



Members	Alison Saunders (C)	Lesley Longstone	Secretariat	Jade Whittle-Barnes
	Mark Hammond	Alison Porter	Guests	Mark Summerfield
	Jean Ashton	Monica Burch		Sara Carnegie
	Gregor McGill	Paul Staff		Sam Newhouse
	Jeremy Newman			Christopher Sharp

Item 1: People Survey

1. Mark Summerfield, HR Director, presented the papers. The papers included an overview of the 2017 Civil Service People Survey results, a focussed analysis on the bullying harassment scores and a comparison between the CPS and high performing departments.
2. The Board recognised the positive progress made since 2009. They were pleased to see that the organisation had remained in line with the Civil Service average for the second year running.
3. The Board endorsed the Respect policy launched in July, which was designed to tackle bullying and harassment. It was felt that the increased use of mediation, proscribed by the policy, would be beneficial.
4. The Board also stressed the importance of urgent action with regards to areas and teams that had reported higher levels of bullying and harassment. It was agreed that individual team action plans would be developed and managers would be asked to report progress to the Board.
5. The Board suggested that each Area should appoint a bullying champion to help address issues through mediation or to act as a point of contact for staff.
6. The Board also considered specific training on resilience to help staff cope with issues that were outside of the organisation’s control.
7. The Board recognised the value of recent HR awards including the Working Families Award. It was suggested that further work was completed to highlight this to staff.
8. Methods for increasing engagement with satellite teams were discussed. The Board were pleased to hear that work was ongoing to enable webcams on staff laptops for team and manager meetings.

Item 2: Workforce Planning

9. Paul Staff, Director of Corporate Services, and Jean Ashton, Director of Business Services, presented the papers. The Board considered the following:

- Changing caseloads;
- Cyber-enabled fraud;
- Charging;
- Flexible Court hours;

10. Consideration was also given to recruitment in the future and how best to attract a suitable pool of candidates.

11. Current issues regarding the balance of legal and admin staff were noted, it was agreed that this would come back to the Board at a later date. **[ACTION J1]**

12. The benefits of legal apprenticeships and secondments were considered and the Board suggested looking at work completed in the private sector.

Item 3: Disclosure

13. The Director gave the Board a verbal update on the current disclosure issues and actions that had been taken forward.

Item 4: Senior Roles Review

14. The Director presented the findings of Jo Mercer's review.

Item 5: Horizon Scan

15. Sara Carnegie, Director's Strategic Policy Advisor, presented the biannual horizon scan. The Board were grateful for the comprehensive report and went on to consider the following points:

- RASSO cases;
- Disclosure;
- Brexit preparedness;
- Proceeds of crime;
- International reputation;
- Power to direct.

16. The Board discussed methods of raising the organisations profile, this included social media campaigns and where possible, linking these to trending topics.

Item 6: 2018-19 Business Plan

17. Christopher Sharp presented the papers, which had been previously discussed at Executive Group. The Board discussed and considered a number of issues, these included:

- Police reporting and caseload;
- New bail provisions;
- Time allowed for increasing numbers of precharge consultations;

18. The Board suggested that further thought should be given to the metric on police file quality.

19. The Board discussed future strategy for beyond CPS 2020 – it was suggested that this would be a sensible topic for the next round of Conversations.

Item 7: Any Other Business

20. The Board discussed the upcoming Board effectiveness evaluation.

Secretariat
January 2018