Members	Monica Burch (C)	Guests	Mark Gray
	Max Hill QC		Graham Ritchie
	Rebecca Lawrence		Dawn Brodrick
	Simon Jeffreys		Baljit Ubhey
	Caroline Wayman		Helen Starkey
	Mark Hammond		Sue Hemming
Secretariat	Board Secretariat		Nick Price
	Head of Private Office		Adrian Foster
			Greg McGill

Item 1: Minutes of the Last Meeting and Matters Arising

1.   The Board reviewed and agreed the minutes of the last meeting.

1.1 Progress was noted against outstanding actions, for detail see updated Action Log.

Item 2: Update from the Chief Executive (CE)

2   The CE provided an update on:
   a.   Whitehall engagement on court recovery
   b.   Common Platform
   c.   Information Governance and Information Management
   d.   Ongoing work to streamline the performance data reporting to the Board
   e.   Staffing

2.1 There was discussion on Common Platform delivery and risk.

2.2 There was discussion on when the ongoing work to streamline the performance data reporting to the Board would be realised. The CE advised that this was expected in the next quarter.

Item 3: Area Pressures

3.1 The CE provided item context, referencing ongoing work to revise the performance reporting framework, and noting that current pressures are the key issue impacting performance. The CE confirmed that the performance element of the item would be considered 'below the line'.

3.2 Mark Gray, Director of Operations, Digital & Commercial, provided an update on the pressures in particular CPS Areas and trends in Magistrates and Crown courts.

3.3 It was agreed that the Board would receive regular updates on this item.

Item 4: Business Plan 2021-2022

4   Graham Ritchie, Deputy Director of Strategy and Policy, outlined the background to the Business Plan development.

4.1 The Board discussed:
   a.   Future reporting of Success Measures to the Board
   b.   Whether the right level of CV-19 influence has been included
   c.   Progress on Success Measures
   d.   Specific drafting queries on the 'Our People' section

e. People Survey metrics
   f. Whether a list format for the delivery plan format is the correct presentation, or whether this wrongly implies hierarchy
4.2 The CE noted that the detail underpinning the Business Plan would be reported on to The Attorney General's Office (AGO) and the CPS Board.
4.3 The Board thanked the Business Plan team and noted that the plan would go to the Ministerial Strategic Board for endorsement.

Item 5: Board Effectiveness Evaluation Action Plan Quarterly Update
5.1. Dawn Brodrick, Chief People Officer, provided an update which noted:
   a. Positive staff feedback received on the ongoing weekly senior leadership virtual events continue and on the virtual Senior Leadership Conference 2020
   b. That Chief People Officer will soon report formally to the DPP and CE on the executive and legal governance work
5.2. The Board noted:
   a. Its thanks for the work by Secretariat and the Communications team
   b. Staff contact to Members indicates virtual visit attendance is increasing engagement
   c. That future Board attendance by Chief Crown Prosecutors (CCPs) on the wider governance work would be welcomed
   d. The need to reflect actions in staff communications

Item 6: NBCPA Report Update
6.1. The CE provided context to the recommendations from the National Black Crown Prosecution Association (NBCPA).
6.2. Dawn updated on progress on the review of the NBCPA report recommendations and on the broader priorities for CPS 2025 (which included careers and development, reporting processes, staff behavioural standards and social mobility) noting that these were long-term priorities.
6.3. The Board discussed embedding diversity in all training which would be considered in next year's work programme; engagement on the response and development of the tracker.
6.4. Helen Starkey, Head of Strategic HR, assured that the discussion points would be considered further.
6.5. The Board noted that it did not need to see the recommendations tracker at future items, and invited the presenters to engage with Secretariat in advance of the upcoming March item to ensure sufficient time and focus is given.

Item 7: Changing Nature of Crime Update
7. Sue Hemming, Director of Legal Services, provided an update which noted:
   a. The decision of the 22 February Steering Group (which would go to March Executive Group for review) to recommend a North-South directorate model, where extradition and international teams would sit at the heart of the directorate.
   b. That plans for the level of integration with the Proceeds of Crime (POC) team would be considered in the next stages of development
   c. The organisational risk from Child Sexual Exploitation (CSE) and abuse cases
   d. The decision of the 22 February Steering Group (which would go to March Executive Group for review) for there to be a national CSE team to sit alongside the online harms team, which would consider cases involving organised criminality and sexual exploitation
   e. The next steps, which included consideration of staffing requirements
7.1. The Board raised that at the appropriate stage a gap analysis should be completed.

7.2. The Board thanked Sue, Adrian Foster, Nick Price and Greg McGill and requested a 6 month update on directorate plan progress.

Item 8: AOB

8. Caroline Wayman (Nominations and Governance Committee Chair) provided an update on its January 2021 meeting, which noted:
    a. The NGC supported progress noted in a Senior talent and Career Planning update
    b. The NGC were impressed by the Strategic workforce Plan presented, noted the planning and succession risk outlined around skilled staff reaching retirement age and noted the progress reported.

8.1. The DPP provided an update on CCP moves.

8.2. The CE further updated the Board on Information Management and Governance

8.3. Simon Jeffreys (Chair of Audit and Risk Committee) provided an update on the recruitment of 2 new Non-Executive Directors for the Audit and Risk Committee.

Secretariat
February 2021

Next Meeting: 30 March 2021