

DORSET POLICE AND CRIME PANEL - SPOTLIGHT SCRUTINY REVIEW PROCESS

PREAMBLE

1. Dorset Police and Crime Panel (PCP) have a statutory responsibility to scrutinise the Dorset Police and Crime Commissioner (PCC), to promote openness in the transaction of police business and to support the PCC in the effective exercise of his/her functions¹. This responsibility can also include conducting reviews into topics of particular interest, or public concern². The guidance to PCPs³ suggests that there should be two types of scrutiny:

- Reactive - This 'looks at how services have been delivered in the past, learns and applies lessons from that experience to the future'.
- Proactive - This 'engages in current policy development, influencing decisions before they are made'.

2. As part of their responsibilities, the Dorset PCP has introduced a forward work programme in order to provide structure to how scrutiny is managed. This programme, in conjunction with OPCC engagement, sets the planning cycle for 'scrutiny reviews' on agreed areas of business.

SPOTLIGHT SCRUTINY REVIEW (SSR) - PURPOSE

3. A Dorset PCP SSR is designed in order to undertake an in-depth exploration on an issue that has been raised by, or is relevant to, the:

- OPCC.
- PCP
- Public

4. The end state of the SSR is a report, compiled by SSR panel⁴ members, that provides the findings and a series of Options for Consideration that the PCC may wish to take forward so as to consolidate or improve a given situation.

PROCESS

5. The following is an outline process for a Dorset PCP SSR:

- Identify the issue to undergo SSR through PCP/OPCC (or sub ctte) analysis.
- Justify the requirement for a review and produce a directive for PCP discussion with draft Key Lines of Enquiry⁵ (KLOE).
- The PCP endorses the requirement to undertake a SSR; review panel members are nominated.
- SSR panel engages with the OPCC if it is to be an item of direct OPCC scrutiny⁶ in order to shape format of review and the pre-scrutiny reader.
- Pre scrutiny reader issued (normally by the OPCC). The pre reader should summarise the issue, provide the background and in depth detail on the current situation; structured around the KLOE.
- SSR panel meets in order to discuss pre reader and finalise the KLOE.
- Hold SSR meeting with OPCC/portfolio holder(s) in order to discuss the subject matter, seek responses and evidence⁷. In addition, the SSR panel is to use this opportunity in order to identify any information requirements necessary to complete the review
- SSR panel meets, confirms findings and produces draft report for comment by OPCC/SSR.
- Issue report to the OPCC/PCP.
- Brief formally the PCP/OPCC on the process, findings and options for consideration from the SSR.
- The PCP revisits the SSR after a reasonable period of time.

¹ Police Reform and Social Responsibility Act 2011 s.28(2).

² Police Reform and Social Responsibility Act 2011 s.28(6).

³ Local Government Association and Centre for Public Scrutiny, Police and Crime Panels Guidance on role and composition, October 2011.

⁴ The report will be written (draft and final copy) by the nominated PCP SSR members.

⁵ The KLOE are the backbone of any SSR. They shape, set boundaries and inform the whole review; they are to be fully effective.

⁶ There may be future issues where the Panel conducts its own scrutiny out with the OPCC and then issues a report to the OPCC for consideration.

⁷ This is the actual review.