

## West Yorkshire Police and Crime Panel Action Log

Date	Item	Agreed Action	Attributed to	Date for completion	Action undertaken
07-Nov-14	7.5.1	That the Commissioner provide panel with details of the terms of reference and scope of the governance review which is currently being undertaken	PCC	ASAP	COMPLETED
12-Dec-14	6.3.4	That the Panel writes to the Home Office re: Panel's powers in the complaints process	PCP Officers	ASAP	COMPLETED
12-Dec-14	6.3.5	That the Panel writes to the PCC re: the complaints process to ensure that complainants are regularly updated	PCP Officers	19-Dec-14	COMPLETED
12-Dec-14	7.9.1	That the Panel writes to the PCC re: the recommended appointment of Katherine Johnson to the Treasurer post	PCP Officers	19-Dec-14	COMPLETED
06-Mar-15	10.2	PCP Officers to provide members with the latest version of published key decisions from the Commissioner's website	PCP officer	ASAP	COMPLETED
15-Jan-15	1.5	PCP Officers to email Members with Dave Livesey biog	PCP Officers	16-Feb-15	COMPLETED
15-Jan-15	3.3	PCP Officers to draft key questions for Dave Livesey on the Government's response to the Home Affairs Select Committee report on PCCs	PCP Officers	26-Feb-15	COMPLETED
12-Dec-14	15.4.1	That the PCC brings a report on 101 call handling to a future meeting and provides reasons to the Panel why WYP did not respond to the BBC's FOI request	PCC	06-Mar-15	COMPLETED
07-Nov-14	12.5.1	That the Joint Independent Audit Committee considers crime data integrity and the strategic workforce plan as part of their work programme.	Trevor Lake, Joint Audit Committee	Ongoing	This is being considered by AC. Removed from PCP action list. COMPLETED

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06-Mar-15	16.2.1	That a complaints Sub- Committee meets to consider the appeal regarding the non-recording of a complaint	PCP Officer	18-Mar-15	COMPLETED
12-Dec-14	9.6.1	That the PCC updates Panel on the progress of business cases	PCC	24-Apr-15	Duplicate Action. Removed from Action Log.
12-Dec-14	9.6.3	Paul Whiteley to attend a future meeting of the Panel re: transformation fund projects	OPCC	24-Apr-15	Duplicate Action. Removed from Action Log.
12-Dec-14	9.6.2	That the PCC ensures that Transformation Fund projects are reviewed and expected outcomes are monitored and measured	PCC	Ongoing	Duplicate Action. Removed from Action Log.
12-Dec-14	8.7.1	That the PCC shares the Estates Strategy with the Panel	PCC	09-Oct-15	Duplicate Action. Removed from Action Log.
07-Nov-14	5.7.1	That the Commissioner brings a report on the strategic workforce plan to a future meeting of the Panel.	PCC	09-Oct-15	Duplicate Action. Removed from Action Log.
07-Nov-14	5.7.2	That the Commissioner provides information to the Panel on the status of the review of the Divisional Resourcing Model.	PCC	14-Apr-15	PCC explained Ward Based Needs Assessment took place not a review of the Divisional Resourcing model. Information to be shared outside of the meeting cycle. Still awaiting comparative info. Requested from OPCC several times. KL to speak to MBW re: discussing this with AL at tje 1:1 on 14 April. MBW reluctant to share figures as political. Description of method sent to Members on 17 April 2015. COMPLETED

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15-Jan-15	7.6	Martin Goldman of the CPS to be invited to attend the Panel meeting when LCJB performance data is presented	LCJB	24-Apr-15	Geoff Dodd has agreed to write the performance report. Geoff Dodd and / or Martin Goldman to attend. KL to confirm that Geoff Dodd is attending. Geoff Dodd attended. COMPLETED
12-Sep-14	10.8.1	That a report giving a progress update on all the individual recommendations from the DIP review are brought to a future meeting.	PCC	24-Apr-15	Request for the DIP funding to be allocated based on population and crime stats. Take into account the address of the perpetrator which may be different from the district the crime was committed in and how funding is allocated to cover this. COMPLETED
06-Mar-15	7.4.1	Commissioner updates Panel on whether WY Police places callers on hold upon answering their call.	PCC	24-Apr-15	Update under Matters Arising from the minutes COMPLETED
06-Mar-15	12.5.1	That the Commissioner provides information on the Force's use of RIPA to hack into phones	PCC	24-Apr-15	KL to provide response to PCP officers prior to the next Panel meeting.
06-Mar-15	12.5.2	That the Commissioner provides information on the number of police officers who resigned whilst being subject to misconduct investigations	PCC	24-Apr-15	KL to provide response to PCP officers prior to the next Panel meeting. COMPLETED
07-Nov-14	7.5.2	That the Commissioner report back in due course on the governance review of the Force which is nearing completion	PCC	24-Apr-15	OPCC to confirm. Panel had some information from Isabel on 15 Jan 15 the PCC's governance review but no detail on the Force's. KL to speak to the Force and update Panel. Unsure as to whether the Force has undertaken a separate governance review. KL stated that the Force has not undertaken a separate review. COMPLETED

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24-Apr-15	15.2.1	PCP Officers to work with the OPCC with a view to changing the date of the July meeting	PCP Officers	08-May-15	ED confirmed PCC availability on 10 July. Currently checking availability of Panel Members. Meeting remains as 17 July due to diary commitments. COMPLETED
24-Apr-15	16.1	Cllr Lowe stated that she would write to Cllr Les Carter on behalf of the Panel to thank him for his hard work and commitment over the years and to wish him well in his retirement.	PCP Officers / Cllr Lowe	15-May-15	COMPLETED
24-Apr-15	9.8.1	That the OPCC circulate the missing CJS performance appendix outside of the meeting	OPCC / PCP Officers	ASAP	COMPLETED
07-Nov-14	6.4.1	Victim Services – That the Commissioner brings a high-level evaluation report of the sixteen victim services projects in the new year.	PCC	12-Jun-15	Report to Panel meeting on 24 April 2015. DEFERRED to 12 June 2015
24-Apr-15	13.4.1	That due to the poor response from Crime and Disorder Scrutiny Committees, Panel Members were asked to encourage participation from their respective authorities.	PCP Members	Ongoing	PCP Officers have sent out the latest Local Perspectives Survey and Members have been asked for their assistance in ensuring it is completed on time. Will report to the July Panel meeting.
24-Apr-15	13.4.2	Police and Crime Panel Officers to ensure Panel Members are aware when the Local Perspectives information is requested from their respective authorities.	PCP Officers	Ongoing	PCP Officers have sent out the latest Local Perspectives Survey and Members have been asked for their assistance in ensuring it is completed on time. Will report to the July Panel meeting.
24-Apr-15	8.5.1	That the Commissioner provides a report on the work of the WyFi team to a future meeting	PCC	17-Jul-15	Included on agenda

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Date	Item	Agreed Action	Attributed to	Date for completion	Action undertaken
12-Jun-15	9.2.2	That the Annual Report be sent to all elected Members across West Yorkshire as well as the Policing Minister, Keith Vaz (Home Affairs Select Committee), David Livesey (Home Office) and Mike Cunningham (HMIC).	PCP Officers	ASAP	COMPLETED
15-Jan-15	1.4	PCP Officers to work with the OPCC to look at potential venues for future Panel meetings with the possibility of the Chief Constable or District Commander attending with the PCC	PCP Officers/ OPCC	30-Apr-15	PCP Officers to consider venues in Districts and liaise with KL before end April 15. KL to check MBW's diary for the September meeting. Venue confirmed as Dewsbury Town Hall. COMPLETED.
11-Apr-14	8.10.2	That the Commissioner considers how the Panel might provide help and support as he develops his plan to respond to points raised by the Crawford Review.	OPCC / PCP Officers	30-Apr-15	Cllr Wassell has volunteered to work with the OPCC on the Crawford Review implementation plan. Julie Reid to contact the PCP Officers to arrange. Initial meeting has already taken place between Cllr Wassell, Julie Reid and PSD. KL to speak to JR re: Crawford Review implementation. PCP officers to work with the OPCC to develop new complaints process for Panel. Update paper on the Crawford review implementation to go to the June meeting.
12-Jun-15	12.3.1	PCP Officers to invite an LGA representative to the Panel's Awayday	PCP Officers	25-Jun-15	LGA rep has agreed to attend Panel Awayday 3 July 15. COMPLETED.
12-Jun-15	17.6.3	The Commissioner to circulate the letter regarding the Home Office Review of Police Targets and for the Panel to forward any views back to the OPCC	PCC	12-Jun-15	Received from the OPCC on 12 June and sent out to Panel Members for their comments. JS asked that the OPCC provides the Panel with theirs and the Force response. OPCC to confirm with the PCC. OPCC response circulated to Members 8 July 15

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12-Jun-15	18.6.1	That the Commissioner provides information to the Police and Crime Panel Officers on the reasons for the increase in blackmail	PCC	17-Jul-15	
07-Nov-14	8.5.1	That the Commissioner invites Panel members to future Safer Communities funding award events	PCC	01-Aug-15	Awards were cancelled due to snow. Alternative dates to be supplied by KL. First date is in August 2015, venues yet to be confirmed. First awards to be held on 6 August in Kirklees/Calderdale tbc. Members invited.
17-Jul-15	13.3.2	That the T/CC be invited to the Nov meeting to give an update on the SPR	PCC	29-Jul-15	OPCC to invite T/CC Collins to Nov meeting
17-Jul-15	5.9.3	That the Commissioner circulate to the Panel for comment his proposed section on holding the Commissioner to account, as a matter of urgency	PCC	15-Aug-15	Members should be allowed time to comment before publication of the Annual Report. Circulated to Members and response provided on 21 August 15.
17-Jul-15	5.9.2	That the Commissioner fully review the grammar and writing of the Annual Report before publication	PCC	31-Aug-15	
17-Jul-15	5.9.4	The Commissioner to review the data in the annual report to ensure it is as up to date as possible	PCC	31-Aug-15	
17-Jul-15	8.8.3	The Commissioner to forward his response to the HMIC inspection report on Child Protection	PCC	31-Aug-15	Received from OPCC on 21 July and forwarded to Panel Members
12-Jun-15	17.6.1	The Commissioner to ask the Temporary Chief Constable to update Chief Officer Profiles on the Force website.	PCC	Ongoing	The website has been updated.

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17-Jul-15	8.8.2	The Commissioner to forward information to the Panel on HMIC reporting on efficiency and effectiveness and to arrange discussion at a future meeting	PCC		Letter received by OPCC from HMIC about Force Management Statements and shared with Panel members July 2015. The changes aren't due to be brought in until 2017 but happy to keep the Panel updated outside of meetings if any developments.
17-Jul-15	6.3.1	That the Commissioner provide further information regarding the staffing and work of the WyFi team in a much more user-friendly manner	PCC	31-Aug-15	To be circulated prior to the meeting in Sept 15
06-Jul-15	1:1 with AL and MBW	Commissioner has asked the Panel to consider reducing public meetings from 8 to 6, plus 2 additional private themed meetings	Panel Members	17-Jul-15	Discussion at Panel meeting on 17 July. Decision made to maintain at 8. Dates for 2016 to be confirmed at meeting on 11 Sep 15.
11-Sep-15	9.3.1	Panel Officers to develop an outline of the scrutiny review of the Force's treatment of vulnerable victims and vulnerable perpetrators.	PCP / OPCC	31-Oct-15	To be discussed at Panel's private meeting on 9th Oct. ED to draft outline for OPCC to comment on prior to 9 Oct. Sent to OPCC on 21 Oct to finalise.
24-Apr-15	14.2.1	That Councillor Wassell (Wakefield), Councillor Scott (Kirklees), Councillor Walls (Bradford) and Councillor Barker (Wakefield) form a Complaints Sub Committee to specifically consider the complaint	PCP	31-Oct-15	Await outcome from IPCC before proceeding. ED to advise. Appeal still with IPCC. ED contacted IPCC for a second time on 3 July. Awaiting response. IPCC have now referred complaint back to Panel 23 July 15. Complaints Sub Committee met on 21 August. Further information to be requested from the Commissioner prior to Complaints Sub Committee reconvening to discuss LR.

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11-Sep-15	6.9.1	The Commissioner to provide information on the ANPR Transformation Project and the projected completion dates for installing ANPR cameras	PCC	13-Nov-15	Requested by Cllr G Carter. Will also form part of the Transformation Update on 13 Nov 15. Panel members invited to ANPR Unit.
11-Sep-15	11.4.1	Panel Officers to circulate 2016 Panel meeting dates when confirmed	PCP	13-Nov-15	Dates circulated. ED to confirm with PCP re: November date being changed at the meeting on 9th Oct
11-Sep-15	12.7.2	The Commissioner to provide the Force's guidelines to staff on the use of social media	PCC	13-Nov-15	Outside the formal meeting
11-Sep-15	7	The Commissioner to provide details of the number of BME officers by rank	PCC	13-Nov-15	
12-Jun-15	9.2.3	PCP to seek opportunities to launch the Annual Report to the media	PCP Officers	13-Nov-15	ED to discuss with Cllrs Ahmed and Martin.
11-Sep-15	13.4.1	That the full Panel consider the appeal at its meeting on 13th November 15	PCP	13-Nov-15	
12-Jun-15	14.8.1	The Commissioner to ensure that the Complaints Oversight (formely Crawford Review) implementation plan includes more detail and have clear timescales for each action	PCC	13-Nov-15	The OPCC to incorporate the Panel's comments of the 12 June 15 and to report back to Nov or Dec meeting.
11-Sep-15	8.8.1	The Commissioner to provide a report on victims' hubs to a future meeting	PCC	13-Nov-15	Verbal update provided on 13 Nov 15
13-Nov-15	14.2.1	Make amendments to the Emergency Meetings Protocol as per the discussion	PCP	30-Nov-15	PCP Officers to amend.
17-Jul-15	13.3.1	That the September meeting have a Prevent theme. Interested parties to be invited	PCP	11-Dec-15	PCP Officers to discuss with OPCC. Prevent to be discussed at Dec 15 meeting (part of SPR report).
13-Nov-15	8.3.1	The Commissioner invited Members to visit one of the Victims' Hubs	PCP	31-Mar-16	PCP Officer to provide details to Members.



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24-Apr-15	6.5.1	That the Commissioner continues to look at opportunities for joint commissioning where possible	PCC	Ongoing	KL to speak to Trish Holder for an update (24/9/15). Currently awaiting the CSR announcement to finalise future plans and look at joint commissioning opportunities. Partner Transformation Event being held by the PCC early December. Invite has been sent to Chair of the PCP.
11-Sep-15	6.9.2	The Commissioner agreed to include homicide figures in the next quarterly performance report	PCC	11-Dec-15	Requested by Roger Grasby.
13-Nov-15	13.3.1	A new Complaints Sub Panel to be formed to consider new complaints	PCP	14-Jan-16	Meeting arranged for 9 December. Information requested from complainant and PCC. 2nd meeting arranged in Jan 16.
11-Sep-15	12.7.1	The Commissioner to provide further information on West Yorkshire Police's approach to the seizure and sale of cars	PCC	11-Dec-15	Outside the formal meeting. Information to be provided ahead of the meeting. KL has spoken to the Force. Aiming to provide it before December meeting.
13-Nov-15	10.2.1	The Commissioner was asked to provide full Panel with information on the full costs to West Yorkshire of the redeployment of Mark Gilmore.	PCC	11-Dec-15	Update to be provided at the Dec meeting.
11-Sep-15	7.8.1	The Commissioner to provide a briefing to Members on the Strategic Workforce Plan, potentially at their private meeting on 9 October 2015	PCC	22-Jan-16	Agreed at 1:1 on 2 Dec 15 that this would be provided to the private meeting of the Panel in January.
13-Nov-15	12.4.1	Panel to consider the full PEEL report at a future meeting	PCC	11-Mar-16	When all PEEL inspection reports are available.

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Date	Item	Agreed Action	Attributed to	Date for completion	Action undertaken
13-Nov-15	9.3.2	That the Commissioner provides updates and involves Panel members in discussions about changes to overseeing the Police Complaints system.	PCC/PCP	Ongoing	
11-Dec-15	5.6.1	That the Panel share details of Force recruitment with community groups to encourage applicants from diverse backgrounds	PCP		
12-Jun-15	17.6.2	The Commissioner to keep the Panel informed of any progress on the Armed Forces Covenant	PCC	Ongoing	Dialogue is ongoing between the OPCC and WYP (04/11)
11-Sep-15	5.9.2	The Commissioner to provide details of police officers on restricted duties and how they are being utilised across the Force	PCC	11-Mar-16	Requested by Roger Grasby. Information provided outside of formal meeting structure. More detailed report required for public meeting (13 Nov 15)
17-Jul-15	8.8.1	The Commissioner to look at the progression of co-location with the Fire and Rescue Service at Weetwood Police Station and respond to the Panel outside the meeting process	PCC	11-Dec-15	Information to be provided ahead of the meeting on 11 Sep 15. Brief update provided on 11 Sep. Ongoing issue. Changes have been made to the original proposal from Leeds CC and WYFRS and alternative options are being explored by both (26/02)
06-Feb-16	7.2	Cllr G Carter to attend the LGA's Panel conference on 14 March with Sam	Panel	14-Mar-16	SW / ED to try and secure more places for Cllr Ahmed and Mrs Sykes to attend. Places secured for 4 people to attend. SW / ED to arrange train tickets for Members.
11-Mar-16	7.5.1	OPCC to re-issue the performance report appendices due to an error being highlighted	PCC	31-Mar-16	ED emailed LW on 31 March for the amended report. Sent to members 31/3/16
11-Mar-16	13.3.2	That an additional meeting of the full Police and Crime Panel be convened on 6 April to consider a complaint appeal	Panel	06-Apr-16	

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11-Mar-16	12.2.1	That the reference to senior staff in part 7 of the Panel's Arrangements and Rules of Conduct be removed and replaced with Deputy PCC	Panel	31-Mar-16	
11-Mar-16	13.3.1	A new Complaints Sub Panel to be arranged to consider the newly recorded complaint.	Panel	30-Apr-16	Meeting arranged on 26 April 16
11-Mar-16	11.5.1	The PCC to share his response to HMIC's report on Child Protection Post-Inspection Review report	PCC	22-Apr-16	
22-Apr-16	9.2.1	That the PCC shares his response to HMIC's report on WYP's Child Protection Inspection	PCC	22-Apr-16	Emailed to Panel Members on 22 April 16.
22-Apr-16	10.12.1	That arrangements are made for Mr Lake to meet with the Scrutiny Review Team to discuss commissioning of services.	PCP	10-Jun-16	ED/SW to contract Trevor Lake to arrange.
13-Nov-15	2.4.3	The Commissioner agreed to look at the College of Policing's Equality and Diversity initiative and see what learning there might be for West Yorkshire.	PCC	31-Jan-16	Clarity on the specific initiative is required and email sent to SW/ED to liaise with JS (17/02)