



To: Joint Audit Committee

From: Dorothy Gregson

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TRANSITION PLANNING UPDATE

1. Purpose

1.1 This report updates the Joint Audit Committee ("the Committee") on the management of risks associated with the transition between Police and Crime Commissioner's following the election in May 2016, further to the report presented at the Committee meeting on 10 December 2015.

2. Recommendations

2.1. The Committee is asked to note the contents of the report.

3. Background:

3.1 The incumbent Police and Crime Commissioner (PCC) term of office expires in May 2016, upon which there will be an election held for a new Commissioner. The election will take place on 5th May 2016.

3.2 The role of the Commissioner will itself also continue to expand. The Policing and Crime Bill is currently going through Parliament. This enables collaboration to take place between emergency services and the integration of governance oversight for fire and rescue services. It also allows for an expanded role for Commissioners in the police complaints system. The Home Secretary has also announced that she is working with the Justice Secretary to look at how the Commissioners' role in the criminal justice system could be expanded following the election.

- 3.2 The PCC's office is well-versed in managing transition, with three of the existing Senior Management Team (SMT) having led the transition from the Police Authority to the PCC in November 2012.
- 3.2 The Joint Audit Committee is appointed by the Chief Constable and Commissioner and remains in existence until disbanded. The incoming Commissioner may have views on the future terms of reference and composition of the Committee and these will be reflected.
- 3.3 Risk management remains embedded into both the work of the Constabulary and that of the Office of the Police and Crime Commissioner (OPCC) on an ongoing and continuous basis. Risks are captured and reviewed in the Joint Strategic Risk Register and were last reported to the Commissioner's Business Coordination Board in February 2016. Recognising the impact the election of a new PCC could have on these risks a Transition Project Plan has been developed with the SMT, in order to manage the transition process. This is being utilised as a key management tool in managing the transition and monitoring and addressing emerging risks associated with this transition.

5 Transition Project Plan

- 5.1 The Project Plan includes a number of distinct workstreams, each of which is owned at SMT level and sub divided into a number of activities and actions. Activities and actions have been allocated to the appropriate member of staff and include an anticipated start and finish date.
- 5.2 The high level Workstreams and objectives are as follows:
- **Communications:** To ensure staff, partners, public and media are informed and appropriately engaged before and during the election.
 - **Police and Crime Plan:** Setting the strategic direction and priorities to create a safer Cambridgeshire through setting police and crime objectives in the police and crime plan.
 - **Partnership Arrangements:** Promoting and enabling partnership working to prevent and tackle crime by ensuring the effective allocation of resources and mechanisms for delivery.
 - **Governance Arrangements:** To ensure appropriate oversight of all audit, governance and risk management arrangements.
 - **Finance and Audit:** To establish the budget requirements, ensure adequate and timely budget provision and establish financial management systems
 - **Office of the Police and Crime Commissioner:** To Liaise with the Police Area Returning Officer regarding the election and to ensure that the Police and Crime Commissioner upon appointment has the support with the capacity and capability necessary to enable them to carry out their functions
- 5.3 Progress on workstreams to date includes:

- Creation of a dedicated web page for candidates and the public.
- Election guide for staff developed, endorsed by the Returning Officer and distributed to OPCC staff and on the web site.
- A transition update is an agenda item at the fortnightly OPCC team meetings.
- Building blocks for the development of a new Police and Crime in train to respond to the priorities set by the new Commissioner.
- A candidate event with the Chief Constable and Deputy, Commissioner and Deputy scheduled for March 15th.
- Wider Governance arrangements pre and post-election are being considered.
- Best practice is being shared through an officer working group across Beds, Herts and Cambs.

In addition to the above an Internal Audit on the “Governance in preparedness in advance of the elections”, commenced on 7th March 2016.

6. Next steps

- 6.1 The Project Plan continues to be monitored and updated, with formal consideration at weekly SMT meetings.
- 6.2 On the election of the new Police and Crime Commissioner, it is considered prudent that he or she re-signs the Financial Regulations and Scheme of Delegation and a Decision Notice will be drafted in readiness for this.

7. Recommendations

- 7.1 The Committee is asked to note the contents of the report.

BIBLIOGRAPHY

Source Documents	<p>Police & Crime Commissioner Elections May 2016 & Beyond http://www.apace.org.uk/</p> <p>Joint Audit Committee report: Transition Planning Project Plan http://www.cambridgeshire-pcc.gov.uk/work/joint-audit-committee/</p>
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