

SUFFOLK CONSTABULARY**FORCE MANAGEMENT BOARD**

Tuesday 30 September 2003 at 9.30 am in LEC3

PART 1**1. ATTENDANCE/APOLOGIES**

Chief Constable (Chair)
Deputy Chief Constable
Assistant Chief Constable
Assistant Chief Officer
Eastern Area Commander/Superintendents' Association
Southern Area Commander
Western Area Commander
Head of Operations
Director of Finance
Head of Crime Management
Director of Human Resources
Director of Corporate Development
Police Federation
Corporate Communications Manager
Special Constabulary Commandant
Staff Officer
Executive Services Admin Officer
Chief Inspector Fletcher - NIM Implementation Team (for item 6)
Superintendent Corporate Development (for item 10)
Support Admin Officer (minutes)

APOLOGIES

UNISON

2. MINUTES OF MEETING HELD ON 23 JULY 2003 (FMB/15/03A)

The minutes were accepted as a true record of the proceedings.

3. MATTERS ARISING**3.1 Body Armour**

The Head of Operations reported that the roll out of the Body Armour had nearly been completed. The feedback from officers had generally been positive, although some concerns had been raised regarding the absence of any police markings on the vest cover. A discussion followed when it was agreed that the wearing of hats and epaulettes would distinguish staff as Police Officers. It was also agreed that marking the covers with a Police logo or the issue of yellow covers for high visibility should be explored.

3.2 Suffolk First Year 3 Allocation

The Chief Constable referred to the resource allocation formula, which the Director of Corporate Development explained had been devised based on need and not workload. It is intended to review the resource allocation formula, taking into account the new census data that is

ACTION

ACTION

available. A discussion followed when it was agreed that the formula should be based on Sector levels, but initially it will be based on district level.

Director of Corporate Development

3.3 Catering Services

The Assistant Chief Officer reported that the new contract was about to commence. The Southern Area Commander stated that Ipswich had managed to maintain the serving of breakfast, but it is not known how long this will last.

3.4 Vehicle Livery

The Assistant Chief Constable reported that Vehicle Livery had been discussed briefly at the Operational Commanders Steering Group when it was agreed that due to budget restrictions the issue was not a matter of urgency. It was agreed that as a compromise vehicles could display the website address.

3.5 Suffolk Portal

The Corporate Communications Manager reported that agreement had been reached on a name for the portal "onesuffolk". Work is also ongoing to secure the Constabulary its own CMS.

3.6 Performance Management Process

The Chief Constable reported that dates have been set in the diary to visit Areas.

4. FEEDBACK FROM FMB AWAY DAY

The Chief Constable commented that he had found the recent away day very useful. Suffolk First still has a few years to run and in that time there was a need to maximise performance, with service delivery being focused upon. He referred to the budget settlement for next year and explained that a paper was being prepared for discussion at the Planning Panel of the Police Authority in October. He said that the need to find a clear replacement for Suffolk First was now obvious, but he felt it unlikely that the Police Authority was ready for this yet. He said that he wanted to have an agreed vision of what that should be and put forward the idea of keeping Suffolk Safe as a short hand for a new series of targets. He stated that there was little likelihood of getting more officers in the near future and that we would need to work to improve the way current staff worked. Therefore, any improvements would have to come through better use of technology. In particular it would be an aim for the future to equip staff with hand held small computers, which allowed them to enter crimes and update other systems directly from the street car or peoples homes.

He set out the financial difficulties likely to face the Force in the coming year's settlement and said that he wanted to persuade the Police Authority to still allow some technological growth while maintaining staffing levels. The Director of Corporate Development referred to Police Performance Assessment Framework (PPAF), which he explained and stated that this type of approach is being introduced nationally and therefore the organisation would need to move towards a PPAF approach.

Corporate Communication featured during the away day and therefore to ensure that decisions are made within the right forum, the meeting structure needs to be reviewed. The Chief Constable tasked the Director of Corporate Development and the Western Area Commander to formulate some suggestions on how the present structure can be improved and report back to the next meeting.

Director of Corporate Development/
Western Area Commander

5. DEDICATED SOURCE HANDLING UNIT (FMB/16/03A)

The Head of Crime Management stated that paper FMB/16/03A had been compiled as a result of the presentation given at the last meeting in order that a decision could be made regarding the recommendations. A discussion followed when the following decisions were taken:

- a) Agreement to the setting up of a dedicated Source Handling Unit to be located within non police premises as soon as financially viable.
- b) Support for the adoption of Option 2 at the earliest opportunity, which would move the organisation towards National Best Practice and achieving compliance with the National Intelligence Model.
- c) Agreement that the role of Source Handler/Intelligence Developers should be split, creating a role of Dedicated Source Handler dealing with Level 1 and 2 criminality and line managed by CMD FHQ.

6. MOVING FROM CRIME MANAGEMENT UNITS TO AREA INTELLIGENCE UNITS (FMB/17/03A)

Chief Inspector Fletcher referred to paper FMB/17/03A and explained through a presentation the principles behind the proposals and also the funding and likely costs. An extensive discussion followed, when it was agreed that the move to Area Intelligence Units was a priority and should be achieved as soon as possible using current resources. Decisions regarding the additional resources needed and the financial implications will be debated outside the meeting.

7. POLICE COMMUNITY SUPPORT OFFICERS (FMB/18/03A)

The Southern Area Commander reported that paper FMB/18/03A outlines the progress in relation to the recruitment of the Police Community Support Officers under the Home Office Round Two Funding (2003/04). He explained the training programme and stated that the PCSOs should be on patrol by December. Decisions were needed from the board on the powers to be conferred on PCSOs, the use of a unique identification number and the issue of body armour. The recommendations were discussed and the following decisions made:

- a) Members noted the contents of the report.
- b) Members noted the anomalies relating to the powers of PSCOs and will be subject to recommendations by the Director of Support Services to the Chief Constable.
- c) Members approved the use of a unique identification number.
- d) Members approved the issue of body armour and asked for the use of a different colour cover to be explored.

The Southern Area Commander expressed his appreciation to Mrs Bolt for the work she undertook on the project. The Chief Constable also expressed his appreciation to everyone involved in the project.

8. EMERGING SERVICE ISSUES AND THE BUDGET

The Assistant Chief Officer stated that if there were any important issues that had not already been highlighted then notification would need to be received within the next two weeks. The Deputy Chief Constable stated that previous prioritisation work would also be taken into account.

9. THREE COUNTIES COLLABORATION PROJECT

The Assistant Chief Officer explained the membership of the project board and stated that a corporate letter will be issued to all staff explaining the work being undertaken. A short list of services where collaboration might take

place will be drawn up and will provide a link to the Police Authorities through the three Chief Constables'. He stated that a paper is being produced to update the Planning Panel of the Police Authority, which he would also distribute to members of Force Management Board. The Chief Constable stated that the aim of the project was not to reduce services and make savings, but to deliver an improved service through collaboration.

10. GOVERNMENT PROTECTED MARKING SCHEME (FMB/19/03A)

Superintendent Corporate Development explained that GPMS forms part of the ACPO Community Security Policy, which was approved by ACPO Council in January 2001. It has led to all forces creating an Information Security Section and in particular Information Security Officers. The original date for compliance of March 2003 has been extended to December 2005 because of the growth of the CSP and mainly due to the requirements of GPMS, which he explained. He referred to paper FMB/19/03A which gives guidance on GPMS and explains the way forward if compliance with the requirements of CSP is to be achieved. A discussion followed on the clear desk policy and perimeter security of police sites and buildings. Agreement was given that the GPMS requirement of the CSP should continue to be pursued in order to achieve compliance by December 2005. Agreement was also given for the training package to be used.

The Deputy Chief Constable referred to security and stated that there were still some staff not wearing their name badges and that anyone found without any form of identification should be challenged.

11. DATE OF NEXT MEETING

The next meeting will take place on Wednesday 3 December 2003 at 9.30 am in LEC3.

FORCE MANAGEMENT BOARD

Tuesday 30 September 2003 at 9.30 am in LEC3

SUMMARY OF ACTION REQUIRED

Action by	Subject	Action Required	Update Required
Director of Corporate Development	3.2 - Suffolk First Year 3 Allocation	To discuss with Area Commanders a new resource allocation formula based on Sector levels.	Yes
Director of Corporate Development/Western Area Commander	4 - Feedback from FMB Away Day	To formulate suggestions on how the present meeting structure can be improved.	Next Meeting