

## PERFORMANCE ACCOUNTABILITY MEETING (PAM)

### Open Minutes

<b>Date:</b>	Tuesday 29 <sup>th</sup> September 2020
<b>Time:</b>	10:00 hrs to 11:30 hrs
<b>Location:</b>	Gold Room, Police HQ – Covid Secure Capacity 14
<b>Chair:</b>	Philip Seccombe - PCC for Warwickshire
<b>Minute Taker:</b>	OPCC Secretariat

### Attendees

No	Name	Capacity	Dial In
1	Philip Seccombe	Police and Crime Commissioner for Warwickshire ("PCC")	
2	Martin Jelley	Chief Constable Warwickshire Police ("CC")	
3	Richard Moore	Deputy Chief Constable	
4	Ben Smith	Assistant Chief Constable Warwickshire Police	
5	Debbie Tedds	ACC Protective Services	
6	Steve Russell	Head of Analysis and Service Improvement	
7	Tania Coppola	Director Enabling Services	
8	Neil Hewison	OPCC CEO	
9	David Patterson	OPCC Development and Policy Lead - Performance	
10	Zeynab Gamiieldien	OPCC Development and Policy Lead - Equality	x
11	Nargis Begum	OPCC Secretariat - Minute Taker	

### Apologies

Name	Representative
Alex Franklin-Smith	Assistant Chief Constable Warwickshire Police

### Items for Discussion

Number	Item	Action
01.29/09/2020	The Minutes of the previous meeting dated 25/08/2020 were agreed and approved.  The PCC acknowledged the continued good teamwork by the Force in working together to keep Warwickshire residents safe throughout the pandemic.	
02.29/09/2020	<b>Equality, Diversity and Inclusion - presentation given by Director Enabling Services and Chief Superintendent Ben Smith.</b> Comprehensive briefing given covering :-	

- HMICFRS actions around internal D & I and External Legitimacy.
- Positive Action work
- E&D Audit / Wider Activity
- Vetting

Additional work is being carried out by the Force covering the following areas:

- Hate crime analysis
- Complaints & Conduct analysis
- Victim Satisfaction Survey dashboards

Ch. Supt Smith continues to scrutinise internal processes with dip sampling feedback on trends and training needs. External scrutiny is published on the Force website.

As at 31st March 2020 (as per 2011 census) office and staff numbers from a BAME background include:

53 Police Officers (5.16%). This is an increase from 2019.

Specials 7.78%

61 Police Staff 7.59%

9 PCOS 8.69%

FEMALE (British Association of Women Police target of 35% at all ranks)

340 Police Officers (33.11%)

Specials: 15 officers (16.67%)

Police Staff 31.4%

PCSO's 56.52%

Warwickshire Police aims to :-

- Improve under-representation, initial focus from BAME communities across our workforce, particularly among our police officers.
- Encourage student police officer applications from our local BAME communities.
- Increase community interest in policing as a career.
- Employ Positive Action measures to support and guide BAME candidates through the application and recruitment process.
- Raise awareness / tackle under-representation within the force.

- Support and enable other areas of diversity and inclusion across the force
- Support retention and progression

PCC asked how the Force have dealt with issues faced by staff during COVID19

During the pandemic Warwickshire Police have continued to look after their workforce focusing on the health and wellbeing of all staff by raising awareness of and increase understanding on key health and wellbeing topics, such as debt management, living and adjusting to COVID19. Comms Team have continued to provide updates as soon as government announcements are made.

Nationally, Oscar Kilo continues to support forces by facilitating workshops, training, offering advice and supporting local initiatives around our priority areas, such as critical incident debrief and trauma support. Following the success of their recent virtual Resilience Workshops, they have scheduled a further two in October. The workshops offer an opportunity to connect with others and find out how others are coping during these challenging times, share advice and tips around improving your work and personal lives, while improving individuals' resilience and positivity.

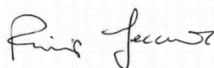
Both the PCC and Chief Constable thanked all for a detailed presentation highlighting the work, within the last 12 months, by the positive action team. The presentation shows Warwickshire Police are in a good place with good commitment in making steps and adding value where needed.

The OPCC Development and Policy Lead in Equality confirmed the office has the right links and contacts to carry out its holding to work function in this area. The process by which the OPCC collects and reviews data from force in this area needs to be embedded into formal processes and fed into the annual report.

PCC thanked the OPCC Development and Policy Lead in Equality for her good work in highlighting issues, raising actions for both the OPCC and the Force in building a good working relationship in this specific area.

03.29/09/2020	<p><b>Performance Framework Presentation –</b> <i>detailed summary given by the Head of Analysis and Service Improvement Steve Russell</i></p> <p>Framework was welcomed by PCC and Chief Constable as a good structured process going forward.</p> <p>PCC would like the flexibility to be able to raise topical issues as and when needed. It was confirmed this would be the case and has been built into the framework.</p> <p>DCC Moore confirmed it was good practice to introduce a structured framework with assurance boards, audit functions and deep dives all included. Thanks were given to the team for their work in this matter.</p>	
04.29/09/2020	<p><b>Covid-19 Update</b> <i>given by ACC Tedds</i></p> <ul style="list-style-type: none"> <li>• Across the County there has been an increase in the latest figures for positive cases of Covid19. These are being monitored daily with contingency plans being reviewed.</li> <li>• To date there have been 31 positive cases in the Force with 1 staff member needing to go into hospital.</li> <li>• Test results are coming back on the same day.</li> <li>• Covid Secure compliance checks are carried out weekly.</li> <li>• Force have attended to large gatherings of young people.</li> <li>• 68 fixed penalty notices have been issued which include 1 to a licenced premises and 3 to unlicensed music events.</li> <li>• Demand is increasing on average 26 contacts are made daily reporting breaches to Coronavirus restrictions.</li> </ul>	
05.29/09/2020	<p><b>Performance Scrutiny Report</b></p> <p><i>Q: An overview is requested of the current position in respect of the HMICFRS ‘causes for concern’ regarding investigations, together with an</i></p>	

	<p><i>understanding of what action is being taken to address any remaining areas that present a barrier to improved performance. In addition, a summary of the preparations that are being made for the forthcoming re-inspection by HMICFRS would be of value.</i></p> <p>HMICFRS will be re-inspecting in November. Force continues its work around training and disclosure which is being reviewed by Chief Constable and DCC Moore</p>	
06.29/09/2020	<p><b>AOB</b></p> <p>It was noted the Home Office Minister attended the OPCC to interview both the PCC and Chief Executive in relation to learning from the breakup of the Alliance. Interviews with the CC and senior members of the Force will be carried out this week.</p> <p><b>Deep-dive Subjects</b></p> <p>It is proposed that the future PAM deep-dive subjects for additional scrutiny are: -</p> <ul style="list-style-type: none"> <li>• October Q2 - Roads Policing.</li> <li>• November - Health and Wellbeing.</li> <li>• December - TBA</li> </ul>	

<b>Formal Approval of Meeting Record</b>	
Signature:	
Print Name:	Philip Seccombe, Police and Crime Commissioner
Date:	27 October 2020