



## Police and Crime Commissioner and Chief Constable Weekly Meeting

### Meeting Record

Date:	29.11.2016
Chair:	Police and Crime Commissioner
Minute Taker:	Katie Baker (KB)

	Name:	Capacity:
	Philip Seccombe (PS)	Police and Crime Commissioner
	Martin Jelley (MJ)	Chief Constable
	Neil Hewison (NH)	OPCC Chief Executive
	Liz Hall (LH)	Joint OPCC Treasurer
	Heather Costello (HC)	Director of Finance
	Richard Elkin (RE)	Director of Enabling Services

### Open Session

No	Summary	Action
1/29/11/16	<b>Record of previous meeting held on the 15<sup>th</sup> November 2016 was agreed as a true and accurate record.</b>	
2/29/11/16	<p><b>Actions Arising from Previous Minutes:</b></p> <p><b>Budget Consultation</b></p> <p>HC and LH went through key budgetary figures setting out the baseline position for 2016/17 with detailed costings for growth areas and identified savings.</p> <p>Detailed discussion ensued on various pressure points and the following actions were agreed:-</p>	

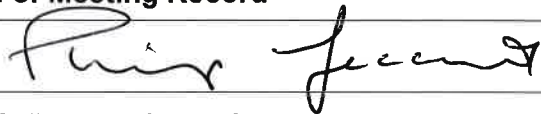

	<ul style="list-style-type: none"> <li>• <b>OPCC to make decision on the level of grant funding for rural, business and cybercrime activity</b></li> <li>• <b>PS requested information on the parameters which identified whether some costs were capital spend. HC confirmed that a presentation on capital spend would be given to PS at the CO Planning Day on Monday 5<sup>th</sup> December.</b></li> <li>• <b>Three different budgetary scenarios were presented to PS on precept rises of 1.99%, 1% and 0% for his consideration. It was agreed that LH would prepare a risk analysis detailing minimal level of reserves.</b></li> <li>• <b>HC to supply PS with a copy of the report that went to last year's Audit Committee on capital loans/repayment fees.</b></li> </ul> <p>HC gave assurance that the underspend was being robustly challenged</p>	<p><b>OPCC Internal Meeting</b></p> <p>Reports due from HC for 5.12.16 meeting</p> <p>LH to undertake at risk analysis</p> <p>HC to supply PS with report on loans / payment fees</p>
	<p><b>PCSO Powers</b></p> <p>Report on PCSO powers had been received.</p>	<p><b>DISCHARGED</b></p>
	<p><b>SNT Newsletters</b></p> <p>Update on SNT Newsletters had been received.</p>	<p><b>DISCHARGED</b></p>
	<p><b>MOU</b></p> <p>PS to be briefed by legal team before signing off .</p>	<p><b>CARRY FORWARD</b></p>
	<p><b>Operation Devonport</b></p> <p>MJ to share report on Operation Devonport with NH.</p>	<p><b>MJ to share report with NH - DISCHARGED</b></p>
	<p><b>Hate Crime Survey</b></p> <p>Confirmation received from SSI that efforts were made to survey all victims of Hate Crime. MJ confirmed that the Force had created a short-term team to do extra work with Hate Crime Victims.</p>	<p><b>DISCHARGED</b></p>
	<p><b>Missing Persons</b></p> <p>Update required from KM on recording processes and performance of</p>	<p><b>KM – Carry Forward</b></p>

**NOT PROTECTIVELY MARKED**

	<p>repeat missing persons team – looking at where the Force were regarding the Cheshire best practice model.</p> <p><b>CSE</b></p> <p>PS requested whether the Force had a CSE Action Plan and was advised that KM was working on a wider Vulnerability Action Plan and would update PS on the CSE element which was contained within that document.</p>	<p><b>KM – Carry Forward</b></p>
	<p><b>CRASH Figures</b></p> <p>MJ reported that the temporary problems with obtaining figures from CRASH had been resolved.</p>	<p><b>DISCHARGED</b></p>
	<p><b>HMIC Letter</b></p> <p>Response sent to HMIC and copied to MJ on 15.11.2016 for information.</p>	<p><b>DISCHARGED</b></p>
	<p><b>Specialist Capabilities Report</b></p> <p>Ready for sign-off at AGG meeting on 30.11.2016.</p>	<p><b>DISCHARGED</b></p>
	<p><b>Cllr Mobbs – Warwick District Council</b></p> <p>PS had met with Cllr Mobbs.</p>	<p><b>DISCHARGED</b></p>
	<p><b>Enabling Services / Estates Rationalisation Plan</b></p> <p>RE gave detailed answers to a series of questions raised from NH which had arisen from the Enabling Service Reports. All corresponding papers would be sent to OPCC for information. The following actions were agreed:-</p> <ul style="list-style-type: none"> <li>• OPCC to request information from Helen Danks on the Business Travel Contract “Click Travel” to ensure savings are maximised.</li> <li>• PS requested a report on the current IT trials that had taken place in Rugby and Evesham.</li> <li>• RE to send NH reports on FLU legislation Review, Workplace Wellbeing Charter, Talent Management Strategy, Vehicle Category Summaries, Thrifty Hire Car Analysis and Firearms Certificate Procedure.</li> <li>• Briefing on Learning and Development requested for PS.</li> </ul>	<p><b>KB to liaise with HD</b></p> <p><b>Carry Forward</b></p> <p><b>DISCHARGED</b></p> <p><b>NH to organise L&amp;D Briefing</b></p>

Next Meeting: 9am on Tuesday 6 December at Leamington Justice Centre

**Closed session followed**

<b>Formal Approval of Meeting Record</b>	
Signature:	
Print Name:	Police and Crime Commissioner, Philip Secombe
<b>Formal Approval of Meeting Record</b>	
Signature:	
Print Name:	Chief Constable Martin Jelley / Deputy Chief Constable Karen Manners