



Creating a safer
Cambridgeshire

MINUTES OF MEETING

SUBJECT: Force Executive Board (FEB)
HELD ON: Monday 2 July 2018
AT: Conference Room 3, Force HQ
PRESENT: Alec Wood, Chief Constable (Chair)
Dan Vajzovic, Assistant Chief Constable
Sarah Cooper, Head of Corporate Communications
Chris Mead, Head of Investigations
Liz Groom, Federation Chair
Steve Kerridge, Head of CDD
Anita Fiddy, Head of What Works
Sharon Carman, Unison Chair
Hayley Watson, Business Partner - HR Employee Relations

ACTION

1. APOLOGIES

Apologies were received from the DCC, ACC Malik, Chief Finance Officer, Director of Estates, Local Policing Commander, Superintendents Association, ACC JPS and Head of ICT.

2. MINUTES OF THE MEETING HELD ON 4 JUNE 2018

The minutes were approved.

3. MATTERS ARISING

3.1 FEB 08/05/18 – Chairman's Items

FEB members to encourage staff to complete Pt 2 of staff survey and any outstanding vetting.
ACTION CLOSED

3.2 FEB 04/06/18 – Force Management Statements

Members to inform Head of CDD of any concerns re. activity planned for 2018/19 to address the risks identified in the Strategic Demand Assessment.
ACTION CLOSED

4. RISK AND BUSINESS CONTINUITY

The Assistant Chief Constable provided a summary of the main and new risks and issues, as discussed at the Risk Review Board on 21 June 2018.

5. STRATEGIC PERFORMANCE

Performance Update

Notable Achievements

The Assistant Chief Constable provided a summary of the update provided to the Outstanding Public Service Meeting held on 20 June 2018.

Crime has continued on a downward trajectory, with positive reductions in the levels of offences.

The recent implementation of the Local Policing Review (LPR) has yielded positive results in the response times to high level incidents. In addition, progress has been made in achieving a one force approach to the management of incidents and crime, and the Senior Management Teams have reported a reduction in meetings.

Key Performance Challenges

There has been a slight reduction in the accuracy of crime recording, albeit it still remains at a high level.

12.4% of offences resulted in a positive outcome during May. Changes to the Bail Act and heavy reliance on voluntary interview as an alternative to arrest have both contributed to the increase in postal charge requisition as an alternative to charge. Work is ongoing to ensure these positive outcomes are finalised more promptly.

Following implementation of the LPR, training needs have been identified for some members of staff who have moved into supervisory roles, in relation to the management of risk in relation to outstanding suspects.

There is to be further governance and processes implemented in order to review DA cases from response to disposal.

Discussion took place in relation to Op Nadal and the current cancelled rest days, which were putting additional pressure on staff. The Federation Chair suggested a Comms message to staff and reported that rural officers in particular were currently feeling vulnerable.

It was agreed that the Assistant Chief Constable would publish a staff message via Nimbus.

ACC

6. ORGANISATIONAL DEVELOPMENT

6.1 CDD Update

The Head of What Works provided a summary of the key departmental work streams within Corporate Development.

The new Force Liaison Lead from HMICFRS has met with Chief Officers. Meetings with Senior Managers are now planned.

The Constabulary has received its data requirement from HMICFRS as part of the 2018/19 Integrated PEEL Assessment inspection programme. Fieldwork for the inspection has commenced.

A number of HMICFRS recommendations on Modern Day Slavery (MDS) have been reviewed against current Constabulary practice. A report has been prepared for D/Supt Mat Newman, MDS Strategic Lead.

Cambridgeshire's Force Management Statement has been submitted to HMICFRS and positive feedback has been received in relation to the quality of the report. Work will commence on the next version in the autumn.

It was noted that monthly Crime Data Integrity performance has dropped to 88.8% and timeliness of crime recording has also dropped since the process of recording skeleton crimes has changed. It is believed this is due to the impact of the Local Policing Review and Athena, and will be closely monitored.

A revised schedule is being prepared for consideration of the results of the recent staff survey and work has been completed ahead of the first revised 'Think Tank' meeting, which will provide a forum to share organisational learning as part of the 'What Works' agenda.

The Continuous Improvement Team are currently prioritising work linked to the Force Management

6.2 Internal Non-Financial Audit Report

Members noted the Internal Non-Financial Audit Report. No new force audit reports issued during the past month.

6.3 HR Update

The HR Business Partner provided colleagues with a brief summary of the HR Update. An appendix outlined progress towards the objectives of the People Plan.

The Resourcing Board's current primary focus is to develop the strategic and tactical response to resourcing challenges posed by the Professional Education and Qualifications Framework, the challenge of attracting sufficient new talent to apply to Beds/Cambs/Herts and delivery of increased workforce plan requirements for 2018/19.

The Health & Safety Board are managing a spike in near misses, which are being investigated and reviewed.

Brief discussion took place on the smoking policy for HQ, Parkside and Thorpe Wood.

Work is ongoing to improve attendance for Personal Safety Training in Cambridgeshire and Bedfordshire. JPS and Herts attendance figures have improved in the last three months.

There remains on-going difficulty in attracting suitable applicants for roles in H&S and Occupational Health. It is hoped that a revised pay package, if agreed, may attract applicants.

Demand exceeds available resources for all Learning & Development activity, which is being addressed through the formation of a Tactical Training Prioritisation Group.

Priorities for the next quarter include:

- Developing an attraction campaign for transferees and police officers
- Adoption of the PEQF
- The review of Health & Wellbeing
- Talent Management

6.4 Corporate Communications Update

The Head of Corporate Communications referred colleagues to her paper, which introduced the latest Corporate Communications Strategy.

The new Strategy incorporates the amended force priorities, the emphasis on visibility and the need to continually improve and develop internal communication, and takes into account the impact of the Local Policing Review on the organisation.

The Strategy focuses on four key communication priorities:

- To support the force vision, mission and values through communication opportunities and channels
- To support the strategic priorities of the organisation with communications, being mindful of the Police and Crime Plan
- To support the organisation in channel shift to assist in the management and reduction of demand
- To improve internal communications and engagement

The Strategy will be delivered over the next two years, with the measures being reviewed on a quarterly basis.

7. **ITEM FOR RESOLUTION**

Estates & Facilities – Resource Changes

The Board noted a paper from the Director of Estates requesting an enhancement to the Estates & Facilities Management Department structure. This was to ensure statutory compliances are met and Health & Safety requirements appropriately managed.

Approval was requested for:-

1. The outsourcing of Portable Appliance Testing and Fire Risk Assessments
2. Re-profiling of the Estates Technician Role to a Compliance Officer
3. Re-evaluation of the current Building Services Manager post
4. The purchase of an Estates software package
5. Creation of a new post of Data Manager
6. The reduction of Site Officer posts over time

Approval was given to enhance the Estates & Facilities budget by £44,000 pa to implement the phased resource changes as outlined in the report.

8. ANY OTHER BUSINESS

8.1 Chairman's Items

The Chairman did not have any additional items to raise.

8.2 Items Notified at the Start of the Meeting

Item closed due to operational sensitivity

9. DATE OF NEXT MEETING

The next meeting will take place on Monday 10 September at 11am.