

MINUTES OF MEETING - OPEN

SUBJECT: FORCE EXECUTIVE BOARD

HELD ON: 5th MARCH 2013

AT: CONFERENCE ROOM 3 - HQ

PRESENT: John Feavours - Deputy Chief Constable (Chair)
Ian Bell – Head ICT
Sharon Briar - UNISON
Karen Daber – Head of Investigations
Andy Hebb – Head of Local Policing
Mark Hopkins - Assistant Chief Constable
Laura Gunn – Deputy Director of Resources
Linda McHale – Head of HR
Simon Megicks – Head CDD
Kate Moore – Executive Officer
Shaun Ryan – Federation
Kate Tonge – Head of Corporate Communications

ACTION BY

1. APOLOGIES

- 1.1 1.1.1 There were apologies from the Chief Constable, the Director of Resources and the Head of Estates.

2. MINUTES OF MEETING

- 2.1 2.1.1 The minutes from the FEB held on 5th February 2013 were approved without amendment.

3. MATTERS ARISING

- 3.1 3.1.1 **Action Sheet** – there were no matters arising.
3.1.2 **Team Brief** – the February team brief was noted by the Board.

4.0 ORGANISATIONAL CHANGE

- 4.1 4.1.1 **Change Management Board Notes** – the meeting notes were accepted by the Board.
4.1.2 **Recommendation** – the report was noted by the Board.

- 4.2 4.2.1 **Collaboration Update** – the DCC updated the Board on recent meetings held between the three Chief Constables, Chief Executives and the three PCCs. It was acknowledged that it had been a relatively short time since the PCCs had been appointed and therefore it was taking a while to determine a clear way forward for the strategic alliance and to agree on new areas for collaboration. Additionally, the individual forces had slightly differing priorities. However, it was clear that there was still an intention to collaborate and making savings from collaboration would still be a priority in the coming years.
- 4.2.2 A further tactical meeting of the three Chief Constables was planned to allocate a review of the vision and organisation of the collaboration team. Also being discussed was the practicality of one chief officer leading on discrete areas of collaboration on behalf of all three forces.

5.0 CORPORATE RESOURCES

- 5.1 5.1.1 **Financial Review** – the Deputy Head of Resources reported that the method used for budgeting was to be changed for the coming year. This would aim to reflect an accurate and realistic picture of spend necessary in the coming year. Additionally, a review of vacancies and underutilised posts had been carried out. This approach was consistent in supporting sustainability, as articulated by the PCC and the Deputy.
- 5.1.2 **Recommendation – the Board noted the paper.**
- 5.2 5.2.1 **Capital Monitoring** – the report did not show any change from last month, however, the DCC reminded the Board that any potential future capital bid must be funded from within department or corporate budgets.
- 5.2.2 **Recommendation – the Board noted the paper.**
- 5.3 5.3.1 **Workforce Issues** – the Head of HR outlined key issues from the workforce paper as follows:

5.3.2 **Establishment** - it was recognised that currently there was no set establishment figure for police staff; however, work was on-going to set a baseline.

Recruitment – following the large number of applicants from the recent recruitment campaign, shortlisting was still in progress.

Winsor – the draft determinations had been received and were articulated in the paper. Starting salary for student officers had been discussed and the proposal suggested that all students should start at the bottommost point on the scale i.e. £19k p.a. However, during a discussion at CCMT the Chief Constable had indicated a preference for a starting salary of £22k p.a. albeit ‘setting the bar high’ to ensure high calibre candidates.

5.3.3 **Special Constabulary** - the intake in June would be confined to Special Constabulary officers.

Recruitment - on line sifting was discussed as a possible method for managing the high volume of applicants being received for police officer posts. The Federation raised the issue of diversity of applicants within recruitment, noting that most recruits were predominantly white male. The ACC was aware of the situation and had discussed this with the EDHR advisor additionally; concern had been raised nationally by the Federation. Work was on-going in HR to find ways of addressing this.

5.3.4 **PDR** – the new system on ORIGIN was to be implemented from 1st April all necessary guidance and detail had been included in the paper. The Board was advised that Herts and Beds staff working in collaborative units would use Resource link rather than ORIGIN.

5.3.5 **Recommendation – the Board noted the paper.**

6.0 CORPORATE PERFORMANCE

6.1 6.1.1 **Corporate Development (CDD) Update** – the DCC highlighted that para 2.3 required the addition for the correspondence work required for the OPCC. Additionally, there was the need to accelerate the delivery of Programme Metis and therefore it was important that resource was made available as required to build the business requirements. There was also need to have some exemplars/quick wins rolled out as soon as possible.

6.1.2 **Performance** – the performance information was noted by the Board.

6.1.3 **Recommendation – the Board noted the paper.**

6.2	6.2.1	Police & Crime Plan – a short discussion took place on tracking of objectives and plans for delivery of the policing part of the Police and Crime Plan. It was agreed that until Covalent was replaced this would be the mechanism for holding and tracking the operational delivery plans. It was noted that the plan would be iterative and discussion was taking place with the OPCC to understand how to manage the review process.	
	6.2.2	PCC Partner Conference – the PCC had requested a presentation from the social enterprise model delivering community safety in Glasgow, noting that this approach was also being considered to shape community safety activity in Peterborough. The Board asked for sight of the initial presentation on the work. (post meeting note – the presentation was sent to FEB members)	Exec Officer to note
	6.2.3	Recommendation – the Board noted the paper.	
7.0		CORPORATE GOVERNANCE – Item Closed due to Operational Sensitivity.	
7.1	7.1.1	Risk Management – the presented risks and opportunities were reviewed by the Board. The Board was made aware that all recommendations from the last internal audit had now been completed. Four significant and six new risks were noted.	CLOSED
	7.1.2	Recommendation – the Board noted the papers.	
8.0		ITEMS FOR RESOLUTION	
8.1	8.1.1	There were no items for resolution at this meeting.	
9.0		ITEMS FOR INFORMATION ONLY	
9.1	9.1.1	Agenda Plan for FEB - the Board noted the paper and the following additions were made: <ul style="list-style-type: none"> • Programme Metis is to be on the agenda as standing item for the next year 	
	9.1.2	Recommendation – the Board noted the paper.	

- 9.2 9.2.1 **Corporate Communications Update - Get Closer** – the Head of Corporate Communications highlighted issues of note:
- Crime trend activity for February had focussed on Domestic Abuse and had been launched on Valentines Day. The posts on the Facebook page reached more than 44,000 people and was the most popular to date.
 - Audioboo was used to share an interview with the public and this was played 75 times.
 - Rumour Mill – the future of rumour mill was discussed by the Board and it was agreed that proposals for change would be presented to a future FEB meeting.
 - Fencops – this was now on Twitter with 500 followers. It was noted that this was a good model to show how social media could be used proactively.
 - A Lithuanian 'facebook' page had been launched in Fenland and this had drawn a lot of interest from the Lithuanian community.
 - Domestic Abuse was to remain a priority for March and considerable marketing activity was planned to support this.

9.2.2 **Recommendation – the Board noted the paper.**

10.0 ITEMS FOR DISCUSSION

- 10.1 10.1.1 **Police Leadership Direct Entry** – the Board was reminded to respond to the consultation request.
- 10.1.2 **DAISU Performance** – the ACC highlighted that there was an emerging issue re CSE which was currently consuming a large amount of resource. This had prompted a rethink of how CSE cases were investigated and the amount of resource available to manage this. The DCC indicated that the report re CSE should be presented to FEB if there was need to change/review the strategic direction ordinarily performance issues should be raised at the Performance Board.
- It was agreed that a strategic paper on CSE would be presented to the FEB in June 2013.

Head
Investigatns
to note

11.0 ANY OTHER BUSINESS

- 11.1 11.1.1 **Team Brief** – the following items were considered for inclusion in the team brief:
- New PDR process
 - Prog Metis
 - Police & Crime Plan and operational priorities

11.2 Chairman's Items

- 11.2.1 There were no Chairman's items or items identified at the start of the meeting.

FEB 5th March 2013

Page 5 of 6

The FEB will support and maintain the vision, values and strategic intent of the Constabulary. Its purpose is to advise the Chief Constable on strategic direction for the Constabulary and ensure Corporate Governance.

12.0 DATE OF NEXT MEETING

- 12.1.1 The next meeting was to be held on Tuesday 2nd April 2013 with no further business; the Chairman closed the meeting and thanked everyone for attending.