**Executive Board Minutes**

**Meeting Date:** 14th October 2021

**Duration:** 10.00 a.m. – 11:50 a.m.

**Location:** Dixon Room, Police HQ/Microsoft Teams

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| **Attendees** | | |
| **Durham Police and Crime Commissioner’s Office** | **Durham Constabulary** | |
| **Chair:** Mrs Sweety Sahani (SS) – Head of Private Office | Chief Constable (CC) Jo Farrell | |
| Mrs Jeanne Trotter (JT) - Head of Policy & Commissioning | Assistant Chief Constable (ACC) John Ward | |
| Mr James Atkinson (JA) – Scrutiny & Accountability Officer | Mr Gary Ridley (ACO/CFO), Assistant Chief Officer & Joint Chief Finance Officer | |
| Mrs JoAnne Connor – Governance and Finance Manager (note taker) | Superintendent Steve Ball, Head of County Durham Specialist Operations Unit (CDSOU) | |
| Mrs Pat Hancock (PH) – Commissioning Assistant | Detective Chief Superintendent Adrian Green (AG) | |
| Dr Verna Fee (VF) - Policy and Commissioning Officer |  | |
| **Guests** |  | |
| **Apologies** | | |
| Mrs Joy Allen (PCC) – Police and Crime Commissioner | Deputy Chief Constable (DCC) Dave Orford | |
| Mr Stephen White – Chief Executive & Monitoring Officer (CEO) |  | |
| Mr Charles Oakley (CO) Head of Governance & Finance |  | |
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| 1. **Welcome and Introductions** | | **Action Owner** |
| SS welcomed all members to the meeting. | | SS |
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| 1. **Minutes from the meetings held 9th September 2021** | |  |
| Minutes from the previous Executive Board meeting held on 9th September 2021 were accepted and recorded as true record.  A copy of the minutes are available on the PCC website. | | JAC |
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| 1. **PCC Action Log** | |  |
| Mrs Sahani updated the Executive Board on the PCC outstanding Action log as below:  **Reference 45** – Professional Standards & Complaints update to November meeting.  **Reference 53** - Public Accountability Meetings - options paper to be shared with Chief Constable. Chief agreed with the presented option paper and asked for sight of the forward plan.  **Reference 54 –** Final draft of Police and Crime Plan to be shared with the Executive prior to publication.  **Reference 55 –** Regular updates on Force Review to the Executive Board.  **Reference 56 -** Chief Constable has asked for media activity on Road Safety thematic topics linking them to the wider accountability function. | | **FH**  **JA**  **PCC**  **CC**  **SS** |
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| 1. **Police and Crime Plan Update** | |  |
| Mrs Sahani gave an update on the draft Police and Crime Plan to the Executive Board which has been out for consultation. The draft was shared and agreed with the Police and Crime Panel on Friday 17th September 2021.  The PCC has suggested a few minor amendments which were shared with the Executive Board.  Mrs Sahani thanked the team for their contributions. Action **reference 54** refers **-** Final version of Police and Crime Plan to be shared with Chief Constable and the Executive Team. | |  |
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| 1. **Thematic – Road Safety** | |  |
| Superintendent Steve Ball updated the board on the priority to improve road safety.  The Road Safety Strategy has been developed in partnership between Durham County Council, Darlington Borough Council, Durham Constabulary and County Durham & Darlington Fire & Rescue Service. It provides a delivery framework for maintaining and improving road safety in County Durham and Darlington. The Road Safety Strategy which had been agreed by the PCC was shared the PCC staff directly after this meeting.  Discussions took place around the system which is installed within the Roads Policing Unit fleet which prevents the viewing of moving picture whilst a vehicle is in motion.  The timescales for the appointment of the intelligence officer to work within County Durham Specialist Operation Unit (CDSOU) was shared.  A national programme was discussed in respect of registered owners of vehicles identified by the automatic number plate recognition (ANPR) systems driving without insurance – Operation Tutelage.  Mrs Trotter asked for clarity regarding Operation Tutelage, from a victims’ perspective i.e., the time lapse between the first and second check for insurance around the potential for someone to commit further crimes whilst the checks are being done. Supt Ball said it was 35 days and Durham Constabulary are aware of the risks, however this is nationally accepted.  Areas identified for speed locations taken from data analysis allows Durham Constabulary to highlight areas of concern and share any trends.  Mrs Sahani asked as the group most vulnerable are males aged 17-35 years, which seems to be a national trend, and as the PCC is the national APCC lead, if there is any national work ongoing in this area and feedback of the information into the centre. Superintendent Ball explained this is captured in the Strategic Road Safety Plan to be shared with the PCC and the OPCC team.  Mrs Sahani asked for identification of sites as in January-August 21, 625 offences were detected at 57 community complaint sites and whether this an effective ratio? Superintendent Ball said because of the deterrent element of the vans this is an effective ratio.  Operation Snap is a nationally recognised operation encompassing the uploading of dash camera footage to a local force. More research needed on this to determine if funding is viable in this area.  Operation Close Pass in an initiative aimed at raising the profile of the safety of cyclists on the road and was launched in Durham City in August 2018.  Mr Atkinson asked for more detail as to how the location is chosen, how long they last and how often is it planned for them to occur going forward? Do we think the resources put into operation Close Pass are efficient compared to the outcomes? Superintendent Ball said this is not an effective operation and Durham Constabulary are looking at more efficient means.  Mrs Sahani thanked Superintendent Ball for the thematic update on Road Safety. | |  |
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| 1. **Accountability Report** | |  |
| Mr Atkinson shared the Accountability Report with the Executive Board.  The areas raised within the report will be based upon the six safer themes laid out in the Police and Crime Plan (PCP), Safer: Communities, Business, Online, People, Roads, and Countryside.  Mr Atkinson updated the Executive Board on the Monitoring and Performance Assessment which looks at Force Accountability and it was agreed that the Assessment will be delivered at a future Executive Board.  The Assessment will contain updated RAG rating criteria which will enhance the Force’s understanding of OPCC RAG decision making. Alongside this Assessment will be a high-level performance dashboard (KPIs) and there is scope to attach Key Performance Questions to the safer themes. This approach will give an enhanced picture of how the OPCC measure performance and a stronger rationale for the contextual assessments given.  The most common category was ‘Community Feedback’, the most common themes within this category were, ASB, road safety, and the 101 service. The majority of these were passed onto the relevant NPTs to address.  Following a recent meeting with DCC Dave Orford, it has been agreed in his capacity as Senior Information Risk Owner (SIRO) that there will not be a routine requirement to redact personal data in material that is presented for scrutiny purposes for certain panels.  The work of the Constabulary, the PCC’s office, and Darlington Borough Council regarding the submission of a bid to addresses concerns relating to safer streets and violence against women and girls has resulted in this area being awarded £453,813.00. This links into several strands of existing work.  The Horden community hub is now completed, and partner agencies are working together to identify the best use of the facility to support development work in that area.  [New courtroom protections for victims of rape being piloted in North East](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.itv.com%2Fnews%2Ftyne-tees%2F2021-10-02%2Fnew-courtroom-protections-for-victims-of-rape-piloted-in-north-east&data=04%7C01%7CJeanne.Trotter%40durham-pcc.gov.uk%7Ce0b91ed0e4a4404fe2f208d987ef4213%7C4bed7fe3f41040769052b7b894eafffe%7C0%7C0%7C637690283936482375%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=yeQx2rGEXTI%2BpMvbJbhbZuOsDvbLNrhAMDcBafxwz0s%3D&reserved=0) were welcomed by the PCC as a positive step.  The proposal to develop the custody and investigation hub for Durham Constabulary has been agreed after the public accountability meeting held on 26th August 2021. Residual risk attached to this decision includes the delivery timeline and potential political impacts for the PCC. Mr Ridley updated the Executive Board that work on the Investigation hub continues. Presently Durham Constabulary still within the tendering stage which was due to be complete on 22nd October however a 2-week extension has been granted to allow bidders to complete their work. The extension was requested as bidders have reported that component suppliers are struggling to submit requests for quotes in the current market. Without the extension there is a risk that contractors could inflate their submissions due to unknowns or else not be able to bid at all. Given this, the 2-week extension was a prudent step.  The variety of problem-solving plans at this years’ conference were very encouraging and it is hoped that the Force can continue investing in problem-solving in order to share best practice amongst its staff.  The Board noted the contents of the report. | |  |
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| 1. **National Update Violence against Women and Girls (VAWG)** | |  |
| Chief Constable updated the Executive board on the draft VAWG Strategy that was signed off at the National Police Chiefs Council two weeks ago.  The VAWG Strategy sets out how the police can help prevent these crimes, improve the experiences of victims and survivors, ensure perpetrators are brought to justice, and improve the way different organisations work together in partnership.  Detective Chief Supt. Adrian Green (AG) shared the living document on VAWG. Positive action, key principles all tie in with the key national objectives.  Durham Constabulary’s ambition is to together with their partners promote and help build an environment where everyone, especially women and girls feel safe and secure to live their lives free from fear, harassment, intimidation, and violence by building trust and public confidence to report incidents to the police, take appropriate positive action against offenders, to listen and actively support victims cope and recover.  Durham Constabulary are taking a holistic view of VAWG data and have introduced internal training to maintain capability. AG expressed the need to prevent offending and reduce the fear linking in with offender management and the use of court orders. Significant funding is needed to educate young people and sector workers: door staff, taxi drivers, take away staff, hotel staff in a scheme similar to Pubwatch to share information and good practice. Internal training with Neighbourhood policing teams needed too.  Digital evidence and encouraging reporting of this crime. In relation to the reporting of rape, capture details in 10 days or less. Address what the data is really showing.  Have an effective Comms and Engagement Plan to target, engage and consult with running clubs etc. Make the best use of technology, currently linking in with a company who could supply an App. Encourage bystanders to be proactive.  Other opportunities include the use of environmental influencers, CCTV, address street lighting (safer streets fund), better use of the nudge theory.  Supporting victims by complying with national forms and pursue evidential support. Try to respect privacy of complainants and engage with people with lived life experience.  Durham Constabulary are carrying out a section 28 pilot to progress as many cases through court without the victim in attendance. Durham Constabulary are linking in with Higher Education establishments, using tools such as in the know and hearing voices.  There is a dedicated multi agency response car and technology has been developed where victims can contact the police and their location is captured.  Area Action Partnership funding from Darlington have purchased 6 E-bikes.  Reviewing ways to improve Criminal Justice working by ensuring accuracy in data file quality and decision making.  Operation Soteria has seen police forces shift focus from complainant’s credibility to defendant behaviour with an end-to-end process review.  Dr Fee to share the presentation and details of the NPCC Strategy with DASVEG members.  It was noted that there are opportunities to influence the Independent Sexual Violence Advisor (ISVA) and Independent Domestic Violence Advisor (IDVA) services that the PCC commissions to help facilitate elements of the strategy around supporting victims to cope and recover and that a DASVEG Domestic Abuse Victims Voice worker has been funded by Durham County Council which could assist with ensuring victim experience helps to influence planning and delivery.  The Board noted the contents of this presentation and this will be shared with the PCC. | |  |
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| 1. **Annual Review of the Executive Board Terms of Reference** | |  |
| Mrs Sahani shared the Executive Board terms of reference.  Amendments included the change of title from Police, Crime and Victims’ Commissioner to Police and Crime Commissioner. This will be later reviewed to integrate the existence of the new accountability meeting and the closed versus open session rationale.  The Executive Board noted the refreshed Terms of Reference. | |  |
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| 1. **Any Other business** | |  |
| No other business for discussion, next Executive Board is 24th November 2021 at 9am which is followed by the public accountability meeting.  Mrs Sahani thanked all members of the Executive Team and the PCC staff and all who have contributed to this meeting. | |  |
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