

Meeting Record

Governance and Scrutiny Board

Date and time: 07 January 2025 9.30am – 12.30pm

Chair: Phillip Seccombe, Police and Crime Commissioner

Attendees:

- Phillip Seccombe, Police and Crime Commissioner (PCC)
- Emma Daniell, Deputy PCC (DPCC)
- Polly Reed, Chief Executive Officer (PR)
- Claire Morris, Head of Business Services (CM)
- Sara Ansell, Chief Finance Officer (SA)
- Calum Walmsley, Strategic Estates and Asset Manager (CW)
- Alex Franklin-Smith, Chief Constable (CC)
- David Gardner, Deputy Chief Constable (DG)
- Ben Smith, Assistant Chief Constable (BS)
- Claire Armes, Assistant Chief Constable (CA)
- Steve Russell, Director of Data, Strategy & Technology (SR)
- Mike Kaine, Head of Accounting and Financial Control (MK)
- Nathan Moore, Head of Business Operations (NM)
- Anna Middleton, Chief Superintendent Protective Services (AM)

Apologies: Alison Hall, Head of Human Resources (AH); Jeffrey Carruthers, Director of Financial Services (JA)

Minute taker: Radhika Mawby, Business Support Assistant

1. Introductions and apologies

1.1. The minutes of the open meeting dated 10th December 2024 were agreed as a true and accurate record.

1.2. The PCC congratulated Alex Franklin-Smith on his commencement as Chief Constable, following the Confirmation Hearing.

2. Actions and matters arising

Reference	Action	Deadline	Action owner
	No actions from previous meeting.		

3. Agenda Items

3. Information Requests and Summary of Holding to Account – December

- 3.1 The paper was circulated prior to the meeting and all agreed content was a true and accurate record. CM advised that a response to IR 27 had been received and further updates have been received since this. CM advised that holding to account information is put on the OPCC website and all present were in agreement that these were accurate.
- 3.2 The CC pointed out that in respect of information requests, the relationship between the Office of the Police and Crime Commissioner (OPCC) and the force is working much better and thanks was given to all those involved.

4 Focus Topic: Major Investigation Unit

- 4.1 A set of questions had been prepared by the OPCC around Major Investigation Unit in the format of an Information Request. This was circulated prior to the meeting and the force's responses were considered with follow up questions from the PCC and other attendees.
- 4.2 The PCC questioned how can the DASP (Drug and Alcohol Strategic Partnership) provide further support to Warwickshire Police in the area of preventative work? AM stated that there are lots of patterns and trends that are captured through the DASP group, and there is a lot of positive partnership and representation. AM advised that further work is needed to understand how to reach out, in particular to hard-to-reach groups, and deliver preventative messages. A short discussion was had regarding the challenges between local level Policing and National Policing around preventative work.

- 4.3 The PCC questioned if there are local mutual aid arrangements for the provision of specialist MIU (Major Investigation Unit) / HOLMES (Home Office Large Major Enquiry System) staff in the event of an overload in demand? AM stated that with regards to mutual aid there is local resilience across the board. The CC advised that, although all forces have their own workload, the CC is confident that help would be provided if requested. AM advised that HOLMES supports all MIU's, and all officers are trained accordingly. The DPCC questioned whether there are sufficient HOLMES staff? AM said yes there are, although the force is looking to expand numbers trained.
- 4.4 The PCC questioned how is overtime managed within the MIU to ensure that the budget allocation is accurate and VFM is achieved, whilst also recognising the necessity to urgently increase capacity and capability in managing spontaneous incidents and investigations? AM explained that there is no difference in how overtime is managed. Quarterly financial meetings are held to review overtime budget allocations. Generally, if more money is required then justification needs to be made as to why.
- 4.5 The PCC asked are all the Detective Constables (DCs) in the MIU PIP 2 qualified and accredited? AM advised yes – MIU tends to attract experienced staff with additional detective skills. Although the team are small in size, all DCs are highly skilled.
- 4.6 The PCC questioned what is the uptake of wellbeing services accessed when a need has been identified? AM advised that they look to good practice and there is also now a welfare strategy in place for each investigation and it is for the Senior Investigating Officer to ensure that support is provided
- 4.7 The PCC asked what will be the structure of the proposed Death Investigation Scrutiny and Governance Board? AM advised that this new board is required to bring together activity in this area. There is a death training programme for officers with a drive for more officers to use professional curiosity when dealing with cases. The structure of the meeting is currently being formed, protocols are being reviewed, and work is underway to identify patterns or trends.
- 4.8 The PCC asked whether there have been any initial challenges in achieving compliance with the new Death Investigation Procedure, particularly in the requirement for the

attendance of a supervisor? AM advised that there has been a big culture shift and the new Death Investigation Procedure is reliant on officers understanding their roles. Training has been carried out with Metropolitan Police with a view to roll out locally in the future, concentrating on a Senior Investigating Officer (SIO) level.

- 4.9 The PCC noted that the present arrangements for the Causality Bureau appear to be a vulnerability without a formal s22 agreement in place. What are the anticipated timescales for a s22 and what are the predicted costs to Warwickshire Police in formalising the arrangements? BS advised that the S22 is in the final stages of review, and this will be with the PCC's office in the next couple of weeks. The S22 will be for Warwickshire Police, it will cost £32k.
- 4.10 The PCC asked how well sighted are the Local Resilience Forum with the Casualty Bureau (CB) arrangements, is there scope for greater cooperation / integration with other Category 1 responders in the event of a major incidents / catastrophic emergency requiring a CB? BS said that some findings from Grenfell are linked to this, and further work could be taken forward in this regard.
- 4.11 The PCC thanked AM for her time.

5 Estates

- 5.1 Nathan Moore (NM) provided an update on the Estates projects. He explained that the Stoneworks Project is delayed due to the flooding over Christmas in the quarry where the stone is coming from.
- 5.2 NM advised that the training block work is hoping to commence next week, however there is a hold up with regards to the vetting of the contractors, which needs to be resolved first.
- 5.3 NM advised that from a budget perspective, projects are on track but he is mindful there are projects due to finish in the new financial year.
- 5.4 The PCC asked NM whether with the flooding around Warwickshire, if there is any liability for flooding damage to any of the estate? NM advised not as far as he is aware however he will look into this.

- 5.5 Callum Walmsley (CW) advised that a Parish Council meeting has been scheduled for Thursday 9th January 2025 regarding the external transformation project and a presentation has been prepared by CW for this. CW is expecting a 12-16-week turnaround for planning permission.
- 5.6 NM advised that with regards to the recent storms, there have been trees affected but not as significantly as storms previously. A comprehensive tree survey is due to take place in the coming weeks with a view to identify any next steps.
- 5.7 CW confirmed that there are no further updates available with regards to CALA.
- 5.8 NM advised that Warwick District Council and the Parish Council have expressed an interest in the land on Woodcote Estate. A meeting was held in November 2024, and this will be considered further in due course.

6 Money Matters *

- 6.1 PCC thanked MK and team for producing and presenting Money Matters P7 report, which contained a number of recommendations

7 Establishment

- 7.1 The establishment report was not provided in the meeting papers, due to the workload of the HR team, who are implementing the payroll project currently. The CC advised that there are no significant changes since GSB in December. It was agreed that for future meetings, a substitute would deliver the update if the Department lead is unavailable. In the meantime the January report will be shared once available.

Action: DG to liaise with Tanya to get a copy of the report and share within the month to the OPCC.

8 Decision Notices

- 8.1 The Public Order decision notice has been signed today. There are no other DNs to discuss.

9 Collaborations and Contracts

- 9.1 PR noted that 2 collaboration agreements are in train – the Casualty Bureau and Disaster Victim Identification. Updates will be brought forward in due course.
- 9.2 A discussion was had during the meeting around Athena and the possible options moving forward especially regarding collaborative working with other forces.

10 Operational Update *

- 10.1 DG, CC and BS updated the PCC on the following:
1. Fire at supermarket
 2. Report of rape
 3. Response to Police helicopter presence
 4. Weather related issues
 5. Updates relating to flu season. – The PCC asked whether sickness levels have been affected during the Christmas and New Year break. SR advised that there have been seasonal adjustments, but nothing stood out. The same was advised regarding COVID cases

11 .AOB

- 11.1 A discussion was had regarding the Police and Crime Panel Plan, which is currently in draft form. PR advised that comments have been provided by the force, but further changes to the plan have been made. The PCC would like the force to review the latest draft before it is submitted to the Police and Crime Panel. The feedback sent by the force was considered and consideration will be made to changes to the plan, in respect of the section about volunteers and cybercrime.

Action: CC to respond to the latest version of the Plan by the end of the week.

- 11.2 A discussion was held regarding the Independent Hunt Review completed by David Peet, due to be published at 10am on 8th January 2025. Both the PCC and CC have accepted the recommendations. The CC has also decided to release the civil protocol as part of the response to the review and will publish it tomorrow alongside the force's response to the review. Both the PCC and CC have made themselves available for press tomorrow in separate locations.
- 11.3 A brief overview was shared about upcoming events including:

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- SR advised that HMIC will be onsite for 2 weeks from week commencing 13th January 2025. Unlikely to affect the OPCC.
- DPCC and PR to attend Paynes Lane Opening Ceremony in Rugby in the afternoon of 7th January 2025.
- DG advised that a Staff development day is being held on Thursday 9th January 2025 at the College of Policing and extended an invite to the OPCC
- BS advised of a briefing with the HMICFRS on Monday 13th January 2025.
- SR advised he is looking to do a presentation in the OPCC office regarding AI and focussing on stop and search with a view to progress this work this next year.
- PR asked the CC whether he was intending on recruiting for a deputy CC. The CC advised that the advert had been posted today (7.01.2025) and the deadline for applications is 27th January 2025 with a view to hold interviews on 13th February 2025. The CC expressed his wish to work with the OPCC on this appointment

The PCC thanked everyone and closed the meeting.

Note: Items marked with * indicate that a record was also created in closed minutes, which are exempt from disclosure.

Action list

Date	Action description	Action owner	Status
07.01.2025	DG to liaise with HR and share copy of Establishment report within January 2025	DG	Completed
07.01.2025	Action for BS to share breakdown information of the income from the new road safety vans.	BS	Carried forward
07.01.2025	CC to respond to the latest version of the Plan by the end of the week.	CC	Completed

Date and time of next meeting

Tuesday 11th February 2025, 09:30AM, LW Gold Room