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DORSET POLICE

 **FORCE EXECUTIVE BOARD**

Monday, 25 March 2013

1100 hrs

Boardrooms 1-3, Force HQ, Winfrith

CHAIRS: Miss D Simpson, Chief Constable
Mr M Underhill, Police & Crime Commissioner

ATTENDANCE: Mr A Whiting, Deputy Chief Constable
Mr J Vaughan, Assistant Chief Constable
Mr J Jones, Assistant Chief Officer
Mr G Smith, Director of Human Resources
Mr M Goscomb, PCC Chief Executive
Mr R Bates, Chief Finance Officer for the PCC
Chief Supt C Searle, Operational Support Command
D/Chief Supt C Stanger, Head of Crime & Criminal Justice
Chief Supt J Newall, Head of Territorial Policing
Superintendent T Whittle, Professional Standards
Ms J Yates, Head of Corporate Development
Mr N Butterworth, Head of Finance
Ms C Beasley, Head of Business Change
Miss K Brownjohn, Head of Governance
Mr A Bennington, Head of IS
Mr P Channon, Head of Personnel Services
Mrs N Anderson, Head of Training
Mrs G Lovelass, Communications Manager
Chief Insp P Windle, Presentation at Item 3
Mrs D Potter, UNISON Branch Secretary

MINUTES: Miss R Ford

APOLOGIES: Constable C Chamberlain, Chairman, Dorset Police Federation

1. **PREVIOUS ACTIONS & MATTERS ARISING**

All actions from the previous meeting held on 25 February 2013 were complete as per the summary of actions produced for that meeting.

2. **PREVIOUS MINUTES/ACTIONS AND MATTERS ARISING**

Subject to amendment the minutes were agreed as a true and accurate record of the meeting.

3. **HR UPDATE**

Mr SMITH referred to the three standard updates.

3.1 **Organisational Development**

Mrs POTTER raised an issue with the figures shown under “currently sick” for PCSOs as it shows a head count of 16 but a FTE total of 16.35 – Mr CHANNON stated that he

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would look at this issue again and it would be correct for the next meeting.

ACTION: Mr CHANNON

The report was noted.

3.2 Personnel Services Dashboard

No issues were raised or discussed.

Report was noted

3.3 Business Change

No issues were raised or discussed

Report was noted.

4. PROMOTION OF EQUALITY AND HUMAN RIGHTS

The allocation of this Agenda item needs to be altered from the responsibility of the Chief Constable to the Deputy Chief Constable.

ACTION: Miss FORD

The DCC had no further items to raise.

5. RESOURCES MANAGEMENT

The ACO presented a report to provide budget monitoring information for the financial year as at the end of February 2013.

The ACO updated that half way through the current Comprehensive Spending Review period, the Force is slightly ahead of profile in achieving its savings target. An in year saving of £2.4m will be transferred to capital inline with the agreed Medium Term Financial Strategy. The majority of this saving will be ongoing, leaving a further £7.1m to realise by the end of 2014/15, based on current projections.

The ACO referred to the hard work of managers in achieving this positive outcome for the year end figures. It was proposed by Detective Chief Superintendent Stanger that this message should be circulated to staff. This proposal was agreed by the meeting.

ACTION: Mrs LOVELASS

The paper was noted and the ACO summed up that this was a very positive end of year.

6. PERFORMANCE

Mrs YATES updated that at the Strategic Performance Meeting on 13 March 2013 the key areas of exception on performance identified were Satisfaction, KSI, Vehicle Crime, Sanction Detection Rates which have all been known about for some time and there has been a lot of activity around them.

Mrs YATES summarised the key points:

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- ◆ Very good improvement in performance around violence but caution needs to be taken due to the new definition of most serious violent crime as it deals in very small numbers which means variations can happen very quickly. In addition Easter falls within the end of March – the Force should make target but caution needs to be taken.
- ◆ Burglary – the Force will not achieve the target. Unfortunate that we had an extremely good January and poor February.

Following Chief Officers Conference on 25 March 2013, Mrs YATES updated that a covering report will accompany the performance data currently available through a link on the FEB Meeting site for the next meeting. New performance information will be available with additional information and an easier format to interpret for future meetings. Score cards and delivery plans will also be available. There will be more information around the Strategic Performance Board and repeat Victimisation and other similar topics.

Incivility – the Chief Constable asked for an update from Superintendent WHITTLE with regard to recorded numbers of Incivility and the link to customer satisfaction levels. Superintendent WHITTLE reported that it was worse but the recorded numbers were up significantly. The Chief Constable added that perceptions of incivility undoubtedly have a correlation with satisfaction, this is one reason that it is important the Control Room and the PEC are as fully staffed as possible as they start off the journey.

ACTION – ACC Vaughan - Resource Management Meeting/Postings Meeting

Mrs YATES updated on how the Force compares satisfaction data. There is also work around user satisfaction of a younger group of people – here issues are arising around how the Force uses technology, this point has not been raised in some of the satisfaction data gathered when using other groups.

Chief Superintendent STANGER referred to publication of the end of year figures, he said that it is important to provide explanation around the figures.

7. **FORCE BOARD MEETINGS**

A report was presented by Miss BROWNJOHN to provide an update on the most recent Strategic Risk Management Board, highlighting key areas that may be of interest to FEB members.

Miss BROWNJOHN asked when the next Staff Survey would take place – Mr SMITH confirmed that the Force was awaiting further detail from Warwick University.

The ACC stated he would liaise with Miss BROWNJOHN outside of the meeting regarding mental health issues – as highlighted by the report.

ACTION: ACC/Miss BROWNJOHN

Members were asked to note the report.

No other issues were raised.

8. **TREASURY MANAGEMENT STRATEGY AND PRUDENTIAL INDICATORS 2013/14**

A report was presented to the meeting by the Treasurer to the OPCC, he stated that

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the CIPFA Prudential Code highlights particular aspects of the planning of capital expenditure and funding the expenditure. The Code requires the publication and monitoring of certain Prudential Indicators which inform Members of the scope and impact of the capital spend. In addition, there are separate requirements under the CIPFA Treasury Management Code to publish a Treasury Management Strategy. This report sets out the issues for consideration by members of the Joint Independent Audit Committee, including the required indicators and strategies.

Mr BATES highlighted 4 indicators within the report; Capital Expenditure, The Capital Financing Requirements, Ratio of Financing Costs to Net Revenue Stream, Estimate of Incremental Impact of Capital Investment Decisions on Council Tax.

The Chief Constable asked if there would be any effect on police budgets following the recent budget and in year cut for 2014/15 to the Home Office budget. The OPCC Treasurer gave explanation, however highlighted that there would be some impact but the Government are reviewing the funding formula at present which is a Home Office driven review.

The meeting was asked to:

- (i) Consider the report, including the Prudential Indicators and limits for 2013/14 to 2-15/16, the Treasury Management Strategy incorporating the Investment Strategy, and the Minimum Revenue Provision Statement.
- (ii) To note that the Treasurer has delegated authority to determine the most appropriate means of financing the capital programme.

Both recommendations were **AGREED**.

9. **CORPORATE GOVERNANCE FRAMEWORK**

This report was presented to the meeting to ask the Police and Crime Commissioner and the Chief Constable to formally approve and adopt the Corporate Governance Framework for Dorset Police and the Office of the Police and Crime Commissioner.

Mrs POTTER requested that the terminology used at paragraph 2.5 of Appendix A be amended to read "Police Staff" and that the wording "Police Support Staff" be deleted.

Mr CHANNON also referred to Appendix A, paragraph 3.5 referring to Key Roles. He suggested that Human Resources (in respect of Professional Standards) be included for their responsibility with Police Staff. This proposal was **AGREED**.

ACTION: Mr GOSCOMB

Members were asked to note this report and the Chief Constable and Police and Crime Commissioner were recommended to formally adopt the Corporate Governance Framework attached to this report.

Recommendations were **AGREED**.

10. **HMIC – UPDATE ON ACTIVITY**

Mrs J YATES presented a report which explained that previously reports on HMIC activity were provided for the Police Authority's Audit Risk and Continuous Improvement Committee (ARCIC). With the abolition of the Authority and ARCIC no report on HMIC activity across the Force currently exists and the ACO has

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consequently asked for FEB to receive a regular report from Corporate Development.

The information contained in the report is for this introductory report only and will not be repeated for future meetings. The information has been sourced from www.hmic.gov.uk and the HMIC reports including their annual business plan.

Mrs YATES made specific reference to the HMIC's Review into allegations and intelligence material concerning Jimmy Savile between 1964 and 2012 – "Mistakes were made". There were 5 recommendations made and Mrs YATES asked which Force Board would consider these recommendations. Chief Superintendent STANGER updated that these recommendations are mostly at a National level, however on a Force level they will most probably feed into the Safeguarding Board.

Members were asked to consider the report and agree the following recommendations:

Recommendation 1 – an update report on activity to be written by Corporate Development and presented to FEB on a quarterly basis.

Recommendation 2 - that newly released HMIC reports are identified to this Board as part of the regular update who will then agree the owning Board for reporting and developing identified issues.

The Recommendations were **AGREED** subject to a caveat on Recommendation 1 that Mrs YATES could update more often on specific pieces of work undertaken by the HMIC if required.

11. **COMMUNITY SAFETY ACCREDITATION SCHEME (CSAS)**

As per the previous meeting, a report was submitted to FEB to seek endorsement or recommended accreditation fee charges.

The main issues the board was asked to consider was feedback, specifically requiring executive decision regarding accreditation fee charge. A draft policy to be presented to OCB on 28 March as part of the formal consultation process for the police.

The meeting was asked to make a decision on the following recommendations:

- (1) Decision required regarding accreditation fee charges.
- (2) Suggested amendments/comments re the policy to John Ferguson, Head of Community Safety by **Monday, 15 April 2013**.

It was highlighted that there is no nationally agreed charge and charges by neighbour Forces vary significantly.

Decision in relation to charging fees will be decided outside of FEB but inline with the Income Generation Paper currently being written by Mr BUTTERWORTH which would be presented to FEB in April 2013. The decision on charging will be made before May 2013.

12. **SARC FUNDING**

Mr JONES gave verbal update that a report would be presented to the meeting to be held on 29 April 2013 which will set out the funding contributions and recommendations on how the Force will take this forward.

ACTION: ACO

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13. **ANY OTHER BUSINESS**

There was no any other business.

14. **DATE OF THE NEXT MEETING**

Monday, 29 April 2013, Boardrooms 1-3