

DECISION NUMBER: PCCG-2016-049

**MINUTES OF THE ANIMAL WELFARE MEETING
HELD ON 6TH JUNE 2016, 4.00PM
AT POLICE HEADQUARTERS, CROESYCEILIOG**

PRESENT: Mr Martyn Evans – Chair

Mr E J HARRY

Councillor Lisa Winnett

Mrs Laura Buchanan-Smith

Sgt Julie Pearse - Dog Section, Gwent Police

Siân Curley – Scheme Manager, OPCC

Michelle Vaisey-Baker – Scheme Administrator, OPCC

Jessica Tippins – Assistant Scheme Administrator, OPCC

The meeting began at 4.00pm

1 INTRODUCTION TO POLICE AND CRIME COMMISSIONER ACTION

It was noted that unfortunately, due to a pressing Welsh Government meeting, Mr Cuthbert was unable to attend. It was confirmed that he hoped to attend the next meeting scheduled for the 3rd October, 2016.

Mr Martyn Evans (ME) asked that it be noted that the group found the previous Commissioner supportive of the Scheme and passed on their thanks for his commitment.

2 ELECTION OF CHAIR

ME was nominated to remain as Chair by Laura Buchanan-Smith (LBS). This was seconded by Mr John HARRY (JH).

ME was confirmed as the new Animal Welfare Scheme Chair.

3 APOLOGIES FOR ABSENCE

Apologies for absence were received from Police and Crime Commissioner Jeff Cuthbert, Mr Gary Lucas, Ms Gillian Mason, Inspector Kate Parker and Inspector Huw Jones.

4 CONFIRM MINUTES OF MEETING OF 8th FEBRUARY 2016

The minutes were confirmed to be a true and accurate record of the meeting.

5 MATTERS ARISING

JH requested that the postcode for his address be corrected on the members contact sheet. LBS also asked that her landline telephone number be updated. Miss Jessica Tippins (JT) confirmed she would make the amendments and distribute the revised contact sheet to all members shortly.

JT

Cllr Lisa Winnett (LW) raised that she was facing some difficulty co-ordinating a welfare visit in June. It was agreed that another visitor would provide cover if required.

6 OPERATIONAL UPDATE FROM THE DOG SECTION SERGEANT
Sergeant Julie Pearse (JP) updated the group on the Dog Section. We were made aware of the following:

- The dog section twitter account was proving very popular and now had almost 2000 followers.
- Applications were open for a new Dog Handler. This new addition would bring the number of Dog Handlers to 13.
- PC Gavin Ashman had been allocated his new dog, PD Mel.
- PD's Dexter and Toby were undertaking a drugs course.
- PC Porter had returned to operational duties following an injury.
- PC North was healing well from an injury incurred on duty and was expected back on operational duties shortly.

ME thanked JP for her update.

7 SCHEME UPDATE

Siân Curley (SC) made the group aware that MVB had taken over the role of Scheme Administrator from Maria Chapman who had returned full time to her role as Engagements Policy Officer.

MVB provided the Scheme update to the group. It was confirmed that all of the Local Authorities had been informed that a representative was no longer required for the Animal Welfare Scheme. It was noted that LW had agreed to remain on the Scheme in an independent capacity.

It was reported that only one visit had been missed since the last meeting and that the OPCC had been informed of a reason why. This visit had been rescheduled in liaison with the Dog Section Sergeant. All visitors were asked that they inform the Office of the Police and Crime Commissioner (OPCC) if a visit is missed. It was also asked that if anyone is unable to carry out a visit with their partner, that they make contact with other members to make alternative plans in the first instance. If any members experience difficulty with this, then they should contact the OPCC for assistance.

We were reminded that all visits are to be conducted in pairs and that only one form needs to be completed between both visitors as both are then required to sign the same form. Please can all forms be sent direct to the OPCC and not to the Dog Section, the OPCC will then ensure that a copy is sent to the Dog Section for their information.

We noted the updated action sheet following the task and finish

group held in January 2016. MVB advised that she would be writing to all visitors to establish if they still wished to remain on the Scheme and as part of those letters would also address lack of attendance at visits and at meetings in order to resolve two of the Outstanding actions. MVB also confirmed that an aide memoire would be provided to visitors in due course.

MVB

MVB advised that visits to Waterton Kennels were not compulsory as the dogs and kennels are visited by the South Wales Animal Welfare Scheme, as such a rota would not be devised for our Scheme members to visit Waterton as it was not mandatory. JP also confirmed that an agreement was in place with South Wales meaning that she would be made aware should any issues be raised by the South Wales visitors relating to the kennels.

It was unanimously decided to continue visiting the Waterton Kennels twice a year and that instead of having a rota it would be agreed who would conduct future visits at Scheme meetings. The group suggested the next visit take place in September 2016, LW and ME volunteered to carry out the visit. It was noted that all future visits would now be without a member of staff from the OPCC so that visitors maintain their impartiality. Visitors were reminded that they were attending Waterton only to check the Gwent dogs welfare and as such should ensure that they were aware of when Gwent dogs would be kennelled there before they attended. JP confirmed that she would contact the LW and MH nearer the date to make them aware when Gwent dogs would be on site. Visitors were reminded that visits to Waterton were not advised between 2.45pm and 3.45pm as this is when the dogs are fed.

JP

Visitors were advised to complete the Gwent visit form when they conduct visits at Waterton and to ensure that these are sent to the OPCC. The OPCC will then ensure that copies are sent to Gwent Dog Section for their information. However, if there are any additional issues of immediate concern please can Visitors email or telephone the OPCC to advise them, the OPCC will then ensure the Dog Section is informed immediately, so that if any action is needed it can be taken promptly. It was queried whether a different form would be devised for the inspection of the kennels at Waterton as the Gwent form is mainly about the Dogs MVB advised that she had contacted South Wales for a copy of their Scheme's form to see if it could be adapted for use when our Scheme conduct Waterton visits, however the form was very brief only asking for the number of dogs in the kennels and any additional comments. As such MVB had a prior discussion with JP before today's meeting and established that the Gwent form actually contained more useful information so would be more beneficial to use than a replica of South Wales' form, additional commentary about the kennel facilities could be included in the Observations box. It was noted that Gwent Police Authority used to have a specific Kennel visit form that could potentially be

adapted. MVB advised that unfortunately copies of these forms are no longer held by the OPCC so are unable to be adapted. JH advised that he would check to see if he still had a copy and send it to the OPCC if located. For now however it was confirmed that the Gwent form would be used.

The group were notified by MVB that South Wales had extended an invitation to all members to attend their Animal Welfare Scheme meetings. The next meeting would take place on 5th July 2016 where it was hoped a demonstration at Waterton would take place. MVB confirmed she would write to all visitors once she received full details of the meeting.

MVB

Finally, all members were informed that the contract with Summerhill Vets had been renewed until 30th April 2018. This would continue to include cost price treatments for retired police dogs.

11 ANY OTHER BUSINESS


SC informed the group that Jeff Cuthbert was the successful PCC candidate and that he took up office on the 12th May 2016. She confirmed that he had already shown much interest in the Scheme and reiterated that he was hoping to attend the next meeting. It was confirmed that Mr Cuthbert agreed with many of the previous PCC's priorities, but that he would be putting an extra focus on prevention.

We were made aware that the application process for a new Deputy PCC had opened and would run until the 17th June 2016. It was anticipated that the successful applicant would begin their role in July or August 2016 following confirmation from the Police and Crime Panel.

The meeting concluded at 4.30pm.

DETAILS OF THE NEXT MEETING

The next Animal Welfare Meeting has been scheduled for **4pm** on **3rd October** 2016 in **Conference Room 1**. Please can all visitors note that they will be required to go to the main Police Headquarters reception to gain access to the meeting room. Attendance before 4pm is advisable as the main reception doors are locked from 4pm.

Jeff Cuthbert, Police and Crime Commissioner for Gwent	
I have monitored the Animal Welfare Scheme Minutes and am satisfied with progress.	
Signed	Date
	7/7/16

Contact Officer	
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Background papers	None

