing in public in order to ask questions of any person proposed for appointment to a senior role such as Deputy Commissioner. The Panel will need to review any such proposed appointment and submit a report and recommendation to the PCC as necessary.
Complaints Procedure	The Panel will need to agree a procedure for dealing with complaints about non-criminal conduct matters.
Information-sharing Protocol	The Panel will be asked to consider adopting an information-sharing protocol between the Commissioner and the Panel.
Overview of Commissioner decisions and other action taken.	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis.
<b>Early January 2013</b>	
Draft Police and Crime Plan	The Panel is required to review and submit a report or recommendation on the draft Police and Crime Plan of the Commissioner.
Overview of Commissioner decisions and other action taken.	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis.
<b>Late January 2013 / early February 2013</b>	
Police Precept	The Panel is required to review and submit a report and recommendation as necessary on the Commissioner's proposed precept by 8 <sup>th</sup> February 2013.

<b><u>Agenda Item</u></b>	<b><u>Brief Summary</u></b>
	N.B. If the proposed precept is vetoed a further meeting of the Panel will be needed before 22 <sup>nd</sup> February 2013 in order to respond to the revised precept from the Commissioner.
Overview of Commissioner decisions and other action taken.	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis.
<b>April / May 2013</b>	
PCC Annual Report	The Panel is required to review the Commissioner's annual report about the exercise of his functions in the financial year and progress in meeting police and crime objectives.
Overview of Commissioner decisions and other action taken.	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis.
<b>June 2013 – Annual Meeting</b>	
Appointment of Chairman and Vice-Chairman	The Panel will appoint the Chairman and Vice-Chairman from the members on the Panel.
Review of Balanced Appointment Objective.	The Panel will review its membership to see whether any actions are required in order to meet the requirements for:- <ul style="list-style-type: none"> <li>• the membership to represent all parts of the police force area and be politically balanced; and</li> <li>• members to have the skills, knowledge and experience necessary.</li> </ul>
Overview of Commissioner decisions and other action taken.	The Panel will review and scrutinise any decisions and other actions taken by the Commissioner on an ongoing basis.