

**AGENDA ITEM**

**REPORT TO CLEVELAND  
POLICE & CRIME PANEL**

**4 FEBRUARY 2020**

**REPORT OF ASSISTANT  
DIRECTOR OF  
ADMINSTRATION,  
DEMOCRATIC AND  
ELECTORAL SERVICES**

**POLICE & CRIME PANEL ANNUAL REPORT 2019/20**

**PURPOSE**

This report seeks approval for the production of an Annual Report for the Police and Crime Panel for 2019/20 and its contents.

**DETAIL**

1. The production of a Police and Crime Panel Annual Report provides a useful reference document for the public setting out the role and responsibilities of the Panel in plain English and also highlighting key activities and achievements over the past year. It is proposed that the Report for 2019/20 is set out as follows:

- Chair's Foreword
- What is the Cleveland Police and Crime Panel?
- Panel Membership
- Panel Role and Responsibilities
- The Panel's Core Programme
- Key Activities and Achievements (including the work of Task and Finish Groups)
- Membership 2019/20
- The Police and Crime Panel and the Public Contacts and Further Information

2. The Panel are asked to authorise the Panel Chair, to agree an initial draft that will then be presented to the meeting of the Panel on 7 July 2020 for any comments and signing off by Members.

**RECOMMENDED**

That Panel Members comment on the content of the Annual Report and authorise the Panel Chair to agree an initial draft that will then be presented to the Panel on 7 July 2020.

**Contact Officer:** Margaret Waggott  
**Job Title:** Assistant Director of Administration, Democratic and Electoral Services  
**Tel:** 01642 527064  
**Email:** [margaret.waggott@stockton.gov.uk](mailto:margaret.waggott@stockton.gov.uk)