



REPORT TO THE SOUTH WALES POLICE AND CRIME PANEL

6th June 2023

SWPCP Work Programme and Future Meeting Dates

Purpose of the Report

To agree the forward work programme for the Panel; and to confirm future “in person” meeting dates up to and including the Annual meeting in 2024.

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 1).
- 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 to ensure the Panel is able to provide support and challenge.
- 1.7 In the previous year the panel established informal sub-groups which will meet 4 times a year in the week before the formal panel meetings. The meeting dates are included in the work programme for the forthcoming

year. The sub-groups are all scheduled to take place on a Friday afternoon, the week before the formal Panel meeting, with sub-group 1 meeting at 2.00pm, sub-group 2 at 3.00pm and sub-group 3 meeting at 4.00. All meetings will be via TEAMS.

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 2024.

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, it is a requirement that the Panel shall hold an annual meeting between 1st April and the 30th June each year to appoint the Chair and Vice Chair of the Panel. The Panel was only able to meet on a formal basis 4 times last year. The June AGM meeting was not held due to it being inquorate following a delay in approval of new Panel members. An informal Panel meeting was held on the 29th June 2022 instead where Panel training was given. The meeting scheduled for the 20th September was postponed to the 4th October to comply with the period of national mourning following the death of Her Majesty Queen Elizabeth II. The AGM was held at that meeting.

2.3 In line with legislation governing Welsh Police & Crime Panels all formal meetings will continue to be in person meetings as opposed to the virtual meetings that were permitted during the Covid Pandemic. If legislation is subsequently passed permitting virtual meetings a further report will be put to the Panel to consider how Panel meetings should be conducted. All meetings held at the Orbit Centre will be recorded and published on the Panel's website. Should a meeting be held away from the Orbit Centre then that meeting will only be recorded if the venue has recording facilities and the Panel are able to access those recording facilities.

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

2023/24

Tuesday	6 th June 2023 (Annual Meeting)
Tuesday	19 th September 2023 (Commissioner's Annual Report)
Tuesday	5 th December 2023
Tuesday	6 th February 2024 (Precept meeting)
Tuesday	20 th February 2024 (Revised Precept meeting (if required))
Tuesday	23 rd April 2024

2024/25

Wednesday	18 th June 2024 (Annual meeting)
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Arrangements have also been made with the Commissioner's Office with regard to a meeting of the Panel on the 20th February 2024 which may need to be held if the Panel resolve to veto the Commissioner's proposed precept at the 6th February meeting.

3.0 Recommendation(s) that: -

- 3.1 The meeting dates up to and including the annual meeting in 2024 are agreed.
- 3.2 The Work Programme up to and including the Panel's Annual Meeting in 2024 is prepared by the Panel.

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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.