



**AVON &
SOMERSET**
POLICE & CRIME
COMMISSIONER

Governance and Scrutiny Board Minutes – 17th May 2023 13:30-15:00 and 15:30-17:00

Venue: Port-Oyns Room, Police HQ and Microsoft Teams

Attendees:

Mark Shelford, Police and Crime Commissioner

Sarah Crew, Chief Constable

Louise Hutchison, Acting Chief Officer – People and Organisational Development

Nick Adams, ASP Chief Finance Officer

Alice Ripley, OPCC Chief of Staff

Sally Fox, OPCC Director of Performance and Accountability

Ben Valentine, OPCC Senior Performance and Governance Manager

James Davis, ASC Delivery Manager, Portfolio

Vicky Ellis, OPCC Secretariat Manager

Part meeting attendance:

Nikki Watson, Deputy Chief Constable

Will White, Assistant Chief Constable

Jon Dowey, Head of Performance and Insight

Jason Shears, Supporting Head of Performance and Assurance

GOVERNANCE

No.	Item
1	Apologies: Paul Butler, OPCC Chief Finance Officer
2	Minutes and Action Updates The Minutes of the Board held on 11 th April 2023 were agreed for publication. There were three actions due for an update, one the Board agreed to carry over to the following meeting, one action was closed following an update and the final action is in hand and an update should be provided at the July Board meeting.
3	Finance

	<p>The ASP Chief Finance Officer provided a verbal update to the Board on the headline of the 2022-23 Outturn report which will be received by the Board in full for the next meeting.</p> <p>The current projection is £3.7m underspend on revenue, which is 1% of the budget. The Board were advised the main movement has been in two areas, namely additional investment income and increases in football charging and mutual aid.</p> <p>There had been an increase in insurance provisions amounting to £1.8m and £1.4m had been taken to capital funding reserve.</p> <p>The capital outturn showed spend of £12.2m last year which was an underspend of £6.8m, though £2.2m has been carried forward to cover known committed items in relation to planned refurbishments and fleet items.</p> <p>The PCC sought assurance in relation to the engine issues with the BMW fleet; confirming that the Constabulary were linked in to the national work on this.</p>
4	<p>Joint Audit Committee (JAC) update</p> <p>At their last meeting on 15th March 2023 the JAC had reviewed the OPCC and Constabulary corporate risk registers.</p> <p>The committee received an update on current IOPC investigations.</p> <p>The JAC considered the proposed audit plan for 2023/24 and asked for consideration to be given to including workforce planning; information governance, security of the Estate; and tutoring of new officers.</p> <p>Internal audit reports were received on Police Detective Numbers, Assurance Mapping and Clinical Governance within Custody.</p> <p>Progress on the external audit of 2022/23 accounts was noted, particularly the ongoing challenges for auditors to meet publication deadlines. The auditors were reminded that the ERP project will reduce our flexibility to support late changes to the timetable.</p>
5	<p>Business Case</p> <p>a) Update on Broadbury Road – For information only</p> <p>The Board had previously given approval to proceed to procurement and had received an updated business case with final design for information.</p> <p>The PCC sought assurance on the option selected for the central heating solution for the building and thanked the team for the update.</p>

6	<p>Decisions</p> <p>a) Leadership Academy Acceleration</p> <p>The Board discussed the paper presented by the Acting Chief Officer – People and Organisational Development, who answered questions from the PCC and his team.</p> <p>The priority will be to focus on first line management initially, ensuring all first line managers receive the training, which is expected to launch at the end of September/beginning of October. Once the first stage is complete all staff at Insp and C/Insp level will be provided with the training. The materials would be available to other forces once fully developed. Governance measures would be established to ensure the funding is spent as agreed.</p> <p>The PCC agreed the decision as recommended in the report.</p>
7	<p>Major Projects: Highlight Report</p> <p>The Board had read the report provided and discussed the amber graded projects.</p> <p>The PCC was advised an updated timetable for the works at Trinity Road is awaited. The Constabulary have an alternative solution for the police station in Bath that is being explored.</p> <p>The Chief of Staff noted that since the papers had been published the PCC had been made aware of significant delays in a replacement case management system. Work is underway to ensure an interim solution is put in place.</p>
8	<p>Chief Constable's Update</p> <p>The Chief Constable highlighted four of the current risks and issues for Avon and Somerset Police.</p> <p>Public Confidence remains the top priority, within which there are two areas of focus – policing performance, and cleansing the culture. There is good progress being made in this area and there has been an increase in the volume and complexity of cases that the Professional Standards Department (PSD) are dealing with, both referrals via the public and via staff. The Head of PSD has been asked to secure additional resources from other parts of the Constabulary to manage this increase. This will come through the governance channels retrospectively so that the PCC is sighted.</p>

	<p>The strategic planning process is being finalised and the work will be brought together with public confidence and aligned to the Police and Crime Plan and this will be provided for the PCC to review.</p> <p>The summer demand increase will soon be felt by the force. There is a plan in place and a communications and engagement strategy is being developed to ensure it is shared with the staff in a clear way and everyone will have a part to play.</p> <p>The fourth area of focus at the moment is generative AI and the speed with which this is changing and the inevitable impact it will have on policing. It presents opportunities as well as risks and may influence public confidence. A&S are watching closely and are linked in nationally.</p>
9	<p>Key Organisational Risks and Issues</p> <p>The Board discussed the paper provided by the PCC outlining the risks and issues for discussion at the meeting.</p> <p>In relation to the slight increase seen in vehicle crime the DCC confirmed that the Neighbourhood Policing Teams are focussed on patrolling in an effort to prevent and reduce the number of incidents. This work is being led by a Detective Chief Inspector.</p> <p>There has been a moderate downward trend in relation to people feeling less safe in the day time. The police have been working to try to understand this better and would welcome any insight the PCC or his office may have in relation to this.</p> <p>The 82.9% compliance rate in the completion of Freedom of Information requests was discussed. It was noted there have been more requests received than is usual, particularly in relation to misconduct of officers following nationally reported incidents in other force areas. This increase in demand was also impacted by resourcing issues in the unit and temporary resources were brought in to assist.</p> <p>The PCC had received several letters from members of the public in relation to the delays in their applications to the Disclosure Barring Service (DBS). In responding to these queries the DBS Manager had provided an insight into the demand and capacity challenges the unit had been facing. The PCC sought to understand how these issues were being resolved. The DCC advised that the DBS is a national Home Office funded scheme in which the resources are hosted locally. The funding is 100% provided by the Home Office based on predicted demand, however applications received in A&S have far exceeded the anticipated demand by several thousand. A&S have now secured additional funding from the Home Office and have recruited additional resources which are in the</p>

	<p>process of joining and being trained. A technical issue has also been resolved which will create efficiencies. The PCC was assured the position will now improve for applicants.</p> <p>The <i>Independent review into the police-led management of registered sex offenders in the community</i> was published by the Home Office on 27 April 2023. The PCC was updated on the Constabulary's response to the report and the recommendations, which will be led by a new Chief Inspector.</p>
<p>10</p>	<p>Tackling Disproportionality and Racism</p> <p>The Board had read the highlight report provided in advance of the meeting. ACC White shared a verbal update to the Board following the working group meeting earlier that day. Engagement plans with communities are underway, including online and in person events.</p> <p>ACC White confirmed ASP are working on the business case for the deferred prosecution project.</p>
<p>11</p>	<p>Performance against Police and Crime Plan</p> <p>a) Integrated Performance and Quality Report</p> <p>The Board considered the report received, with a number of questions being raised by the PCC and his team.</p> <p>The use of the new supervisor review template continues to be encouraged within patrol where file quality is generally lower than within the detainee investigations team; the template is not used as often but the information is still captured within Niche. Fresh conversations around file quality and focussing on outcomes should see improvements in this area.</p> <p>A further audit is planned to assess the decline in dwelling burglary attendance rates and obtain a more accurate picture of performance, it may be a data recording issue where officers have not linked themselves to the incident correctly. The Constabulary were confident that there were high attendance levels to dwelling burglaries.</p> <p>Following the changes to the Home Office Crime Recording Rules the Constabulary confirmed there are processes in place to track repeat callers and vulnerabilities and the Board will be sighted on this work.</p> <p>The findings from the Crime Data Integrity audit showed a number of missing crimes. The Constabulary confirmed some were duplications and they are working to implement the recommendations outlined. An update will be provided to the Board following this work.</p>

12	<p>HMICFRS PEEL 21/22 update</p> <p>The Board discussed the report, noting that each Area For Improvement had been assigned a main and a supporting lead member of staff; also noting that some of the recommendations will take months to complete or achieve.</p>
13	<p>Professional Standards Update</p> <p>a) Quarterly Report The Board recognised there had been an increase in the number of misconduct cases which could be attributed to people feeling more confident to report following national cases in the media and the local A&S 'This is not who we are' culture campaign and work. The Constabulary continue to work to prevent this behaviour including thinking creatively about how to discourage those who don't share the values and behaviours of the police from applying. Other police forces have also experienced an increase in reports of this nature. A&S are working closely with the Federation in these cases and using fast track procedures where appropriate to ensure cases are dealt with promptly and efficiently.</p> <p>b) IOPC Independent Investigation Update The Board were concerned by the length of time some of the cases are taking and would seek to check that the IOPC are providing timely updates.</p> <p>c) OPCC Complaints Review Data The Board was pleased with the accessibility changes being made and the continuing work with PSD around learning.</p>
14	<p>People and Organisational Development Update</p> <p>The Board considered the report received. The PCC noted the value of training and sought assurances this would be formalised for the patrol team whose use of this time was inconsistent and below that of other teams. The Board noted there was significant wellbeing work being undertaken.</p>
15	<p>Any Other Business</p> <p>None</p>
16	<p>Items for Publication</p> <p>Minutes of 11th Board meeting Decision Notice for Leadership Academy Acceleration</p>