

Agenda Item 8

Reference number: EPFCP/05/24

Report title: Forward Work Plan	
Report to: Essex Police, Fire and Crime Panel	
Report author: Sophie Campion, Senior Democratic Services Officer	
Date: 14 March 2024	For: Approval
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County Divisions affected: All Essex	

1. Purpose of report and background

- 1.1 To plan the business of the Panel.
- 1.2 The next Meeting of the Panel is scheduled for **Thursday 20 June 2024**.
- 1.3 Business proposed to be taken to the meetings is provided in the work programme at Appendix 1.
- 1.4 At each meeting, except the February meeting at which the proposed precepts are considered, the following standard items are also on the agenda in addition to the matters listed on the work programme:
 - PFCC Decisions Report
 - PFCC Update
 - NAPFCP Update
 - Forward Work Plan

2. Recommendation:

- 2.1 The Panel is asked to note the Forward Work Plan and identify any other business it would like to consider.

Appendix 1

Provisional Date	Topic Title	Lead Contact	Purpose and Target Outcomes
20 June 2024	• Election of Chairman and Vice-Chairman	Senior Democratic Services Officer	Annual meeting
	• Appointment of Members to Ethics & Integrity Sub-Committee	SDSO	Annual meeting
	• Complaints Sub-Committee membership	SDSO	Annual Meeting
	• Review of Balanced Appointment Objective	SDSO	Annual meeting
	• Essex PFCP Grant Claim and Outturn Report – 2021/22	Democratic Services	To note
	• Appointment of Members to Appointment Sub-Committee	SDSO	To establish an Appointments Sub-Committee to consider applications and conduct the interviews of potential co-opted independent member candidates.
	• Essex Police, Fire and Crime Panel Annual Report	SDSO	To provide an overview of the Panel's activities during the 2021/22 municipal year
	• Police and Crime Plan Performance Measures – Quarter 4	OPFCC	Statutory Duty to review the Police and Crime Plan and monitor performance
	• Budget-setting Process	OPFCC	To receive a report to the budget-setting process and appoint a working group

25 July 2024	<ul style="list-style-type: none"> • Fire and Rescue Plan Quarterly Performance Update • Biennial Review of the Essex Police, Fire and Crime Commissioner Fire and Rescue Authority's Constitution 	OPFCC OPFCC	Statutory Duty to review the Fire and Rescue Plan and monitor performance To review changes to the PFCCFRA Constitution
3 October 2024	<ul style="list-style-type: none"> • ECFRS Annual Report and Statement of Assurance • PFCC Annual Report • Budget Scene-Setting 	OPFCC OPFCC OPFCC	Statutory Duty to review the Annual Report and Statement of Assurance Statutory Duty to review the Annual Report Update on the Budget-Setting process
5 December 2024	<ul style="list-style-type: none"> • Essex PFCP Budget Half Year Outturn Report • Police and Crime Plan Performance Measures (Quarter 2 2021/22) • Fire and Rescue Plan Quarterly Performance Update • Budget Update • Report on Annual Complaints 2022-23 	SDSO OPFCC OPFCC OPFCC SDSO	To note Statutory Duty to review the Police and Crime Plan and monitor performance Statutory Duty to review the Fire and Rescue Plan and monitor performance Update on Budget-Setting process To note
Future work Date TBC	<ul style="list-style-type: none"> • A review of the issues relating to E-Scooters – expected Autumn 2024 • HMICFRS Report on the Fire and Rescue Service - TBC 	TBC	As agreed at the Panel's meeting on 22 March 2022 Proactive information gathering to inform statutory duties