

Chief Officer Group

28th May 2008

Minutes

OPEN

Present:

Craig Mackey	Chief Constable
Christine Twigg	Deputy Chief Constable
Graham Sunderland	Assistant Chief Constable (Crime)
Mike Thompson	Director of Finance and Resources
Joanna Bancroft	Director of Personnel and Development
Gill Shearer	Head of Marketing and Communications
Jenny Davies	Director of Strategic Development
Iain Goulding (part of meeting)	Detective Chief Superintendent, Head of CID
Michelle Skeer (part of meeting)	Detective Chief Superintendent, Head of PSD
Nina Robinson	Minute Taker

1 Apologies for absence

ACC Neil Rhodes

2 Minutes of meeting of 12th April 2008

The minutes of the last meeting were accepted as a true record.

Matters arising

Mobile Data – the Chief Constable informed the group that there had been mention in the Home Secretary's speech to the Police Federation Conference, of a possible second tranche of funding for mobile data, and that this possibility would be monitored.

DRM – the Director of Finance and Resources updated the group on the proposed DRM scheme which has now gone to the PA Governance Committee. It has been agreed that

Action owner(s)

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the new scheme will be reviewed in twelve months and the scheme's performance management will be included in the budget monitoring report.

3 Declaration of any other business

- Development of a Disclosure Unit
- Data Protection and FOI

- RESPECT Marketing & Communication Strategy

4 Action updates

Actions ongoing.

5 Minutes to note

Force Learning Panel – the minutes of the FLP on the 14th May 2008 were noted. The Director of Personnel and Development highlighted the main issues covered, and it was noted that training as a department is at full capacity, as are extraction levels for training.

Strategic Risk Group – the minutes of the Strategic Risk Group from the 8th April 2008 were noted. The Deputy Chief Constable summarised two main points.

- There was an action for Boards to look at the new format risk register, update registers and report back to the next SRG meeting.
- There is an opportunity to use the Risk Management Incentivisation Fund to mitigate risk.

Operations Board – the minutes from the Operations Board on 23rd April were tabled and noted. On the subject of risk registers, the Deputy Chief Constable raised the question of where ODP risks now sit. It was agreed to request an update from ACC Neil Rhodes at the next meeting.

ACTION: ACC Neil Rhodes to update COG on risks that were originally on the ODP risk register.

[note: please see action update on the Action Plan]

University of Cumbria Steering Group – The Deputy Chief Constable tabled draft minutes from the meeting on 27th May 2008 for information, and to highlight that there is still an issue of numbers of applicants and some doubt as to whether numbers will be sufficient to run in September.

ACC (TP)

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South Cumbria Police Accommodation Working Group – The Deputy Chief Constable tabled draft minutes from the meeting on the 24th May 2008. A revised draft business plan will come to COG for approval before being presented to the Police Authority on 26th June. It has been agreed that plans for South Cumbria will be the subject of the PA seminar preceding the meeting.

Resourcing and Standards Board – The minutes from the 20th May 2008 were noted. The Deputy Chief Constable pointed out that the Police Recruitment Strategy will go to the next SMF, and that the minutes from COG on 12th May had been amended to reflect this.

Cabinet Minutes – the minutes from the meeting on the 9th April 2008 were noted.

6 Standing Items

a) COG diary commitments and command cover

These were noted and discussed.

b) Press issues

The Head of Marketing and Communications briefed the group on national and local media issues.

Agenda Items

7 Appleby Horse Fair & Royal Visit

Assistant Chief Constable Sunderland tabled a briefing paper on the Royal Visit for information alongside the Appleby Horse Fair paper.

Mr Sunderland asked that COG recognise the level of expertise within the constabulary in planning for these events, and thanks were given to both teams for their effort and contribution.

8 Forensic Services

Detective Chief Superintendent Goulding gave a verbal update on the situation with the forensic services contract.

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There are two main issues following on from the changes in service providers. Currently there is a shortfall in service provision which is expected to continue at some level until October, and there are no Service Level Agreements in place. The shortfall in service has been shared across forces, and at present it is unclear what the cost of outsourcing will be. The situation is being reviewed on a monthly basis.

The Chief Constable agreed to raise the issue at the next ACPO NW meeting.

The Director of Finance and Resources raised the question of TUPE costs which have been based on estimated numbers. No actual costs have been identified yet.

The Director of Finance and Resources requested that he be kept informed regarding the ongoing costs, and agreed keep the Police Authority informed.

(Detective Chief Superintendent Goulding left the meeting at this point).

9 Efficiency Training

The Director of Strategic Development presented the paper which details proposals for provision of Efficiency Training. The proposals were approved and it was agreed that the Director of Strategic Development would work with the finance department to move them forward.

The Chief Constable thanked the Strategic Development team for their work on this.

10 Experiential programme for Police Authority members and officers

Item carried forward to 9th June 08.

Any other business

Development of a Disclosure Unit

Detective Chief Superintendent Skeer joined the meeting to present this paper, summarising the proposals for improvements to the management of disclosure and need

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for an improved, more robust system.

The proposals were considered and issues surrounding the growth bid were discussed. Given the potential organisational risk, COG approved the proposals for immediate implementation with the recognition that there will be the need for increased efficiencies.

It was agreed that the business post should be a police officer, at chief inspector level, with a stipulated two year minimum posting.

Growth for Data Protection/FOI

Detective Chief Superintendent Skeer presented a growth bid for changes to the Data Protection/FOI decision making process to address increases in demand. It was noted that this was an issue initially raised earlier this year during the 2008/09 budget process.

A discussion followed regarding the need for resilience and it was agreed that change is necessary.

The issue of links with the disclosure bid were raised, and the Deputy Chief Constable clarified that these are two separate bids, with different risks, and as such should be considered separately.

A discussion followed regarding funding the growth bid, and the possibility of utilising efficiencies found in other areas. This led to a broader discussion around the force wide need for awareness of the scale of efficiencies that may be required.

The proposals were agreed, using efficiency savings from RSB. RSB will be tasked with re-finding the efficiency saving.

ACTION: The Resourcing and Standards Board to be tasked with re-finding the efficiency saving being used to fund the Data Protection/FOI growth bid.

DCC

It was noted that this growth bid had been considered as an overhang from the 2008/09 budget process, but that any new growth bids out of cycle would come to COG through the board structure.

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(Detective Chief Superintendent Skeer left the meeting at this point).

RESPECT Marketing and Communication Strategy

Assistant Chief Constable Sunderland presented a briefing paper prepared by the Marketing and Communications department, detailing the strategy for RESPECT campaign for the next twelve months.

A discussion followed regarding funding, and the issue of the longevity of the campaign was raised. The Deputy Chief Constable raised questions about the lifespan of the scheme and the implications for future planning.

After discussion COG recognised that RESPECT potentially has a shelf life as a marketing tool, but that the RESPECT campaign will continue until there is something to replace it.

Closed agenda

Date of next meeting

9th June 2008