

Joint Performance and Resources Scrutiny Meeting
27th January 2017
13:00, Conference Room, Hoffmanns Way

Roger Hirst, Police and Crime Commissioner, OPCC	RH
Susannah Hancock, Chief Executive, OPCC	SH
Charles Garbett, Treasurer, OPCC	CG
Abbey Gough, OPCC (notes)	AG
Adam Kendall, Interim A/Director for Performance	AK
Matt Horne, Deputy Chief Constable, EP	MH
Vicki Harrington, Director of Strategic Change, EP	VH
Mark Gilmartin, Director of Shared Services, EP	MG
Richard Jones, Management Accountant and Insurance Manager, EP	RJ
Debbie Martin, Chief Finance Officer, EP	DM
Richard Leicester, Head of HR, EP	RL
Dean Chapple, Performance Improvement Unit, EP	DC
Paul Wells, Supt	PW
Steve Worrton, ACC	SW

	Item	Action	Owner	Date for Completion
1.	<p>i) Minutes of last Meeting Minutes of the last meeting agreed</p> <p>ii) Action Log 67/16 – RH confirmed that discussions are taking place with Chelmsford regarding the CSP hub. MH said he would pull together potential costs and implications of CSP hubs as part of February agenda.</p>			

	<p>76/16 & 77/16 – MH provided an update on Essex rape data compared to other forces and noted that Essex was not a significant outlier. It was agreed that both actions would be closed however additional action 88/16 would be noted for EP to set up a rape scrutiny panel and the OPCC would be involved. SH to discuss with MH and liaise re, potential links to partner organisations.</p> <p>iii) Forward Plan RH asked the meeting if there were any topics which should be included on the Performance and Resources forward plan for 2017/18. MH noted the ongoing work linked to online offences and the potential risk to Essex Police. Topic to be included on the March agenda.</p> <p>RH raised FCR/101 reporting and changes to the department, it ‘was agreed that this would be included on the June Agenda.</p> <p>iv) National IT Projects MG presented the National IT Projects paper and noted the potential slippage with ESMCP and the increased cost implications for Essex Police. A six month slippage was estimated to cost in the region of £1m. It was noted that £4.6m was currently amber within the capital programme for the purchase of devices. This Home Office will recommend three devices for forces to purchase locally.</p> <p>There are a number of projects which are nationally supplied; MG noted that the uplift in cost is passed onto individual forces. CG said that costs have increased significantly in the last 5 years.</p> <p>RH asked MG to provide additional section to report which includes cost details for the last three years and forecasts for the next three years.</p>	<p>88/16 – EP rape scrutiny board to be set up and MH to liaise with SH regarding the OPCC involvement and links to partners.</p> <p>89/16 – MG to provide additional details on National and Third Party Cost Increases including last three year and three year forecast.</p>	<p>SH/MH</p> <p>MG</p>	<p>28th February</p> <p>28th February 2017</p>
2.	<p>Digital Forensics SW explained the background of the Digital Forensic structure and the plan to introduce a single site at Maidstone. Essex would then utilise a digital gateway to minimise the physical transfer of exhibits to Kent. A satellite base was kept in Essex. A PIR was completed in September 2016</p>			

	<p>following concerns regarding the impact to quality of service in Essex. SW said that following the PIR there would be 1 FTE Digital Forensics Team Leader post and 3 FTE Digital Forensic analyst posts recruited to in Essex.</p> <p>SW said that they were looking to reduce the number of categories from four to three and then three to two, in order to streamline the approach.</p> <p>It was noted that some urgent exhibits are taken to Kent to be processed. There is an increase in both Essex and Kent regarding the number of items processed.</p> <p>RH asked if there was a cost benefit in completing analysis quicker. SW said that the longer time taken to analyse a device may result in other lines of enquiry being investigated. SW noted that that change from 90 days to 28 days was linked to the changes in pre charge bail and simplifying the process.</p> <p>SW anticipates have all post filled by September. RH asked if this could be brought back in October. SW said that the unit would be given accreditation by the Forensic Regulator.</p>	<p>90/16 – SW to bring update on Digital Forensics performance to October meeting</p>	<p>SW</p>	<p>October 2017</p>
<p>3.</p>	<p>Serious Violent Crime</p> <p>PW introduced the draft Crime Prevention Strategy which is currently with partners for comment. PW said that local issues were being looked into to establish why there are high rates of violence in some districts.</p> <p>RH said that he felt the draft plan looked very good. RH asked whether EP expected to see violent crime reduce following the implementation of the plan; MH said that EP would hope to stop seeing an increase in violent crime and work more effectively with partners.</p> <p>VH said that it would be possible to track the national trend from the crime survey against force performance to see the trend. MH said that the</p>			

	<p>following were factors in the increase in crime; population growth, displacement from London, domestic abuse and night time economy effect. MH said that EP does have the power to close down bars if there is a fear of violence.</p> <p>RH, MH and SH to discuss the underlying drivers, police strategy relating to serious violent crime.</p> <p>It was discussed that the strategy could be taken to the OPCC Conference in March and discussed with partners. MH confirmed that there would be a communications programme following the consultation and would like into the PCC public engagement.</p>			
				<p>91/16 – SH to consider how the crime prevention strategy could be included within the OPCC Conference</p> <p>SH</p> <p>28th February 2017</p>
4.	<p>Performance Reports</p> <p>VH said that there has been an 8.8% increase in all crime and Essex is now 23rd nationally when compared to other forces and third with in our Most Similar Group (MSG). Solved rate in Essex has decreased to 20.2%.</p> <p>VH noted that there has been an increased in the number of violence without injury, and harassment cases relate to one third of the increase. Details like this will be included within the new performance reports template.</p> <p>RH asked if the Crime Tree could include three months data for both quarter on quarter and year on year change data.</p>			<p>92/16 – VH to include 3 month on month data in the performance reports</p> <p>VH</p> <p>28th February</p>
5.	<p>Finance</p> <p>i) Exception Report</p> <p>DM noted that forecast overspend has decreased to £624k and is likely to reduce further in month 10. DM noted that the capital reserve is now in deficit. Working is taking place to review Christmas overtime cost. DM confirmed that all underspends have been allocated and actual spend is now coming through.</p>			

	<p>RL confirmed that EP were aiming for 2850 officer FTEs with two 40 intakes planned for January and February and 60 planned for March.</p> <p>DM noted that the 2886 included within the 2017/18 budget is based on the November profile.</p> <p>DM said that cash flow was a key concern for EP and noted that consideration was being given to payment rates twice yearly rather than monthly. In addition the Treasury Management Strategy is being updated. It was agreed that the strategy should go to COMG and also to a future Strategic Board.</p> <p>ii) Transformation Savings</p> <p>It was noted that £3.56m additional savings are required for 2017/18 and EP are currently £1.8m short. RH said that focus now needs to move towards 2017/18 savings.</p>			
6.	<p>HR Quarterly Report</p> <p>i) Data Pack and Commentary</p> <p>RL said that they were focused on achieving the target of 2850 officers and a new recruitment portal has been put in place. RL also noted that police staff recruitment is very busy with a number of areas looking to recruit including IT and Procurement. RL said that there had been a number of applications for the roles in Procurement, an area which has previously been difficult to recruit to.</p> <p>HR are currently reviewing the PSCO numbers and at what stage any further recruitment would be suitable.</p> <p>RL said that there was a reduction in the number of specials being recruited with approximately 50 of the current special team looking to move across to full time police officer roles. RL said that there was a detailed plan to increase recruitment and that there was extra staff working on this.</p>			

	<p>RL and MH agreed that the specials scorecard should be sent through to RH.</p> <p>RL said that both Essex and Kent are recruiting which is a challenge for the HR team. RL said that a number of different media platforms were being used to promote careers such as Facebook. MG said that it was important to ensure that quality was maintained as cohorts followed on from each other. RL confirmed that this was on the HR risk registered, however MH said that a discussion should be had to consider what the EP tolerance level is before this becomes a force risk.</p> <p>ii)Attendance Management</p> <p>DC noted that there was a reduction in payroll hours lost in quarter 3 compared to quarter 3 in 2015/16. It was noted that recent restructures and job uncertainty had resulted in some increases of psychological sickness. DC said that there was a positive forecast for the end of the year compared to the previous three years.</p> <p>DC noted that there is additional work taking place with regard to psychological sickness such as the Feel Well, Live Well programme which is now running.</p> <p>DC provided an update regarding the potential limited duties legislation change. It is anticipated that the changes are at least one year away from taking effect. Further work is taking place for adjusted duties and ensuring that officers are fully utilised.</p>	<p>93/16 – Specials scorecard to be sent through to RH</p> <p>94/16 – VH and MH to discuss force tolerance level regarding HR recruitment and inform RL when this should be escalated to the force risk register</p>	<p>MH</p> <p>VH/MH</p>	<p>28th February</p> <p>28th February</p>
7.	Date of next meeting – 28th February 2017			