



CHIEF OFFICER GROUP MINUTES

17 March 2020
Command Team Suite, Headquarters
(via skype and dial in)

Attendance:

Mr D Martland	Chief Constable (Chair)
Ms J Cooke	Deputy Chief Constable
Ms J Gill	Assistant Chief Officer
Ms J Sims	Assistant Chief Constable (joined 14.00hrs)
Mr M Burton	T/Assistant Chief Constable
Mr D Bryan	Head of Legal Services
Mr P Woods	Head of Planning and Performance
Mrs N Bailey	Head of Human Resources
Ms D Worth	Chief Superintendent Public Protection Department
Mr J Faulkner	Principal Accountant
Mr A Robson	Head of Information Technology

Observers

Ms J Moorcroft	Unison Secretary
Mr A Condon	Federation Representative

Apologies:

Mr A Duggan	T/Chief Superintendent Crime
Mr B Dutton	T/Chief Superintendent Local Policing/ Superintendents Association
Ms W Bebbington	Head of Finance
Ms L Marsh	Head of Corporate Communications
Mr M Welsted	Head of Strategic Change
Ms J Westgate	Head of Uniform Operations
Mr J Betts	Head of Force Control Centre
Mr J Thompson	Federation Secretary

1. Minutes and action updates (Part two)

The minutes of the last meeting held on 18 February 2020 were agreed as a true record without amendment. The actions were updated.

2. Chief Constable update

CC Martland explained that COG was taking place via skype, due to the declared global pandemic, Covid-19 and working differently. He advised that ACC Sims is the lead for the Gold Group in respect of the pandemic and will join COG once the Gold Group finishes. He advised that internal meetings and events are cancelled for the foreseeable future as per the Government announcement yesterday. He spoke about the launch in April of the Employee Emergency Scheme and said that the number of requests may increase due to the current situation.

3. Finance

CC Martland said that the third quarter budget review, capital and revenue strategies were approved by the PCC at the 4 March 2020, Joint Management Board. Mr Faulkner advised that the budget continues to be reviewed, which has predicted a £500k underspend, which is forecast to reduce to £350k by year end. CC Martland said that the Constabulary will start with a balanced budget for the 2020/21 financial year due to the increased precept and Government settlement, and it includes money for preventative partnership work. But due to the changing landscape there could be an impact on the budget for next year.

Other Business

Items for Decision

4. Section 22 A Collaboration Agreement for Modern Slavery Police Transformation Programme

CC Martland explained that the Section 22A Collaboration agreement for Modern Slavery has no financial implications for Cheshire and the programme is due to end on 30 March 2020. ACC Burton said that the existing Modern Slavery Collaboration agreement was signed last year and this is an extension, which is funded by a grant from the Police Transformation Fund. There is a Co-ordinator in Force for Modern Slavery.

DECISION COG/D/065/2020 CC Martland agreed the report and agreement, which will go to Joint Management Board on 1 April 2020 for approval by the PCC.

5. Compliance with the Strategic Policing Requirement 2020-21

Mr Woods explained that the report is due at the next Public Scrutiny Board, 25 March 2020. It demonstrates how the Constabulary meets compliance with relevant threats which are defined as Terrorism, Serious and Organised Crime (including cyber crime), national cyber security, Public Disorder, Civil Emergencies and Child Sexual Abuse. The report has been reviewed and agreed by ACCs Sims and Burton.

DECISION COG/D/066/2020 The Compliance with the Strategic Policing Requirement was agreed by CC Martland and will go forward to the next Public Scrutiny Board, 25 March 2020.

6. Joint Strategic Risk Register

Mr Woods advised that a new risk has been included on the Joint Strategic Risk Register, which will be reviewed monthly, despite the rapidly changing picture. The Joint Strategic Risk Register will go to Joint Management Board and then to Audit Advisory Committee in May 2020.

DECISION COG/D/067/2020 the new risk 10 was agreed by CC Martland to be included on the Joint Strategic Risk Register. It will go to Joint Management Board, 14 May 2020 and then to Audit Advisory Committee on 27 May 2020.

7. Occupational Health Service

Mrs Bailey said that she had been asked to complete a report on Occupational Health which will go to the next Joint Management Board. It comprised of a part one report about the Occupational Health contract and part two provided more detail and an appendix which detailed three models of provision. CC Martland asked that his thanks are passed on to all HR staff involved, for their hard work. He said a number of meetings had been held with the OPCC and DCC Cooke had met with the OPCC Chief of Staff about future Occupational Health provision. CC Martland said that the report is his formal request to extend the current Occupational Health contract, for 12 months, from 30 November 2020, when the current contract is due to expire. Mr Bryan said that the report requires legal comments to be added before submission to Joint Management Board. DCC Cooke asked that reference to the coronavirus and contingencies about the current crisis are included in the report, as the Constabulary would not be able to recruit doctors and nurses for one of the options. She also advised that in the part two report, paragraph 14 should be updated about research / out sourcing. Mrs Bailey advised that the current provider of Occupational Health provision has provided strong resilience in the current climate, which is very positive. Mr Bryan said these remarks are worth including in the report, due to the need to ensure operational resilience. DCC Cooke asked if there is a clause in the contract about exceptional circumstances. Ms Gill said to mention the increasing risk due to the rapidly changing environment.

DECISION COG/D/068/2020 CC Martland agreed the Occupational Health Service report subject to the updates discussed at COG. Then to go to Joint Management Board, 1 April 2020 for approval by the PCC.

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 / Discussion Part two

8. **None**
9. **Performance Update from Collaborations**
 - NWMPG – CC Martland asked Mr Faulkner to note the financial content of the report. Mr Faulkner confirmed payment had been made to Op Elder and included in the forecast.
10. **Exception Reporting**
 - MFSS – no update due
 - Bluelight – no update due
11. **Joint Management Board Decisions –**
from 4 March 2020 – approved
 - Fees and Charges Handbook 2020-21
 - Financial Position 2019/2020 Third Quarter review
 - Treasury Management Strategy 2020/2021
 - Medium Term Financial Strategy 2020/2021
 - Capital Strategy
 - Reserves StrategyJoint Strategic Risk Register deferred to 1st April 2020
12. **Any Other Business Part Two**

CC Martland spoke about the challenging times following the declaration of a global pandemic. ACC Sims is the lead and provided a detailed update to COG members following the Gold Group meeting held earlier today.

 - Table top exercise held
 - The main transmission route has been identified, which is through droplets, one case can produce 3 /4 victims.
 - The Constabulary has planned for 21% of workforce off at any one time, but the worst case could be a third off at any one time.
 - The peak is expected in 3 weeks, and the challenge is that it could go on for a long time. A long term plan is required that can be stood up or down. A military planner has been assigned to the Constabulary and the LRF Chair is a member of Cheshire Fire and Rescue Service.

ACC Sims spoke about the plans and areas of business that have been considered, including working from home and to defer to business critical. A new Business Continuity template will be used going forward. The Government has now advised if a person has symptoms they are to isolate for 14 days, including the whole family and 7 days if single household, which includes emergency workers. To not travel unless essential and emergency services will no longer support mass gatherings. Daily communication will take place and a Gold Co-Ordinator (Supt. Rees) is now in place for communications. Supt Westgate is the lead for Business Continuity, which is green at present. No staff welfare issues and the Federation and Unison are providing support for officer and staff welfare.

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CC Martland summarised, and said that closure of schools will be the issue. Mr Bryan said legal are expecting HMCTS guidance tomorrow on how courts will operate.

CC Martland thanked everyone for their support and cooperation.

Meeting concluded at 15.10 hours