
Title

OFFICE OF THE POLICE AND CRIME COMMISSIONER (OPCC) BUSINESS MEETING

Date

7 December 2017

Location

Victory House, Balliol

Duration

09:45 – 10:00

Present:

Vera Baird – Police and Crime Commissioner
Scott Duffy - Director of Business
Ruth Durham - Director of Policy, Performance and Scrutiny
John Leslie – Estates Manager
Mike Tait – Director of Finance and IT
Leanne Donkin – Governance and Planning Adviser (Secretary)

Apologies:

Elaine Snaith – Chief Executive and Monitoring Officer, OPCC
Mike Mullen – Director of Asset Management

OPEN SESSION

1. **MINUTES OF THE OPEN SESSION OF OPCC BUSINESS MEETING HELD ON 23 NOVEMBER 2017**

Agreed as a true and accurate record.

2. **GOVERNANCE AND EX-GRATIA PAYMENTS**

Director of Finance and IT presented proposed amendments to section 25 of the Governance Framework, regarding Ex Gratia payments.

The Governance Framework was presented and approved at the OPCC Business Meeting on 12 October 2017; however, section 25 was identified for review.

The Police and Crime Commissioner (PCC) referred to paragraph 25 and requested that £20,000 was amended to £25,000. It was also requested that decisions regarding payments between £10,000 and £25,000 are made in conjunction with the OPCC Director of Business.

Any disagreements in relation to the authorisation of payments should be referred to the PCC. Director of Finance and IT stated he would re-consider the use of the word 'consultation' at paragraph 25.3.

The PCC suggested that paragraph 25.4 is also amended to state that approval should be sought from the PCC in all cases involving sensitivity.

The PCC requested annual reports in relation to the spend for both ex gratia payments and Civil Claims, to show how money has been spent. Director of Finance and IT stated he would ensure adequate information is contained within the ledger to reduce the requirement for separate annual reports to be produced.



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Discussion focussed on the review of the governance framework, which will be carried out on an annual basis.

Action:

- **Director of Finance and IT to revise section 25 of the governance framework as agreed**
- **Director of Finance and IT to ensure adequate information is contained in the ledger regarding Ex-Gratia payments and Civil Claims to show how money has been spent**
- **The key decision was agreed as set out in the report recommendation.**

3. POLICE PROPERTY FUND

The PCC advised that she will consider the proposed allocation of the funds available for disposal under The Police (Property) Act 1897 and provide a response directly to the Director of Finance and IT.

Action:

- **PCC to consider the allocation of funds and provide feedback to the Director of Finance and IT**

4. ANY OTHER BUSINESS

Director of Finance and IT informed members that the Police Staff pay award remains unresolved.

5. DATE, TIME AND VENUE OF NEXT MEETING

21 December 2017, 10:00, Victory House, Balliol.



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