



OFFICIAL - SENSITIVE

**FINAL VERSION
MINUTES OF THE NOTTINGHAMSHIRE OPCC ACCOUNTABILITY BOARD
November Meeting: Tuesday 14th February 2023
2.00 pm – PCC Office**

1. Attendees:

OPCC		
Caroline Henry	Notts Police & Crime Commissioner	CH
Sharon Caddell	Chief Executive & Monitoring Officer	S.Ca
Gillian Holder	Chief Finance Officer	GH
Daniel Howitt	Head of Strategy & Performance	DH
Sandra Coleman	Minutes	Sandra
Force		
Kate Meynell	Chief Constable	Chief
Steve Cooper	Deputy Chief Constable	SC
Mark Kimberley	Chief Finance Officer	MK
Apologies:		
None		

2. Minutes of the Previous Meeting (10th January 2023)

Amendments noted – to amend page 2/3 regarding Notts/Derbys collaboration opportunity to ensure that the information is restricted.

3. Action Log and Matters Arising (Action log updated to reflect this meeting).

The log is attached to the minutes and can also be accessed via the link below.

<F:\WORK MEETINGS\Accountability Board\Accountability Meeting Action Log 2022.xlsx>

Each paper presented was discussed with the key points arising highlighted below; and the Force were thanked for the excellent quality of each paper presented.

4.0 Thematic Reports - SUPPORT

4.1 C1 Improving Outcomes for Victims of Crime and ASB – Detections and Charge Rates

The Chief explained the CJB is chaired by the ACC. It pulls together all strands of an investigation and looks at each component; there are lots of inter dependencies, and both the Force and CPS data is used. The links with the Assurance Board give an opportunity for wider scrutiny. The new charging model will improve time and enable more time to be devoted to high-risk crimes.

The new charging model is based around decisions on what the Force need to get the CPS's decision on and is currently being piloted by some Forces.

RASSO will be high priority, and with others severity/gravity will be considered.



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The main factors that enable Notts to maintain above average performance in relation to crime outcome rates is mainly around the analysis and focus put on these outcome rates. It is discussed at Force Operating/Performance Board. Strong focus on investigations relates to timeliness. Robust approach to arrest. The quicker someone can be arrested, the more positive an outcome.

Some benefits from having a dedicated team, such as burglary and knife crime and DA team. Relatively high charge rate compared to out of court disposals.

There has been a reduction in the number of rape detections - in terms of accountability it is managed through inspection led monthly audits. Ensuring proportionate decisions. Officers are encouraged to use CPS. The Force have invested in CPD for staff with 2 full training days a year as well as other small inputs regarding changes in procedures. An offender-centric approach has been introduced. Increased number of rapes are being reported. Some of the data will be around historic offences which are more difficult in terms of trying to understand what the increase is. Good scrutiny around what the Force do.

The Force are linking in with the national Operation Soteria which utilises a joint national action plan. This initiative has seen an increase and we should be at forefront of changes and see an increase in numbers. The Chief confirmed that a team are in place to properly look at the implementation strategy looking at the guidance and how to implement.

Closure code – The CPS may simply decide that it is not in the public interest to pursue drug offences, but the Force are trying to move towards charging more people and that may be a reason for it to reduce to Outcome 9 or 10.

Action 09/23 – Chief to bring more information on the Closure Code to the April meeting.

The Force use their research and insight team to engage with victims of crime to understand areas of development. Any crimes where victims decide to refuse/withdraw are audited by Detective Inspectors to ensure the Force support and encourage participation in criminal proceedings. Keeping victims continuously updated is an area they are focusing on, reviews are done every month to look for emerging themes.

S.Ca was pleased with the work being done and asked if any thought had been given to triangulate regarding working with focus groups and support services to get direct feedback; Chief is aware of some work being done and will feedback at future meeting.

Action 10/23 – Chief to investigate the work being done on victims/survivors withdrawing or declining support for an investigation



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PCC are encouraged to see measures being put in place by Notts police to support vulnerable victims.

5.0 Thematic Reports – SUPPORT

C2 Improving Victims and Witnesses experience of the CJS

5.1 Victims Code of Practise

The Chief explained that the Force do not survey victims of vehicle crime but comply with Code of Practice, which is not mandated, this is a Force decision. Survey areas are based on Force priorities. At the moment the areas are domestic abuse, hate crime, rape and none domestic abuse. There is a 95% Victim Code compliance.

Action 11/23 – Chief to look at how the Force manage expectations in terms of surveying victims of crime to bring back to future meeting.

Action 12/23 – Chief invited Dan Howitt to attend OPR meetings to share the work the Force are doing.

S.Ca explained that the OPCC would still need to ask the question, but this would provide more of an insight.

The Chief explained that the decision to update victims within 21 days is a Force decision and so it is difficult to compare other Forces and anticipates that from The Victim's Bill it will be a 28 days requirement so they are in a good position, although there are challenges around shifts and sickness absence, but supervisors should be able to pick up. The Force try to link in with regions and MOJ requirements to work with other Forces to understand how to compare to other Forces.

S.Ca asked if it was worth the Force doing a deep dive exercise in terms of any marginal gains that can be achieved as a common complaint from victims is not being updated. The Chief advised that they are doing a lot of work around the updates rather than just being a tick box exercise but focussing on it being a victim need.

95% of victims are offered Victim Care services. The other 5% are where there may be linked crimes, so the victim is already in the system or the process is still being completed. The Chief is confident that all victims are offered the service.



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The Force work with other agencies and are held to account for VCoP compliance and within the Victims Bill. There are quarterly victims assurance meetings, and this feeds into sub group meetings then into the CJB.

No concerns have been raised with chief. Historically there has been more focus on police but things are now improved and with the new Bill there will be further improvements and a closer working relationship will develop e.g., Op Soteria.

The Victim app use continues to be monitored. The Force have asked for feedback from staff and officers to inform amendments and look at other ways of updating victims. The take up is not as high as they would have liked.

Action 13/23 - Chief to find out what the take up rate is in terms of the victim app.

The Force adhere to the Witness Charter, and Victim Code and dip test monthly to see whether compliance is achieved, any failures and any patterns and trends and always provide direct feedback.

5.2 **Rape and Serious Sexual Offences**

There has been a year-on-year increase in reporting of rape offences which is positive and indicates a willingness to disclose offences leading to greater victim support and understanding. With the recent high-profile complaints in terms of misogyny etc, this could have an impact around reporting especially following police officers. The consent coalition has been marketed to improve healthy relationships and may impact police reporting.

Action 14/23 – Chief to consider promoting Consent Coalition internally in buildings.

Scrutiny Panels continue to review cases which are over 180 days old and ensure that they are forwarded to CPS for charging decisions. Timeliness is linked to staffing levels, but workload is significant. Most cases that take 365 days are where CPS are charging and demonstrates the Force are making the right decision that there is evidence and will be proportionate to secure a charge. Aspiration is to improve timeliness around all rape investigations and resources will have DA removed so expect timeliness to improve. Marginal gains are important.

Action 15/23 – Chief to look at if there are any common themes or recommendations emerging from the scrutiny panels work.



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Regarding child sexual abuse cases the length of time taken to reach a conclusion is high and increasing each year nationally. In terms of the dashboard the Force are unable to provide details on investigation times in Notts and so unable to make any comparisons with other areas. Child cases take longer as they require full submissions. There is a good process in place with safeguarding taking place at the earliest opportunity. PCC asked if there was anything that she could assist with in terms of access to specialist advice. However, the Chief said not because it is being picked up nationally and has already been raised with NPCC but would let OPCC know if there was.

The Chief said that there are no prosecutors in custody for RASSO cases currently.

Many of the RASSO action plans set by CPS are to ensure matters are complete for court proceedings. Often have action plans for investigations largely for cases resulting in positive outcome. There is locally an opportunity to submit early advice files and the number of submissions is increasing. There are monthly partner meetings with RASSO leads to identify areas of development and obtain clearer understanding and perspective.

S.Ca asked if the Chief had any thoughts on how victim satisfaction can be improved in relation to rape victims in terms of keeping them informed. Chief to review as it is difficult in terms of traumatic experiences.

Action 16/23 – Chief to review how victim satisfaction can be improved in terms of rape victims.

6.0 Corporate Performance Review Summary

Note to be mindful on quoting numbers such as FTE (headcount) to ensure reports are standardised in the way that figures are presented. FTE should give a position in time and narrative around it to explain so that the information is completely transparent for the public.

The report from DH includes deployable officer headcount but numbers can change very quickly.

Action 17/23 – Dan Howitt to share report with Chief.

In term of sickness rates, covid, working from home and the cost of living has impacted on peoples' wellbeing and this has impacted the Force. National figure is 9.4% so the Force is just under half of that, although the target is 3.7. However, sickness is lower than 2019/20 which is positive. The last staff survey was conducted in 2021 another is due in May this year to inform this work as well as aligning to police wellbeing survey. Since moving to the new EAP provider there has been a 150% increase in terms of using the service. There are 150 wellbeing



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champions to support colleagues, identified by orange lanyards, and in the training school there are a number trained in mental health awareness. The Chief said a lot of work has been done on wellbeing but recognises that more needs to be done to support.

Fleet vehicles - in terms of damage to fleet vehicles, the Force have introduced measures to reduce damage to police vehicles. The ACCs are responsible for this piece of work to ensure the correct vehicles are used in specific areas. Vehicles are tested and trialled and there is a better process around vehicle demonstrations, and a better understanding of vehicles being fit for purpose. The Force have incorporated cameras to view driving standards and style. They are also doing work around behaviour and attitude to driving and public response to blue lights and sirens which helps Officers understand how people will respond. They are stringent on vehicle checks and doing work around ownership and accountability for officers using vehicles, i.e., to treat them as their own, recognise they are a tool to do job, encouraging responsibility and publicising results to stations in terms of costs associated with poor use, the impact on ability to put out vehicles, highlight avoidable damage, change culture. There are delays in vehicles being off road because of parts. Dash cams help to defend claims and driver awareness. Spend on write off of vehicles is low, written off 3-4 vehicles this year compared to 18 last year.

New Custody Suite - Chief to link in with ACC Hooks in terms of when the evaluation on the new Nottingham Custody Suite will be made available.

Action 18/23 – Chief to speak to ACC Hooks and provide feedback in terms of when the evaluation of the new Custody Suite will be available.

The Chief explained that the Force now have dedicated support groups for those recognised by COT as having neurodivergent needs in the organisation. The Force have reviewed number of Force systems for neuro support e.g., NAPP system, and apps on phones. They are also working with CoP to make exams more appropriate for officers/staff. Coloured pocketbooks have been provided to reduce visual stress.

The Force are two weeks into their Strategic Review of Demand. Workshops for key stakeholders are taking place to include contact management and neighbourhood policing and they will analyse the data captured and how it fits with providing best service. Comms channels are set up and workforce updated with progress to ensure they understand what is happening and Federation and unions are aware.

The Chief explained that they are running a concurrent review into the Contact Management Centre and shift patterns, checking it is fit for purpose considering the rising demand, increased challenges, peak times, and demand resources review.

S.Ca asked if that would inform an efficiency strategy; it will be used to inform challenges and may create further budget deficit. The deficit would be £9.6m now but when expected efficiencies are applied it would drop to £1m over 5 years.



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CH advised that it is necessary to be able to prove efficiencies to the Home Office; and MK needs to ensure that the Force are capturing all efficiency programmes and providing evidence.

S.Ca would like more narrative around figures being represented.

Has anything been stood down on the IS programme? £1.2m efficiencies from IT in terms of obsolete systems and tightening up of licences. This was one of the biggest pieces of activity in terms of ensuring software licenses were reduced when people left, MK advised.

Work is being done on employing extra officers to ensure we can review monies held in vault. Some is evidential some could be proceeds of crime – needs to be securely banked.

7.0 Decisions of Significant Public Interest

S.Ca thanked the Force for this document which is prepared by financial threshold.

8.0 Revenue Outturn Report 2022/23 & Capital Outturn Report 2022/23

MK explained there is just under £600k underspend – MK went through the contents of the report.

In terms of seconded officers and staff, the report is looking at how many seconded officers were in place at the beginning of the year compared to the end. Officers were either seconded to Home Office or other Forces on national initiatives; the Force recharge them out and it is reflected in all of the numbers in terms of police officers.

Action 19/23 - Chief to provide PCC with more information about seconded officers and what they are doing - what advantage are they bringing to the Notts Force.

The Chief said that there are two seconded officers in HMRC who are seconded to understand the inspection regime and bring back good practise to the Force; and there is an Officer employed on the IOM (Integrated Offender Management) piece of work.

GK asked that there is more clarity in terms of the variances given (page 1) as it proved difficult to match up paragraphs under the different headings eg., take a variance from the table and explain the variance in the paragraph.

Action 20/23 - MK to speak to GH in terms of the clarity of variances and paragraph explanations within the report.



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Some variances relate to people which do not seem to be reflected in the HR section.

Capital Outturn Report

Variance was under £2m. There has been no variance shown for fleet, however there is now a range of costs in for later in the year as vehicles are on order and should be delivered April-June.

There is a £400k worth of write off provision, currently spent £130k.

Estates work – some slipping regarding building condition works, and improvements related to the larger items of expenditure

Spend will be around 70% of the budget.

No overprogramming of work will be put in place to spend all budget.

MK explained that the additional costs related to SARC had materialised after Christmas and were not reflected in the paper.

9.0 Draft Medium Term Financial Plan

Not presented to the meeting.

10. Finance Department Structure Update

The Force were thanked for producing the structure chart.

11. Delivery Plan Dashboard

DH went through the report and the 4 outstanding amber projects were agreed to be moved to green in the meeting.

12. AOB

Sharon Caddell:

S.Ca advised that the OPCC had now seen the new Force crest and was happy to have recorded the OPCC approval.

Action 21/23 – George Bascom to request feedback from the visitors invited to observe today's meeting.

The next meeting is scheduled for 14th March 2023 at 2.00 – 4.00 in the PCC meeting room.