

NORTHUMBRIA POLICE MINUTES

Title
EXECUTIVE BOARD

Meeting Number
05/2018

Date
25 May 2018

Location
Chief Constable's Office,
Middle Engine Lane

Duration
08:40 – 09:40

Present:

Mr D Best	Deputy Chief Constable (Business, Performance and Standards) (Chair)
Mrs J Lawson	Director of People and Development
Ms H McMillan	Assistant Chief Constable (Protective Services)
Mr M Tait	Director of Finance and IT
Mrs S Purvis	Governance and Planning Adviser (Secretary)

Apologies:

Mr W Keenen	Chief Constable
Mrs R Bacon	Assistant Chief Constable (Citizen Focus)
Mr G Noble	T/Assistant Chief Constable (Local Policing)

Invitees:

Mr B Joisce	Chief Inspector (Force Improvement) – <i>Present Item 4</i>
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OPEN SESSION UNDER THE FREEDOM OF INFORMATION ACT 2000**1. OPENING**

Members congratulated Mr Best on his recent promotion to Deputy Chief Constable.

2. MINUTES OF THE OPEN SESSION OF EXECUTIVE BOARD HELD ON 20 APRIL 2018

Agreed as a true and accurate record.

3. MATTERS ARISING

There were no outstanding actions.

4. REVIEW OF PROPERTY DISPOSALS

Chief Inspector (Force Improvement) proposed a change to force procedure to remove the automatic disposal of property items following no action taken by officers during the 60 day review period.

Changes to the Force property system were agreed at a Chief Officer Team meeting in March 2017, which aimed to reduce demand on frontline supervision linked to property management. This change required the OICs to take personal responsibility for managing their property items and making decisions in respect of ongoing retention or disposal. The timeframe for automatic disposal was subsequently increased from 35 to 60 days.



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A review of the revised process highlighted a significant number of property items due for disposal owing to lack of officer compliance with the new procedure; therefore measures were put in place to minimise the risks associated with any items identified for automatic disposal, including suspension of the authorisation to dispose of property without officer input. Revised strategies, weekly performance data and SMT intervention have shown a positive impact on overall performance, however week on week there are a number of property items falling overdue which would be subject to authority to automatic disposal should enforcement with current force procedure be reintroduced.

Deputy Chief Constable agreed with suspending the activity of automatically disposing of property after 60 days, however said that the procedure should remain as it is to support the performance management element of the process. He asked that a report be brought back to Chief Officers in six months' time providing an update on performance.

Agreed:

- ***Property – Roles and Responsibilities procedure to remain unchanged.***
- ***To introduce a performance management framework for staff who fail to comply with updating property items within the 60 day review period.***
- ***A further report be submitted to Executive Board in November 2018.***

Action: Chief Inspector (Force Improvement)

5. DATA PROTECTION POLICY

Director of Finance and IT proposed a change to the force Data Protection policy resulting from the implementation of GDPR legislation on 25 May 2018. The policy supports public facing documentation which includes the Force Privacy Notice and Notification of Individuals Rights.

Agreed:

- ***To approve the changes to the revised Data Protection policy.***

Action: Director of Finance and IT / Secretary

6. ANY OTHER BUSINESS

None.

7. DATE, TIME AND VENUE OF NEXT MEETING

29 June 2018, 08:30, Chief Constable's Office, Middle Engine Lane.



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