



ETAP action update for live plans

1. Temporary Promotions

3	ETAP	OWNER:	Janice Alexander (26969)
		DATE ACTION SET:	19/09/2018
	On Track	DUE DATE:	30/11/2019
	Priority Low	RECOMMENDATION:	The system used by HR for monitoring a temporary promotion should include a projected end date.
		ACTION:	No actions
		LATEST UPDATE:	Progress Update: (27/08/2019) This is a process that we are looking into as part of the promotion process going forward. Next meeting to discuss is due in September. Reviewer's Comments: (20/12/2019) Agreed at PEEL 17/12/2019 that a comprehensive update is required on this.

2. Hotel and Travel Bookings

1	ETAP	OWNER:	Kirsten Courtney (26767)
		DATE ACTION SET:	04/12/2018
	On Track	DUE DATE:	30/11/2019
		RECOMMENDATION:	Review the force policy wording to reflect the need to obtain verbal approval for travel and hotel bookings from supervisors.
		ACTION:	No actions
		LATEST UPDATE:	Progress Update: (08/10/2019) As part of a follow up exercise by Corporate Governance Team (due to action owner no longer an employee) there is now a draft policy written which includes reference to supervisory authorization. The draft document will now be reviewed and QA'd by S 151 before approval and publication. As such agreed that due date be extended to end of November 2019. Reviewer's Comments: (20/12/2019) Agreed at PEEL 17/12/2019 Action owner to be changed to Kirsten Courtney. Comprehensive update required with view to finalising action.

4	ETAP	OWNER:	Caroline Coombe (06007)
		DATE ACTION SET:	04/12/2018
	On Track	DUE DATE:	30/03/2019
		RECOMMENDATION:	Staffordshire Police to include notification of leavers to Capita (or subsequent provider) earlier in their processes than is currently the case
		ACTION:	No actions
		LATEST UPDATE:	Progress Update: (24/05/2019) The existing process is being examined with Boeing to establish whether any adjustment can be made. Please note, automation of the process may require additional development and funding Reviewer's

3. 2020 Local Partnerships

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ETAP	OWNER:	Csup Jeffrey Moore (04119)
On Track	DATE ACTION SET:	20/12/2019
Neighbourhood and Partnership	DUE DATE:	06/07/2020
	RECOMMENDATION:	To look at ways of increasing the involvement of Adult Social Care in partnership activities across the country. (Low Priority)
	ACTION:	No actions
	LATEST UPDATE:	Progress Update: Reviewer's Comments: (06/01/2020) Jeff Moore - First Update Provided 20/12/19 The threshold for Adult Social care is significantly high however in respect of Council partners they have not been as visible as colleagues in children's Social care. The PLACE based work which started in Children's sector is being raised to County Council SMT for wider ownership which will involve Adults so I would hope that better engagement will be forthcoming. Those presentations have taken place over the last few weeks.

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ETAP	OWNER:	Csup Jeffrey Moore (04119)
On Track	DATE ACTION SET:	20/12/2019
Neighbourhood and Partnership	DUE DATE:	06/07/2020
	RECOMMENDATION:	Investigate and implement ways of ensuring more consistent attendance at partnership meetings. (Low Priority)
	ACTION:	No actions
	LATEST UPDATE:	Progress Update: Reviewer's Comments: (06/01/2020) Jeff Moore - First Update Provided 20/12/19 We do not have a partnership based system so monitoring is difficult. I will ask NPT Commanders to raise this at their respective Partnership Boards and through our Harm Reduction Hubs work we have arranged regular workshops where good practice can be shared. This should identify if in some areas partners are lacking.

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ETAP	OWNER:	Csup Jeffrey Moore (04119)
On Track	DATE ACTION SET:	20/12/2019
Neighbourhood and Partnership	DUE DATE:	06/07/2020
	RECOMMENDATION:	Check that all areas are carrying out early intervention strategies as effectively as possible. (Low Priority)
	ACTION:	No actions
	LATEST UPDATE:	Progress Update: Reviewer's Comments: (06/01/2020) Jeff Moore - First Update Provided 20/12/19 The force Early Intervention Strategy is in place. Early Help is a county process which is monitored through the Building Resilient Families process. There is more work to do to ensure that all agencies are embedded.

4	<div>ETAP</div> <div>On Track</div> <div>Neighbourhood and Partnership</div>	OWNER: Csup Jeffrey Moore (04119) DATE ACTION SET: 20/12/2019 DUE DATE: 06/07/2020 RECOMMENDATION: Ensure the NHS, including mental health services, are as involved in each CSP as is needed. Where this is not the case develop strategies to increase involvement. (Low Priority) ACTION: No actions LATEST UPDATE: Progress Update: Reviewer's Comments: (06/01/2020) Jeff Moore - First Update Provided 20/12/19 We will audit partnership attendance and value of contribution and use this to identify gaps. Health are a wide organisation and mainly it is the involvement of Drug and Alcohol which is just in the process of being re-commissioned with a focus on PLACE and Mental health which I would hope we can build into the next concordat refresh. But right to raise as an issue that needs further work.
5	<div>ETAP</div> <div>On Track</div> <div>Neighbourhood and Partnership</div>	OWNER: Csup Jeffrey Moore (04119) DATE ACTION SET: 20/12/2019 DUE DATE: 06/07/2020 RECOMMENDATION: Consider each area to have its own MARAC (Multi Agency Risk Assessment Conference) meeting weekly.(Medium Priority) ACTION: No actions LATEST UPDATE: Progress Update: Reviewer's Comments: (06/01/2020) Jeff Moore - First Update Provided 20/12/19 The roll out of MARAC is dependent on the introduction of coordinators in point 4 below. It is an aspiration and we are in the process of building an implementation plan.
6	<div>ETAP</div> <div>On Track</div> <div>Neighbourhood and Partnership</div>	OWNER: Csup Jeffrey Moore (04119) DATE ACTION SET: 20/12/2019 DUE DATE: 06/07/2020 RECOMMENDATION: Roll out the use of Sharepoint, or similar, across all areas to improve engagement and efficiency of partnership involvement in all cases but especially domestic abuse. (Medium Priority) ACTION: No actions LATEST UPDATE: Progress Update: Reviewer's Comments: (06/01/2020) Jeff Moore - First Update Provided 20/12/19 Sharepoint will be utilised for MARAC in the absence of any other system. The National Enabling Project will offer some solutions in terms of Microsoft office however the national delivery timescale is not known.
7	<div>ETAP</div> <div>On Track</div> <div>Neighbourhood and Partnership</div>	OWNER: Csup Jeffrey Moore (04119) DATE ACTION SET: 20/12/0209 DUE DATE: 06/07/2020 RECOMMENDATION: Develop a place based approach across all areas. (Medium Priority) ACTION: No actions LATEST UPDATE: Progress Update: Reviewer's Comments: (06/01/2020) Jeff Moore - First Update Provided 20/12/19 Our central approach to this will be through Harm Reduction Hubs which are now present in all areas.

8	ETAP	OWNER:	Csup Jeffrey Moore (04119)
		DATE ACTION SET:	20/12/2019
	On Track	DUE DATE:	06/07/2020
		RECOMMENDATION:	Consider the use of a Vulnerability Co-ordinator role in each area or a shared post between areas. (Medium Priority)
	Neighbourhood and Partnership	ACTION:	No actions
		LATEST UPDATE:	Progress Update: Reviewer's Comments: (06/01/2020) Jeff Moore - First Update Provided 20/12/19 We are currently in consultation with staff who will have roles changed. This consultation process will see the posting of a coordinator to each harm reduction Hubs which is a requirement of local MARAC. Internal consultation ends at the start of January and once we have completed this if successful we can advertise for these posts.

ETAP action update for plans archived since last report (May 2019)

1. Out of Court Disposals

1	ETAP	OWNER:	Karl Bohanan (22474)
		DATE ACTION SET:	07/11/2018
	Completed and Signed Off	DUE DATE:	30/05/2019
		RECOMMENDATION:	Clarity is required on the continuation of the pilot
	Priority Low	ACTION:	No actions
		LATEST UPDATE:	Progress Update: (07/06/2019) This is a national programme headed up by NPCC lead working directly with CJ partners . The pilot statues will remain until national leads are satisfied is developed to support a national role out . The status can't be changed locally as we only able to deal with D/A as an OoCD due to approval from the DPP Reviewer's Comments: (19/12/2019) Agreed at PEEL 17/12/2019 Action is Completed and Signed of - WP

2	ETAP	OWNER:	Karl Bohanan (22474)
		DATE ACTION SET:	07/11/2018
	Completed and Signed Off	DUE DATE:	30/05/2019
		RECOMMENDATION:	The force should review their internal process for assessment of OoCD decisions to ensure appropriateness and proportionality.
	Priority Low	ACTION:	No actions
		LATEST UPDATE:	Progress Update: (07/06/2019) Staffordshire works to the national framework and in the case of DA the assessment developed in Staffs has been recognised nationally as Best practice .Scrutiny meeting held with external support for review including CPS ensure they are used appropriately . All OoCD's go through a central point before progressing to ensure suitable and achievable outcomes are being delivered Reviewer's Comments: (19/12/2019) Agreed at PEEL 17/12/2019 Action is Completed and Signed off - WP

3	<div>ETAP</div> <div>Completed and Signed Off</div> <div>Priority Low</div>	OWNER: Karl Bohanan (22474) DATE ACTION SET: 07/11/2018 DUE DATE: 30/05/2019 RECOMMENDATION: Regular review of the training content and attendance ACTION: No actions LATEST UPDATE: Progress Update: (07/06/2019) Lessons learnt are regularly cascaded nationally and adopted by staffs . Training is delivered continually and OOC's and there use is now being picked up as apart of the Service Effectiveness Board as part of delivering better outcomes for victims and offenders Reviewer's Comments: (19/12/2019) Agreed at PEEL 17/12/2019 Action is Completed and Signed Off - WP
4	<div>ETAP</div> <div>Completed and Signed Off</div> <div>Priority Medium</div>	OWNER: Karl Bohanan (22474) DATE ACTION SET: 07/11/2018 DUE DATE: 30/05/2019 RECOMMENDATION: Explore the advantages/disadvantages in including Fixed Penalty Notices. ACTION: No actions LATEST UPDATE: Progress Update: (07/06/2019) Following national best practice Reviewer's Comments: (19/12/2019) Agreed at PEEL 17/12/2019 Action is Completed and Signed Off - WP
5	<div>ETAP</div> <div>Completed and Signed Off</div> <div>Priority Medium</div>	OWNER: Karl Bohanan (22474) DATE ACTION SET: 07/11/2018 DUE DATE: 30/05/2019 RECOMMENDATION: Investigate if support is available to part fund this service, or if a percentage of the money recovered and sent to HMCTS could be retained. ACTION: No actions LATEST UPDATE: Progress Update: (07/06/2019) this would have to be negotiated a national level and not within Staffs police capability to resolve Reviewer's Comments: (19/12/2019) Agreed at PEEL 17/12/2019 Action is Completed and Signed Off - WP
6	<div>ETAP</div> <div>Completed and Signed Off</div> <div>Priority Medium</div>	OWNER: Karl Bohanan (22474) DATE ACTION SET: 07/11/2018 DUE DATE: 30/05/2019 RECOMMENDATION: The Staffordshire Commissioner's Office should continue to lead on regular monitoring by the independent panel, with regular and consistent support from other agencies. ACTION: No actions LATEST UPDATE: Progress Update: (30/01/2019) The Independent Commissioning Panel, ETAP will continue to regularly monitor the use of Out of Court Case Disposals by Staffordshire Police. Reviewer's Comments: (19/12/2019) Agreed at PEEL 17/12/2019 Action is Completed and Signed Off - WP

7	ETAP	OWNER:	Karl Bohanan (22474)
		DATE ACTION SET:	07/11/2018
	Completed and Signed Off	DUE DATE:	30/05/2019
		RECOMMENDATION:	A strategy needs to be developed to consider the long-term benefits of OoCD and how it needs to be supported.
	Priority Medium	ACTION:	No actions
		LATEST UPDATE:	Progress Update: (07/06/2019) OoCD's form part of outcomes that can be delivered . There is an opportunity for the commissioned services to be evaluated , but this would requirement an agree through the commissioners office to share any performance data . The strategy should be developed through the Offender management board Reviewer's Comments: (19/12/2019) Agreed at PEEL 17/12/2019 Action is Completed and Signed Off - WP