

**2024 PCC Election  
Working Group Minutes**



**Date:** 6<sup>th</sup> February 2024

**Time:** 15:00-16:00

**Venue:** Police and Crime Commissioner's Office, Central Headquarters

**Attendees:**

| Name               | Role   |
|--------------------|--|
| Lisa Oldroyd (LO)  | Chief Executive & Monitoring Officer                                     |
| Hannah Smith (HS)  | Head of Communications & Engagement                                      |
| Elise Pout (EP)    | Head of Standards, Scrutiny & Accountability (Deputy Monitoring Officer) |
| Rob Cooney (RC)    | Senior Business Support Officer  |
| Fraser Wilson (FW) | Chief Constable's Staff Officer (Cleveland Police)                       |

**Apologies:**

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| No.      | Discussed   | Outcome/Decision/ Attachment |
|----------|---|------------------------------|
| <b>1</b> | <p><b>Minutes of the Previous Meeting &amp; Matters Arising</b></p> <p>The minutes from the previous meeting were agreed by the group.</p>  |                              |
| <b>2</b> | <p><b>Timeline</b></p> <p>As previously discussed.</p>  |                              |
| <b>3</b> | <p><b>Actions</b></p> <p>LO agreed to share the comms briefing with FW who was also present at today's working group. The NPCC will also issue separate election guidance to the force.</p> <p>FW agreed to ascertain the Chief Constable's thoughts on a familiarisation session with candidates.</p> <p>LO will send FW a copy of the joint protocol agreement.</p> |                              |
| <b>4</b> | <p><b>Elections Protocol</b></p> <p>Draft copy to be provided to FW, LO explained that this format is taken from the APACCE template which is used by other Force and OPCC's.</p>   |                              |

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|----|---|--|
| 5  | <p><b>Formal Pre-Election Period</b></p> <p>No change.</p>  |  |
| 6  | <p><b>Communications, Media &amp; Online</b></p> <p>HS advised that web page to be stood up and updated.</p>  |  |
| 7  | <p><b>Candidate Packs and Briefings</b></p> <p>It was agreed that if there are only two candidates that declare, an in-person briefing may be the best option. A provisional date of 16<sup>th</sup> April was agreed for this.</p> |  |
| 8  | <p><b>PARO Update</b></p> <p>No further update</p>  |  |
| 9  | <p><b>Transition &amp; Documentation</b></p> <p>Ongoing</p>   |  |
| 10 | <p><b>Risks &amp; Issues</b></p> <p>None identified</p>   |  |