**Executive Board Minutes**

**Meeting Date:** 10th June 2021

**Duration:** 10am – 12pm

**Location:** Microsoft Teams

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| **Attendees** | | |
| **Durham Police and Crime Commissioner’s Office** | **Durham Constabulary** | |
| **Chair:** Mrs Joy Allen (PCC) – Police and Crime Commissioner | Chief Constable (CC) Jo Farrell | |
| Mrs Sharon Caddell (A/ACE) – Acting Assistant Chief Executive & Monitoring Officer | Deputy Chief Constable (DCC) Dave Orford | |
| Mr Charles Oakley (CO) Head of Governance & Finance | Assistant Chief Constable (ACC) John Ward | |
| Mrs Jeanne Trotter (JT) - Head of Policy & Commissioning | Mr Gary Ridley (ACO/CFO), Assistant Chief Officer & Joint Chief Finance Officer | |
| Mrs Sweety Sahani (SS) – Head of Private Office | Mrs Gillian Routledge (GR) Head of Tasking and Coordination | |
| Mr James Atkinson (JA) – Scrutiny & Accountability Officer | T/ Supt. Neal Bickford (NB) | |
| Mrs Katy Bambridge – Senior Support Manager (notetaker) | Supt Stephen Long (SL) | |
|  | Inspector Andrea Arthur (AA) | |
|  | T/Detective Inspector Steve Smyth (SSM) | |
|  | CI Kelly Martin (KM) | |
| **Apologies** | | |
| Mr Stephen White (CEO) |  | |
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| 1. **Welcome** | | **Action Owner** |
| The Acting PCC welcomed all members to the virtual meeting. | | PCC |
| 1. **Minutes from the meetings held 29th April 2021** | |  |
| Minutes from the previous Executive Board meeting held on 29th April 2021 was accepted and recorded as true record. | | JAC |
| 1. **PCC Action Log** | |  |
| ACE updated the Executive Board on the PCC Action log as below:  Reference 18: Out of Court Disposals (OoCD) - Two Tier Model - ACC Ward and DCI Davies updated on progress. Internal policy for OoCD to be refined and published. New legislation in relation to OoCD is expected Summer 2021. ACC Ward to provide briefing  Reference 26: Modern Slavery and Human Trafficking (MSHT) - JT will follow up with Steve Thubron in relation to pulling together the Terms of Reference to get Anti-Slavery group up and running. Work with Procurement is needed in respect of supply chains which CO will progress. Work ongoing. | | **ACC** |
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| 1. **Internal Audit- Draft Annual Governance Statement** | |  |
| Deferred to the next meeting | | **JAC** |
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| 1. **Covid-19 Update** | |  |
| SL gave an overview on the impact of Covid-19 within the Durham Constabulary area.  Although the ‘R’ rate has risen from 0.9% to 1.1% there were currently 5 people admitted to hospital with COVID 19 and there have been no reported deaths.  Durham & Darlington remains below the national rate and are currently at 17.6 per 100,000.  The vaccination programme is going well with 94.6% of officers & staff vaccinated or offered the vaccine. COVID 19 sickness related levels remain low.  Vaccinations of people over 50 in County Durham and Darlington is at 90%.  SL informed the Board that the Force were waiting for the government announcement on restrictions on 21st June but reassured members that there was a full command structure in place.  CC suggested to stand down the COVID 19 update at future board meetings. Routine updates would still be given at the Executive Monday Morning briefings. | | **KB/JAC** |
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| 1. **Thematic Report - Cyber** | |  |
| T/Detective Inspector Steve Smyth (SSM) and Claire Turnbull, Cyber Safety Co-ordinator presented the thematic report in relation to the priority ‘Tackle and prevent cyber- enabled/dependent crime’  Digital engagement has continued with the collaboration with Cumbria on the Digital Leadership Programme. This has now been running since Oct 2020, utilising Microsoft Teams to ensure that all supervisors and managers received training across multiple digital modules, including areas such as digital life and identifying digital intelligence opportunities.  Following a question from PCC Allen in relation to face to face engagement, CT confirmed that there have been a number of successful online sessions for young people in schools, colleges and Princes Trust and in person engagement is now underway with the hope that this will be fully up and running by September 2021.  In relation to future partnership working and links with pathway services such as VCAS, CT reassured the board that the team had good links with these organisations and were also looking at working with Crimestoppers.  CT will provide the PCC with information on engagement following the meeting.  SS reported that there is an increase in collaborative work with the other northeast cybercrime teams and NERSOU under the Regionally Managed Locally Delivered (RMLD) arrangements. This means that cyber pursue investigators from Durham, Cleveland and Northumbria can be deployed by the Regional Cybercrime Coordinator to provide an appropriate response to larger scale and/or complex cyber dependent crime and in particular, ransomware attacks. NERSOU is taking the lead in the procurement of a suitable Virtual Asset Service Provider (VASP) which will be available to the force in the event that any cryptocurrency is seized.  SS also highlighted that the force’s two POLIT DC’s continue to deal tenaciously and robustly with those persons intent on using the internet as a place to engage in the sexual exploitation of children.  The PCC suggested that any examples of good practice could be promoted by her office and thanked the Chief Constable and their staff for the work undertaken in this area. | | **CT** |
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| 1. **Thematic Report – Anti-Social Behaviour (ASB)** | |  |
| T/ Supt. Neal Bickford and CI Kelly Martin presented the thematic report on Anti-Social Behaviour.  NB highlighted the following areas:   * Tackling ASB remains central tenant of the Neighbourhood Policing Teams * Over last decade ASB has fallen year on year, with the exception of the last year. * Last year buckled this trend for the first time in a decade, with the overall numbers of ASB incidents rising from 19200 to 22600 in a rolling 12 months to 1st June. * There is nuance to the above numbers – there are three subcategories, Environmental, Nuisance, and Personal – It is clear that environmental has the biggest effect on this headline figure, rising from 3200 to 5600 – reasons for this are clear – COVID 19 restrictions had a huge effect on the public behaviour and the withdrawal of civic facilities – be it fly tipping, closure of parks and leisure centres, the issues of ASB in the Dales – i.e. parking, BBQ’s, tombstoning, littering etc. * Similarly, many of the calls were linked to breaches of the rule of 6. * Positive – ASB Personal, which is arguably the most harmful, continues to fall. * Confidence metrics are either static or improving. * Keep in the Know is going from strength to strength, and satisfaction rate is over 90%. * There are currently no PCSO vacancies, but Durham have 45 more PCSO’s than the average force, and are second highest in our most similar force (MSF) group.   KM provided the following overview of current ongoing work around anti-social behaviour:   * **Review of the ASB escalation process with DCC  -** This document is now currently in draft form and awaiting approval. It was shared with interested partners in April 2021 for feedback. The final copy is still to be approved. Essentially, the aim has been to replace the old linear process with one that is focused on the harm caused to any victim or location, by offender and allows for escalation where deemed appropriate. This essentially replicated the rationale used to replace the YOS escalation process in 2012 – The Legal Aid and Sentencing and Punishment of Offenders Act (LASPO)  which now means that we looks at the individual and incident on its merits before determining the outcome. This process is applied to both adult and youth offenders, but uses the basic victim, offender, location PAT analysis triangle in order to come to the right, proportionate and meaningful outcome for those involved. * **New forms used to accompany the process** – to accompany the review, there has been a refresh of the referral process forms with Durham County Council in order to capture incidents of ASB and share the information with relevant partners digitally and in a timely fashion in order to reduce repeats. * **ASB Ring-back Process –** This process was reviewed in 2020. By looking at the performance data and satisfaction levels, it was established that this was not the preferred method of update for victims. On 1st sept 2020, the process was replaced with a text message to the victim/informant which included all of the relevant contact details for the NPT team and PCSO relating to the area in which the ASB incident has been reported. Whist this change is in the process of evaluation, there has been a rise in satisfaction levels.   **Partnership working in progress:**   * Work around arson issues at Horden connected to rubbish/fly tipping/wheelie bins. The force are collating the data with Fire in order to provide an informed picture on the issues with DCC- hopeful that this will lead to public consolation and action in the near future. Similar work is ongoing in Durham City around the issue of aggressive begging albeit the data will need to be refreshed following the easing of lockdown. * MAARS – Multi Agency Arson Reduction Strategy – 6 strands of work to address the issue of arson at the east Coast. * Horden HUB/Together/Strategic group- linked to the MEAMS project. The work is in its infancy and being led by DCC but the force are a committed partner. * Wingate and Shotton multi-agency work. Meeting chaired by Owen Clough (DCC) on 16/4/211 following concerns around ASB in these areas. This work is ongoing to address youth related ASB and arson.   KM highlighted thatCI Caroline Davies is the force lead for out of court disposals and, as part of this work, is looking at community remedies as part of the community resolution (outcome 8) disposal option.  In relation to a question from SC around the force response to youth related ASB, KM provided the following information:  Although ASB is down overall year to date, there has been a rise in alcohol related youth ASB during this same period. The force are in the process of understanding this picture before devising our response as there are a variety of reasons why/how these incidents come to be recorded- including proactive patrols. We have forms which are submitted to our Licensing Unit every time alcohol is seized by our officers. This captures all alcohol seizures across the force and enables up to build up a picture of areas of concern- not only in terms of risk to young people, but also in terms of under age sales which require a response (i.e. test purchasing). Processes have been reviewed with DCC who now recognise such seizures as incidents of ASB, this in turn has enabled the force to provide a more detailed picture of these types of incidents and how they should be responded too- including prosecution of parents by DC for persistent possession of alcohol by an U18.  KM will provide a more detailed update to a future board meeting, if required.  PCC Allen suggested it was a good time to approach the Area Action Partnerships (AAPs) to utilise any funding available to help tackle areas of ASB. NB/KM confirmed that the force has representation on the panels, therefore it is a good route to use to raise ASB issues. | |  |
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| 1. **Control Room – 101 Waiting Times** | |  |
| Inspector Andrea Arthur gave a presentation on the Control Room 101 waiting times.  AA understood the frustration of members of the public when trying to make contact via the 101 number and explained that the force are putting out messages via social media platforms at peak times, to inform the public and to encourage the use of the online chat.  PCC Allen requested some data on repeat callers/interventions. AA confirmed that a piece of work had already been undertaken and would meet with PCC Allen separately to take her through the analysis.  PCC Allen thanked AA for her presentation and ongoing work in this area. | |  |
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| 1. **PCC Accountability Report** | |  |
| JA presented the Accountability Report to the Board.  The areas raised within the report are based upon the four core outcomes and the Key Performance Questions, as highlighted in the former Police, Crime, and Victims’ plan.  JA highlighted the following:   * The Strategic Work Plan provides the public with documented assurance that the PCC is actively and effectively holding the Chief Constable to account, in accordance with the PCP. The RAG ratings within the Plan continually change to reflect the organisational changes and monitoring activities linked to the Strategic Actions. * Caseworker cases opened increased by 23% (9 cases) from March 2021 to April 2021 - Current affairs continue to dominate public correspondence more than micro-issues at this time, including dog theft, arson, and ASB. From all cases recorded and opened on Caseworker (48 during this period), 29% (14) were passed onto Durham Constabulary for resolution (this includes the Professional Standards Department and the Complaints Resolution Team). This is an increase of 16.2% between March 2021 and April 2021. * The OPCC are anticipating an increased flow into Caseworker over the next quarter, due to the new PCC taking office. * OPCC external scrutiny activity officially resumed as of January 2021. However, there are still some challenges carrying out some elements of scrutiny in a virtual setting * It has been encouraging to see continued joint working has been in place for the Integrated Offender Management (IOM) scheme over the past year which has received positive feedback. Probation and police officers in the IOM have been continuing to share information and undertake doorstep visits in line with exceptional delivery models which has enabled them to continue to jointly manage offenders in the community. * Rape case progression has a been subject to two separate, yet complementary, pieces of work by the OPCC and Force respectively. These workstreams have now been combined and joint dip-sampling of cases began on 18/01/2021 to run for 3 months. A report will be presented to the Executive Board upon completion (estimated July 2021 timeline * Work was undertaken fully understand any potential link between National Crime Recording Standards and appropriateness of victim referrals to Victim Care and Advice Service (VCAS). | |  |
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| 1. **PCC Strategic Workplan** | |  |
| SC gave an update on the status of the Police & Crime Commissioner’s Workplan.  Mapping work is ongoing, and a new draft plan will be presented at the next Executive Board meeting.  PCC Allen will present the report to the next Police and Crime Panel meeting. | | **SW/SC** |
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| 1. **Any Other Business** | |  |
| The CC and PCC thanked SC for the work she had undertaken while in the role of Acting Chief Executive and wished her well for the future.  Date of next meeting is 8th July 2021 9:30am | |  |
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