
Title

JOINT BUSINESS MEETING

Date

16 November 2017

Location

Victory House, Balliol

Duration

10:00 – 11:10

Present:

Vera Baird – Police and Crime Commissioner (Chair)
Winton Keenen – Temporary Chief Constable
Rachel Bacon – Assistant Chief Constable (Citizen Focus)
Darren Best – Temporary Deputy Chief Constable
Neil Hutchison – Chief Superintendent, Central (*Present for item 2*)
Joscelin Lawson – Director of People and Development
Elaine Snaith – Chief Executive, Office of Police and Crime Commissioner (OPCC)
Mike Tait – Director of Finance and IT
Lisa Bryden – Governance and Planning Adviser (Secretary)

Apologies:

Helen McMillan – Assistant Chief Constable (Protective Services)
Mike Mullen – Director of Asset Management

OPEN SESSION

1. MINUTES OF THE OPEN SESSION OF JOINT BUSINESS MEETING 2 NOVEMBER 2017

Agreed as a true and accurate record.

2. LATE NIGHT LEVY SPEND REVIEW 2016/17 AND SPEND PROPOSAL 2017/18

Chief Superintendent (Central) provided an update on 2016/17 expenditure, spend proposals for 2017/18 and an insight into the late night economy. Members recognised the positive benefits the levy has created.

The Commissioner queried the daytime presence of taxi marshals. Chief Superintendent (Central) clarified they are supplied by the taxi companies in addition to the Saturday evening taxi marshals covered by the late night levy.

The Commissioner sought clarification of the Safehaven's location which was confirmed as outside St Nicholas's Cathedral and this was agreed as an appropriate location. The Temporary Chief Constable advised that further useful information regarding those using the Safehaven services will be analysed to increase understanding.

Agreed:

- **The spend proposals for 2017/18**
- **Temporary DCC to review the original Safehaven training delivered to police officers in 2013**



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- **Chief Superintendent (Central) to arrange publication of the good results achieved and the associated reduction in crime figures**
- **Chief Superintendent (Central) to provide a copy of the 2016 Public Health Evaluation report to the Chief Executive**
- **The Commissioner offered to speak to contributors of the late night levy to outline the benefits, if required.**

3. DRAFT HMICFRS VALUE FOR MONEY PROFILE 2017

Director of People and Development presented details of the embargoed report, with the report due to be published today.

The Commissioner queried the Force's spend in relation to workforce, demand and performance. Director of People and Development and Assistant Chief Constable (Citizen Focus) confirmed the work on-going to create a different workforce demographic with reference made to investigators, PCSO recruitment and the new Safeguarding and Neighbourhood Policing models, although it was highlighted that the changes would not be immediate. Assistant Chief Constable (Citizen Focus) outlined the opportunities being created to deliver the best public service by aligning resources more effectively to demand.

The Commissioner queried the low level of collaboration and the potential for development. Assistant Chief Constable (Citizen Focus) outlined the cultural obstacles to overcome to ensure collaboration is effective and assured members that work is on-going to address these. Additionally the Temporary Chief Constable confirmed collaboration was also being addressed at Chief Constable level.

Agreed:

- **Director of People and Development/Assistant Chief Constable (Citizen Focus) to provide an update regarding Demand Management**
- **The Commissioner to forward an example of good public feedback to the Temporary Chief Constable**
- **Director of People and Development and Chief Executive to discuss collaboration opportunities**
- **The Commissioner and Assistant Chief Constable (Citizen Focus) to discuss the low spend associated with criminal justice related functions**
- **Director of People and Development to fully understand the intelligence analysis/threat assessments findings**
- **Director of People and Development to fully understand why the rate of crimes and charges per visible officer are lower in Force than national and Most Similar Force averages**

4. STRATEGIC RISK MANAGEMENT

Director of People and Development presented the current Joint Strategic Risk Register and outlined some recent key changes.

Agreed:

- **To more fully align the Strategic Risk Register to the Police and Crime plan**
- **To the Commissioner forwarding correspondence from the Home Office regarding Appropriate Adults to the Director of People and Development for further investigation**



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5. FORCE MANAGEMENT STATEMENT

Director of People and Development outlined the proposed approach to undertaking the Force Management Statement assessment as part of the Force's annual planning and improvement process. The Director of People and Development highlighted the engagement opportunities this would create with the OPCC and signposted members to significant reporting dates.

Agreed:

- To support the process

6. FORWARD PLAN

Agreed as an accurate record, subject to addition of:

- Demand Management, due January 2018

7. FIRE RISK ASSESSMENTS

Director of Finance and IT provided members with the results of the fire risk assessments recently carried out across the OPCC estate. The risk ratings for all properties were graded against the following criteria:

- **Trivial** - no action is required and no detailed records need to be kept, however the situation should be monitored regularly;
- **Tolerable** - no major additional controls required, however the situation requires ongoing monitoring and there may be a need for consideration of improvements that involve minor or limited cost;
- **Moderate** – It is essential that efforts be made to reduce the risk. Risk reduction measures should be implemented within a defined time period and ongoing monitoring is required. **N.B.** Where moderate risk is associated with consequences that constitute extreme harm, further assessment may be required to establish more precisely the likelihood of harm as a basis for determining the priority for improved control measures.
- **Substantial** – Considerable resources may have to be allocated to reduce the risk. If the building is unoccupied, it should not be occupied until the risk has been reduced. If the building is occupied, urgent action should be taken.
- **Intolerable** - Building (or relevant area) should not be occupied until the risk is reduced.

The Director of Finance and IT confirmed that all Northumbria properties had either been assessed as Trivial or Tolerable which was a very positive outcome. He added that there was no requirement for any Capital expenditure to remedy the areas identified for improvement, however there are 'common themed' housekeeping risks across properties to address, for which an action plan has been developed. The Commissioner queried the procedure in respect of fire and those in custody; the Temporary Chief Constable assured members that full contingency plans are in place for such a possibility.

Agreed:

- To implementation of the Action Plan

8. ANY OTHER BUSINESS

None.



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9. DATE, TIME AND VENUE OF NEXT MEETING

30 November 2017, 10:00, Victory House, Balliol.



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