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| **Executive Board Minutes**  | Logo  Description automatically generated |
| **Meeting Date:** 26th January 2023  |
| **Duration:** *09:00-11:00* |
| **Location:** *Dixon Room, Police HQ/Microsoft Teams* |

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| **Attendees** |
| **Durham Police and Crime Commissioner’s Office** | **Durham Constabulary** |
| **Chair:** Joy Allen Police and Crime Commissioner (PCC) | Chief Constable: Jo Farrell |
| Personal Assistant: Ashleigh White | Deputy Chief Constable (DCC): Ciaron Irvine |
| Head of Private Office: Sweety Sahani (SS) | Assistant Chief Officer (ACO): Gary Ridley |
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| **Apologies** |
| Assistant Chief Constable (ACC): Tonya Antonis |  |
| Policy, Commissioning and Accountability Lead: Jeanne Trotter |  |
| Accountability and Scrutiny Officer: James Atkinson (JA) |  |
| Head of Governance and Finance: Charles Oakley |  |
| Head of Governance and Insights: Sheena Urwin |  |
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| 1. **Welcome and Introductions**
 | **Action Owner** |
| PCC Mrs Joy Allen, as Chair, welcomed all members to the meeting. Apologies were received as documented above.There were no declarations of interest shared. | PCC Joy Allen |
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| 1. **Minutes from the meetings held on 15th December 2022**
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| Minutes from the previous Executive Board meeting held on 15th December 2022 were accepted and recorded as true record.A copy of the minutes is available on the PCC website. | Miss Ashleigh White |
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| 1. **PCC Action Log Update**
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| All actions from the previous minutes have been completed and/ or progressed.DCC Ciaron Irvine provided an update regarding Vetting informing members that a return has been submitted from October which he is going to review. There is a backlog of applications currently outstanding in the Vetting department due to the build of the Investigative Hub. DCC Irvine explained that contractors have needed to be vetted to a certain standard to complete the work which has been prioritised. The backlog described is for potential new members of staff who have not yet joined the organisation. There is however a slight cohort of people who needs their vetting refreshing as they are approaching the 10-year mark; there have been some additional resources inputted into the department to tackle the demand. PCC Joy Allen was reassured that there is no one in data sensitive roles with out-of-date vetting. A more in-depth update is going to be provided at the Executive Board Meeting in February. | PCC Joy Allen |
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| 1. **HMIC Value for Money Profile**
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| ACO Ridley presented the 2021 HMIC Value for Money (VFM) Profile to members of the Executive Board. The HMIC VFM profiles provide the Force with a useful set of benchmarking data which can be used to challenge spending patterns, improve VFM and act as an educational tool. In previous years they have been reported to the PCC as part of the wider governance and information sharing framework which exists.Durham has an above average funding compared to other forces which will reflect deprivation challenges. This is important given that the Force has above average demand relative to funding. Durham’s above average police staff posts demonstrates value for money in terms of not paying officers to perform staff roles such as criminal justice, control room and intelligence.Durham’s demand is above average during 2021 which is important in terms of the link between demand, funding, and service planning. Overall crime demand is 9th highest nationally compared to 16th highest funding. Despite high demand, resolved rates are high compared to other forces. The challenge going forward will be to maintain the good performance above whilst reducing costs in line with government spending limits. Members agreed that Durham Constabulary provide an efficient and effective service which would be difficult to provide going forward without increasing the policing precept for 2023.  | Mr Gary Ridley |
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| 1. **Benefit Realisation**
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| ACO Ridley presented the Benefit Realisation report which is to update the Executive Board in respect of the delivery of the Uplift Programme and its benefits.Durham’s share of the 20,000 additional officers is 225. The final cohort will join the Force in March 2023 and it is expected that the final uplift number will be 230. This will give a small buffer with which to manage overall officer numbers in 2023 as there is likely to be a financial penalty for failure to maintain overall numbers during 2023/24.The report shows the main service areas which have benefitted from the uplift in terms of officers, staff, or capital investment. It is regarded as a living document which will be updated and reported to the PCC periodically. There have been an additional 75 officers put into the response policing hubs which work on a newly created shift patter which includes additional night shift hours. This creates an increase in arrest rate, stop and search, intelligence submissions, proactive patrol during nightshift and an increase in diary car appointments. The increased service levels lead to maintained/ improved victim/ community confidence.There is also a contribution to maintained / improved outcome rates which compare well against other forces and the improved wellbeing of officers which is based on anecdotal evidence from response PC’s. PCC Joy Allen wanted to acknowledge and recognise the great ongoing prevention work done by Chief Inspector Emma Kay and Superintendent Lee Gosling. | Mr Gary Ridley |
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| 1. **Efficiency Update**
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| The Chief Constable is accountable to the PCC for the delivery of efficient and effective policing, management of resources and expenditure by the police force as outlined in the Policing Protocol and Police Reform and Social Responsibility Act 2011. This places a clear requirement on the Force to press for improved efficiency as a cultural need, as opposed to a financial aspiration. The need for this is underpinned by a Plan on A Page for efficiency. The purpose of articulating efficiency on a page is to:* Identify possible areas to examine for efficiency.
* Improve understanding of the current state of efficiency.
* Identify possible barriers for improvement; and,
* Demonstrate the Chief Constable is fulfilling their requirement to provide an efficient service.

Durham Constabulary’s Plan on a Page outlines efficiency across three broad headings:Operational This includes the frontline aspects of efficiency i.e., workforce mix, operating model, and initiatives to improve productive time. EnablersThis includes the ‘back office’ e.g., Learning and Development, Finance, HR, procurement etc. Leadership These are the leadership and cultural norms required to ensure achievement of the legal requirement to maintain an efficient and effective Force. In addition to this, the overarching Plan on a Page and the Force Management Statement act as guiding documents in terms of ensuring effectiveness.There will be an ongoing need to improve efficiency within the force given that demand continues to outstrip supply. Areas for efficiency will continue to be identified e.g., using benchmarking data such as the HMICFRS Value for Money profiles and reported to Executive Board. | Mr Gary Ridley |
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| 1. **Annual Review of Executive Board TOR**
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| Mrs Sweety Sahani (SS) presented the Annual Review of the Executive Board Terms of Reference. The purpose of the document is to set out the terms of reference for the operation of the Executive Board. There were very little changes made to the document, including an update of the names of Command and Job Roles. Members of the Executive Board agreed the Terms of Reference. | Mrs Sweety Sahani |
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| 1. **Any Other Business**
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| There was no other business to note at this meeting. | PCC Joy Allen |
|  *Next Executive Board Meeting: Thursday 23rd February 2023* |  |