

# Chief Officer Group 16<sup>th</sup> November 2009

## Minutes

**OPEN**

**Present:**

<b>Stuart Hyde (chair)</b>	Deputy Chief Constable
<b>Michelle Skeer</b>	Assistant Chief Constable
<b>Jerry Graham</b>	Assistant Chief Constable (Territorial Policing)
<b>Mike Thompson</b>	Director of Finance and Resources
<b>Gill Shearer</b>	Head of Marketing and Communications
<b>Chris Pyne (item 7)</b>	Director of IT
<b>Nina Robinson</b>	Minute Taker

**1 Apologies for absence**

Craig Mackey, Joanna Bancroft

**2 Minutes of meeting of 9<sup>th</sup> November**

The minutes of the previous meeting were approved.

**3 Action updates**

Action 95 – Details of top overtime earners included in Budget report on this agenda. CLOSED

**4 Declaration of any other business**

Strategic Priorities – Stuart Hyde

**5 Minutes to note**

Confidence Board – minutes from the meeting on the 2<sup>nd</sup> November were noted.

**6 Standing Items**

**Action  
owner(s)**

**a) COG diary commitments and command cover**

Noted.

**b) Press issues**

Gill Shearer updated the group on national and local press issues.

The Confidence Campaign has been launched with posters displayed on the side of local buses.

Between 30<sup>th</sup> November and 4<sup>th</sup> January the constabulary will be involved in a series of marketing campaigns around the topics of rape, drink driving, violence, domestic violence and anti-social behaviour.

Justice Seen, Justice Done – the constabulary will be linking in with the media around this.

Court Results – in spring 2010, court results will be available on line. The new constabulary website will provide a link to this service.

Stuart Hyde informed the group that he had attended a recent event around bullying. QEGS students performed a play which highlighted dangers of online bullying, and which was filmed. Stuart Hyde suggested it would be good to include the film on the Constabulary website and Facebook site.

**ACTION: Gill Shearer to source a copy of the filmed play, or if not available to ask QEGS for the play to be performed again and filmed by the constabulary, to be shown on the constabulary website and Facebook site.**

**Head of  
M&C**

**Agenda Items**

**7 Sharepoint for Meeting Management**

Chris Pyne delivered a presentation showing how a meeting management system has been developed in the IT department using the standard functions of Sharepoint, and demonstrating how this could be used across the organisation to great benefit. COG agreed that this system would be of great value in day to day running of business but acknowledged that correct

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governance would need to be in place.

Gill Shearer advised that contractors are due to scope out the next stage in the next few weeks. A discussion followed around how the system would be managed. It was agreed that ultimately it would be self managed and business managers need to be aware that responsibility will lie with them and not with the Marketing and Communications department.

It was agreed to trial with the Establishment Panel, to be discussed further outside the meeting with Jane Sauntson and Joanna Bancroft.

Jerry Graham advised Chris Pyne that Sean Robinson as lead of the Quality of Service confidence work stream is considering options for a central repository in relation to dissatisfaction contacts. He felt that it would be useful for Chris to make contact with Sean to discuss the potential of using Sharepoint for this purpose.

**8 Budget Update**

COG noted the report.

An appendix to the report showing overtime data was noted; detail to be discussed in the closed section.

**9 Capital Programme Update**

COG noted the report.

**10 Constabulary Procurement Strategy**

Mike Thompson presented the latest version of the Procurement Strategy which will go the Police Authority on 20<sup>th</sup> November.

**11 Catering and Refreshments Policy**

Michelle Skeer raised some issues around providing refreshments for internal meetings which continue over lunchtimes due to the business pressures currently being experienced. After discussion it was agreed that there was no requirement to change the policy, but that if chief officers make a decision that meetings will run over lunch time then a working lunch will be provided at a cost to the chief officers' budget. However this will be kept to a minimum.

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**Any other business**

Strategic Priorities

Stuart Hyde tabled a paper for consideration which has been created on the back of the Strategic Priorities document produced by Strategic Development. The paper aims to ensure that strategic priorities are numerated.

COG approved Stuart Hyde's proposal to combine this report with the Strategic Priorities report. This will result in one document which details the origins of priorities and which can be used to aid decision making. It was agreed to include the Policing Pledge in the document.

**Closed agenda**

**Date of next meeting**

**COG Strategy Day Monday 23<sup>rd</sup> November  
09:30 – 16.30 Roundthorn Hotel Penrith**