

**Police and Crime Board, 12<sup>th</sup> April 2017, 13:00-17:00**

**Venue: OPCC Meeting Room**

**Attendees:**

- **PCC**
- **Chief Constable**
- **Deputy Chief Constable**
- **Constabulary CFO**
- **OPCC CEO**
- **OPCC CFO**
- **OPCC Head of Commissioning**
- **Strategic Planning and Performance Officer**

To support the carrying out of the PCC's statutory functions including overseeing delivery of the Police and Crime Plan, being the forum for formal decision making by the PCC and otherwise allowing for the PCC to scrutinise the work, performance, key projects and budget of the Constabulary and other partners.

**AGENDA**

**1. Apologies**

**2. Minutes and Actions**

**3. Decisions** (to be signed at the meeting)

- **2017/004 – Treasury Management Strategy**
- **2017/005 – ERP** (preferred option)
- **2017/006 – Local Police and Crime Plans**

**4. Key Organisational Risks and Issues** (including risks or issues the Chief Constable wishes to raise)

**5. Planned Scrutiny: Performance against Police and Crime Plan**

- a. Performance Overview to focus on the high areas of concern and where progress is being made (3 of each) – include performance summary/dashboard for publication. Focus on Protect the Most Vulnerable from Harm. Overview of the areas of concern, broad summary of overall performance including good practice and any concerns/ risk identified.
- b. CSE and CSA Assurance Report

**6. Planned Scrutiny: HR**

- a. Staff Wellbeing Survey Results (verbal update from Julian Kern)

**7. Planned Scrutiny: Major Projects**

- a. Change and Savings Plan (SW1 succession, Enabling Services and PBR) (Dan Wood)
- b. DEMS (Dan Wood)

**9. Joint Audit Committee Update** (update from the Joint Audit Committee and items PCB wishes to refer to the Joint Audit Committee) (Verbal update)

**10. Professional Standards Department Quarterly Update**

**11. A.O.B**

**12. Publication** (agree any items for publication other than the Minutes and Decision Notices)

**Date of the Next Meeting: 3<sup>rd</sup> May 2017, 09:30 – 13:30**

## **DRAFT Minutes of the Police and Crime Board, 12<sup>th</sup> April 2017**

### **Attendees:**

Sue Mountstevens, Police and Crime Commissioner  
Andy Marsh, Chief Constable  
John Smith, OPCC CEO  
Julian Kern, OCC CFO  
Mark Simmonds, OPCC CFO  
Amy Hurst, OPCC Senior Commissioning and Policy Officer  
Karin Takel, OPCC Strategic Planning and Performance Officer  
Hardy Husain, Chief Constable's Staff Officer  
Alaina Davies, Resources Officer

### **1. Apologies**

Gareth Morgan, Deputy Chief Constable

### **2. A.O.B**

The Chief Constable and PCC congratulated Deputy Chief Constable Gareth Morgan on being offered the appointment of Chief Constable of Staffordshire Police Force.

### **3. Minutes and Action Update**

The Board discussed updates on the actions from the last meeting of the Police and Crime Board on 1<sup>st</sup> March 2017:

- Workforce Representation – various ideas the constabulary are looking into in order to increase the workforce from underrepresented groups were highlighted such as Champions, recognition at assessment centre for a second language or positive action up to the point of selection (mentoring).
- CJ Outcomes – the Constabulary are in the process of converting national data in to a format that Qlik can read in order to make comparisons.
- Speed Enforcement Unit – the PCC was informed that speed enforcement detections are back to expected levels following a short period of a drop in detections.
- Repeat Victimisation – the PCC was assured that the Constabulary have the tools in place to recognise repeat victimisation and discussed the best ways to gain assurance that the tools were being utilised to maximum effect.
- Digital Mobilisation – a summary and timeline of all projects was provided. The PCC sought assurance that any issues and delays are being proactively managed.

#### 4. Decisions

Please note that Decision Notices are published on the PCC website on the Decisions page under the Openness section.

**2017/004 Treasury Management Strategy** – the Treasury Management Strategy and the Annual Investment Strategy for the financial year 2017/18 was agreed. The OPCC CFO highlighted that the only change to note relates to borrowing – an increase in the borrowing limits to support the capital programme. The Decision Notice will be signed and published on the PCC's website.

**2017/005 Enterprise Resource Planning (ERP)** – a preferred bidder was agreed – the programme team will continue negotiations with the preferred bidder and a final decision notice will be submitted to the Police and Crime Board for approval. The PCC wants to ensure that the communications around this decision are fully considered and the organisations concerned are joined up in the timing of messages to staff. Announcements should not be made until after the Easter Bank Holiday. The Decision Notice will be signed and published on the PCC's website.

The preferred rostering solution was agreed in principle subject to a final decision notice coming back to the Police and Crime Board following further negotiations. Decision Notice will be submitted to the May 2017 Police and Crime Board.

**2017/006 Local Police and Crime Plans** – the Safer and Stronger South Gloucestershire Plan was adopted to serve as the PCC's local police and crime plan for that geographical area. The rest of the local police and crime plans should be in place by the end of 2017. The Decision Notice will be signed and published on the PCC's website.

#### 5. Chief Constable's Update

The Chief Constable highlighted the following risks/ areas of current focus to the PCC:

- Collaborative relationships.
- Maintaining and improving performance through a busy period of change.
- Community race relations tensions in Bristol – improvements made over recent years were discussed and further improvements that can be made.
- Leadership changes – new Director of HR appointment and the appointment of a new DCC.

#### 6. Key Organisational Risks and Issues

The PCC remains concerned regarding the referral of vulnerable victims to Lighthouse and how to gain assurance that victims are not being missed – the potential for system automation and ensuring the right culture were discussed.

Manual work arounds have been in place and the Constabulary now have the tools to identify incidents where victims have not been referred in order to address this with individual officers – the Head of Victim Care can work with the Head of Performance and Process Improvement to ensure that the tools available are fully utilised in order to see this issue resolved.

The Police National Database (PND) interface with Niche is still not operational. The PCC was assured that the number of failings from the last test was low and so the Constabulary is hoping that this should be operational in the next month but an update report should be provided to the next meeting of the Police and Crime Board.

## **7. Performance Against Police and Crime Plan (Focus on Strategic Priority 1)**

### **a) Performance Overview**

Sustaining and improving performance was discussed. The PCC was assured that the 101 situation is improved – March was a high month of demand but with only a 5% abandonment rate. Sustaining the 101 performance during the Summer peak was discussed. The Service Delivery Visit to the Force Service Centre is scheduled for May 2017 and an update will be given at the Police and Crime Board following this.

### **b) CSE and CSA Assurance Report**

The revised national definition of Child Sexual Exploitation was discussed and the positive impact of this ensuring that agencies working together have the same definition. The PCC was informed that the specialist team was introduced at a time when the Constabulary were lagging behind in this area of business and when the outcomes are evaluated the Constabulary will need to consider if the Team should continue or if not which of the specific roles should be kept – this 6 month pilot is due to end in June 2017. Comments made by Ofsted regarding partnership arrangements following monitoring visits to Somerset Children's Services and inspection of South Gloucestershire Children's Services were discussed - this was identified as a possible area to be included in the Internal Audit Plan.

## **8. HR – Staff Wellbeing Survey Results**

The report on the results of the Staff Wellbeing Survey is not yet available. The PCC queried whether the report would always take this length of time to produce and if so expectations would need to be managed.

## **9. Major Projects**

### **a) Change and Savings Plan**

The PCC was given an update on the Southwest One exit plans. Structures going forward have been agreed. The exit agreement has been signed off. The PCC sought assurance that people understand that this will be a two stage process with first bringing the services back in-house and then reviewing Enabling Services.

Transition to the new Operating Framework was discussed. The conclusion of the consultation period is currently being managed. The PCC was assured that the communication with staff around this has been good with information being cascaded down well and good messages from Corporate Communications.

#### **b) DEMS**

Progress in relation to DEMS was discussed and this will be kept under review.

### **10. Joint Audit Committee Update**

The amendments to the Joint Audit Committee Terms of Reference were agreed at the last meeting of the Joint Audit Committee in March and will be published on the PCC's website. It was agreed that the Joint Audit Committee Chair will serve a second term. The Internal Audit Plan was approved subject to some amendments. Joint Audit Committee Members made a request to attend a Police and Crime Board meeting to observe – the Police and Crime Board agreed that the Joint Audit Committee Chair should be invited to attend a meeting as an observer.

### **11. Professional Standards Department Quarterly Update**

The latest data from the IPCC (last week) shows that:

- Avon and Somerset Police 96% of complaints recorded in 10 days (this is above the national average)
- Local investigations on average take 107 days in Avon and Somerset compared to the national average of 163 days
- Finalising a complaint on average in Avon and Somerset takes 58 days compared to the national average of 110 days

The PCC was informed that the IPCC did not uphold any non-recording of complaints appeals in the last quarter. The positive impact of Body Worn Video Cameras in investigations was discussed and the PCC is keen for footage to be available to the new Scrutiny of Police Powers Panel.

A 22% reduction in the total number of allegations was reported. The Constabulary are now aiming to deliver service recovery within 72 hours – this is a more realistic timescale taking into account shift patterns.

Changes as a result of the Policing and Crime Act were discussed – the OPCC will be working with the Professional Standards Department to understand relevant areas of work ahead of these changes. It will be a

requirement that appeals are dealt with by the OPCC and the PCC may wish to consider exercising other options.

## **12. A.O.B**

No other business was discussed.

## **13. Publication**

The following items were agreed for publication:

- 1<sup>st</sup> March 2017 Police and Crime Board Agenda
- 1<sup>st</sup> March 2017 Police and Crime Board Minutes

### **Actions List:**

See Exempt Actions List

**Date of the Next Meeting: 3<sup>rd</sup> May 2017**