

Meeting Record

Governance & Scrutiny Board

Date and time: 10/12/2024 9.30am-12.30pm

Chair: Philip Seccombe, Police and Crime Commissioner

Attendees:

- 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)
- Alison Hall, Head of Human Resources (AH)

Apologies:

- Jeff Carruthers, Director of Financial Services (JC)

Minute taker: Imogen Forrest, Assurance and Scrutiny Support Officer (IF)

Actions and matters arising

- 1.1 The minutes of the open meeting dated 5th November 2024 were agreed as a true and accurate record.
- 1.2 The PCC congratulated Alex Franklin-Smith on his selection as preferred Chief Constable, subject to the Confirmation Hearing.
- 1.3 The PCC welcomed new ACC Claire Armes and Business Support Assistant Radhika Mawby to their first Governance and Scrutiny Board and explained the purpose of the meeting.

Reference	Action	Deadline	Action owner
	No actions from previous meeting.		

Agenda Items

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

- 3.1 The paper was circulated prior to the meeting and all agreed content was a true and accurate record. CM advised that responses to IR's 25 & 27 have been received and a list of future deep dive topic areas will be shared in January.

4. Firearms Licensing

- 4.1 DG updated the PCC on the headlines from the Firearms Information Request, pending receipt of the written report. From a national perspective as the NPCC Lead for Firearms DG explained that a funding announcement is likely to be made in January, by the Home Office, subject to legislative processes.
- 4.2 The APP statutory guidance was discussed in relation to officer requirements when carrying out checks for license applications. DG advised that it cites more detailed and thorough checks which will ultimately increase workload but it is necessary. CA confirmed that as it is a national standard it will be implemented as best practice within the next 12-18 months.
- 4.3 DG advised the PCC that the force's firearms unit currently has x1 Manager, x1 Supervisor, x2 Enquiry Officers, x5 casework staff, x1 Intelligence officer and x1 admin post which is currently vacant. DG highlighted that the team are dealing with some sickness issues which is causing some pressures, but the unit still remains one of the best performing units in the Country.
- 4.4 DG advised that the unit is currently completing applications within 28 days which is above the expected time frame of 4 months. DG also advised that renewal applications are being completed within 21 days and the force don't have any temporary licences at this time, which is a good position to be in.

5. Q2 Performance Scrutiny

- 5.1 A set of questions had been prepared by the OPCC around the force's performance for Q2. This was circulated prior to the meeting and the force's responses were considered with follow up questions from the PCC and other attendees.

Violence with Injury

- 5.2 A discussion took place around the downward trend in the action taken outcome rate for violence with injury. The PCC questioned whether there was a reason for the downward trend? SR confirmed that there is no general downward trajectory but there are challenges to maintain a consistent level due to the crime being one of the highest crime types.

Home Burglary

- 5.3 The PCC questioned, in relation to burglary dwelling, what specific actions have been achieved to date, that had previously been set through the Tactical Tasking and Coordination Group (TTCG). BS confirmed that it is force priority and some policing areas have specific tasks and metrics which has resulted in some good improvement, particularly in the East and South of the County.
- 5.4 The PCC questioned if the force would attend every invasive home burglary reported? SR confirmed that the force would attend all and would be rare if there was no attendance. However, there are thresholds to meet in order for it to be recorded as invasive which is often a misconception. This decision to attend is determined within the control room who complete a THIRVE assessment before allocating resources.
- 5.5 The PCC questioned what arrangements there are for cross-border liaison and cooperation in respect of car-key burglaries? BS confirmed there is an operation in place with West Midlands specifically for car-key burglaries. BS advised that he will be attending the Regional Tactical Tasking and Coordination Group to discuss this particular topic and ensure all forces are focusing on the same areas.

Operations Communication Centre (OCC)

- 5.6 A discussion took place in relation to the increase in 101 abandonment calls. SR highlighted the progress 101 abandonment has made in the long term, as the force have decreased abandonment calls by 20%, but acknowledged that the percentage of calls is still high. SR stated that there is some detailed analytic work ongoing to review data in more detail, to determine between positive and negative abandonment calls and the affects call back assist is having.
- 5.7 SR stated the force may receive an AFI recommendation following the HMICFRS inspection due to the percentage being higher. However, the force are content with the overall performance from the OCC as dealing with more demand than ever before. SR advised that it may take a few weeks to gather data but once reviewed will share with the OPCC.
- 5.8 The PCC questioned what the current sickness levels are in the OCC and what is being done to improve the health, welfare and sickness rates of OCC staff? BS acknowledged that a lot of changes have been made in short space of time and recognised this may

have had an impact on staff but senior officers have tasked Supt Steve Malone to engage with staff around health and wellbeing.

- 5.9 CM questioned if the sickness levels were short or longer term sickness? BS stated that it is both but review in further detail and share the information.

Action: BS to share OCC sickness data once reviewed.

Road Safety

- 5.10 A discussion took place around the force's governance structures for road safety. The PCC questioned if the Chief Constable will commit to giving requisite attention to the force's actions from the Roads Safety Action Plan. CC confirmed he would, and highlighted he would like to review how to best deliver road safety across the board from a force and partner perspective. BS added that it is important to approach road safety concerns from different angles ensuring the force gets the best from all allocated resources.
- 5.11 The PCC highlighted that he attended an evening at the House of Commons for Project Edward where Policy and Partnership Officer Chris Lewis received an award for his outstanding contribution to road safety.

ANPR Technology

- 5.12 SR advised the PCC that the ANPR app has been developed and will be utilised by officers in the near future.

Hate Crime

- 5.13 The PCC questioned how effective the IAG's are and if more could be done to improve community representation and provide meaningful outcomes from their work? BS stated it can be challenging but at the last Legitimacy Board he signed off the Warwickshire Community Oversight Framework which will include scrutiny, observation and advisory work; ensuring it is in line with national best practice.

Action: BS to share framework with OPCC.

6. Estates

- 6.1 CW highlighted the proactiveness of the estates team in relation to checking the estate for fallen trees that may have occurred over the weekend. All residents that were affected have been communicated with and referred to legal. CW confirmed he has also communicated the force's actions to the Leek Wootton Focus Group.
- 6.2 A brief discussion took place in relation to this year's capital projects and their progress.

- 6.3 CW advised that the stone works project is on schedule to be completed by the end of March, mainly due to weather, as pointing can only be done over a certain temperature.
- 6.4 LW external transformation is ongoing with planning permission ready to be submitted before Christmas.
- 6.5 NM highlighted that the Sports Pavilion works are now complete and it is now re-open.
- 6.6 The development of the training school works are ongoing but soft strip works are complete and asbestos has been removed. Next phases are to be discussed and finalised.
- 6.7 NM stated that the EV charges have all been installed but car parking spaces will need to be painted to indicate they are for EV charging only.
- 6.8 The temporary parking project has been terminated due to refusal so withdraw the application and will go ahead with the permanent parking application.
- 6.9 The toilet refurbishments, generator replacements, lift replacements and air conditioning/chiller replacement projects are all on target.
- 6.10 The Stratford & Woodcote House switchgear replacements are proving to be more difficult to deliver and will require stakeholder management and support from digital services.

7. Money Matters Report*

- 7.1 PCC thanked MK and team for producing and presenting Money Matters P7 report. MK requested that the PCC note the contents of the report and approve the recommendations contained within it. PCC confirmed approval of the recommendation.

8. Decision Notices

- 8.1 There were no new or upcoming DNs to be discussed.
- 8.2 PR suggested adding a new item to the agenda titled "Collaborations and Contracts".

Action: IF to add a new standing item to the agenda

9. Establishment Report

- 9.1 The PCC thanked AH for presenting report and attending the meeting. AH advised the figures provided within the report are correct as of 30th November 2024:

- Predicated leaver numbers reduced in November and due to current forecast cohort for March intake can now be dropped back down to 20 rather than 24.
- Still recruiting officers to be detectives and accepting transferees.
- No significant changes to PCSO intakes, most recent Cohort interest, resulted in 50% failures at interview stage.
- There has been an increase in volunteer recruitment and there will be a Specials intake in April.

10. Operational Update*

10.1 The CC briefed the PCC on the following:

- Weather related incidents.
- High risk missing person.

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
10/12/2024	BS to share Warwickshire Community Oversight Framework with the OPCC.	BS	Completed.
10/12/2024	BS to share details of short/long term sickness information once reviewed.	BS	Completed
10/12/2024	IF to add Collaborations and Contracts as a standard agenda item going forward.	IF	Completed.

Date and time of next meeting: 09:30 AM, 7th January 2025, LW Gold Room