

For Consideration	
Public/Non Public	Public
Report to:	Strategic Resources & Performance
Date of Meeting:	20 May 2015
Report of:	The Chief Executive
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Other Contacts:	
Agenda Item:	14

WORK PROGRAMME

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>
	29th July 2015		
1	Topic based presentation – Cyber Crime		
2	Police and Crime Plan 2015/16 Monitoring report Q1	Quarterly	Phil Gilbert
3	Efficiency Report (separate to the P&I Report)	Bi monthly	Force
4	Implementation of MFSS Report (Governance, progress and savings)		Force
5	Planned implementation of PBS Report (Governance, progress and savings)		Force
6	(37) Report on delivery against the Police and Crime Plan 2014/15	Annually	Phil Gilbert
	Standard items:-		
	Performance Scorecard – Executive Summary	Every meeting	Force
	(15) Updates on Medium Term Financial Plan	Every meeting	
	(18) & (19) Revenue Budget Monitoring and Forecast (summarising approved virements) and Capital Budget Monitoring and Forecast (summarising approved virements) – Financial Performance & Insight report	Every meeting	Force
	September 2015		
1	Chairs' meeting		
2	Chief Constable's Update Report	Every other meeting	Force
3	Update on statement of accounts	Annually	
4	(52) Engagement and consultation monitoring, analysis and reporting	Annually	
5	(67) Public Protection and Safeguarding reports	6 monthly	
6	Workforce planning	6 monthly	
	Standard items:-		
	Performance Scorecard – Executive Summary	Every meeting	Force
	(15) Updates on Medium Term Financial Plan	Every meeting	

	<u>ITEM</u>	<u>FREQUENCY</u>	<u>LEAD OFFICER</u>
	(18) & (19) Revenue Budget Monitoring and Forecast (summarising approved virements) and Capital Budget Monitoring and Forecast (summarising approved virements) – Financial Performance & Insight report	Every meeting	Force
	November 2015		
1	Topic based presentation		
2	(24) Produce a summary set of accounts for publication	Annual	
3	(30) Treasury Update – 6 monthly update	6 monthly	
4	(38) Reports and information to support updates for monitoring the Police and Crime Plan	6 monthly	
5	(65) Savings report to meet financial deficit (efficiency savings report)	Annually	ACO Resources
	Standard items:-		
	Performance Scorecard – Executive Summary	Every meeting	Force
	(15) Updates on Medium Term Financial Plan	Every meeting	
	(18) & (19) Revenue Budget Monitoring and Forecast (summarising approved virements) and Capital Budget Monitoring and Forecast (summarising approved virements) – Financial Performance & Insight report	Every meeting	Force
	January 2016		
1	Topic based presentation		
2	Chief Constable's Update Report	Every other meeting	Force
3	Partnership Strategic Assessment (Notts Police & Crime Needs Assessment)	Annually	OPCC
4	Police and Crime Plan Refresh	Annually	OPCC
	Standard items:-		
	Performance Scorecard – Executive Summary	Every meeting	Force
	(15) Updates on Medium Term Financial Plan	Every meeting	

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	(18) Revenue Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force
	(19) Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force