

**Thursday 15<sup>th</sup> August 2013**

**OPCC Management Group Meeting:**

**Start: 9.00am**

**Finish: 11.00am**

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In attendance: Mark Dennett (Deputy Police and Crime Commissioner)  
Elaine Snaith (Chief Executive)  
Richard Heron (Solicitor)  
Mike Tait (Chief Finance Officer for the PCC)  
Scott Duffy (Executive Assistant)

Andrew Ward (Press Officer)  
Melanie Dixon (Corporate Communications)

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Deputy Police and Crime Commissioner, Mark Dennett, opened the meeting.

1. The group referred to a report on the Follingsby Training Facility and discussed the minimum level of insurance cover for its use, ensuring external bodies are lawfully and financially covered.

Following review and discussion, a minimum level of cover was agreed for the use of the Follingsby facility. The group were in agreement however, that further discussion of the cost implications was necessary.

2. Mr Dennett discussed the night time levy, which through partnership working, would assist in the provision of policing. Discussion was held regarding correspondence received by Newcastle City Council highlighting confirmed support of the levy.

Mr Dennett outlined the content of the correspondence, noting the PCC's commitment to spending revenue in Newcastle as a whole, rather than just the city. To inform this spend the PCC has requested the current city spend in the night time economy from Newcastle City Council.

Mr Dennett provided an update on the progress of the partnership working of the OPCC and Newcastle City Council identifying the importance of regular meetings, particularly to determine the best practice scheme with consideration of the administrative cost of implementation.

Mr Heron updated the group on a Freedom of Information request which was received and responded to by the OPCC in relation to the Night time Levy.

3. Mr Dennett then sighted all on correspondence received from the IPCC relating to an ongoing police complaint, it was agreed that Mr Heron was to provide a legal summary of the case for the PCC.
4. Discussion was then held in relation to finance, where it was agreed that capital investment, loan and loan charges required further discussions with the presence of the PCC.
5. Mr Tait introduced a report on procurement to the group which listed two options for the renewal of a service contract for repairs and maintenance of police buildings. Mr Tait discussed the possibilities of the two options which were utilising the National Minor Works Framework or the PCC undertaking her own procurement.

Concerns were expressed regarding the delay of the issue brought to light, particularly with the service contract discussed expiring on the 1 October 2013. Mr Tait indicated the need for a further report to be presented to the PCC before a decision is made on the renewal following further meetings to discuss the two options.

With regard to the upcoming contract expiry date, the Chief Executive requested the following information be provided to the PCC relating to contracts held by Northumbria Police. A policy statement of existing contracts including their scale and size must be presented to the PCC with reference to her preference for local North East firms, unless savings can be made. A draft statement for the policy is required in the interim.

Information also requested for the PCC is a list of contract expiry dates and their options of renewals, it is also requested that contractors for Northumbria Police are made aware of the change to a PCC.

6. A discussion was then held regarding the build of the new police station Forth Banks, and the group agreed reports were to be submitted to the PCC and the CC for an update on its progress. Mr Ward began discussion on a topping out stage of the build, identifying the need for further discussions before progression.

Mr Dennett discussed the Home Office publication of the Northumbria Police most similar forces group ahead of the next quarter.

7. Mr Tait also updated the group that he was awaiting a report on the dog kennels and an update on work to develop a joint risk register with the OPCC, which is scheduled for the following week.

Meeting closed at 11.00am

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