



Draft Minutes

7<sup>th</sup> November 2014, Wakefield Suite, Wakefield One

<b>PRESENT:</b>	Councillor Lowe (Chair)	- Leeds City Council
	Councillor Walls	- Bradford Council
	Councillor Sweeney	- Calderdale Council
	Councillor Thompson	- Calderdale Council
	Councillor Ahmed	- Kirklees MBC
	Councillor Scott	- Kirklees MBC
	Councillor Iqbal	- Leeds City Council
	Councillor Loughran	- City of Wakefield MDC
	Councillor Wassell	- City of Wakefield MDC
	Jo Sykes	- Independent
	Roger Grasby	- Independent
<b>IN ATTENDANCE:</b>	Samantha Wilkinson	- City of Wakefield MDC
	Emma Duckett	- City of Wakefield MDC
	Liz Ogden	- City of Wakefield MDC

**1. Apologies for Absence**

1.1 Apologies were noted from Councillor Carter (Leeds).

**2. Minutes of the Meeting held 10<sup>th</sup> October 2014**

2.1 The minutes were agreed as a correct record.

**3. To note any items which the Chair has agreed to add to the agenda on the grounds of urgency.**

3.1 The Chair confirmed that there were no items to add to the agenda.

**4. Members' Declaration of Interests**

4.1 There were no interests declared.

*Mark Burns-Williamson, the Police and Crime Commissioner for West Yorkshire and Temporary Chief Finance Officer Sophie Abbott attended the meeting for items 5 to 11 along with Tricia Holder and Kelly Laycock from the OPCC.*

**5. Budget Report**

5.1 The Commissioner presented to the Panel an updated Medium Term Financial Forecast (MTFF). He explained that the budget would still be in balance in 2015/16

assuming all programmes of change deliver the expected outcomes. Further assumptions had also been made around the nationally agreed police pay award and the locally agreed council tax precept.

- 5.2 The Commissioner went on to explain that there was likely to be a shortfall of between £4m and £10m in 2016/17 due to an increase in the savings target. This shortfall is set to rise to £27.5m by 2018/19, with a total estimated saving requirement of £204m (40%) from pre-austerity baseline.
- 5.3 Community safety funding across West Yorkshire is currently the subject of a review led by Cllr David Green of Bradford Council. The Commissioner welcomed this and the possibility of income generation opportunities such as Carr Gate facilities, PNLD and VIPER.
- 5.4 Panel Members, mindful that 80% of the budget related to staffing, asked the Commissioner about progress towards developing a strategic workforce plan. This Plan would help to ensure that vacancies are managed across the Force ensuring that key posts continue to be recruited to. It would also help to clarify the roles of Special Constables and volunteers in West Yorkshire Police.
- 5.5 In response the Commissioner stated that the Force would be recruiting to posts which would tackle priority areas such as CSE, cyber-crime and human trafficking.
- 5.6 The Panel also questioned the Commissioner on the funding formula used to allocate resources to districts. The Commissioner stated that there is a move away from the Divisional Resourcing Model with more consideration being given to a needs based assessment.

## **5.7 RESOLVED**

- 5.7.1 That the Commissioner brings a report on the strategic workforce plan to a future meeting of the Panel.
- 5.7.2 That the Commissioner provides Panel with information on how the revised funding formula works.

## **6. PCC Funded Delivery and Victim Support Services Update**

- 6.1 The Panel noted that £5.29m was allocated by the Home Office to the Commissioner's Community Safety Fund for 2013/14. The Commissioner has made a commitment to maintain this level of funding until 31 March 2016 despite cuts in the overall budget. Key performance indicators have been developed in order to try and monitor the effectiveness of the services provided by partners.
- 6.2 The Commissioner provided details of the victim services preparatory fund which totalled £823k. Members were provided with funding allocations across the sixteen projects. One of the projects was the Help for Victims website developed by PNLD. A member of the Panel stated that he attended the launch of the Help for Victims website in October and commended the Commissioner on this useful resource for

victims of crime and asked that members considering publicising the website within their local authority or organisation.

- 6.3 The Panel asked the Commissioner for his views on the West Yorkshire pilot of two new out of court disposals and what safeguards have been put in place. In response, the Commissioner stated that he has asked the Chief Constable to provide him with details of the first twenty cases.

**6.4 RESOLVED**

6.4.1 That the Commissioner brings a high-level evaluation report of the sixteen victim services projects in the New Year.

6.4.2 That the Commissioner provides a report to the Panel on the pilot of two new out of court disposals in West Yorkshire.

**7. Partnership Executive Group Update**

7.1 The Commissioner gave an update on the Partnership Executive Group on the work it has undertaken and what future work it is intended to take forward. The Commissioner confirmed that the areas of work and the representation is being kept under review and will be looked at as part of a wider governance review.

7.2 The Panel raised the issue of the future of the Delivery Group and how this should form part of the governance review. Panel commented that who sits on any group which will have a responsibility for Commissioning should be carefully considered to ensure that there is not an over representations of certain groups and the appropriateness of including providers should be addressed. It was stressed that the Delivery Group should focus on delivery and ensuring that the objectives of the Police and Crime Plan are met and improvements made. Panel recognised that this group is actually only looking at the allocation of a small proportion of the Commissioner's overall budget.

**7.3 RESOLVED**

7.3.1 That the Commissioner provide panel with details of the terms of reference and scope of the Governance review which is being undertaken.

7.3.2 That the Commissioner also report back in due course on the Governance review of the Force which is nearing completion.

**8. Community Outcomes Update**

8.1 The Commissioner informed Panel that he continues to hold Community Outcome meetings with the Temporary Chief Constable on a weekly basis.

8.2 Panel were informed that the fourth round of Safer Communities Funding had been launched and that awards for the funding would be made in January. The Commissioner commented that he has received positive feedback from successful

groups and a condition of the award is that they attend a presentation night and have the opportunity to network with other successful groups. The Commissioner suggested that Panel members may wish to attend future presentations.

- 8.3 The Commissioner was asked about the recent BBC report on the intelligence provided to police forces by the National Crime Agency on paedophiles. Panel enquired about the West Yorkshire position and asked for reassurances that West Yorkshire would be acting on this intelligence. The Commissioner reported that West Yorkshire Police had looked at all the claims in detail and were taking forward all possible lines of enquiry with 30 arrests already having been made.
- 8.4 The Commissioner stated that it might be necessary to find further funding to investigate issues of CSE, however, as with all issues, it will be necessary to tailor the budget on the basis of threat and risk.

#### **8.5 RESOLVED**

8.5.1 That the Commissioner invites Panel members to future Safer Communities Funding award events.

#### **9. Published Key Decisions**

- 9.1 The Panel noted that there had been one published key decision since the last meeting. The Commissioner stated that this was inaccurate and has asked his office to undertake a trawl of decisions made to ensure the website is being updated correctly.
- 9.2 The Panel reminded the Commissioner of his statutory duty to publish all key decisions on his website.

#### **9.3 RESOLVED**

9.3.1 That the Commissioner takes steps to ensure that key decisions are updated on his website in a timely fashion.

#### **10. Agreed Actions Log**

- 10.1 The agreed action log was noted.

#### **11. Commissioner's Response to current issues**

- 11.1 The Commissioner was asked about Domestic Violence Protection Orders, how effective this is and what training police get.
- 11.2 The Commissioner responded to say that it is very early days to measure their success but the informal view is that they do appear to be beneficial. Proper evaluation will be undertaken in due course.

***The Joint Independent Audit Committee Chair, Trevor Lake, joined the meeting for Item 12.***

**12. Joint Independent Audit Committee**

12.1 Members noted that the role of the Joint Independent Audit Committee was to provide appropriate assurance to the Commissioner and the Chief Constable on the adequacy of their governance, internal control and risk management arrangements.

12.2 Trevor Lake, Chair of the Joint Independent Audit Committee, provided Members with an update on the work of the Committee over the last twelve months. Key areas highlighted included;

- draft Treasury Management strategy 2014/15
- Internal Audit Strategy 2014/15
- Internal Audit Plan 2015/16
- External Audit Plan 2013/14
- NSPAS control and implementation
- Risk management

12.3 Mr Lake stated that the Committee made three recommendations to the Commissioner and Chief Constable at its annual meeting. These recommendations related to risk management, the transformation fund process and the reassurance framework.

12.4 The Panel raised the issue of crime data integrity and the recent HMIC report. Members of the Panel were concerned by the errors in crime data recording which were highlighted by the inspection last year and asked if the Committee could include this within their work programme.

12.5 The Panel also questioned Mr Lake over the budget and the larger than predicted shortfall raised by the Commissioner earlier in the meeting. Mr Lake provided reassurances to the Panel that the Committee had been impressed with the way in which funding cuts had been managed whilst maintaining performance. Discussion then focused on the Panel's concerns around the progress in developing a strategic workforce plan. Mr Lake agreed to support the Panel in their oversight on this.

**12.6 RESOLVED**

12.6.1 That the Joint Independent Audit Committee consider crime data integrity and the strategic workforce plan as part of their work programme.

**13. Complaints Update**

13.1 Councillor Wassell gave Panel an update on the latest position regarding complaints.

13.2 It was noted that a meeting of the full Panel will be required to consider an appeal against the suggested informal resolution for the complaint 678718 and also for complaint 669517.

**14. Panel Forward Agenda Plan 2014/15**

14.1 Panel noted the forward agenda plan. It was noted that the times of the December meeting may need to be extended to allow for the significant amount of issues that Panel need to consider. Further details will be notified to Panel members by the secretariat.

**15. Any Other Business**

15.1 There was no other business raised.

**16. Date and Time of Next Meeting**

16.1 The next Police and Crime Panel meeting will take place on Friday, 12<sup>th</sup> December 2014. The timings of the meeting will be confirmed in due course.