

ETAP Meeting 23 October 2019

Item 2 (ii)

Since the July report, we have concentrated on following through the commitment made to undertake new thematics to take us to the end of the year. All the topics mentioned in my last report have commenced, together with the inclusion of Children and Young People in Custody which was initially planned for later in the year. This reschedule has been made possible due to members able to commit more of their time for ETAP work. We also commenced a Rapid Review on Crime Data Management and as this is in a different format from a full Thematic, a new template has been developed to ensure continuity of presentations.

The status of each is as follows:

Thematic Title	Update
Local Partnership	Terms of Reference agreed on 1 August. Two Local Policing Teams (LPTs) have been selected for this review, Tamworth and Lichfield. Meetings with the Tamworth Local Commander have concluded and the initial meeting with the Lichfield Commander is set for 21 October. Hours set for this review are 60 hours maximum. Target completion date is 30 November and we are confident this will be met.
Commissioning	Terms of Reference agreed on the 22 August and initial meeting took place on 24 September. The review is being centred around the contract for the Provision of Domestic Abuse Services. Significant policy documents have been received and are currently being reviewed by panel members. Second meeting yet to be set up but members have been invited to a Domestic Abuse performance review meeting on 18 November. In view of the complexity of this review, the hours allowance are 60 and the target for completion is 30 December which we are hopeful of achieving.
Children and Young People in Custody	Terms of Reference agreed on the 28 September. Hours set for review are 50 maximum with a target completion date of 30 December.

Although all claims have not been submitted at the time of drafting report, the hours recorded for the reviews are as follows:

Thematic Title	Claimed Hours	Unclaimed Hours
Local Partnership	16.5	1
Commissioning	8	.75
Children and Young People in Custody	4	0

Crime Data Management. This is a Rapid Review and by nature, is intended to be completed in a much shorter period of time than a full Thematic. The objective of a Rapid Review is to provide ETAP members with additional assurance on topics which have given concern to panel members. An apparent delay in completing a data cleansing exercise has been selected for further examination. The panel wish to look at the detail and identify if there has been any impact on responding to DBS requests. The initial meeting was set up for 7 October.

A new initiative commenced this month to review the actions taken on recommendations made in thematic reports. This involved a meeting with the Governance Policy and Planning Manager. Access was given to the risk register and all outstanding recommendations were reviewed. Good progress was noted. The meeting also allowed questions about the process followed and was considered very constructive.

To give clarity on the process for completing a Thematic Review, a new process flow chart has been developed and will be shared with members during our P & D session later today.

I'm also pleased to inform that for the first time, all available members are involved in either a thematic review or Rapid Review.

David Davies
Deputy Chair Thematic Reviews