

## DORSET POLICE

# **FORCE EXECUTIVE BOARD**

Monday, 22 July 2013

1100 hrs

Boardrooms 1-3, Force HQ, Winfrith

- CHAIRS:** Mr M Underhill, Police & Crime Commissioner  
Miss D Simpson, Chief Constable
- ATTENDANCE:** Mr D Lewis, Assistant Chief Officer  
Mr M Hiles, A/Assistant Chief Constable  
Mr J Jones, Assistant Chief Officer  
Mr G Smith, Director of Human Resources  
Chief Superintendent J Newall, Head of Territorial Policing  
Chief Superintendent C Searle, Operational Support Command  
D/Chief Superintendent C Stanger, Niche Project  
D/Superintendent K Connolly, CID  
Superintendent T Whittle, Head of Professional Standards  
Inspector P Browning, Staff Officer  
Sergeant T Eggleston, Federation  
Miss C Beasley, Head of Business Change  
Miss K Brownjohn, Head of Governance  
Mr P Channon, Head of Personnel Services  
Mrs N Anderson, Head of Training  
Mrs J Yates, Head of Corporate Development  
Mrs D Potter, UNISON Branch Secretary  
Mrs G Lovelass, Communications Manager  
Mr N Butterworth, Head of Finance  
Mr A Bennington, Head of IS  
Miss F Napier, Media and Communications Manager, OPCC  
Mr R Bates, Chief Finance Officer to the PCC  
Mr D Steadman, Interim Chief Executive to the PCC  
Chief Inspector P Windle, Business Change [item 3 only]
- MINUTES:** Miss J Taylor
- APOLOGIES:** Mr J Vaughan, Deputy Chief Constable  
D/Chief Superintendent M Cooper, Head of Crime & Criminal Justice  
Constable C Chamberlain, Chairman, Dorset Police Federation

The Chief Constable and the PCC welcomed ACC David LEWIS on his first day in the Force and to the first meeting of the Force Executive Board.

### 1. **PREVIOUS MINUTES/ACTIONS AND MATTERS ARISING**

The minutes were approved as an accurate record of the meeting.

All actions from the previous meeting held on 24 June 2013 were complete as per the summary of actions.

Action 14: Corporate Risk Register, reinstatement of Risk 173: Complete and reported back to the Operational Commanders Board.

## 2. HR UPDATE

The Director of HR advised that meetings had been taking place regarding the Stage 2 transfer of staff. Information on consultation with Staff Associations and members of staff will be published in August.

### 2.1 Organisational Development

Mrs ANDERSON presented the key points of note from the current Organisational Development Dashboard.

**Force Resource Levels:** The Chief Constable advised that a full review of the shift pattern system has been commissioned. An entry will appear on the Force Intranet.

**Duties Management System:** Following the implementation of Agresso HR, a project will commence to replace the Duties Management System. Agresso has formed a partnership with GRS and implemented the system in Devon & Cornwall and Wiltshire. Contact, and site visits, will be made to both forces to evaluate the system and obtain best practice in both the procurement strategy and implementation. A full business case will be presented to the Force Executive Board identifying the alternatives available and recommending a preferred strategy.

**Secondments:** The PCC enquired whether the number of secondments was decreasing given the reducing workforce. The Director of HR advised that provided secondments were fully funded, they were still being honoured, unless they caused a major issue in-force. All current secondments are fully funded. The Chief Constable advised that many secondments were to collaborative units, eg Zephyr, NPAS.

The report was noted.

### 2.2 Personnel Services Dashboard

Mr CHANNON presented the Personnel Services Dashboard as at 16 July 2013 and addressed the key points of the report.

The sickness absence data was discussed at the Strategic Performance meeting held on 19 July 2013 where further work was requested by the Deputy Chief Constable, the key one being to reduce the Bradford Factor trigger level to 192 (currently 300).

The Director of HR highlighted two areas:

(i) Musculi-Skeletal: currently showing 42 occurrences. This figure includes those members of staff absent as a result of undergoing an operation (16) and also those with broken bones (6).

(ii) Cases for consideration for ill health retirement: currently standing at 16 officers.

The Chief Constable stressed the importance of early intervention and providing appropriate support to return people to work as soon as possible; especially with a reducing workforce.

The Director of HR to provide the PCC with a schedule of 'restricted' officers showing where they are posted.

**ACTION: Mr SMITH**

The report was noted.

### 3. **PROMOTION OF EQUALITY AND HUMAN RIGHTS**

Mrs YATES provided the following update:

- (a) Public consultation on Stop and Search (following Home Secretary's announcement of a review of the powers) have been sent to the Dorset Race Equality Council (DREC). Chief Inspector DUFFY is collating the Force response.
- (b) Children and Young People – moved to EDHR portfolio nationally.
- (c) Flexible working – national focus and requirement for sub-group – Dorset requested place on sub-group.
- (d) Positive action – nationally being questioned, QC advice is being sought, other work being undertaken in Force needs to be co-ordinated centrally in line with development of strategy.

### 4. **RESOURCE MANAGEMENT 2013/14**

Mr BUTTERWORTH presented the update to members reporting on the current financial forecast for 2013/14 after the first three months of the financial year and providing an update on the Medium Term Financial Strategy following the Government's recently announced Spending Round 2013. Current year projections indicated a potential underspend of £1.5m; however that assumed the current level of savings would continue for the remainder of the year.

Some of the figures presented are based on estimates/assumptions made, ie public sector pay, council tax, CLG grant, future recruitment. A formal Medium Term Financial Strategy report will be presented to the September Force Executive Board which will provide more detail.

Mr BATES advised that the budget settlement announcement could be as late as 20 December. Both he and Mr BUTTERWORTH will be working closely together to produce next year's budget.

The ACO highlighted a potential increase in costs as a result of changes to National Insurance contributions from April 2017. This could mean an extra cost to the Force of £1.6 to £1.7 million.

The report was noted.

### 5. **FORCE PERFORMANCE**

Mrs YATES presented her report which updated on key exceptions and process. The report was intended to update the Force Executive Board on the key issues or exceptions identified by the Strategic Performance Board and provided an overview of performance from 1 April – 30 June 2013.

The number of community resolutions was falling. The Chief Constable requested that research be undertaken into why this was the case. The PCC requested that he be copied into the response.

#### **ACTION: D/Superintendent CONNOLLY**

The PCC questioned why the Force still referred to Sanctioned Detection Rates when his understanding was that the Home Office was moving towards publishing positive outcomes.

Mrs YATES responded that the Force records positive outcomes/community resolutions within the Force Control Strategy. This year's figures from the Home Office still referred to Sanctioned Detection Rates which is why the Force still makes reference to them; however the Force is in a strong position when required to record positive outcomes.

The report was noted.

## 6. **FORCE BOARD MEETINGS**

Mrs YATES advised that the theme for the September Strategic Performance Board will be around Priority 2 Reducing Serious Harm.

## 7. **HMIC UPDATE [Verbal Update]**

Mrs YATES provided the following update:

A written report was presented to the June Force Executive Board updating on all HMIC activity in the last quarter; however since then HMIC have published a number of reports, both force specific and thematic, police only and joint. A full written account will be provided for the September Force Executive Board.

The Strategic Performance Board held on 19 July 2013 also received an update on HMIC activity.

### **Published reports**

On 8 July 2013 the HMIC published both a force and thematic report on Stop and Search. The Force report was broadly positive and where the all force thematic found that 27% of all searches do not have reasonable grounds, this dropped to just under 9% in Dorset (one of only seven forces with a compliance rate above 90%). Similarly Dorset recorded an above average arrest rate.

The thematic report identified a number of recommendations which HMIC intend to assess progress against within the next 18 months. These relate to the Home Office, College of Policing and forces. The Force specific report did not contain Areas for Improvement (AFI) but picked up a number of areas that could be improved.

The Strategic Performance Board agreed that both reports should be passed to the new Stop and Search Scrutiny Panel which will report to the People, Confidence and Equality Board.

### **Valuing the Police 3**

Both force specific and thematic reports were published on 18 July 2013. Again the local report was broadly positive, although notes that savings made through collaboration are lower than average and reductions in officers and staff higher than average. There are no AFIs and the Strategic Performance Board agreed that this would be reported as part of the report to the September Force Executive Board.

### **Upcoming inspections/Inspections in planning**

**Recording of Crime & Incident data** – last inspected in 2011. Crime and Incident Registrars in all forces have been sent a spreadsheet containing the areas of interest for the HMIC and asking for an update.

**Strategic Policing Requirement** – HMIC has issued a data request from forces before announcing which forces will be inspected.

Superintendent WHITTLE advised that the Force had engaged Hampshire Police to carry out a peer review of its National Crime Recording Standards.

8. **REDUNDANCY REQUESTS**

There were none to consider at this meeting.

9. **CORPORATE RISK REGISTER**

Quarterly report.

For discussion at next meeting 29 September 2013

10. **STAFF SURVEYS**

The Director of HR presented a report setting out the arrangements for the provision of a forcewide staff survey for 2013.

A request was made for this meeting to consider the following recommendations:

1. The OU to be commissioned to undertake a one-off survey of the Force in September 2013.
2. The Force re-enter the Sunday Times Best Companies Award from November 2014 and use this mechanism to provide its annual staff survey from that date.

The OU will be providing £40,000 towards the funding of this survey. The cost to the Force is approximately £8,000.

The outcome of the survey will assist the Force in identifying where problems are developing and how best to manage this. It will also identify whether it is local or national issues affecting staff morale.

One area of particular focus for this survey will be Specials and Volunteers.

Chief Superintendent NEWALL asked if she could review the questions to ensure they reflected the new operating model within Territorial Policing. Mr SMITH agreed to forward a copy but advised that the format needed to remain similar to the previous survey to ensure data comparison could be made.

**ACTION: Mr SMITH**

The Board agreed both recommendations.

The Chief Constable requested that senior leaders actively supported the implementation of this survey.

11. **SEEs ANNUAL REPORT FOR YEAR ENDED 31 MARCH 2013**

The ACO presented a report outlining the draft final accounts for the Dorset Road Safe, the Driver Awareness Scheme and planned expenditure for the 2013/14 financial year. Full details of activity and performance are reported to the Road Safe Board.

Over the ten years of the project, the numbers killed and seriously injured have reduced by 35% (over 100 individuals less).

The Highways Authority has significantly reduced their funding from £2.5m in 2009/10 to £500,000 in the current year. This has been partially offset by an increase in Dorset Police funding of £500,000.

The Driver Awareness Scheme continues to operate successfully, both operationally and financially.

The net direct cost of roads policing in the last financial year was £2,919,000.

The report was noted.

12. **SOUTH WEST REGION MEETING OF PCCs, CHIEF EXECUTIVES & CHIEF CONSTABLES**

No minutes to present.

13. **POLICY AND STRATEGY DECISIONS**

None to note.

14. **ANY OTHER BUSINESS**

Mrs LOVELASS advised of a request received from the Home Office to visit Dorset, along with representatives from the national media, to report on the Force's success on stop and search.

The Force advised that it did not have enough staff to support this and offered a compromise approach, ie provision of relevant statistics, offer of interviews; however the Home Office decline this and no further action will be taken.

As this was the last meeting before Chief Superintendent SEARLE commenced his secondment to the College of Policing, the Chief Constable wished to thank him for his input and support in driving forward Force business.

She also wished to place on record her thanks to Mr HILES for his support provided to both the ACPO Team and the Force in his role as Acting Assistant Chief Constable.

15. **DATE OF THE NEXT MEETING**

Monday, 30 September 2013 at 1100 hrs in Boardrooms 1-3  
There is no meeting in August.