Number	Minute No.	Resolution	Target Date, Officer Responsible and Progress
I.	Public Engagement and Contact 4 October 2024	Commissioner to return in six months to review the trajectory and consistency of public engagement.	Due Date: Within 6 months Person Responsible: Panel Advisor Progress: Complete.
2.	Public Engagement and Contact 4 October 2024	Commissioner to release positive communications to ensure the public are confident in using the 101 call line.	Due Date: ASAP Person Responsible: Alison Hernandez Progress: Ongoing - Recommendation of panel being considered by the PCC and Chief Constable.
3.	Police and Crime Commissioners Update report 31 January 2025	The Panel would write a letter to HMICFRS and the Home Secretary that the delay in coming to a conclusion around the issues of suspensions for Chief Constables from the Devon Cornwall and Isles of Scilly Police force was costing the region in lost leadership time as well as an additional financial burden.	Person Responsible: Panel Advisor Progress: Complete. Letters sent to the Home Secretary and HMICFRS on 04/09/2025.
4.	The Commissioner's actions in response to a decision by the panel at its 19 July 2024 meeting. 22 November 2024	Chair and Vice Chair, in consultation with the host authority and the Office of the Police and Crime Commissioner ensure an agreed, clear process for future appointments was agreed at the next meeting of the Panel.	Person Responsible: Chair/Vice-chair/OPCC/Jake Metcalfe Progress: A briefing note was circulated to the Panel on the processes of recruitment. Further advice and guidance was being sought and would Panel members would be updated.

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5.	Commissioners update report: 25 July 2025	Commissioner to acknowledge other partners within the update report.	Due Date: September 2025 Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
6.	Commissioners update report: 25 July 2025	Commissioner to ensure good practice is within the next update report.	Due Date: September 2025 Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
7.	Commissioners update report: 25 July 2025	Commissioner to attend Launceston with Cllr Chopak in relation to a Policy enquiry office.	Due Date: September 2025 Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
8.	Commissioners update report: 25 July 2025	The Commissioner would share the draft plan around the delivery of Safer Streets to the Panel.	Due Date: November 2025 Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.

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9.	Commissioners update report: 25 July 2025	The Commissioner would link in with ward councillors when she was putting in initiatives for their particular wards	Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
10.	Draft Annual Report 25 July 2025	The Commissioner would share any open letters written with councillors of the Panel.	Due Date: September 2025 Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
II.	Draft Annual Report 25 July 2025	The Commissioner would have discussions with Exeter City Council around the Safe Bus and whether this initiative could happen there.	Due Date: September 2025 Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
12.	Draft Annual Report 25 July 2025	The Commissioner to correct the statement within the annual report in which it states the safe bus runs every Saturday as this was factually incorrect and the bus ran on differing days depending on events.	Due Date: September 2025 Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.

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13.	Draft Annual Report 25 July 2025	The Commissioner would ensure there was a narrative around the staffing figures dropping in 2025 from 2024 figures.	Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
14.	Draft Annual Report 25 July 2025	The Commissioner would copy in Cllr Loudoun when discussing buildings in Exmouth for Police Enquiry offices.	Due Date: ASAP Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
15.	Draft Annual Report 25 July 2025	The Draft Annual Plan should have an accessible version for members of the public.	Due Date: November 2025 Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
16	Draft Annual Report 25 July 2025	The work of the Vision Zero Partnership needed to be more granular so members of the public understood the good work going on in relation to road safety.	Due Date: September 2025 Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.

17.	Draft Annual Report 25 July 2025	The Commissioner to create a young people's version of the annual report which could sent into schools for PSHE work.	Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
18.	Cost and Functions of the Office of the Police and Crime Commissioner	The Commissioner would have discussions with the relevant councils when sending out information in relation to Council Tax.	Due Date: ASAP Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
19.	Cost and Functions of the Office of the Police and Crime Commissioner	The Commissioner was requested to inform the Panel how her office would get back to its expenditure target of 0.65% as part of setting the next budget.	Due Date: January 2026 Person Responsible: Commissioner Progress: Action sent to the OPCC on 04/08/2025.
20.	Performance Papers 25 July 2025	Presentation on what crime data integrity looked like and the types of processes that they went through for recording crime.	Due Date: November 2025 Person Responsible: Office of the Police and Crime Commissioner Progress: Action sent to the OPCC on 04/08/2025.