

Northamptonshire Police, Fire and Crime Panel – Outline Work Programme

MEETING DATE	STATUTORY BUSINESS	DISCRETIONARY BUSINESS	BUSINESS RELATING TO PANEL OPERATION	OTHER BUSINESS
20 April 2023		<ul style="list-style-type: none"> - Northamptonshire response to HMICFRS inspection of vetting, misconduct and misogyny in the police service - PFCC’s Estates Strategy - PFCC’s Delivery update - PFCC’s Finance updates 	<ul style="list-style-type: none"> - Work programme - Complaints and conduct matters update 	
15 June 2023	<ul style="list-style-type: none"> - PFCC’s Annual Report on Policing for 2022/23 - PFCC’s Fire and Rescue Statement for 2022/23 	<ul style="list-style-type: none"> - Draft report of the Early Intervention scrutiny review 	<ul style="list-style-type: none"> - Appointment of Panel Chair and Deputy Chair - Work programme - Appointment of Complaints Sub Committee members 	
7 September 2023		<ul style="list-style-type: none"> - PFCC’s Delivery update - PFCC’s Finance updates - Joint Independent Audit Committee Annual Report 	<ul style="list-style-type: none"> - Work programme - Complaints and conduct matters update 	
30 November 2023		<ul style="list-style-type: none"> - PFCC’s Delivery update - PFCC’s Finance updates 	<ul style="list-style-type: none"> - Work programme 	

6 February 2024	<ul style="list-style-type: none"> - PFCC's proposed Police precept and budget for 2024/25 - PFCC's proposed Fire and Rescue precept and budget for 2024/25 		<ul style="list-style-type: none"> - Work programme - 2024/25 meeting dates 	
20 February 2024 (Reserve meeting)	<ul style="list-style-type: none"> - PFCC's revised Police precept and budget for 2023/24 [if required] and/or - PFCC's revised Fire and Rescue precept and budget for 2023/24 [if required] 			
18 April 2024			<ul style="list-style-type: none"> - Work programme - Complaints and conduct matters update - Arrangements for recruitment of independent co-opted Panel members 	

Additional topics not yet scheduled

The Panel agreed at its meeting on 8 September 2022 to request the Police, Fire and Crime Commissioner to provide sight of action plans developed to address areas for improvement in service delivery by Northamptonshire Fire and Rescue Service as identified in the HMICFRS 2021/22 inspection.

The Panel agreed at its meeting on 2 February 2023 to request the Police, Fire and Crime Commissioner to present a report on the outcomes of the recent IPSOS Mori public consultation exercise on community safety in Northamptonshire to the Panel meeting on 20 April 2023. It has not proved possible to bring this to the Panel meeting specified. The Commissioner can provide further information on this situation as the Panel sees necessary.

Task-and-finish work

The Panel agreed to carry out a piece of focussed task-and-finish work on early intervention activity in Northamptonshire as part of its work programme for 2022/23. The Panel agreed the terms of reference for this work and set up a working group to carry it out at the Panel meeting on 8 September 2022. The working group was originally tasked with presenting its final draft report to the Panel meeting on 20 April 2023. Some challenges were experienced organising early meetings of the working group. The Panel agreed at its meeting on 2 February 2023 that the final draft report could be presented to the meeting on 15 June 2023 to allow additional time for the working group to carry out its work.

Briefings / Training (open to all Panel members)

1. Briefing sessions with the Chief Constable and with the Chief Fire Officer on their organisations' operating environment, priorities and challenges.

The Panel had briefing sessions with both the Chief Constable and the Chief Fire Officer on 27 May 2022 and with the Chief Constable on 1 December 2022. The Panel agreed at its meeting on 1 December 2022 that a further briefing session with the current Chief Fire Officer be arranged. The Panel also agreed that it should seek to have briefing sessions with both chiefs more frequently than once a year.

2. A briefing session on the development of the Police, Fire and Crime Commissioner's proposed precepts for 2023/24. This briefing session took place on 17 January 2023.
3. A briefing session on road safety strategy in Northamptonshire and supporting activities.
4. A briefing session on learning from complaints about Northamptonshire Police.
5. A briefing session on the East Midlands Special Operations Unit.

These three briefing sessions all took place on 16 March 2023.

Further Information

(A) Statutory Business

PFCC's Annual Report and Fire and Rescue Statement – The Police, Fire and Crime Commissioner (PFCC) is required to produce an Annual Report on the exercise of the PFCC's police and crime functions during the previous financial year and the progress made in meeting objectives set out in the PFCC's Police and Crime Plan. The PFCC is also required to publish an annual statement of assurance of compliance with the priorities set out in the Fire and Rescue National Framework for England. The Panel must review and report on both the Annual Report and Fire and Rescue Statement as soon as practicable after they are received.

PFCC's proposed Police and Fire and Rescue precepts – The PFCC's proposed precepts must be reviewed and reported on by the Panel before they can be issued. The Panel has the power to veto a proposed precept, in which case the PFCC is required to produce a revised proposal that must also be reviewed by the Panel at the reserve meeting included in the outline work programme (if the Panel does not veto either of the proposed precepts the reserve meeting will not be held). The steps involved in this process must take place by specific deadlines set in legislation.

(B) Discretionary Business

PFCC's Delivery Update – This is a regular report setting out actions by the PFCC supporting progress towards the delivery of the strategic outcomes set out in his Police, Fire and Crime Plan. The Delivery Update also includes contextual information about Northamptonshire Police and Northamptonshire Fire and Rescue Service performance.

PFCC's Finance Updates – These are two regular reports setting out the latest in-year position for the budgets for policing and the Office of the PFCC and for the budget for the Northamptonshire Commissioner Fire and Rescue Authority.

Joint Independent Audit Committee Annual Report – The Joint Independent Audit Committee (JIAC) is responsible for providing independent assurance of the corporate governance, risk management and financial control arrangements operated by the PFCC and the Chief Constable. The JIAC's Annual Report is customarily presented by its Chair to the Panel, to reflect the complementary roles of the two bodies.

(C) Business relating to Panel operation

Complaints and conduct matters update – The Panel has adopted specific arrangements to carry out its responsibilities for dealing with complaints and conduct matters relating to the PFCC. These include the provision by the host authority Monitoring Officer of a half-yearly monitoring report about all matters dealt with in the preceding period. In this way the Panel is able to monitor the operation of the arrangements it has made to deliver this aspect of its statutory responsibilities.

Recruitment of independent co-opted members – The Panel is required to include a minimum of two independent co-opted members in its membership and has previously secured approval from the Home Secretary to increase this to three. The co-option of independent members is intended to assist in supporting the aim that the membership of the Panel, when taken as a whole, has the skills, knowledge and experience necessary to enable it to carry out its functions effectively. Independent co-opted members should be drawn from the local community through an open recruitment and selection process. The sitting independent co-opted members of the Panel were appointed in 2020 for a four-year term running until the day before the date of the first Panel meeting in the 2024/25 municipal year. The Panel will need to consider arrangements to advertise for and recruit independent co-opted members to join the Panel from this point.