

POLICE AND CRIME COMMISSIONER FOR LEICESTERSHIRE

ETHICS, INTEGRITY AND COMPLAINTS COMMITTEE

PAPER MARKED

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| Report of | POLICE AND CRIME COMMISSIONER |
| Subject | SCHEDULE OF MEETING DATES |
| Date | FRIDAY 22 SEPTEMBER 2017 – 2.00 P.M. |
| Author | ANGELA PERRY, EXECUTIVE DIRECTOR |

Purpose of Report

1. The purpose of this report is for members' approval of a schedule of meeting dates for the Committee for 2018-19.

Recommendation

2. It is recommended that the Committee approve the schedule of meeting dates proposed within the report.

Future Meetings

3. As per the terms of reference the Committee meet on a quarterly basis. It has previously been agreed that dates for formal meetings are also utilised to incorporate training sessions for members or where appropriate, further scrutiny work. This generally requires a commitment from members to attend for the whole day.
4. Dates proposed all fall on a Friday which has previously been identified as the day of the week most suitable to members.
5. The format of a full day's meeting is as follows:-

Training/Scrutiny

10.00 a.m.– 1.00
p.m.

Lunch

1.00 – 1.45 p.m.

Formal Meeting

2.00 p.m.

6. A proposed programme of dates of future meetings is as follows:-

FORMAL MEETING DAYS

2018

- Friday 16 March 2018
(*Good Friday falls on 30 March*)
- Friday 22 June 2018
- Friday 21 September 2018
- Friday 14 December 2018

2019

- Friday 15 March 2019
(*Good Friday falls on 19 April*)
- Friday 21 June 2019
- Friday 20 September 2019
- Friday 13 December 2019

7. It is proposed that the June meeting date include an agenda item in relation to the Chairman's Annual Report into the work of the Committee during the previous 12 months up to 31 March.
8. In addition to meeting dates the following dates are proposed for members to meet and undertake dip sampling of complaint files:-

DIP SAMPLING DAYS

2018

- Monday 29 January 2018
- Monday 7 May 2018
- Monday 6 August 2018
- Monday 29 October 2018

2019

- Monday 28 January 2019
- Monday 6 May 2019
- Monday 5 August 2019
- Monday 28 October 2019

9. Members are asked to have their diaries with them at the meeting so final dates can be agreed.

Implications

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|---------------------------------|---|
| Financial : | None. |
| Legal : | None. |
| Equality Impact Assessment : | None. Dates will be amended to cover religious festivals and faith commitments. |
| Risks and Impact : | A schedule of dates is required to forward plan the work of the Committee. |
| Link to Police and Crime Plan : | Proposal is in line with the Nolan Principles and Code of Ethics. |
| Communications : | Communications will be planned around the work of the Committee. |

List of Appendices

None.

Background Papers

None.

Person to Contact

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