



CHIEF OFFICER GROUP MINUTES

20 August 2019
Conference Room 7, HQ

Attendance:

Mr D Martland	Chief Constable (Chair)
Ms J Gill	Assistant Chief Officer
Mr D Bryan	Head of Legal Services
Ms W Bebbington	Head of Finance
Ms L Marsh	Head of Corporate Communications
Mr S Roscoe	Head of Strategic Change
Mrs N Bailey	Head of Human Resources
Ms D Worth	Chief Superintendent Public Protection Department
Mr B Dutton	T/Chief Superintendent Local Policing
Mr J Betts	Superintended , Force Control Centre
Mrs L Willis	Planning Performance and Risk Manager
Ms S Pengelly	Superintendent, Crime Operations

Observers

Mr B Dutton	Superintendent Association
Ms J Moorcroft	Unison Secretary
Mr T Condon	A/Federation Secretary

Apologies:

Ms J Cooke	Acting/Deputy Chief Constable
Mr M Burton	T/Assistant Chief Constable
Mr M Welsted	T/Assistant Chief Constable
Mr P Woods	Head of Planning and Performance
Mr A Duggan	A/Chief Superintendent Crime

1. Minutes and action updates (Part two)

The minutes of the last meeting held on 17 July 2019 were agreed, following an amendment to Decision COG/D/027/2019 the word 'overspend' was amended to 'underspend'. The actions were updated.

2. Chief Constable update

CC Martland explained the purpose of COG and gave an overview of operational activity and expressed his thanks to officers and staff.

Mrs Bailey provided a brief update on the work being progressed following the new Prime Minister's promise of 20,000 extra officers and the increase / impact for Cheshire. The full details are still being worked out. HR are reviewing the possibility of an additional intake of 30 officers this financial year, due to the impact on training, LPU's and departments. Ms Gill advised that there is new financial modelling around the increased number of officers.

Mr Roscoe mentioned the Futures Programme Modelling, a report is being prepared to include resource allocation, rather than through PBB.

3. Finance

Ms Bebbington said that the first quarter review, has forecast a revenue underspend of £0.9m, due to underspend in police pay, which is due to the time delay in the recruitment of additional officers following the increased precept and a higher number of ill-health retirements than forecast. A capital underspend of £0.2m is forecast as a few large projects are still to commence.

Ms Bebbington provided clarity on item 4.5 in the report and said the Commissioner would like more input into how Proceeds of Crime money is spent, rather than the funds being transferred to Commissioning, the first quarter review report will be amended.

DECISION COG/D/028/2019 The Revenue and Capital 2019/20 First Quarter Review was approved to go to 4 September 2019 Joint Management Board.

- (1) the forecast revenue and capital outturn positions be noted; and
- (2) the release of £54,600 earmarked reserve from the Armed Alliance is allocated to Neighbourhood Policing for Taser training as set out in paragraph 22.

**Other Business
Items for Decision**

4. Investigation Standards Procedure

Superintendent Pengelly advised that the Investigation Standards Procedure was commissioned by the previous Crime Investigation Board, the Force previously referred to the APP. The procedure addresses a number of HMICFRS recommendations and includes principles. The procedure is clear on supervisor's responsibilities and identifies areas of learning.

The procedure was signed off by T/ACC Burton in May 2019, and rolled out to supervisors and will be included in training programmes for front line officers. A discussion followed about the procedure, future training, communications plan, compliance and reality testing.

DECISION/COG/D/029/2019 The Investigation Procedure was agreed. A 12 month review to take place.

5. Joint Strategic Risk Register

Mrs Willis explained the recommendations, which are in part two.

6. Occupational Health Proposals

Mrs Bailey summarised the recommendations and said that meetings have taken place with the Commissioner and staff associations, to explore options for the provision of an Occupational Health service.

Mrs Bailey explained the next steps - to request an extension from the current provider for 12 months, as service continuity is required for new recruits. A second option has been included for mental health provision. A further option is a package with the Benevolent Fund, which will include police staff around preventative work. Finally a 12 month pilot for Dyslexia screening, as HR have seen more new officers having difficulties with Dyslexia. Unison asked if there would be a cost to police staff using the Benevolent fund. Mrs Bailey confirmed there would be no cost to police staff for use of the Benevolent Fund for Occupational Health provision. The Federation asked if the mental health provision would be a counsellor. Mrs Bailey confirmed it would be for triage and a counsellor. The Federation raised a question about demand, as over 60% of officers have not received their one to one mandatory trauma counselling to date. Mrs Bailey said that HR were not aware but there is provision in the proposal. To be discussed further outside of the meeting.

DECISION/COG/D/030/2019 the part two recommendations were agreed by Mr Martland, the report will go forward to 4 September 2019, Joint Management Board for a decision by the Commissioner.

7. Partnership Department Proposals

T/Chief Superintendent Dutton explained the background to the recommendations, following the introduction of the new Superintendent structure in March 2019, the budget and line management need to be realigned.

Mrs Bailey advised that the Mental Health Sergeant is a temporary role, which could impact this decision. It should be included in PBB for 2020/21.

Mr Roscoe said that future in-year changes are to be managed at Change Board.

DECISION COG/D/031/2019 Mr Martland agreed the recommendations.

- 1 Street triage officers x 6 will report to the Mental Health Sergeant role,
- 2 Licensing officers x 3 are embedded within the LPUs and line managed by an Inspector from one of the respective LPUs.
- 3 Crime Prevention and "Design Out Crime" Officers x 3 are line managed by the Partnerships Chief Inspector.
- 4 Operation Shield coordination moves to the Corporate Communications Engagement Team

- 5 Budget reallocated as per the above recommendations. The budget of £127,760 would move from Partnerships to Criminal Justice.

8. **Salary Sacrifice Scheme – Cycle to Work Scheme and Discounted Technology Scheme**

Mrs Bailey explained the background to the two schemes. The Cycle to Work Scheme is popular and the Tech Save Scheme opened last year, but had a low take up. Mrs Bailey wished to reopen both schemes but with a higher limit of £1500.00 and longer repayment period of 18 months for the technology scheme.

Mrs Bailey said that staff should take financial advice about these schemes because of the potential to get into debt and the effect on pensions.

Unison said they appreciate the effect on pensions but the tech scheme is potentially the only option for some people to purchase technology. Unison asked if the Force would consider a work loan scheme for staff to buy cheaper technology.

DECISION COG/D/032/2019 Mr Martland approved the recommendations and the increased limit of £1500 and repayment over 18 months for the discounted technology scheme. Report to go to 4 September 2019, Joint Management Board for a decision by the Commissioner.

1. further funding of £98,000 for the Cycle 2 Work scheme is approved so that this scheme can be reopened requiring a new commissioning decision with a total budget of just over £100,000 available; and.
2. the Tech Scheme is re-opened using the current funds available but that the limit for purchases through the scheme is increased along with an extended repayment period – this should be increased to a £1,500 maximum spend per employee and an 18 month repayment plan.

Items for Discussion

9. None

PART TWO - PRIVATE ITEMS

That the following matters be considered in private on the grounds that they involve the likely disclosure of exempt information as defined in the Freedom of Information Act 2000. Section 31 Law Enforcement and Section 43 Commercial Interest.

10. **Joint Strategic Risk Register**

Mrs Willis provided an update on the recommendations to reduce the scoring for Risk 4. A discussion followed about the reduced risk, the agreements and improved governance that is in place.

Risk 9 - it is now appropriate to elevate the risk to the Strategic Risk Register. Mr Martland spoke about what has been put in place to mitigate the risk and the interdependency with ESN.

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Mrs Willis explained that the risk register is continuously updated. Also working on assumptions for Brexit.

DECISION COG/D/033/2019 Mr Martland agreed the recommendations and the report go to 4 September Joint Management Board for a joint decision by the Chief Constable and Commissioner

Items for Information

11. Performance Update from Collaborations

- Alliance Policing deferred to next month.

12. Exception Reporting

- MFSS - Ms Gill provided an update on MFSS. Payroll - work on going, regular meetings with Head of MFSS, an improvement has been seen and service requests are being worked through. Mr Martland said that a technical solution has been proposed to improve DMS performance. He said it's important to ensure staff know how to report issues.

12. Joint Management Board Decisions – No meeting held in August 2019

18. Any Other Business

None

Meeting Finished at 15.10hr