

<b>For Consideration</b>	
<b>Public/Non Public</b>	<b>Public</b>
<b>Report to:</b>	<b>Strategic Resources &amp; Performance</b>
<b>Date of Meeting:</b>	<b>20 May 2015</b>
<b>Report of:</b>	<b>The Chief Executive</b>
<b>Report Author:</b>	<b>Sara Allmond</b>
<b>E-mail:</b>	<a href="mailto:sara.allmond@nottsc.gov.uk">sara.allmond@nottsc.gov.uk</a>
<b>Other Contacts:</b>	
<b>Agenda Item:</b>	<b>14</b>

## **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>
	<b>29<sup>th</sup> July 2015</b>		
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	<b>(37)</b> Report on delivery against the Police and Crime Plan 2014/15	Annually	Phil Gilbert
	<b>Standard items:-</b>		
	Performance Scorecard – Executive Summary	Every meeting	Force
	<b>(15)</b> Updates on Medium Term Financial Plan	Every meeting	
	<b>(18) &amp; (19)</b> Revenue Budget Monitoring and Forecast (summarising approved virements) and Capital Budget Monitoring and Forecast (summarising approved virements) – Financial Performance & Insight report	Every meeting	Force
	<b>September 2015</b>		
1	Chairs' meeting		
2	Chief Constable's Update Report	Every other meeting	Force
3	Update on statement of accounts	Annually	
4	<b>(52)</b> Engagement and consultation monitoring, analysis and reporting	Annually	
5	<b>(67)</b> Public Protection and Safeguarding reports	6 monthly	
6	Workforce planning	6 monthly	
	<b>Standard items:-</b>		
	Performance Scorecard – Executive Summary	Every meeting	Force
	<b>(15)</b> Updates on Medium Term Financial Plan	Every meeting	

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

	<b><u>ITEM</u></b>	<b><u>FREQUENCY</u></b>	<b><u>LEAD OFFICER</u></b>
	<b>(18)</b> Revenue Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force
	<b>(19)</b> Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force