



Lancashire
POLICE AUTHORITY
Your County, Your Police, Your Say

SCRUTINY SCHEDULE

2011 – 2012

SCRUTINY SCHEDULE – INFORMATION

Scrutinising the business of the Constabulary is a prime function of the Police Authority alongside holding the Chief Constable to account.

During 2011-2012, scrutiny will focus on delivery against a range of strategic plans developed by the Constabulary and the Authority (including the Policing Plan, Costed Human Resources Plan, Learning & Development Plan and the Efficiency Plan), expenditure against the budget and other key areas of Constabulary business based on threat, risk and harm.

In scrutinising Constabulary business this year the Authority is mindful of the need to take into account the transition of governance arrangements from the Authority to the proposed Police and Crime Commissioner.

The Scrutiny Schedule has been arranged under the five headings that mirror the Strategic Priorities outlined in the Policing Plan, plus a generic "Other" heading to capture any areas of scrutiny that do not directly relate to the Priorities in the Plan.

Under each of these headings the scrutiny process will take various forms including committee work and individual members working within their areas of Special Interest. Scrutiny information will be provided through the Quarterly Performance Bulletins produced by the Constabulary, Members' reports from the Quarterly Performance Review meetings held within each of the policing divisions and departments and other reports submitted to the committees. Members sit on a number of internal Constabulary Boards and Panels and information and knowledge from these will also be brought to the Scrutiny process.

The Constabulary is supportive of the approach to scrutiny undertaken by the Authority as it provides a planned, open and transparent mechanism for scrutiny throughout the year.

INDEX

Theme 1:	NEIGHBOURHOOD POLICING	page 4
Theme 2:	PROTECTING PEOPLE	page 5
Theme 3:	VALUE FOR MONEY	page 6
Theme 4:	QUALITY	page 8
Theme 5:	DIVERSITY	page 9
Theme 6:	OTHERS	page 10

SCHEDULE GUIDE

Ref	Scrutiny Area	Scrutiny & Monitoring Process	Scrutiny Schedule
<p>Ref: Identification number for each Scrutiny item and link to other Strategic Plans, i.e: PP – Policing Plan HR – Human Resources Plan LD – Learning & Development Plan ## - No specific Plan</p>	<p>Scrutiny Area: Area of Constabulary business being scrutinised and monitored.</p>	<p>Scrutiny & Monitoring Process: COMMITTEE responsible for area of work being scrutinised. BULLETIN - Scrutiny and monitoring information provided through the quarterly Performance Bulletin with relevant Local Indicator references. SPECIAL INTEREST (SI) MEMBER – Scrutiny undertaken by Members with a relevant Special Interest¹. EFFICIENCY PLAN / VALUE FOR MONEY – Scrutiny information obtained from other documents.</p>	<p>Scrutiny Schedule: Frequency of reports or updates on the specific Scrutiny Area – i.e. each committee cycle, annually, etc</p>

¹ SPECIAL INTEREST areas for Members to be confirmed at the Authority's Annual General Meeting

SCRUTINY SCHEDULE 2011-2012

THEME 1 – NEIGHBOURHOOD POLICING			
To provide local policing that is visible, accessible and responsive by building on our excellent foundation in neighbourhood policing.			
Ref.	Scrutiny Area	Scrutiny & Monitoring Process	Scrutiny Schedule
PP 1	Ensuring that we maintain our commitment to excellence in delivering neighbourhood policing, despite structural changes arising from the Organisational Reviews	Performance Review & Citizen Focus	Neighbourhood Policing Reports in June & Dec 2011 and March 2012
PP 2	Working closely with partners to tackle problems in our neighbourhoods such as Anti-Social Behaviour, Burglary, Vehicle Crime and Violent Crime to improve outcomes for communities and families and maintain confidence in the Constabulary.	Performance Review & Citizen Focus BULLETIN Local Indicators (LI): LI 2, LI 3, LI 4, LI 6, LI 7, LI 8, LI 9. Special Interest (SI) Member for ASB Efficiency Plan quarterly reports	Reviewed in June & Dec 2011 and March 2012
PP 3	Utilising a range of alternatives to arrest, in particular using restorative and community justice principles to resolve issues where it is appropriate to the needs and wishes of victims.	Performance Review & Citizen Focus SI Member for Restorative Justice / Criminal Justice	Reports in June & Dec 2011 and March 2012

THEME 2 – PROTECTING PEOPLE

To protect individuals and communities, especially those who are vulnerable, by effectively managing the risks, threats and potential causes of harm that exists to our communities.

	Scrutiny Area	Scrutiny & Monitoring Process	Scrutiny Schedule
PP 4	Protecting the most vulnerable in our communities, in particular supporting victims and witnesses.	Protective Services Committee SI Member for Vulnerable People SI Member for Victims & Witnesses	Update reports in June, Sept & Dec 2011 and March 2012
PP 5	Focusing on tackling serious and organised crime, major crime and counter terrorism.	Protective Services Committee BULLETIN Indicators: LI 6, LI 7, LI 8	Update reports in June, Sept & Dec 2011 and March 2012
PP 6	Working with partners to reduce the harm caused by persistent and prolific offenders, using effective targeting and management to disrupt criminal activity, improving outcomes for families and communities.	Protective Services Committee SI Member for Partnerships & Priority & Prolific Offenders	Update reports in June, Sept & Dec 2011 and March 2012
## 7	Reducing the risk of harm being caused to those using the road network	Protective Services Committee BULLETIN Indicator: LI 1	Update reports in June, Sept & Dec 2011 and March 2012
## 8	Monitor the percentage of Hate Crimes, across all 7 diversity strands, that result in a sanction detection.	Professional Standards & Human Resources BULLETIN Indicator: LI 20	Update reports in June, Nov 2011 and March 2012

THEME 3 – VALUE FOR MONEY

To provide an efficient and effective policing service that delivers optimum value for money for the public by integrating a "value for money" culture into our everyday business.

	Scrutiny Area	Scrutiny & Monitoring Process	Scrutiny Schedule
PP 9	Allocating resources based on known risks, threat and potential causes of harm, appropriate to levels of actual demand and taking into account the views of our communities.	Planning & Resources (Resources Working Group) Value For Money Statement <i>(inc Frontline Policing Measure)</i>	June 2011 & Jan 2012 Sept & Dec 2011
PP 10	Ensuring sustainability by constantly reviewing our business processes to ensure that they are as effective as possible.	Planning & Resources (Planning & Resources Working Groups) Value For Money Statement Efficiency Plan quarterly reports (Share with Audit & Standards Committee)	June 2011 & Jan 2012 Nov 2011, Jan & Feb 2012
PP 11	Encouraging innovation and taking advantage of every opportunity to utilise information technology to reduce bureaucracy, cut waste and duplication and improve efficiency. Ensure that new technology is used throughout the force.	Planning & Resources (Resources Working Group) Value For Money Statement SI Member for ICT	June 2011 & Jan 2012 Sept & Dec 2011
PP 12	Working with a range of partners to procure and deliver services jointly where appropriate.	Planning & Resources Value For Money Statement	June 2011 & Jan 2012
HR 13	Ensure that the Constabulary is able to effectively recruit, select, retain, manage, support and, in the current climate, facilitate a contracting workforce.	Professional Standards & Human Resources SI Member for Specials & Volunteers/Recruitment, Retention and Progression	June & Nov 2011 and March 2012
## 14	Monitor the Constabulary's revenue and capital budgets, including the capital programme	Planning & Resources (Resources Working Group)	June 2011 & Jan 2012 Sept & Dec 2011

## 15	Monitor the implementation of the Organisational Reviews to ensure delivery of financial savings and reductions in staffing. Ensure that risks are assed and organisational change is implemented.	Planning & Resources Organisational Review Governance Board SI Member for OR	June 2011 & Jan 2012
## 16	Monitor the Treasury Management process	Planning & Resources	Annual Report in June 2011, Jan & April 2012
## 17	Monitoring the percentage of Constabulary income derived from sponsorship, gifts and loans	Planning & Resources	Annual Report in June 2011 & April 2012

THEME 4 – QUALITY

To deliver a consistently high quality of service at every point of contact by building quality into our everyday process, embedding the principles within core business.

	Scrutiny Area	Scrutiny & Monitoring Process	Scrutiny Schedule
PP 18	Treating people politely and with fairness, dignity and respect. Recognising that everyone is unique, identifying and understanding and responding to their needs.	Professional Standards & Human Resources BULLETIN Indicators: LI 11, LI 12 SI Member for Independent Visiting & Volunteer Scheme SI Member Learning & Development SI Member Equality, Diversity & Human Rights Equality Standard	June & Nov 2011 and March 2012
PP 19	Taking pride in providing a professional, service in our dealings with the public, our partners and all who come into contact with the Constabulary. (Quality of service provided)	Professional Standards & Human Resources BULLETIN Indicators: LI 10, LI 19. SI Member Sustaining Excellence SI Member Quality	Report on BE Campaign to June 2011 meeting
PP 20	Understanding that communities expect and deserve high quality policing services and that delivering it will improve public confidence in Lancashire Constabulary. (Public satisfaction and confidence)	Professional Standards & Human Resources BULLETIN Indicators: LI 5, LI 10, LI 12, LI 15, LI 19. SI Member Community Engagement SI Member Equality, Diversity & Human Rights SI Member Quality (Report shared with PS & CF) Equality Standard	June & Nov 2011 and March 2012
## 21	To ensure that complaints and service recovery issues are efficiently dealt with by the appropriate department and lessons learned are identified and fully implemented.	Professional Standards & Human Resources SI Member Learning & Development SI Member Quality	June & Nov 2011 and March 2012

THEME 5 – DIVERSITY

To respond to the different needs of our communities by treating everyone with fairness and respect by emphasising the importance of diversity, integrating its principles into core business.

	Scrutiny Area	Scrutiny & Monitoring Process	Scrutiny Schedule
PP/HR 22	Ensuring that we recruit and maintain a workforce, including volunteers and specials, that reflects the make-up of our communities.	Professional Standards & Human Resources SI Member for Specials & Volunteers SI Member Recruitment, Retention & Progression SI Member Equality, Diversity & Human Rights Human Resources Plan indicators: 2,3,4,5	June & Nov 2011 and March 2012
PP 23	Engaging effectively with diverse communities, in particular with young people, increasing trust and co-operation in order to police more effectively.	Professional Standards & Human Resources SI Member Equality, Diversity & Human Rights Equality Standard	June & Nov 2011 and March 2012
PP 24	Monitoring the impact of the changes to service delivery on the officers and staff to ensure that no particular group is disproportionately affected.	Professional Standards & Human Resources SI Member Equality, Diversity & Human Rights	June & Nov 2011 and March 2012
PP 25	Monitoring the impact of the changes to service delivery to ensure that no particular group within the community is disproportionately affected.	Professional Standards & Human Resources SI Member Equality, Diversity & Human Rights Equality Standard BULLETIN Indicators: LI 11, LI 12	June & Nov 2011 and March 2012
## 26	Monitor the use of PACE Stop & Search Powers to ensure equitable and fair usage.	Performance Review & Citizen Focus	Annual Report - March 2012

THEME 6 – OTHERS

To ensure that areas of Constabulary business that do not fit within the five key themes of the Policing Plan are monitored and scrutinised on a regular basis.

	Scrutiny Area	Scrutiny & Monitoring Process	Scrutiny Schedule
## 27	Communications Centre – call answering performance	Performance Review & Citizen Focus BULLETIN Indicators: LI 13, LI 14	June & Dec 2011 and March 2012
## 28	Response – percentage of response within agreed times to both emergency and non-emergency calls	Performance Review & Citizen Focus BULLETIN Indicators: LI 16, LI 17, LI 18	June & Dec 2011 and March 2012
HR 29	Workforce – average working days lost to sickness absence. Health & Safety Management	Professional Standards & Human Resources BULLETIN Indicators: LI 21, LI 22 HR Plan indicator: 1 SI Member Health & Safety	June & Nov 2011 and March 2012
LD 30	Focus on ensuring provision of effective and efficient operational training programmes that support performance, incorporating actions from the L&D Strategy.	Professional Standards & Human Resources Learning & Development Plan	June & Nov 2011 and March 2012
## 31	Monitor the effectiveness of the Independent Custody Volunteer Scheme (ICVS) and to consider lessons learnt and future actions	Professional Standards & Human Resources SI Member Volunteer Scheme	June & Nov 2011 and March 2012