

DORSET POLICE

 **JOINT EXECUTIVE BOARD**

Monday, 20 November 2017

1145 hrs

Chief Constable's Office, Force Headquarters

CHAIRPERSONS: Chief Constable

**ATTENDANCE: PCC
DCC Vaughan
DCC Netherton (via teleconference)
Director of Human Resources
Director of Legal Services (via teleconference)
OPCC Chief Executive (via teleconference)
Head of Corporate Development
Head of Communications and Engagement, OPCC
Head of Communications and Engagement
Chief Finance Officer, OPCC
Director of Operations, OPCC
Chief Constable's Staff Officer
Sargent, Staff Officer
OPCC Staff Officer**

MINUTES: PA to the Chief Constable

**APOLOGES: Assistant Chief Officer
Chief Officer, Special Constabulary**

1. ACTIONS OF MEETING HELD 6 NOVEMBER 2017 & APPROVAL OF MINUTES OF MEETING HELD 9 OCTOBER 2017 [FOIA – Open]

The actions arising out of the meeting held on 6 November 2017 were presented and updated.

The minutes of the meeting held on 9 October 2017 were agreed as a true and accurate record of the meeting.

2. HORIZON SCAN [FOIA – OPEN]

The Horizon Scan for the week commencing 13 November 2017 was presented by the Head of Corporate Development highlighting issues of note.

3. COMMUNICATIONS AND ENGAGEMENT DEPARTMENT UPDATE [FOIA – Open]

3.1 The Communications and Engagement Report for the week ending 17 November 2017 was circulated to the meeting for information. The report covered the following topics:-

- Investigation into the disappearance of Gaia Pope.
- High Sheriff's Coercive and controlling domestic abuse video.

- Firearms Surrender 2017.
- New scam: BT Open Reach and HMRC
- Territorial Policing media events.

The following items were highlighted for further discussion:-

Territorial Policing Media Events – the PCC referred to the summary sheet which had been circulated by Communications and Engagement which seemed to be mostly newspaper and not radio based. The Head of Communications and Engagement confirmed that it covered all media outlets but that he would double check this to be correct.

ACTION: Head of Communications & Engagement

4. FOI REQUESTS [FOIA – Open]

The FOI requests received from 2 to 11 November and 9 to 15 November were presented to the meeting.

Governance Issue – It was highlighted by DCC Vaughan that discussion of FOI was now being discussed at both Force Control Board and the Joint Executive Board. It was agreed that the detail of FOI would be discussed at the Force Control Board and items would be discussed, by exception, at the Joint Executive Board. The PCC and Chief Constable expressed a preference to view the FOI received.

The requests were noted and the PCC asked for sight of the response to request 950 concerning Taser.

ACTION: DoLS

5. UPDATES FROM FORCE CONTROL BOARD [FOIA – Open – Except where indicated otherwise]

5.1 Operational Update [FOIA – Closed S.30]

5.2 People and Leadership Update [FOIA – Open]

5.2.1 The DoHR updated on the following issues of note:-

- Agency Workers – Processes being reviewed across both Forces, working closely with finance, a good set of controls will be implemented going forward.
- Absence Management – Policies are out for consultation for a joint process.
- Go Live Gold Group – this is progressing well and a detailed report will be provided to the Joint Delivery Board in the future.
- Positive Action – meeting taking place on Friday, 25 November to check progress with DoHR, OPCC Chief Exec and Jo Higson.

5.3 Financial Update [FOIA – Open]

5.3.1 External Audit Report [FOIA – Open]

The Treasurer to the OPCC presented the External Audit Report for 2016/17 for the PCC and Chief Constable, prepared by KPMG. The Report will be presented to the

next Audit Committee in December.

DCC Vaughan queried any reference made by Audit to unfinanced Capital; it was noted that the report does not contain this detail.

5.3.2 Update on Banking Arrangements [FOIA – Open]

A paper was presented to the meeting which provided information on new regulations that have an impact on the PCC for Dorset. The board was asked to consider the following recommendations:-

1. Approve the proposal of opting up to professional client status.
2. Note that the sort code on the bank accounts held by the PCC for Dorset will remain the same for the foreseeable future.
3. Note the potential fraud risk arising from changes to sort codes and account codes, and the actions that are being taken to mitigate this.

The **RECOMMENDATIONS** were **AGREED**.

5.3.3 Retired Police Dogs [FOIA – Open]

The report presented detailed a request received to make a one off payment of £1,000 to a dog handler who takes responsibility for a dog when it is retired from active service.

As a result of a request made by the PCC, the meeting **AGREED** to a one off payment of £1,000 (net) is made to dog handlers who take full responsibility for permanently housing their police dog after it has retired from active service as a result of a request from the PCC.

5.3.4 South West Police Pensions Board [FOIA – Closed Under S43]

5.3.5 Provision of Transport for Chief Officers [FOIA – Closed Under S22]

5.3.6 Financial Management [FOIA – Open]

The report presented proposals for streamlining financial monitoring reports for the PCC and Police and Crime Panel, with a view to achieving consistency in reporting.

The meeting was asked to consider the following **RECOMMENDATIONS**:-

1. A Timetable is prepared by the ACO that allows quarterly reporting to the Police and Crime Panel that has been reviewed by s151 officers of the Force and PCC, and considered by Resource Control Board, and then JEB, prior to being reported to the Panel (to be in place for Q3 report).
2. All monitoring reports are presented electronically in advance and include clear Version Control – identifying the preparer, the date prepared and the version number as a standard footer (as exemplified on this document).
3. To help ensure comprehensive and consistent reports a standard set of financial tables in Excel will form the appendix to the written monitoring report, which will refer to the appendix as appropriate. The key assumptions will be stated, highlighting any significant changes from the previous report. This should be adopted for the Q3 report.
4. All relevant decisions will be made at a decision making JEB, and recorded on an annual log, to support any budget changes.
5. ACO to provide a report for the Panel explaining the specific inconsistencies

queried, in advance of the meeting on 8th December.

6. A simple procedure for dealing with ad hoc requests (scope and timescales) be put in place as soon as possible (ACO to advise when this can be done).

The **RECOMMENDATIONS** were **AGREED**.

6. **STRATEGIC PERFORMANCE BOARD UPDATE/URGENT ISSUES [FOIA – Open]**

The Actions for the Strategic Performance Meetings were presented for the information of the meeting. DCC Vaughan updated on the following issues of note:-

- Crime 11% stable throughout the year.
- Outcome rates edging back slowly towards 20%.
- Response times – very good at 87%.
- 101 performance - 78% on old measure; 93% on new triage 30 seconds measure. It is indicated that this is due to the public using other measures to report crime (internet etc). The PCC informed the Chief Constable that arising out of the Customer Service Improvement Panel he wished to obtain formal sign off of the 5 gradings agreed and he would be writing to the Chief Constable to obtain this.
- The Gun amnesty is causing Firearms Licensing a significant amount of additional work.
- It was noted that the Force incident overdraft has halved.

7. **TRANSFORMATIONAL PRISM BOARD/URGENT ISSUES [FOIA – Open]**

DCC Netherton presented a report providing update on the PRISM Portfolio.

Evaluation of the BWV Dorset Pilot – the OPCC queried whether this would be circulated to JEB as it was a PCC Challenge. DCC Netherton stated that this would be undertaken prior to the next PRISM Board. This request was made to ensure governance across all Force Boards.

ACTION: DCC Netherton

Gateway Review – The OPCC CX requested a view from DCC Netherton, as PRISM SRO, on whether all the recommendations made would be accepted. DCC Netherton updated that a paper would be presented to PRISM Board on Friday, 24 November which will go through the Gateway Review and the resulting action plan.

8. **STRATEGIC ALLIANCE UPDATE/URGENT ISSUES [FOIA – Closed S22]**

9. **STANDARDS AND ETHICS BOARD UPDATE/URGENT ISSUES [FOIA – Open]**

No papers presented for update, it was noted that the previous meeting was had taken place on Tuesday, 12 September. There were no significant issues of note raised.

10. **EQUALITY AND CONFIDENCE UPDATE/URGENT ISSUES [FOIA – Open]**

It was noted that there were no additional actions since the last DMJEB.

It was noted that this week was Transgender Week and Domestic Abuse Week.

11. **OPCC SCRUTINY PANELS [FOIA – Open]**

11.1 Customer Service Improvement Panel – 12 October 2017

The minutes and actions of the Customer Service Improvement Panel were presented to the meeting for information.

The OPCC Director of Operations referred to the positive performance of 101 highlighted in the minutes.

12. **OVERTIME LIABILITIES [FOIA – Closed S42]**

13. **PCC CHALLENGE [FOIA – Open]**

A matrix indicating the PCC Questions, Challenges and Issues and Letters was circulated to the meeting for information. The Matrix indicated where the question/Challenge/Letter was received; the date last updated and its status.

Capital Financing Requirement [FOIA – Closed S43.2]

14. **PCC ISSUES FROM THE PUBLIC (STANDING ITEM) [FOIA – Open]**

No issues raised.

15. **NPCC SECTION 22 COLLABORATION AGREEMENT – SIGN OFF [FOIA – Open]**

The document was signed by the Chief Constable and the PCC and witnessed by the OPCC Treasurer.

16. **ANY OTHER BUSINESS [FOIA – Open]**

16.1 SARC CQC Compliance Check. It was reported that as of June 2017 there were 62 recommendations of which 4 were police based and were currently outstanding. The PCC requested that the Recommendations were in hand.

16.2 It was noted that it was National Restorative Justice Week and the 19th November was International Men's Day.