

2024 PCC Election Working Group Minutes



Date: 14th December 2023

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

Apologies:

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No.	Discussed	Outcome/Decision/ Attachment
1	<p>Minutes of the Previous Meeting & Matters Arising</p> <p>The minutes from the previous meeting were agreed by the group.</p> <p>Election email account has been set-up and access granted.</p> <p>Team election briefing in development.</p>	
2	<p>Timeline</p> <p>LO advised that the last date a general election can be called prior to the local elections is 26th March 2024.</p> <p>The closing date for the nomination of candidates is Friday 5th April 2024.</p> <p>In terms of the count, polls close on Thursday 2nd May 2024 and verification will occur on the morning of Friday 3rd. An announcement will then be made at 4pm on Friday 3rd in Thornaby.</p>	
3	<p>Actions</p> <p>HS and her team to add the relevant links to the open-source election data on the 'PCC Election Page' on our</p>	

	<p>website. This will include HMIC Reports, Police Open-Source Data, the Budget Setting Report, APCC Info, Digital Crime Packs and Useful Links.</p> <p>HS to ask the force for an infographic around a day in the life of Cleveland Police.</p> <p>HS will speak to Stockton Council re the Precept Leaflet.</p> <p>EP agreed to create a tracker for social media enquiries, promised for the police and crime plan, and any generic information requested by members of the public.</p> <p>HS and her team will monitor this tracker.</p> <p>Over the Christmas period, LO will revisit the logistics surrounding a candidate briefing pack.</p>	
4	<p>Elections Protocol</p> <p>Joint protocol to be developed utilising the APACCE template.</p>	
5	<p>Formal Pre-Election Period</p> <p>The notice of election will go out on 19th March and the pre-election period will begin thereafter.</p> <p>The team will be informed of this date along with the circulation of accompanying guidance.</p>	
6	<p>Communications, Media & Online</p> <p>It was established by the group that a date should be considered for an in-person event for our commissioned services. A stakeholder list will be drafted by RC to establish who will be part of this.</p>	
7	<p>Candidate Packs and Briefings</p> <p>A follow up briefing with candidates will occur once nominations have closed, the provisional dates for this are Monday 8th April 2024 and Monday 15th April 2024. Following this, a joint conduct letter will be sent to the candidates from the PARO and the Chief Constable.</p>	
8	<p>PARO Update</p> <p>LO had an initial meeting with the PARO on 13th December.</p>	

	<p>A candidates and agents meeting will be conducted by the PARO on 19th March. Lisa Oldroyd will be in attendance as well as a representative from Cleveland Police.</p> <p>The single point of contact for the force for anything election conduct related will be Amanda Badger.</p>	
9	<p>Transition & Documentation</p> <p>Under development</p>	
10	<p>Risks & Issues</p> <p>None discussed</p>	