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CHIEF OFFICER GROUP MINUTES

18 June 2019

Conference room 1, Headquarters

Attendance:

Mr D Martland
Ms J Gill
Mr M Welsted
Mr D Bryan
Mr P Woods
Mr S Roscoe
Ms L Marsh
Mrs N Bailey
Ms D Worth

Mr B Dutton

Mr J Faulkner
Mr C Whittaker
Mr G Lee

Mr J Betts

Chief Constable (Chair)
Assistant Chief Officer
T/Assistant Chief Constable
Head of Legal Services
Head of Planning and Performance
Head of Strategic Change
Head of Corporate Communications
Head of Human Resources
Chief Superintendent Public Protection
Department
T/Chief Superintendent Local Policing and
Superintendent Association Representative
Principle Accountant
Head of Forensics
Superintendent, Head of Criminal Justice
and Custody
Superintendent, Force Control Centre

Observers

Mr B Kennedy
Mr I Allen
Mrs L Thorp

Federation
Federation Secretary
HR Advisor

Apologies:

Ms J Cooke
Mr A Duggan
Ms W Bebbington
Ms J Moorcroft
Mr C Jones
Mr M Burton

Deputy Chief Constable
Chief Superintendent, Crime
Head of Finance
Unison Secretary
Chief Officer, Specials
T/Assistant Chief Constable

1. Minutes and action updates (Part two)

The minutes of the last meeting held on 21 May 2019 were agreed as a true record without amendment. The actions were updated.

2. Chief Constable update

CC Martland said that Chief Officers have been out to LPUs to present 'We care' and all feedback will be collated and reviewed for key issues. CC Martland expressed his appreciation to Chief Officers for their support at these events. DCC Cooke is the lead for budget planning. There will be a 2 year savings plan and DCC Cooke will agree the thematic reviews for this year. CC Martland will brief the Commissioner on proposed budget plans. Performance meetings will include the 'We care' commitments. CC Martland expressed his thanks to Mr Woods and Chief Officers in respect of the 'Plan on a Page' and Strategic Plan, which includes the detail and key priorities to be addressed and links into the Police & Crime Plan.

3. Finance

Mr Faulkner explained the Revenue and Capital Outturn 2018-19 budget position, which forecasts a provisional revenue outturn underspend of £1.6m. A carry forward of £1.1m is requested, which will support specific commitments for 2019-20, the remaining £0.5m is requested to go into reserves.

The provisional capital programme outturn was noted and will be carried forward to 2019-20. Mr Martland spoke about demands on the budget this year and the large number requests for funding he has received from various area of business, including partners.

DECISION COG/D/014/2019 The Revenue and Capital Outturn 2019/20 report was approved to go forward to 3 July 2019, Joint Management Board for decision by the Commissioner.

CC Martland asked that at COG next month, an agenda item on Precept Monies is included and everyone to provide an update on how the money has been spent and to include the benefits.

ACTION COG/A/006/2019 Precept Money – Agenda item for COG on 16 July 2019 - All to provide updates at COG on how the precept money has been allocated and its benefits.

**Other Business
Items for Decision**

4. Pocket Note Books and Day Books

Inspector Chadwick provided an overview of the proposal. Issues have been raised nationally about Pocket Note Books and Day Books by the Information Commissioner, who can impose fines for loss of information. He explained the proposed short term measures and asked that consideration is given to the longer term – digital solution. A discussion followed about, one in one out, logistics, use of

PNB and DB, requirement to refer back to last day book, other methods of recording information, personal responsibility, policy and data protection issues.

ACTION COG/A/007/2019 T/ACC Welsted to further scope out the proposal including an IT solution. Also to consider inclusion in the recently agreed Ellesmere Port Pilot (issues of mobile phones). To bring recommendations back to COG in 3 months.

5. Mobile Kiosks Management Console

Mr Whittaker explained the request for an additional £8,405. revenue, to invest in a Management Console that allows the kiosks to be linked and will stop the current manual management of each kiosk. A starred bid for capital costs was approved at PBB 2019-20, but detailed work has concluded that all costs will now be revenue of £13,405. (£5,000. revenue agreed in PBB 2019-20).

DECISION COG/D/015/2019 The additional revenue of £8,405. was approved, subject to clarity of any ongoing licensing costs, which will be included in PBB 2020-21. The closure of the provisional capital fund was approved.

6. Discreet Custody Desks

Superintendent Lee explained the HMICFRS recommendation, listed as an Area for Improvement (AFI) – ‘That each Custody Suite would benefit from having discreet booking in desks to facilitate private conversations between custody staff and detainees.’

Supt. Lee explained the current process to identify and accommodate vulnerabilities in Custody Suites. CC Martland asked if the requirement to have a discreet booking in area was specifically covered in Safe Detention Handling – it is not specifically referred to. A discussion followed about the proposed options.

DECISION COG/D/016/2019 It was agreed that the Discreet Custody Desks will NOT be progressed at this time, but will be subject to review and also subject to any issues raised by Unison, who were not represented at COG. The rationale for the decision is that current practices within custody facilities are adequate and proportionate to manage discreet conversations with detainees.

ACTION COG/A/008/2019. 1. Supt Lee to arrange for the Custody action plan to be updated to reflect the decision. Current practices will address the AFI - early in the booking in process; all detainees will be asked if they require a private location.

2. The Chief Constable asked for a letter to be prepared in his name to be forwarded to HMICFRS, to apprise the decision taken not to proceed with Discreet Custody desks in respect of the AFI.

7. **Disclosure of Police Information, Residential Landlords Information Sharing Agreement, Increase in Establishment**

Supt. Lee provided the background to the proposal and explained the PBB decision two years ago to move the Disclosure post from Partnership to Custody & Criminal Justice. A 12 month trial followed in CJ&C dealing with these disclosures. An average of 700 disclosures per year, are dealt with under the Residential Landlords Information sharing agreement, these assist with reducing ASB. A discussion followed about the three options. A permanent post was recommended, which will provide integrity to the disclosure of police information. Supt Lee confirmed there are sufficient monies in the CJ & C overall budget to cover this additional post.

DECISION COG/D/017/2019 – The recommendation was approved. To create a new full time equivalent Disclosure Officer scale 4 post to continue information sharing with Residential Landlords (RSL). Initially to recruit on a temporary basis to 31 March 2020 and to include a proposal to uplift the Criminal Justice and Custody Establishment by one permanent full time equivalent in budget setting process for 2020-21.

8. **Joint Strategic Risk Register**

Mr Woods said that the Joint Strategic Risk Register had been updated since last month and is due at 3 July 2019, Joint Management Board for decision, followed by Audit Advisory Committee, 25 July 2019.

DECISION COG/D/018/2019 The updated Joint Strategic Risk Register was approved to go forward to 3 July 2019, Joint Management Board.

9. **Chief Constables' Property Act Fund – Cheshire Crimebeat**

CC Martland spoke about the request by Cheshire Crimebeat for £40k for funds from the Police Property Act Fund. A discussion followed about the request, availability of funds, criteria for use of funds, case law and transparency. Mr Faulkner advised that there is no money in the Police Property Act Fund available for release. There is a balance in the Misuse of Drugs Act Fund. Mr Bryan explained the criteria for the use of money from each fund. Money from the Misuse of Drugs Act Fund, can only be used on initiatives to fight crime. Therefore the Constabulary would need to know how the funds would be used, if provided from the Misuse of Drugs Act Fund.

ACTION COG/A/009/2019 – Ms Gill to establish the balance of each fund, which was established in the meeting. T/ACC Welsted to review the proposal and arrange to meet with the Cheshire Crimebeat Co-ordinator to explain the situation re the Property Act Fund and the criteria to be met if funds are allocated from the Misuse of Drugs Act Fund. To consider an option to partially fund this request.

Also to review how the Chief Constable opens out this fund to other organisations and provide more transparency. To come back to COG.

10. **Control Strategy 2019-20**

Mr Woods explained that the Control Strategy 2019-20 had been agreed at a morning briefing but it is for COG to agree. Tasking and Coordination Group work to the Control Strategy and there is a process to refresh the Control Strategy annually which will take place later this year.

DECISION COG/D/019/2019 – The Control Strategy 2019-20 was agreed.

11. **Taser proposals**

See part two.

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.

Items for Decision

11. **Items for Decision**

Taser proposal

T/ACC Welsted explained the background and proposal to transition to the new Taser, which is a five year plan. A discussion followed about training, additional training resources, options and additional cost required for this year if the recommended option 3 is agreed.

DECISION COG/D/020/2019 Option 3 was approved together with the additional revenue budget for this year - 2019/20. A phased role out was approved. The finance is to be confirmed for future years going forward at the budget setting process. The procurement via single supplier will be taken to the OPCC Chief of Staff.

12. **Performance Update from Collaborations**

- DRU – no update.
- Underwater Search Unit – for information
- NWMPG – for information

13. **Exception Reporting**

- No updates due

14. **Joint Management Board Decisions –5 June 2019**

- Internal Audit Plan 2019-20
- Joint Strategic Risk Register
- Vehicle telematics
- Single Online Home

15. **Any Other Business**

ACE Awards – Ms Marsh asked that recommendations are submitted within the next 2 weeks.

Meeting finished at 16.35