

**LEICESTER, LEICESTERSHIRE AND RUTLAND POLICE AND  
CRIME PANEL – 9th DECEMBER 2020**

**Report of the Senior Democratic Services Officer, Leicester City  
Council**

**Subject: Work Programme 2021**

**Purpose of this Report**

1. The purpose of this report is to enable Panel members to consider and agree its outline work programme for 2021 and suggest further topics for inclusion; and to consider other related matters.

**Background and current arrangements**

2. The Leicester, Leicestershire and Rutland Police and Crime Panel is formally responsible for scrutinising and supporting the Police and Crime Commissioner (PCC) for Leicester, Leicestershire and Rutland in relation to the delivery of his responsibilities. Transparency plays a key role in the Panel's approach to scrutiny of the PCC.
3. It is good practice to agree a work programme that provides a framework for the Panel's activity throughout the year. The work programme is intended to assist with the Panel's agenda management and forward planning.
4. The work programme is made up of a combination of statutory and discretionary business; matters relating to the governance of the Panel; and any supporting activities such as briefings, workshops/training and working task and finish groups.
5. The work programme should be kept under regular review and modified and updated as necessary in conjunction with the Chairman and Vice-Chairman, with a view to ensuring that it is focused on the aim of using available capacity to best effect.

**Outline Work Programme 2021**

6. An outline draft work programme for 2021 is included with this report (at Appendix A) for consideration by the Panel.
7. The draft work programme reflects the different content highlighted in paragraph 4 above. It has been informed by liaison between the Chairman, Vice-Chairman, the Office of the Police and Crime Commissioner and the Panel Secretariat.
8. The work programme set by the Panel can be informed by input from a range of sources, including suggestions from individual Panel Members and from the PCC. Ultimately, the Panel should consider suggested topics from all sources

on their merits, with a view to developing a work programme that reflects the Panel's remit, has the support of Panel Members, is realistically deliverable within available capacity and that has the potential to produce the most worthwhile outcomes.

9. The outline draft work programme includes suggestions for specific focus, that would align to a Strategic Priority Theme of the Police and Crime Plan, at regular intervals.
10. All Panel Members are welcome to suggest items for possible inclusion in the work programme.

### **Task and finish working**

11. Panels may set up informal task and finish groups and use other informal systems for information sharing and analysis to support their formal activity. This may involve a short course of informal meetings, undertaking site visits, workshops and focus groups.
12. It is suggested that over the next 12 months a maximum of two working task and finish groups be set up to enhance the scrutiny and support of the PCC. This would enable the Panel to look at core elements of the Police and Crime Plan focusing on topics of public interest or newly emerging issues. The outline draft work programme includes suggestions for thought.

### **Future Meetings 2021**

13. It is for the Panel to determine its number of meetings. It is anticipated that the Panel will require a minimum of 6 ordinary meetings in public in each municipal year to carry out its functions.
14. In addition to the scheduled ordinary meetings, additional meetings may be called from time to time, in accordance with the Panel's Rules of Procedure.
15. The Panel may also be required to hold additional meetings should the PCC wish to appoint to specific posts within their staff.
16. The proposed 2021 meeting dates for the Panel are listed below. Members are requested to reserve each date in their diaries:
  - Wednesday 27<sup>th</sup> January 2021
  - Thursday 11<sup>th</sup> February 2021 (if Pre-CEPT vetoed at January meeting)
  - Thursday 25<sup>th</sup> March 2021
  - Thursday 20<sup>th</sup> May 2021
  - Thursday 10<sup>th</sup> June 2021
  - Thursday 29<sup>th</sup> July 2021
  - Thursday 30<sup>th</sup> September 2021
  - Thursday 2<sup>nd</sup> December 2021

Each meeting is proposed to take place at 1pm unless otherwise indicated.

17. If necessary, the Panel will continue to meet remotely using Zoom, in line with the rules contained within The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 until such time as physical meetings can be convened. It is proposed that a report be brought to the March meeting to consider the venue arrangements when restrictions on physical meetings are lifted or eased.
18. **Recommendations**
  1. That the Work Programme, subject to any recommendations made at the meeting is agreed.
  2. That the dates of meetings for 2021 be noted

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