



MINUTES

OFFICE OF THE POLICE AND CRIME COMMISSIONER FOR ESSEX

PERFORMANCE AND RESOURCES BOARD

27th July 2017, 09:30 – 12:30, Chief Constable Conference Room, Essex Police HQ

Core Attendees

- Roger Hirst, Police and Crime Commissioner (RH)
- Jane Gardner, Deputy Police and Crime Commissioner (JG)
- Susannah Hancock, Chief Executive (SH)
- Carly Fry, AD Performance and Scrutiny (CF)
- BJ Harrington, Deputy Chief Constable (BH)
- Vicki Harrington, Director of Strategic Change (VH)
- Debbie Martin, Chief Finance Officer (DM)

Other Attendees

- Richard Jones, Head of Business Partnering and Management Accounting, (RJ)
- Supt Justin Smith, Head of Performance Improvement Unit (JS)
- Adam Pipe, Casualty Reduction Manager (AP)
- Richard Leicester, Head of HR (RL)
- D/Supt Stuart Hooper (for RIPA only) (D/Supt SH)

Apologies

- Abbey Gough, Finance Scrutiny Officer (AG)
- Charles Garbett, Treasurer (CG)
- Mark Gilmartin, Director of Shared Services (MG)

	Item	Action	Owner	Date for Completion
1.	<p>i) Minutes of last Meeting</p> <p>7/17 – Community Safety Hub: VH noted that to be clearer, the third paragraph under 7/17 should begin:</p> <p><i>CSHs work on CSP priorities and whilst there should be alignment these do not always directly correlate to crimes or crime types.</i></p> <p>Performance: BJH raised the topic of where EP should aspire to be in respect of its Most Similar Force Group (MSG), for various crime types and solved rates. It was agreed that EP will review its aspirations and confirm aims in MSG for areas that support the Police and Crime Plan and EP’s Control Strategy. To be completed by the end of August. These will then be included in the performance reports.</p> <p>Star Chamber: it was noted that an extra ‘with’ needs to be removed.</p> <p>Z scores and district data: VH noted that these documents are not to be published. RH noted that, while this meeting would not discuss district by district, the district data would be published as, for example, it is used by CSPs. VH noted that Z scores were not to be published, which was agreed. Ep to ensure that district data is provided to OPCC each month.</p>	<p>Amend minutes</p> <p>Amend minutes</p> <p>Amend minutes</p> <p>41/17 - District data to continue to be published</p>	<p>CF</p> <p>CF</p> <p>CF</p> <p>AG</p>	<p>August 2017</p> <p>August 2017</p> <p>August 2017</p> <p>Each month</p>
	<p>ii) Action Log</p> <p>108/16: PNL</p> <p>CF advised that she has a report and a data set from EP concerning crime, and has also checked her own files, and has another document on PNL and RTCs.</p>	<p>CF to review documents and revert</p>	<p>CF</p>	<p>September 2017</p>

	<p>She will review and advise on next steps as soon as possible.</p> <p>For closure 113/16: Forward look 98/16: Staff numbers in finance report 4/17: HR data pack 5/17: Specials recruitment 19/17: Recruitment profile 74/16: Rank Analysis in Leavers Report. With a further update to be provided in September 25/17: Monthly performance report additional context 1/17: DVPN/DVPO. To be included in the academic work on DA that is being commissioned.</p> <p>Deferred 21/17 101 call handling. Discussed in a meeting on 25 July 2017 between SH, RH, BJH. 101 call handling to return to this meeting in September.</p> <p>22/17 CCTV. RH noted the concerns that are raised with him about this issue by the public, especially from burglary victims who have CCTV evidence and try to pass it to EP. BJH noted that the difficulty lies partly in storage, including the type of evidence provided (data stick, CD, whole units). Digital media coordinators are in their training phase now and will be deployed to six LPAs. SH noted that there is an IT Business Case expected in the Autumn to deal with uploading of evidence, ahead of the national solution.</p> <p>23/17: Body worn video roll-out. BJH noted data storage issues and that it is likely that there will be a more substantive update in October.</p>	<p>CF to amend the action log</p> <p>BJH to report on 101 call handling</p> <p>Substantive update to be provided</p> <p>RH to progress</p>	<p>CF</p> <p>BJH</p> <p>BJH</p> <p>RH</p>	<p>August 2017</p> <p>September 2017</p> <p>October 2017</p> <p>August</p>
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	<p>Open 67/16 Community safety hubs. RH to progress with CCC and through Estates Board</p> <p>iii) Forward Plan The forward plan was reviewed and no changes were requested</p>	Chelmsford hub with CCC		2017
2.	<p>Roads Policing AP introduced the report and the SERP (Safer Essex Roads Partnership) road delivery plan. AP noted that it is likely that a true reduction in all months in 2017 (apart from June) has occurred. There are still three main areas of concern:</p> <ul style="list-style-type: none"> ▪ Young Drivers & passengers 17-25 ▪ P2W Motorcyclists including young riders (Mopeds) ▪ Older drivers 76+ <p>Canvey Island in particular is impacted by mopeds. AP noted that Thurrock LPU is using s59 of the Police Reform Act and crushing the bikes seized where possible. ECFRS is engaged with some of these groups although there remain challenges. SH asked about what campaigns SERP has planned. AP noted that a new Communications officer will join shortly.</p> <p>AP noted that EP is projected to deliver 68,635 educational courses by the end of 2017, and EP is 11 per cent ahead of that projection at present. RH asked how EP knows that the courses work. AP noted that there are independent evaluations at a national level which shows that they do. EP has carried out some of their own work on reoffending, which would corroborate the national evaluations in that courses do work for low level offending.</p>			

	<p>AP noted that EP receives footage which is used to prosecute, and the very few cases go to court because of the quality of the footage. EP receives footage from car drivers, horse riders, cyclists and it must be embraced by the force.</p> <p>AP noted that there is a growth bid to expand on the ANPR and dash cam capability of its fleet, as well as for drug wipes.</p> <p>AP is working with Maldon District and Chelmsford City in respect of new homes to ask developers to contribute to average speed systems and enforcement. RH suggested member development sessions.</p> <p>AP noted that most of those signed up to community speedwatch are from mid-Essex to the north but AP's team is working on the south. Additionally, some of the Cadets are trained to cover the south.</p> <p>20 mph zones: AP clarified that some ECC could not assure EP that all of the zones were lawful and so this has affected enforcement action. RH will send a letter to Cllr Grundy to ask what action he will take to provide EP/OPCC with reassurance.</p> <p>BJH noted that the next Roads Report should include success on tackling in roads</p>	<p>25/17 - LG to make contact with AP to set up sessions</p> <p>26/17 - AP to draft a letter from RH</p> <p>27/17 - AP to include crime in next Roads Policing Report</p>	<p>LG/RH /AP</p> <p>AP/RH</p> <p>AP</p>	<p>August 2017</p> <p>August 2017</p> <p>TBC</p>
3.	<p>Investigatory Powers: part B</p> <p>D/Supt SH noted that the new powers will require an update in software in order to record police action and decisions accordingly.</p> <p>Ethical considerations of the new Act are discussed at the national board. RH asked if these would also be considered by the EP ethics board. BJH noted that</p>	<p>28/17 - D/Supt SH to table items as necessary at Ethics Board</p>	<p>D/Dupt SH</p>	<p>September 2017</p>

	<p>D/Supt SH should consider and table those elements at the Ethics Board if he thinks necessary.</p>			
<p>4.</p>	<p>HR and Sickness Report</p> <p>RL noted that he had just had confirmation that around 60 new officers are through, so EP should now only be one or two under establishment, and should be comfortably be sitting at or over by the end of the year. RL noted that there are 37 BME applicants in the recruitment pool at the moment which is the highest number EP has ever had.</p> <p>RL noted that there are 170 vacancies at end of June for police staff, a reduction of 15 from the previous month. RL noted that the prioritisation of officer and Specials recruitment has had an impact on staff recruitment.</p> <p>There are 6 PCSO vacancies, and there is a healthy interest in those wishing to return to being a PCSO.</p> <p>RL noted the rigour on recruitment of Specials. It is anticipated that approximately 140 new Specials will be recruited between 01 July 2017 and 31 March 2018; previously it was thought that this would be 180. There are 310 booked on to assessment centres over next three months.</p> <p>SH asked when EP would anticipate doubling the numbers of Specials as per ambition in PC Plan. RL noted that, at present progress, it will be challenging and this will need to be re-profiled. DH noted the nature of recruitment campaigns and that we are now in the downward trajectory, and asked when the next push is planned. RL noted that the media team is working on this throughout this year.</p>			

<p>RH noted that the HR information stated that the officer numbers would be at 2848 but that the finance report states 2840, with the numbers being 2800 now. RL noted that the HR paper was more up to date. RH noted that the finance report stated EP would be 30 under, and then 130 under at the end of the year.</p> <p>BJH noted that next month, the establishment would reduce by 92 because CT officers would be handled by Bedfordshire. EP gets CT grant money from the Home Office and employs the officers. As of 01 July 2017, responsibility for CT goes to the region, and the region then makes a choice about how they seek to deliver the policing. There will be 82 EP officers working as part of the region for which EP will get 82 salaries. Prior to that EP had 92 salaries. It was noted that because they are specialist officers, they may not return. A final figure is likely to be 2719 EP officers.</p> <p>Sickness report JS noted the positive picture in respect of projections of sickness, and that EP has gone from 42 to 33 nationally (improved) in respect of officer payroll lost 5.3 per cent of lost payroll hours. Police staff now at 18 from 35 nationally (improved). Absence for psychological reasons features heavily.</p> <p>RH asked about the reasons for PCSO sickness and JS noted that the reasons seem to be musculo/skeletal. His team is carrying out deep dive to understand this because it is so high. RH asked if the reduction is use of 'miscellaneous' had had an impact. JS said it likely had, and that the changes that happened with redundancies would also have had an impact.</p> <p>CF asked if basing projections on the first three months of the financial year would be correct, as the latter months tend to see a spike in flu and so on. RL noted that this was probably not correct but that it had proved difficult to project accurately across the year in the past.</p>	<p>29/17 - RL to include secondment arrangements as new category in next the HR report with clarity that these are still commissioned by PCC but placed within Beds as per regional arrangements.</p>	<p>RL</p>	<p>September 2017</p>
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<p>5.</p>	<p>Finance i) 2017/18 Monthly Finance Report RH noted p19 as against the opening page, where two different pictures are presented. RH noted that at first, the largest underspend appears to be contract cleaning but is in fact police pay (p19). This should be more transparently presented in report.</p> <p>DM said that police pay was covered in a different section of the report.</p> <p>RH asked how the current year virements have arisen? He noted that they total £6.2M and that he has not had a paper requesting such virements nor had he agreed it. RH noted that the current budget has not been changed and so the report should not state virements and budget, only 'current budget'. BJH acknowledged this and accepted RH needed to be consulted as the PCC prior to any sign off</p> <p>RH noted the reduction in projection of capital receipts and that the report should make proposals on what is to be done if it is considered that the forecast is down. The report should not present the reduced forecast as an agreed position.</p> <p>Section 5: allocation of underspend: this was not agreed by RH. It was clarified that 'staff bank' meant 'pool of staff'.</p> <p>RJ asked RH if he wanted pay in the section 'top five over and under'. RH confirmed that he did.</p>	<p>30/17 - Formal virement requests to be made of the PCC</p> <p>31/17 - Report to state 'current budget' unless virement request made and accepted</p> <p>32/17 - Finance report to reflect more accurately the estates board discussions</p> <p>33/17 - Underspend not to be allocated as per report</p> <p>34/17 - Pay to be included in top five over and under spends</p> <p>35/17 - Meeting to be arranged between BJH, CG, DM etc to discuss</p>	<p>DM</p> <p>DM</p> <p>DM</p> <p>DM</p> <p>DM</p> <p>SH to arrange</p>	<p>Ongoing</p> <p>August 2017 onwards</p> <p>August 2017 onwards</p> <p>August 2017</p> <p>August 2017</p> <p>Aug 2017</p>
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	<p>ii) ZBB (verbal update) DM noted that RSM (Nick Pinsett) gave a presentation on work so far to EP and the OPCC. This concentrated on LPTs and assumed no overtime, sickness, or training. RSM want to do some further work to check on any double counting at cost of £20K. CF noted that she thought RSM had allowed for a 5 per cent abstraction to cover all three categories and RJ confirmed that this was correct. RH noted that this needs to serve to inform the work that PA is doing</p> <p>iii) Transformation Savings VH noted that there is a £60K shortfall and that this is based on an assumption of zero increase in the precept.</p> <p>BJH noted that the Management Review is underway and that the Command Review must come first because there are a number of commands that need certain ranks for certain tasks. From this, the base level will be established and the review will move into the next phase.</p> <p>RH asked where the £8.1M cost pressure was going to come from. DM noted that this assumed a one per cent pay pressure from September. RH noted that it would be useful to include where the pressure comes from in the next report and that the report needs to be revitalised for the September meeting.</p> <p>Analysis of resources required for the force to operate more effectively Deferred. Captured under matters arising and will be subject to another meeting.</p>	<p>virements and agree a process for PCC sign off.</p> <p>36/17 - Check that RSM and PA work is not being duplicated</p> <p>37/17 - Cost pressure(s) to be included in next savings report</p>	<p>VH</p> <p>VH</p>	<p>August 2017</p> <p>August 2017</p>
6.	<p>Performance</p> <p>i) Monthly Performance Report</p>			

	<p>BJH noted that ‘all crime’ has increased but that EP is not out of kilter with other forces. He said that EP is not happy with this as there are still 7000 more victims of crime. He noted that burglary is in a minor reduction over the rolling 12 months, and is not a statistical exception. The solved rates are also down. Violence with injury will be a focus of force-wide Synergy on 31 July 2017.</p> <p>RH noted that it is of concern that a steady increase is now a sharp increase, and that the pace of deterioration has risen. VH noted that this is part of a national pattern. RH acknowledged this but noted that the meeting did not have any analysis of cause and effect.</p> <p>BJH noted that improved crime data integrity may have had an impact. RH noted that it may have done but that EP and the OPCC need to also consider and accept that there is a rise in crime as there is no analysis on what underlies the increase. RH noted that the public is being informed by different sources that the increase is due to the reduction in officers, and if this is accurate then then as PCC, RH needs to understand this and campaign with national government for a lift in the precept cap. BJH noted that it is difficult to illustrate the precise reasons why. RH noted that different districts show much larger rates of deterioration in the solved rate.</p> <p>VH noted that the difficulty is that the CSEW does not show an increase. RH asked if the sampling was robust. VH noted that the sampling is robust and probably a gold standard, and that the survey is useful for national but not for force level comparisons.</p> <p>RH noted that it does not appear as though any crime type is being changed because of increased attention to crime data integrity and that it appears as if crime is increasing.</p>	<p>38/17 - Note on comparisons between national, and EP data</p> <p>39/17 - Percentage change in crimes to be provided</p>	<p>VH</p> <p>VH</p>	<p>August 2017</p> <p>August 2017</p>
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	<p>RH noted that the report should note whether EP is 'third best' or 'third worst' in its MSG. VH noted that the asterisks in the report give an explanation.</p> <p>HMIC Tracker EP will provide six-monthly reports on progress against HMIC recommendations.</p> <p>Agreement that OPCC could review the HMIC tracker to analyse progress.</p>	40/17 – VH to update on the future approach to HMIC report	VH	Date to be added to forward plan
7.	<p>AOB None</p>			
8.	<p>Date of next meeting – 31st August 2017 GF01, Kelvedon Park, London Rd, CM8 3HB</p>			