

### **DECISION NUMBER: PCCG-2019-069**

# MINUTES OF THE ANIMAL WELFARE MEETING HELD ON 28<sup>th</sup> OCTOBER 2019, 4.00PM AT POLICE HEADQUARTERS, CROESYCEILIOG

PRESENT: Mr Martyn Evans - Chair

Mrs Gill Mason

Mrs Laura Buchanan-Smith

Mrs Caroline Herbert

Emma Smith, RSPCA Deputy Chief Inspector

PC 1129 Paul Booth, Dog Section

Jeff Cuthbert, Police and Crime Commissioner

Mrs Nicola Warren - Scheme Administrator, OPCC

Mrs Ceri Davis - Assistant Scheme Administrator, OPCC

#### The meeting began at 4.00pm

1	APOLOGIES FOR ABSENCE	ACTION
	Apologies for absence were received from Cllr Lisa Winnett, Jennifer Deasington and Ellis Park.	
2	CONFIRMATION OF MINUTES OF MEETING OF 24th JUNE 2019	
	The minutes were agreed to be an accurate reflection of the meeting.	
3	CHAIR AND VICE CHAIR NOMINATIONS	
	As some of the visitors were not able to attend the meeting, the committee agreed for the nominations to take place at the next meeting.	
4	MATTERS ARISING	
	Martyn Evans (ME) informed us that whilst carrying out a visit a dog handler had refused to get the dog out of the van for inspection on two separate occasions. PC Booth (PB) informed the visitors this was most likely because the dogs were unsocialised and the officers were trying to maintain this as part of the training process. NW had not been made aware of this and asked that all visitors inform the OPCC if it happened again as per the agreed process for flagging up concerns.	ALL

	Ceri Davis (CD) to contact Sergeant Julie Pearse (JP) to ascertain why the dogs were not able to be seen by the visitors	CD
5	SCHEME UPDATE	
	Nicola Warren (NW) confirmed that she had reviewed the Animal Welfare Scheme Framework and that there had been no change to the number of volunteers on the scheme since the last meeting. There were no issues with maintaining the current scheme and carrying out the number of visits required.	
	NW reminded the volunteers that their ID Cards should be kept up to date. Some attendees stated that their ID cards were now out of date. CD recorded the names of those with out of date ID cards and agreed to follow this up.	CE
	The volunteers informed the group that they were rarely asked to show their ID badge when attending a visit. NW reiterated the importance of ensuring the visitors presented their ID card to the officers when conducting a visit and agreed to contact the Sergeant to ensure officers were advised to request ID during a visit for safety and security purposes. CD to raise this with JP.	CI
	NW informed the group that under the new General Data Protection Regulations completed visit report forms should not be retained by the visitors. The signed visit forms should be posted to the OPCC. If the visitor emailed a copy to the OPCC, the email should be deleted and the form destroyed immediately and appropriately. This was agreed.	
	All visitors confirmed they had received a copy of the updated Animal Welfare Scheme Hand Book.	
	NW advised us that Finn's Law had been used by Staffordshire Police against an offender who assaulted a dog in August 2019. This resulted in a conviction and the offender received a 21 month prison sentence for attacking the police dog as well as for other offences.	
	We were advised that PD Jack had sadly passed away but he had a long and happy retirement with his handler.	
	NW asked the group if anyone would like to volunteer to take part in a short video to promote the good work of the Animal Welfare Scheme. CD to email the visitors to establish numbers of interested individuals.	C
	NW informed us that there was a new confidentiality form to be completed and returned. CD to post a copy to all visitors.	C
	We discussed visitor involvement at recent events and agreed that all visitors should be informed of any opportunity to participate in future.	С

## 6 **OPERATIONAL UPDATE FROM DOG SECTION** We noted the Inspector from the Dog Section was not in attendance and NW agreed it would be beneficial for an Inspector or Sergeant to be present at the meeting in order to address any concerns. CD to contact CD the Inspector or Sergeant to ascertain the rationale for non-attendance. PB advised us that he was due to retire at the end of the year. The members thanked him for his assistance and wished him all the best in his retirement. PB informed us that there were three new puppies undertaking training. JP had recently undertaken Metropolitan Police dog training and was a qualified Trainer. The visitors asked at what point were dog handlers made aware of a visit. PB confirmed that handlers were informed a couple of days before a visit took place, the reason being that it was difficult to know in advance which dog handler would be available for a visit. 7. RUNNING OF THE SCHEME ME advised us that visitors would like a recruitment drive to boost the number of volunteers from eight to twelve. A discussion was held in relation to the increase and the Police and Crime Commissioner suggested that the Chair put a Business Case together providing the ME rationale for the request in order for NW to review. The Chair asked If the visitors could assist with the recrultment process by suggesting additional role criteria. NW agreed to review their requests and to implement them if appropriate. It was also agreed that the Chair or Vice Chair would be involved in the any future interviews. A request was made for the introduction of a procedure for scheme members to appeal against leaving after their six year tenure was completed. There were concerns regarding the loss of experience as many of the tenure dates concluded at the same time. NW advised the visitors that the tenure dates were aligned to the Independent Custody Volunteer Scheme in order to ensure the volunteers remained independent. However, NW agreed to review the process and report back at the next meeting. It was agreed that should the members require a pre-meet this would take place between 4pm - 4:30pm without the attendance of officers and NW the OPCC, the official meeting would start at 4:30pm.

8.	VISIT FRAMEWORK	
	NW noted that this agenda item was for information and that no changes had been made to the number of visits in the framework.	
11.	WATERTON VISIT	
	A discussion was held to determine if there were any volunteers available for the next visit to check on the kennels at Waterton. Caroline Herbert and Emma Smith (RSPCA) agreed they would undertake the visit and contact JP to arrange.	СН
12.	AOB	
	Concerns were raised regarding attendance at meetings as some members were not adhering to the minimum attendance of one meeting per year. NW agreed to address the matter with the relevant individuals and to provide an update to the Chair and Vice Chair in due course.	NW
13.	DETAILS OF THE NEXT MEETING	
	The next Animal Welfare Meeting has been scheduled for <u>4pm</u> on <u>24<sup>th</sup></u> <u>February 2020</u> in Conference Room 1.	

## Jeff Cuthbert B.SC., MDIPD, Police and Crime Commissioner for Gwent

I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with my code of conduct. Any such interests are recorded below.

The above request has my approval.

Signed JH Car	Date 17/1/20	
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Contact Officer	
Name	Nicola Warren
Position	Governance Officer
Telephone	01633 642200
Email	Nicola.warren@gwent.pnn.police.uk
Background papers	