



# Open Minutes

## Force Governance Board (FGB)

**Tuesday 27 July 2021**

**11:30 hrs to 13:00 hrs**

**Executive Meeting Room, HQ**

### Attendees

No	Name	Ref	Capacity	Person	Teams
1	Polly Reed	PS	Chair - OPCC CEO	x	
2	Debbie Tedds	DT	Chief Constable	x	
3	Alex Franklin-Smith	AFS	DCC	x	
4	Ben Smith	BS	ACC Local Policing	x	
5	David Gardner	DG	T/ACC Protective Services	x	
6	Alison Hall	AH	Head of Human Resources		x
7	Steve Russell	SR	Head of A&SI	x	
8	Sara Ansell	SA	Chief Finance Officer	x	
9	David Patterson	DP	OPCC Scrutiny and Performance	x	
10	Nargis Begum	NB	OPCC Secretariat - Minute Taker	x	

### **Apologies**

Philip Seccombe	PS	Police and Crime Commissioner
Richard Moore	RM	Deputy Chief Constable
Jeff Carruthers	JC	Director Financial Services

### **Capacity**

## Minutes

Reference	Item	Actions
01.27/07/21	<p><b>Minutes and Actions from 29/06/2021</b></p> <p><b>Actions</b> JC and SA to report on how variations to the budget can be managed under the current budget.</p> <p><b>Dealt with in the Money Matters Report – Discharged</b></p> <p>AH to provide a breakdown on Volunteers for the next meeting.</p> <p><b>Received - Victims and Witness volunteer details to be provided.</b></p> <p>Open Minutes of the previous meeting dated 29 June 2021 were agreed and approved one change to the Closed Minutes as follows:</p> <p><b>3. Force Finance</b> Addition of the word <i><b>potential</b></i>: Forecast spend of £28.9m compared to a budget of £21.4m with <b>potential</b> overspending position of £7.5m.</p>	
02.25/07/21	<p><b>Proposal to Voice Record Meeting</b></p> <p>CC agreed to the recording of FGB meetings solely for the purpose of the Minutes. It was agreed recordings would be deleted once Minutes had been finalised.</p>	
03.27/07/21	<p><b><u>Establishment and Recruitment</u></b></p> <p>A briefing was given by the Head of Human Resources (AH) with the following noted:-</p> <p><b>Police Officers</b></p> <ul style="list-style-type: none"> <li>• No significant change since last month</li> <li>• Leaver numbers lower than forecast. This should adjust over the year with time to adjust recruitment plans if needed.</li> <li>• Next intakes January / March 2022. January intake will definitely take place. March intake subject to review taking into consideration the 1100 model and impact of any delays in reaching this number. University will need 3 months' notice of any change which means a decision to change this would need to be made by November 2021.</li> <li>• It was confirmed secondment payments are dependent on agreement and the nature of the secondment. The majority are externally funded.</li> </ul>	

	<p><b>PCSO</b></p> <ul style="list-style-type: none"> <li>• No significant change</li> <li>• No leavers last month</li> <li>• Planning intake for September. Six being the minimum number needed to bring numbers back up inline.</li> </ul> <p><b>Staff</b></p> <ul style="list-style-type: none"> <li>• It was noted the majority of Transactional Services staff will be starting in August. It was confirmed that this would not cause concern for any training requirements for new HR staff before the hosted services come to an end in September 2021.</li> <li>• It was noted the diversity in staff roles across the force is more representative with over 50% female and BAME numbers are in line with latest 2011 census community.</li> </ul> <p><b>Action: AH to provide a diversity breakdown of last quarters new staff starters. The next HR diversity program report will be provided after the second quarter 2021/22</b></p> <p><b>Specials / Volunteers</b></p> <ul style="list-style-type: none"> <li>• No change since last month recruitment work continues with online e-learning. Formal classroom training sessions start again in September</li> <li>• PCC pleased recruitment work is continuing</li> <li>• Costs for Specials are part of the core budget</li> <li>• Discussion followed regarding value added by Specials with a brief update given by BS.</li> </ul>	<b>Action: - AH</b>
04.27/07/21	<p><b>Force Finances</b></p> <p>Update will be presented at the next Weekly Chief's meeting on 3 August 2021.</p>	
05.27/07/21	<p><b>Evolve Programme</b></p> <p><i><b>Exempt under Section S.31 (Law Enforcement)</b></i></p> <p><i><b>Exempt under Section S.43 (Commercial Interests)</b></i></p>	
06.27/07/21	<p><b>AOB</b></p> <p><b>Operation Update</b></p> <ul style="list-style-type: none"> <li>• Covid absences back under 10%</li> <li>• Test and Trace return to work limitations were briefly discussed</li> </ul> <p><b>OCC Demand</b></p> <p>Unprecedented demand on OCC with 7071 emergency</p>	

	<p>calls received up to July 2021. Highest number to date.</p> <p>Increase possibly a combination of Covid-19 restrictions being lifted with a higher number of members of the public active during the summer period. It was noted the force are receiving a higher number of mental health concern calls.</p> <p>With the huge volumes of calls coming through the force confirmed contingency plans are in place and reviewed at weekly Demand and Resource meetings.</p> <p>If the OCC Inspector recognises a high level of incident demand then the Tier response process is activated. Any available resource will be called to deal with demand resource. To date the force confirmed Tier 1 response level has been reached and no higher.</p> <p>It was noted the resource footprint for August is healthier than July with less leave booked. This continues to be closely monitored.</p> <p>OCC performance is in line with regional position. West Midlands Police are also at maximum capacity. No data presently available to show split of calls taken for West Midlands.</p> <p>It was noted that nationally only 20% calls that come through 101 non-emergency telephone number are for police. This is something being looked into nationally.</p> <p>Incident demand slowly leading to increased crime volumes. The upward trend of the number of crimes carried per office is still under 10 crimes. It was noted incident demand has increased rather than crime. This is also the present position nationally.</p> <ul style="list-style-type: none"> <li>• Beating Crime Plan published today was noted.</li> </ul>	
Agenda Item	Summary Of Actions	Allocated
03/07/21	AH to provide a diversity breakdown of last quarters new staff starters. The next HR diversity program report will be provided after the second quarter 2021/22	AH