

SURREY POLICE AUTHORITY BUSINESS PLAN 2007-08

OBJECTIVE	OUTCOMES	MILESTONES	RESPONSIBILITY	DUE DATE
Ensure Surrey Police Authority business is carried out effectively, ethically and legally	Fully functioning Authority in place with members who understand their role and the business they need to transact, willing to play a role locally and nationally.	New independent Members inducted	SPA Chair/Standards	April 2007
		SCC members inducted in May 2007 (if new members appointed)	Cttee Chair/officers	May 2007
		New independent members recruited end 07/08		March 2008
	Procedures by which the Authority conducts its business are clear and comply with good practice	SPA Business Plan agreed	SM	April 2007
		Work plans for Committees and Panels reviewed	Panel Chairs/officers	end May 2007
		Member training programme delivered throughout the year	Officers	
		Members trained in new Model Code of Conduct	Standards Cttee	December 2007
		Pilot of 360 degree feedback for Members rolled out	Standards Cttee	December 2007
		Self-assessment of the Authority repeated	All Members/SM	December 2007
Policing Plan and budget developed in a timely way, taking account of partner responsibilities and new legislative requirements	Code of Corporate Governance updated to take account of Audit Commission's requirements	SM	March 2008	
	Review of the way in which the Authority undertakes its business completed	All Members/SM	December 2007	
	Framework for undertaking local investigations into complaints against Members in place	Standards Cttee/SM	March 2008	
	Development of whistle-blowing policy	Standards/SM	September 2007	
	Standards Committee Annual Report published	Standards/SM	June 2007	
	Statement of Internal Control published	Audit Cttee/IP	June 2007	
	Risk Management processes embedded in SPA's business	SM & IP	ongoing	
Standing Orders, Financial Regulations and delegations updated	SM & IP	December 2007		
Policing Plan and budget developed in a timely way, taking account of partner responsibilities and new legislative requirements	Budget review completed by sub-group	Sub-group/SM/IP	November 2007	
	Consultation with partners on objectives completed	Members & officers	December 2007	
	Consultation with public on priorities completed and analysed		December 2007	
	First three year rolling plan developed	All	March 2008	

		Budget and precept agreed		February 2008	
	Authority achieves Unqualified audit opinion	End of year accounts prepared and agreed on time Value for Money and Use of Resources audit completed	Treasurer Chair of Finance Panel/Treasurer	June 2007 October 2007	
Ensure Surrey Police is efficient and effective in delivering its services	Targets set and monitored by the Authority	Members provided information on APACS Targets agreed in Policing Plan March 2008 Current targets monitored quarterly by all Panels Areas for Improvement in Baseline Assessment monitored Continuous Improvement Review using ABC undertaken	Performance Member Champion/Chair of Finance & Performance Panel/Chairs of all Panels/officers F&P Panel	December 2007 Quarterly Ongoing December 2007	
	Authority is aware of risks and how they are being managed	Panels maintain oversight of areas on risk register, including data quality, customer satisfaction, call handling, asset management, custody and implementation of MOPI Authority officers continue to contribute to RMAB SPA risks controlled and signed off HMIC inspection and audit reports monitored by Audit Committee HMIC strategic financial assessment of police authorities completed	Members and officers SM/IP SM Chair of Audit Cttee/IP F&P/IP	Quarterly Quarterly Monthly Quarterly October 2007	
	Neighbourhood policing implemented to a high standard and as cost-effectively as possible	Delivery of estates strategy according to agreed work plan Monitoring of Areas for Improvement at BCU level Monitor the roll-out of Neighbourhood Management Workforce Modernisation pilot on A Division scrutinised Opportunities for working in partnership promoted by SPA Members	Estates Strategy Group All Members Confident Comms Panel All	March 2008 Ongoing Ongoing Ongoing Ongoing	
	Opportunities for improving resilience of protective services	Active involvement in Oversight Board and taking forward proposals for collaboration with Sussex	SPA Chairman, Vice-Chairman, SM	Ongoing	

	identified and addressed	Submission to the Home Office on proposals for increasing resilience made Work with Regional Police Authority Chairs to test feasibility of regional collaboration Appropriate scrutiny arrangements of protective services developed	Chair of Control of Crime Panel/SM	July 2007 September 2007 Ongoing
Improve public confidence in the quality of local policing services	Effective local partnership arrangements maintained Consultation with and reporting to the community about local policing priorities undertaken regularly ICV scheme run efficiently Complaints against Force, particularly Chief Constable, monitored regularly	Strategy for consultation, engagement and communication renewed Role of Members on CDRPs clarified Local Area Agreement supported Consultation surveys delivered Focus groups consult with “hard to hear” groups Youth conference held BCU forums held Local Policing Summary published with the Force Effective communications with the public against plan Custody Visitors recruited, trained and supported Regional network developed Complaints against Chief Officers handled promptly Letters to SPA acknowledged within 2 working days and responded to within 20 working days Regular scrutiny of complaints in accordance with APA’s guidance	All Members SM SM & Members Officers & Members Chair Confident Communities/CW Senior Personnel Ctee Officers Chair of Complaints Panel	July 2007 April 2007 Ongoing January 2008 December 2007 November 2007 November 2007 June 2007 ongoing Ongoing March 2008 Ongoing
Ensure the Authority delivers a fair policing service which takes account of local community requirements	Respect for equality and diversity embedded in SPA’s business	SPA’s Race Equality Scheme reviewed Stop and Account monitored Disability Equality scheme monitored Gender equality scheme developed Training for Members and staff delivered IAGs continue to be supported by SPA Links with businesses maintained	All Members & officers	December 2007 Ongoing March 2008 April 2007 March 2007 Ongoing Six-monthly