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| For Consideration | |
| Public/Non Public | Public |
| Report to: | Strategic Resources & Performance |
| Date of Meeting: | 23 May 2014 |
| Report of: | The Chief Executive |
| Report Author: | Sara Allmond |
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| Other Contacts: | |
| Agenda Item: | 10 |

WORK PLAN AND MEETING SCHEDULE

1. Purpose of the Report

- 1.1 To provide a programme of work and timetable of meetings for the Strategic Resources and Performance meeting

2. Recommendations

- 2.1 To consider and make recommendations on items in the work plan and to note the timetable of meetings

3. Reasons for Recommendations

- 3.1 To enable the meeting to manage its programme of work.

4. Summary of Key Points

- 4.1 The meeting has a number of responsibilities within its terms of reference. Having a work plan ensures that it carries out its duties whilst managing the level of work at each meeting.

5. Financial Implications and Budget Provision

- 5.1 None as a direct result of this report

6. Human Resources Implications

- 6.1 None as a direct result of this report

7. Equality Implications

- 7.1 None as a direct result of this report

8. Risk Management

8.1 None as a direct result of this report

9. Policy Implications and links to the Police and Crime Plan Priorities

9.1 This report meets the requirements of the Terms of Reference of the meeting and therefore supports the work that ensures that the Police and Crime Plan is delivered.

10. Changes in Legislation or other Legal Considerations

10.1 None as a direct result of this report

11. Details of outcome of consultation

11.1 None as a direct result of this report

12. Appendices

12.1 Work Plan and schedule of meetings

Strategic Resources and Performance Meeting Work Programme

| | <u>ITEM</u> | <u>FREQUENCY</u> | <u>LEAD OFFICER</u> |
|----|--|------------------|---------------------|
| | Wed 16th July 2014 – 10.30am | | |
| 1. | Topic based presentation | | |
| 2. | (37) Performance of the last years Policing Plan against the Police and Crime Plan | Annually | Force |
| 3. | (52) Engagement and Consultation monitoring, analysis and reporting | Annually | OPCC & Force |
| 4. | (66) Management Information Reports on contracts, assurance to relevant policy agreements | Annually | OPCC & Force CFOs |
| 5. | (67) Public Protection and Safeguarding reports | 6 monthly | OPCC & Force |
| 6. | (38) Q1 Police and Crime Plan Update | Quarterly | OPCC |
| | Standard items:- | | |
| | Performance Scorecard – Executive Summary | Every meeting | Force |
| | (15) Updates on Medium Term Financial Plan | Every meeting | |
| | (18) Revenue Budget Monitoring and Forecast (summarising approved virements) | Every meeting | Force CFO |
| | (19) Capital Budget Monitoring and Forecast (summarising approved virements) | Every meeting | Force CFO |
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