

# **SOUTH YORKSHIRE'S POLICE AND CRIME COMMISSIONER**

## **PUBLIC ACCOUNTABILITY BOARD**

**13 AUGUST 2021**

PRESENT: Dr Alan Billings (Police and Crime Commissioner (PCC))  
Michelle Buttery (PCC's Chief Executive & Solicitor)  
Sophie Abbott (PCC's Chief Finance Officer)  
Sally Parkin (PCC's Governance & Compliance Manager)  
Ellie Parkinson (PCC's Performance and Assurance Officer)  
Kevin Wright (PCC's Evaluation and Scrutiny Officer)  
Tracy Webster (PCC's Community Engagement Officer)  
June Renwick (PCC's Governance Support Officer)  
Tim Forber (Deputy Chief Constable)  
David Hartley (Assistant Chief Constable)  
Dan Thorpe (Temporary Assistant Chief Constable)  
Jackie Bland (SYP's Director of Resources)  
James Abdy (Chief Superintendent, Barnsley)  
Deborah Carrington (SYP's Chief Finance Officer)  
Alison Fletcher (SYP's SCT Office Manager)  
Carrie Goodwin (SYP's Head of Corporate Communications)  
Graham Jones (Head of the Violence Reduction Unit)  
Jessica Adams (Violence Reduction Unit)  
Ann Macaskill (Chair of the Independent Ethics Panel)  
Steve Wragg (Chair of the Joint Independent Audit Committee)

APOLOGIES: E Redfearn, F Topliss, L Poultney, S Poolman

### **1 WELCOME AND APOLOGIES**

The Commissioner informed attendees that this was a hybrid meeting.

The Commissioner welcomed those who had joined the meeting, including Councillor R Milsom, a members of the Police and Crime Panel and one member of the press.

The Commissioner introduced the following people, who had attended the meeting in person; Deputy Chief Constable Forber, Assistance Chief Constable Hartley, T/Assistant Chief Constable Thorpe; Chief Superintendent Abdy, D Carrington and S Parkin.

### **2 FILMING NOTIFICATION**

The Commissioner confirmed that the meeting was being streamed live on You Tube (SYPCC Media) and was being recorded and uploaded via You Tube to the website ([www.southyorkshire-pcc.gov.uk/](http://www.southyorkshire-pcc.gov.uk/)) where it could be viewed at a later date.

3 ANNOUNCEMENTS

There were no announcements.

4 PUBLIC QUESTIONS

The IEP report references disproportionality in the use of S&S against BAME individuals. The report states that work is continuing to be done to understand the issue. Would the PCC provide details of this work and by when he expects it to be completed?

*Response:*

*There is a data piece of work being done around stop and search disproportionality.*

*The way that disproportionality of stop and searches is currently measured uses ethnicity population data from the 2011 census and so is very much out of date. In addition, stop and search disproportionality is measured using ethnicity data for the whole population of South Yorkshire when we know that stop and searches are predominantly carried out on particular age groups (e.g. more younger people) and can be focussed on specific areas of South Yorkshire rather than the whole of South Yorkshire. Therefore, we are looking to get more sophisticated in the use of data to properly understand how minority ethnic communities are disproportionately affected. For example using ethnicity data linked to age and particular areas of South Yorkshire.*

*There is also work being done to re-start and to expand the external scrutiny of stop and search.*

*This includes ensuring the views and voices of minority ethnic groups are heard from these external groups. Each SYP district now has a stop and search single point of contact whose role is to be the lead person for stop and search in their district. They will support work in ensuring good external scrutiny in each district.*

The Commissioner invited the Chair of the Independent Ethics Panel (IEP) to comment on the question. A Macaskill informed the Commissioner that she had made contact with the Youth Offending Team. The Youth Offending Team have collected views on stop and search from the young people they work with, and the Panel is hoping to discuss this further with them and if possible, to get access to some of their ethnic minority and white clients for a focus group or similar.

Members of the Panel have also discussed with Sarah Gilmour, SYP's Stop and Search Lead, where there are different stop and search rates in different teams and she will be examining this in more detail.

The Commissioner enquired about timescales. The work is due to start in September.

5 URGENT ITEMS

The Commissioner invited SYP to provide an update on the police response to the Covid-19 pandemic.

D Hartley confirmed that the county is facing a higher level of infection than other areas of the country. As an organisation SYP is stable although there are extractions due to annual leave and staff having to isolate.

Nationally infection rates are set to further increase.

D Hartley offered reassurance to the Commissioner that whilst SYP faces some challenges, detailed plans are in place to enable SYP to provide a full policing service to the county.

T Forber reiterated that SYP has continues to provide a full policing service throughout the Covid-19 pandemic. Whilst there are challenges, SYP has an infrastructure in place to deal with this.

D Hartley highlighted the impact on staff and confirmed that staff welfare is being considered.

T Forber highlighted how proud he was of how staff had stepped up to the challenge of the pandemic, including working 12 hour shifts.

The Commissioner offered his thanks to all staff and also D Hartley for the work undertaken.

At the end of October / beginning of November SYP will be supporting the UN Climate Change Conference of the Parties (COP26).

The Commissioner enquired how long COP26 would last. Three weeks. SYP would be sending some staff at the end of October with the remainder of the staff starting in November for two weeks.

## 6 ITEMS TO BE CONSIDERED IN THE ABSENCE OF THE PUBLIC AND PRESS

There were no items to be considered in the absence of the public and press.

## 7 DECLARATIONS OF INTEREST

There were no declarations of interest.

## 8 MINUTES OF THE MEETING OF THE PUBLIC ACCOUNTABILITY BOARD HELD ON 8 JULY 2021

The notes were agreed as an accurate record subject to the following amendment:

P6, Paragraph 5. The Commissioner enquired about the vacancy rate in Rotherham. Rotherham is at about 90%, with the Neighbourhood Policing Teams being slightly less.

Change to: Rotherham has a vacancy rate of around 10%, with the Neighbourhood Policing Teams being slightly less.

## 9 MATTERS ARISING/ACTIONS

412	The action "A breakdown of domestic abuse arrest rates by
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	category would be provided in future district reports” be reworded to: “A breakdown of domestic abuse arrest rates by risk category (High, Medium and Standard) would be provided in future district reports”. Complete. <b>Discharged</b>
413	An update on the impact of the MATAC be provided in the next Doncaster report. 13/07/21 - D Thorpe confirmed that the MATAC programme was introduced in February 2021 and aims to stop the cycle of reoffending. The number of perpetrators who have been on the programme since February are: Sheffield 22, Doncaster 16 and Rotherham and Barnsley 10. Only four or five perpetrators are able to attend the programme at any one time. <b>Discharged</b>
414	An update on the Anti-Social Behaviour Victim Care Pilot be provided in the next Rotherham district report. Added to work programme. <b>Discharged</b>
415	D Thorpe would provide an update on whether Speed Awareness Courses would continue to be held remotely. 13/07/21 – D Thorpe confirmed that Speed Awareness Courses are currently taking place online. Take up of courses since they went online has improved. SYP have seen the benefits. The United Kingdom Road Offender Education (UKROEd) is due to consult with forces on their preferred method of delivery with a final decision being made at the end of September. D Thorpe confirmed that a hybrid approach may be the most appropriate. The Commissioner commented that there must be some people who are unable to attend virtually. D Thorpe confirmed that there are and courses do have to be rescheduled. <b>Discharged</b>

## 10 FORCE PERFORMANCE - BARNESLEY DISTRICT SUMMARY REPORT

A report of the Chief Constable was presented to the Board. The purpose of the report was to provide a brief update in relation to local operationally based delivery of the Police and Crime Plan in Barnsley, in line with the reporting requirements.

The Commissioner thanked J Abdy for the report.

The Commissioner highlighted the increase in demand and the use of overtime to increase operational activity. He enquired if this was sustainable. J Abdy confirmed that as a result of Covid-19 and officers having to self-isolate the summer period is going to be challenging. Overtime is not the long term solution. Plans are in place for the officers currently going through training, but this does take time.

The Commissioner enquired how long it takes from new officers joining, to them being operationally independent. T Forber confirmed that of those officers who had joined in the autumn, 60% are now on independent patrols. He acknowledged that people do not always understand overtime but officers do work long hours to ensure that they are providing the best service possible to victims. He anticipates that non structured overtime will start to diminish towards the end of the year. The Commissioner highlighted Operation Encompass which compliments and enhances existing safeguarding procedures by sharing vital information from the

police to schools and colleges. He enquired if this was all schools in Barnsley. J Abdy confirmed that it was, but this is still early days. He confirmed that he would be monitoring the scheme over the new few months. The Commissioner enquired what happens in the school holidays. J Abdy confirmed that Encompass enhances the processes already in place with social services. However, in relation to the police notifying schools during the summer holidays, there is a time lag. As a district they will be making sure that schools are notified of any incidents so that when they return from the summer break they are fully informed.

J Abdy confirmed that there is a close working relationship with safeguarding partners via the multi-agency hub. This environment ensures the best support for the child.

T Forber highlighted that referrals are made into the local referral unit and they will decide on the best approach. This may be a multi or single agency approach.

The Commissioner enquired whether the two designated Youth Engagement Officers are for all the schools in Barnsley. J Abdy confirmed that they were. This is an important area for SYP. The two officers are embedded within neighbourhood policing structures and work closely with an officer within the Protecting Vulnerable People Unit to share information.

The Commissioner enquired how successful the '12 Streets' initiative had been. J Abdy confirmed that the impact is currently being evaluated. Burglary reduction is a key area of focus for Barnsley and Barnsley has seen a 17% reduction. Evidence based evaluation is taking place to identify how much of this can be attributed to the '12 Streets' initiative. There has been some positive anecdotal feedback from residents with 92% of those surveyed saying they felt moderately or very safe in their homes. The Commissioner enquired if there had been any displacement. J Abdy did not think there was but he would be looking at this as part of the evaluation.

T Forber highlighted a residential burglary problem solving approach which has been taking place in the 12 most affected wards in Sheffield. This is evidence based and has been evaluated by Lancaster University. T Forber confirmed that he would provide the Commissioner with information about this.

The Commissioner highlighted hate crime and enquired if SYP wanted the statistics to go up or down. J Abdy confirmed that an increase is seen as a positive so would like figures to go up. This is about confidence and being able to understand the full impact.

The Commissioner acknowledged that this is tricky. T Forber commented that he had never seen a report that does not recognise that hate crime is under reported. He confirmed that SYP need to get a good understanding of hate crime and would like to see people come forward. He would like to see a high standard of investigation and victim care. This will be reflected in the levels of satisfaction. His immediate concern is people not reporting.

T Forber highlighted the infrastructure in place to tackle hate crime, most hate crimes are now being managed by Neighbourhood Policing Teams. The force lead, Chief Inspector Berriman is also working closely with partners to tackle hate crime.

The Commissioner highlighted the high levels of satisfaction amongst victims of crime. J Abdy confirmed that 83% of victims surveyed in Barnsley across all victim groups were at least fairly satisfied with the level of service, against a force average of 75%. This included a 100% satisfaction rate amongst hate crime victims (force average of 63%), and 92% amongst vulnerable victims (force average of 76%).

The Commissioner enquired how difficult it was to obtain a partial closure order. J Abdy confirmed that partial closure orders are taken out to tackle a specific problem. They are not taken out lightly and should be intelligence lead. They can also be used to support a vulnerable person. The Commissioner enquired how many were used a year. They are part of a suite of tools and are not used very often although they can be useful.

T Forber agreed to obtain the number of partial closure orders taken out this year. He highlighted the investment that had been made in Legal Services. Staff in Legal Services now have the skills to support the Neighbourhood Policing Teams in obtaining the orders and can be involved from the outset.

The Commissioner enquired if 1 in every 62 people in Barnsley had been stopped and searched was correct. J Abdy confirmed that this was very raw information and did not mean that 1 in every 62 people had been stopped and searched. He highlighted the youth engagement taking place around stop and search.

The positive outcome rates for stop and searches in Barnsley are positive.

The Commissioner acknowledged the short amount of time J Abdy had been in post and enquired if J Abdy had identified any challenges for the District so far. J Abdy confirmed that he was pleased with the way the District has been run and works with partners to work through issues. This is a strength. A short term challenge is the operational demand as new officers start to come through. Emerging threats are protecting vulnerable people. County lines and child criminal exploitation is a concern. He is looking at the capability to see if he can bolster this.

**It was agreed that:**

- **Information on the burglary reduction pilot evaluated by Lancaster University would be provided to the PCC**
- **T Forber would obtain the number of partial closure orders which had been issued this year**

**11 FORCE PERFORMANCE AGAINST THE POLICE AND CRIME PLAN 2017 - 2021 (RENEWED 2019) - PROTECTING VULNERABLE PEOPLE**

A report of the Chief Constable was presented to the Board. The purpose of the report was to provide an update on the progress against the 'Protecting Vulnerable People' priority within the Police and Crime Plan 2017-2021, in support of the

Commissioner's overarching aim of South Yorkshire being a safe place in which to live, learn and work.

The Commissioner highlighted the uplift in staff in the PVP Performance and Governance Team. D Thorpe confirmed that the Performance and Governance Team sit centrally within SYP. He highlighted the importance of being able to conduct qualitative audits and confirmed that an additional Detective Chief Inspector is now in place which will enable qualitative audits to be conducted across all areas of Protecting Vulnerable People.

D Thorpe expressed concern around the national shortage of detectives. The Commissioner enquired if there was any sense of this easing. T Forber confirmed that this still remains. SYP are continuing with their Trainee Investigators, fast track programmes and Detective Now Scheme. T Forber confirmed that he was not aware of any other forces doing anything SYP are not.

The Commissioner highlighted the residents' perceptions of safety in South Yorkshire survey and enquired if this was targeted. D Thorpe confirmed that it is a challenge to get a true representation. A large number of responses had been received from women but there had been a low response from people from ethnic backgrounds. Age representation had been good. Community Alerts and social media had been used to promote the survey.

The Commissioner referred to the domestic abuse graph and enquired where SYP wanted to be. D Thorpe confirmed that SYP use forecasts and try and predict volumes. There was a sharp rise in 2017/18 and SYP is expecting the level to continue to increase up to 2023/24.

D Thorpe highlighted the work taking place to encourage victims and witnesses to report domestic abuse, including the video clips of real life stories produced by the Violence Reduction Unit.

T Forber highlighted that people are victims of domestic abuse on multiple occasions before they report to this to the police. This is why SYP is focusing on early intervention and early reporting.

The Commissioner highlighted the work SYP has been undertaking with the NSPCC, Diabetes UK, Sheffield Children's Hospital, Sheffield Teaching Hospital, a paediatric dentist and a child forensic psychologist to create a training course dedicated to identifying the various signs of neglect and the importance of policing action. He enquired if this would be available to other forces. D Thorpe confirmed that SYP have been approached by a number of other forces and it is likely that this will be rolled out nationally.

The Commissioner enquired about the Rape and Serious Sexual Offences (RASSO) gatekeeper. This is a central role which reviews and quality assure investigations to ensure that a case is of a sufficient evidential standard to reach the appropriate threshold required by CPS to make a charging decision. The post provides consistency in respect of investigative standards and decision making across the force and supports investigators and supervisors in respect of training, advice and support. The Commissioner asked about the number of cases being seen. D Thorpe acknowledged that SYP would like to get more cases to the CPS of a sufficient standard.

T Forber acknowledged the low number of outcomes in RASSO cases.

The Commissioner highlighted the dip-sample review of different crime categories. T Forber agreed to share this with the Commissioner.

The Commissioner enquired about Operation Patronage. This work aims to protect the public from serious violence and sexual offences linked to the city centre night-time economy. This builds on an evidence base from Operation Cloak (Northumbria Police) and Operation Vigilant (Thames Valley Police), which targets perpetrators and maximises support to potential victims. The neighbourhood team within the city centre is now engaged with other forces to ensure learning and good practice around such innovations is understood and effectively shared. D Thorpe confirmed that this is early days following the easing of the Covid-19 lockdown.

The Commissioner highlighted missing persons and enquired about the work that had taken place prior to the Covid-19 with Ofsted. D Thorpe confirmed that this work had started in Doncaster and was now being led by the National Police Chiefs Council (NPCC) who had been working with Independent Children's Home Association to develop a concordat. D Thorpe agreed to establish where this had got to.

The Commissioner highlighted the high volume of mental health related incidents and expressed concern that mental health does not feature in the new national requirements. He enquired if this would distort local priorities. D Thorpe acknowledged the Commissioner's concerns and confirmed that mental health will remain a priority for SYP.

T Forber highlighted that the impact of people suffering with a mental illness had contributed to the challenges faced by SYP and partners during Covid-19.

The Commissioner mentioned a meeting he had attended with local Councillors from Cortonwood who were very complimentary of the work being undertaken in the Dearne Valley area. However, they had expressed difficulty with submitting incidents via the SYP Portal. D Hartley confirmed that they had made this as easy as possible. The Commissioner highlighted that some people want to report things anonymously direct to SYP. D Hartley confirmed that people do have to leave some details. If people want to report things anonymously they can do this via Crime Stoppers. SYP also publish contact details for local Neighbourhood Policing Teams. The Commissioner enquired what happened when an officer was on annual leave. There should be either a voicemail message or an out of office message with alternative contact details. D Hartley agreed to look at the possibility of having an anonymous reporting line.

**It was agreed that:**

- **Dip-sample information of different crime categories would be provided to the PCC**
- **D Thorpe would establish what work was taking place nationally with Children's Homes to reduce missing persons**

- **D Hartley would consider the possibility of having an anonymous reporting line**

## 12 END OF YEAR PERFORMANCE REPORT

A report of the Chief Constable was presented to the Board. The purpose of the report was to update the Police and Crime Commissioner (PCC) with the progress South Yorkshire Police made, in 2020/21, to meet the outcomes of the PCC's Police and Crime Plan (2017-2021).

The Commissioner acknowledged the work that had taken place and invited T Forber to highlight any specific areas he wanted to raise.

T Forber highlighted the following areas:

- The challenges to policing during the Covid-19 pandemic and the way officers and staff had stepped up
- Officers and staff had attending a training course entitled 'DA Matters' which has provided education around the complexities of domestic abuse offending behaviour and reinforced the reasons SYP should always investigate allegations as thoroughly as possible
- The Armed Crime Team, coupled with other specialist assets, which has undertaken significant operational and investigative activity against those who engage in firearms enabled criminality. Significant numbers of illegally held firearms have been recovered and SYP remain committed to continuing to reduce firearms offences by tackling the individuals and groups involved.
- The additional work of the Serious Violent Crime Task Force and the Violence Reduction Unit forms a considerable resource to tackle violent crime across the county
- The implementation of the officer uplift programme. This is on target, however, the work to reflect the communities SYP services remains a challenge

The Commissioner acknowledged that Detective Chief Inspector Nicola Leach had finished an MA on Section 45 of the Modern Slavery Act. T Forber confirmed that SYP's response to trafficking was ahead of many other forces.

The difficulty associated with mental health was also acknowledged by the Commissioner.

## 13 BUDGET MONITORING REPORT

A report of the Chief Constable was presented to the Board. The purpose of the report was to inform the PCC of the Force's projected outturn on its revenue and capital budgets, as at 31st March 2021. It is based on an analysis of income and expenditure for the period 1st April 2020 to 31st March 2022, before accounting adjustments. This report covers the Force financial position only, and should be read in conjunction with the report by the PCC's Chief Finance Officer.

D Carrington confirmed that this was the first report of the financial year.

There is a projected underspend of £2.76m.

Staff pay is projecting to underspend due to the prepayment of the 2021/22 staff pension lump sum payment of £1.20m paid to South Yorkshire Pensions Authority in 2020/21 and funded from reserves. If this is removed the true projected underspend is £1.6m.

The staff pay underspend is mainly within Atlas Communications. A number of posts have not been recruited to as these are currently under review. T Forber reassured the Commissioner that he was aware of the vacant posts and is looking into these.

D Carrington confirmed that the workforce plan has changed and she expected the underspend to be reduced.

Police pay is projecting to underspend mainly due to ARV and GRIP funding which wasn't expected to continue and confirmed after budget setting. This underspend has enabled SYP to revisit the workforce plan and enabled an additional 24 Detective Now posts. SYP are looking to see if there are any other opportunities available.

D Carrington growth for 2021/22 was budgeted at £8m. Full year projected outturn is £5.9m, an underspend of £2.1m. The majority of these underspends fall within the Staff Pay area. This is being reviewed on a monthly basis. Timescales may have been over ambitious.

#### 14 POLICE AND CRIME PLAN

A report of the Chief Executive & Solicitor was presented to the Board. The purpose of the report was for the Police and Crime Commissioner (PCC) to receive and approve the Police and Crime Plan for 2021-2024 so that it may be published.

M BATTERY highlighted that the Police Reform and Social Responsibility Act 2011 makes provision for a newly elected PCC to publish a Police and Crime Plan.

The PCC has confirmed that the Police and Crime Plan priorities are to remain the same.

The PCC has indicated his intent to refresh the Plan next year, when he sets the budget. This is to take account of the environment at that time, given the uncertain nature of the pandemic and its impact on communities, crime and policing at this time.

There are two different areas of focus, violence against women and girls and disproportionality.

The Plan also references new national priorities set by the Home Secretary which will be measured by the 'National Crime and Policing Measures' set by Government to support their '... relentless focus on cutting crime'. Accountability for performance against these national measures will be via the Crime and Policing Performance Board (CPPB), sitting underneath the National Policing Board (although democratic and local accountability will come from PCCs explaining to the public how their force is performing against the measures). The CPPB will monitor the data on a quarterly basis.

M Buttery thanked staff in SYP's Performance and Governance Team for their help with pulling together information to support the new measures.

15 PCC ANNUAL REPORT

A report of the Chief Executive & Solicitor was presented to the Board. The purpose of the report was for the Police and Crime Commissioner (PCC) to receive and approve the content of the draft Annual Report 2020/21 for publication.

The PCC's draft Annual Report was presented to the Police and Crime Panel on 19 July 2021. The Panel's report and recommendations were received on 3 August 2021 and taken into consideration. A written response was provided to the Panel on 4 August 2021, a copy of which is published on the Police and Crime Panel's website.

M Buttery commented that the report shows the amount of work undertaken by SYP and the office during Covid-19.

The Commissioner thanked all those who had been involved in pulling the information together.

16 IEP EXCEPTION REPORT

A Macaskill presented the Independent Ethics Panel (IEP) exception report.

On behalf of the Panel, A Macaskill thanked SYP for the briefings on Hate Crime and Stop and Search, as part of the new members Induction Training.

The Panel welcomed the work taking place on recruitment. Although the Panel expressed some concerns around how long the process takes.

The Panel received a presentation on a GPS Tracker Pilot based around personal GPS trackers that are to be gifted to people who have been diagnosed with Dementia and are at risk of being a high risk missing person. A Macaskill confirmed that this can save lives.

A Macaskill highlighted that the Panel's main concern was around under reporting of hate crime by officers and staff. The Commissioner acknowledged this.

The Commissioner thanked A Macaskill and members of the Panel for all the work they had undertaken during Covid-19.

17 JIAC EXCEPTION REPORT

S Wragg presented the Joint Independent Audit Committee's (JIAC) exception report.

S Wragg highlighted that the Committee had been able to give assurance on a number of annual reports, including ex gratia payments, Gifts, Gratuities, Donations and Sponsorships and cash and debt write-offs.

The Committee noted the progress made by the External Auditors. Concern was expressed in relation to the resources available to complete the audit, but reassurance had been received that the Auditors are on track to complete the audit.

The uplift and recruitment programme is still on target.

Members attended a workshop in July to scrutinise the accounts presented by both SYP and the OPCC. Members asked a number of clarification questions during the workshop and at the close were assured that the accounts were properly presented and were in a position to assure the PCC and Chief Constable that the process for producing the accounts was in place and had been adhered to.

## 18 PCC DECISIONS

A report of the Chief Executive & Solicitor was presented to the Board. The purpose of the report was to provide the Board with a record of key decisions taken by the Commissioner outside of this Board since the last PAB meeting.

The following points were highlighted:

- An increase of £80,000 capital expenditure had been approved to increase the capacity to driver training
- An increase of £1.8m to the capital programme had been agreed
- The PCC agreed to allow the Community Safety Partnerships (CSPs) to utilise the underspend, caused by Covid-19, for the proposals that had been put forward
- The PCC agreed to approve grants, on a South Yorkshire and district level, totalling £190,000, for organisations in South Yorkshire for supporting young people and preventing violence
- The PCC approved the transfer of the clothing and uniform stock from WYP to SYP to enable full ownership in line with the lead Force responsibility

The Commissioner commented that he was pleased to see grants going to EPIC to tackle ASB in the Frenchgate Centre in Doncaster, The Hubb on Abbeydale Road and the Unity Gym in Broomhall.

The Commissioner confirmed that he was visiting the Unity Gym later in the week.

## 19 ANY OTHER BUSINESS - TO BE NOTIFIED AT THE BEGINNING OF THE MEETING

None.

## 20 DATE AND TIME OF NEXT MEETING

6 September 2021 at 1pm.

CHAIR

