



## **REPORT TO THE SOUTH WALES POLICE AND CRIME PANEL**

**20<sup>th</sup> March 2018**

### **SWPCP Work Programme and Future Meeting Dates**

#### **Purpose of the Report**

To agree the forward work programme for the Panel; and to confirm future meeting dates up to and including the Annual meeting in 2019.

#### **1.0 Work Programme.**

- 1.1 The Panel's rules of procedure state that the Panel will be responsible for setting its own work programme, taking into account the priorities defined by the Police and Crime Commissioner for South Wales (the Commissioner) within the context of the Police and Crime (Reduction) Plan and Annual Report.
- 1.2 The work programme must also include the functions described in the terms of reference for the Panel (see appendix I).
- 1.3 In setting the work programme the Panel will also take into account the wishes of its members. As per the Panels rules of procedure, any member of the Panel shall be entitled to request an item to be placed on an agenda for a future meeting, which is relevant to the Panel's functions, subject to the approval of the Chair.
- 1.4 A work programme will enable the Panel to plan and focus on how it will effectively provide challenge to the Commissioner and deliver its responsibilities within the context of the terms of reference and rules of procedure of the Panel.
- 1.5 It is to be noted that the work programme is flexible to enable additional items to accommodate items throughout the year.
- 1.6 So far as practicable the Panel shall consult with the Commissioner in detailing its work programme in order to ensure the Panel is able to provide support and challenge.

## **2.0 Future Meeting Dates of the Panel**

- 2.1 In considering the work programme (Appendix II) the Panel will be required to agree its schedule of meetings up to and including the Annual Meeting in 2019.
- 2.2 The Panels Rules of Procedure state that there shall be a minimum of four ordinary meetings of the Panel held in public in each municipal year to carry out the functions of the Panel. In addition the Panel shall hold an annual meeting between 1<sup>st</sup> April and the 30<sup>th</sup> June each year to appoint the Chair and Vice Chair of the Panel.

Typically the Panel schedules 5 meetings per year and as such the schedule of meetings is suggested as follows:-

### **2018/19**

Tuesday	5 <sup>th</sup> June 2018 (Annual Meeting)
Tuesday	18 <sup>th</sup> September 2018
Tuesday	11 <sup>th</sup> December 2018
Tuesday	29 <sup>th</sup> January 2019 (Precept meeting)
Tuesday	26 <sup>th</sup> April 2019

### **2019/20**

Tuesday	4 <sup>th</sup> June 2019 (Annual meeting)
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## **3.0 Recommendation(s) that:-**

- 3.1 The meeting dates up to and including the annual meeting in 2019 are agreed.
- 3.2 The Work Programme up to and including the Panel's Annual Meeting in 2019 is prepared by the Panel.

**Simon Jones**  
**Senior Solicitor,**  
**Merthyr Tydfil County Borough Council**

## APPENDIX I

### South Wales Police and Crime Panel

#### Terms of Reference

1. To review and make a report or recommendation on the draft South Wales Police and Crime Plan, or draft variation to the South Wales Police and Crime Plan, provided to the Panel by the South Wales Police and Crime Commissioner.
2. To review, put questions to the South Wales Police and Crime Commissioner at a public meeting of the Panel, and make a report or recommendation (as necessary) on the annual report.
3. To hold a confirmation hearing and review, make a report and recommendation (as necessary) in respect of proposed senior appointments made by the South Wales Police and Crime Commissioner.
4. To review and make a report on the proposed appointment of the Chief Constable.
5. To review and make a report and recommendation (as necessary) on the proposed precept.
6. To review or scrutinise decisions made, or other action taken, by the South Wales Police Crime Commissioner in connection with the discharge of the Commissioners functions (as defined by the Police Reform and Social Responsibility Act and subsequent amendments)
7. To make reports or recommendations to the South Wales Police and Crime Commissioner with respect to the discharge of the Commissioners functions (as defined by the Police Reform and Social Responsibility Act and subsequent amendments)
8. To support the effective exercise of the functions of the South Wales Police and Crime Commissioner.
9. To fulfil functions in relation to complaints about conduct matters, in accordance with the responsibilities accorded to the Panel under the Police Reform and Social Responsibility Act.
10. To appoint an Acting South Wales Police and Crime Commissioner if necessary.
11. To suspend the South Wales Police and Crime Commissioner if it appears to the Panel that the Commissioner has been charged in the United Kingdom or Isle of Man with an offence which carries a maximum term of imprisonment exceeding two years.
12. To carry out any other Police and Crime Panel functions and exercise any supporting powers contained in The Police Reform and Social Responsibility Act 2011 in addition to those set out above.

## South Wales Police and Crime Panel Work Programme

		2018/19				2019/20
<b>Period</b>		April – June 2018	July to Sept 2018	Oct – Dec 2018	Jan – March 2019	April – May 2019
<b>Dates</b>		5 <sup>th</sup> June 2018 (Annual Meeting)	18 <sup>th</sup> September 2018	11 <sup>th</sup> December 2018	29 <sup>th</sup> January 2019	26 <sup>th</sup> April 2019
<b>Statutory functions</b>					Proposed Precept for 2019/2020	4 <sup>th</sup> June 2019 (Annual meeting)
<b>Performance review</b>		<i>Progress in delivering Police and Crime (Reduction) Plan</i>	<i>Progress in delivering Police and Crime (Reduction) Plan</i>	<i>Progress in delivering Police and Crime (Reduction) Plan</i>	<i>Progress in delivering Police and Crime (Reduction) Plan</i>	<i>Progress in delivering Police and Crime (Reduction) Plan</i>
<b>Ad hoc</b>		<i>Investigating complaints about the PCC (statutory)</i> <i>Investigating specific policy or performance.</i>	<i>Investigating complaints about the PCC (statutory)</i> <i>Investigating specific policy or performance.</i>	<i>Investigating complaints about the PCC (statutory)</i> <i>Investigating specific policy or performance.</i>	<i>Investigating complaints about the PCC (statutory)</i> <i>Investigating specific policy or performance.</i>	<i>Investigating complaints about the PCC (statutory)</i> <i>Investigating specific policy or performance.</i>
<b>Other</b>		Annual meeting to elect Chair and Vice Chair				Annual meeting to elect Chair and Vice Chair

(This work programme is reviewed regularly and as such is subject to change)