

**MINUTES OF THE COMMUNITY OUTCOMES MEETING BETWEEN THE POLICE AND CRIME COMMISSIONER AND THE CHIEF CONSTABLE – 17 JUNE 2013**

**PRESENT**

**Office of the Police and Crime Commissioner**

Mark Burns-Williamson  
 Isabel Owen  
 Fraser Sampson  
 Judith Heeley  
 Karen Grey (notes)

**West Yorkshire Police**

Mark Gilmore  
 Nigel Brook  
 Sam Millar  
 Mark Milsom  
 Martin Deacon

<b>Item</b>	<b>Title</b>	<b>Purpose</b>	<b>Outcome</b>	<b>Actions</b>
<b>2013/9/1</b>	<b>Minutes of the last meeting held on 10 June 2013</b>		Approved. Following the extraordinary Regional Collaboration Board a meeting for the four chief constables had been set for 20 June 2013 and one for the four police and crime commissioners on 27 June 2013. Confirmation that National Police Air Service Issues will be dealt with at the local Strategic Board with ability to bring urgent items and exception reports to the Community Outcomes Meeting.	Chief Constable to brief Police and Crime Commissioner following the meeting of the four chief constables on 20 June 2013.
<b>2013/9/2</b>	<b>Urgent Items</b>	To consider any urgent items of business.	Significant events from the past week and other urgent items were discussed.	
<b>2013/9/3, 2013/9/4 and 2013/9/5</b>	<b>Chief Constable's Report on Community Safety, Monthly Performance Report and Performance Framework</b>	To receive an update about significant operational matters.	Update discussed, particularly current trajectories and position of West Yorkshire Police compared to similar forces. Information for the monthly Force Accountability meetings to be	Format of the Community Safety report to be reviewed. Office of the Police and Crime Commissioner to make proposals for performance

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			provided at the Community Outcome Meeting prior. Performance management arrangements need to include budget monitoring on a monthly basis and consideration of the performance of partners.	monitoring and improving the transparency of how the Police and Crime Commissioner holds the Chief Constable to account.
<b>2013/9/6</b>	<b>Road Traffic Issues for Cyclists</b>	To consider the police response to incident reports from cyclists.	The Chief Constable agreed to review the policy about the investigation of incidents reported by cyclists and consider wider issues e.g. Tour de France.	Chief Constable's office to make contact with surgery attendee.
<b>2013/9/7</b>	<b>Video Identification Parade Electronic Recording (VIPER) Identification Booths</b>	To consider a replacement for the existing recording tools and the volunteer images.	Agreement to implement VIPER identification booths and the volunteer image recording programme, funded from the VIPER reserves.	Fraser Sampson to consider the competition issues and report back to the Police and Crime Commissioner in the next 10 days
<b>2013/9/8</b>	<b>National Police Air Service (NPAS)</b>	To consider arrangements for engineering maintenance of the NPAS Fleet.	Agreement to move the maintenance of three aircraft.	Business Plan to be discussed at the local Strategic Board.
<b>2013/9/9</b>	<b>Proceeds of Crime</b>	To consider the Police and Crime Commissioner's campaign.	Discussion of plans for the campaign and subsequent phases.	Up to date figures on amounts recovered and what comes back to West Yorkshire to be provided to the Office of the Police and Crime Commissioner.
<b>2013/9/10</b>	<b>Stage 2 Staff Transfer Scheme</b>	Update on progress.	Update discussed. Project was on course.	Fraser Sampson to approach Home Office for informal view on methodology and approach being adopted in West Yorkshire.

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2013/9/11	<b>Estates Issues</b>	Update on relevant matters.	Update discussed, particularly opportunities for co-location with partners.	Business case for Huddersfield police station refurbishment to come to Community Outcomes Meeting on 15 July 2013.
2013/9/12	<b>Professional Standards Matters</b>	Update on significant matters by exception.	Notification that the terms of reference for the review of complaints and conduct handling by Catherine Crawford has been finalised.	
2013/9/13	<b>Significant Cases</b>	Update on significant matters by exception.	Update discussed.	
2013/9/14	<b>Membership of Shadow Internal Audit Consortium Board</b>	To consider the membership of the Board.	Agreement to delegate responsibility for membership to the respective Chief Finance Officer for each policing body which forms part of the shared audit service.	
2013/9/15	<b>Her Majesty's Inspectorate of Constabulary (HMIC) Inspection Programme 2013/14</b>	To consider the impact of the inspection programme on West Yorkshire.	Confirmation that arrangements exist within the Force to service the inspection programme. Agreement for routine reporting of inspection outcomes to Community Outcomes meeting.	Office of the Police and Crime Commissioner to advise HMIC of the planned summit on child sexual exploitation.
2013/9/16	<b>Internal Audit of Property</b>	To provide an update on progress to address the matters raised by the Internal Audit report on property.	Update discussed, particularly plans to reduce the number of items held. Confirmation that the Internal Audit programme includes a dip sample. Assurance provided to the Police and Crime Commissioner by the Chief Constable that the relevant issues in the audit report had been addressed and there were no significant risks	Further report to come to a Community Outcomes meeting in late July 2013. Further sampling to be conducted by internal audit as part of the Annual Audit Plan
2013/9/17	<b>Any Other Business</b>	To receive an update on other significant	Update discussed.	

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		items of business.		