



MINUTES

OFFICE OF THE POLICE AND CRIME COMMISSIONER FOR ESSEX

PERFORMANCE AND RESOURCES BOARD

28th September 2017, 09:30 – 12:30, FF33, OPCC, Kelvedon Park

Core Attendees

- Roger Hirst, Police and Crime Commissioner (RH)
- Susannah Hancock, Chief Executive (SH)
- Charles Garbett, Treasurer (CG)
- BJ Harrington, Deputy Chief Constable (BH)
- Vicki Harrington, Director of Strategic Change (VH)
- Debbie Martin, Chief Finance Officer (DM)

Other Attendees

- Abbey Gough, Finance Scrutiny Officer (AG)
- Richard Jones, Head of Business Partnering and Management Accounting, (RJ)
- Matthew Tokley, Corporate Finance Manager, (MT)
- Richard Leicester, Head of HR, (RL)
- Supt Martin Wilson, (MW)
- James Ockendon, (JO)
- ACC Carl O'Malley, (COM)
- Adam Eckley, A/Chief Fire Officer, (ECFRS)
- Tracy King, Head of Performance,(ECFRS)

Apologies

- Jane Gardner, Deputy Police and Crime Commissioner (JG)
- Mark Gilmartin, Director of Shared Services (MG)

	Item	Action	Owner	Date for Completion
1.	<p>i) Minutes of last Meeting</p> <p>Minutes of the last meeting were agreed.</p> <p>ii) Action Log</p> <p>44/17 – CTIU Officers – discussion was held regarding the CTIU agreement that this was signed by the seven forces and PCCs. DM confirmed that the officers were employed and paid for by Essex Police, although funding was national. RL noted that there is specific guidance which is followed when reporting on seconded officers, and said that there are different approaches to this reporting across the region which can cause confusion. RL said that he would send the seconded officer data to finance to incorporate into the October report. Action to remain open until this is complete.</p> <p>48/17 – Hate Crime Data – Report presented. BH said that the detailed report highlighted the areas where religious hate crime has taken place and the numbers. Local areas will be looking to replicate a similar methodology as Colchester.</p> <p>51/17 – Finance – it was noted that the budget does take into account the varying pay levels associated with experienced officers and with new recruits.</p> <p>52/17 – Burglary – BH said that following conversations with the EP head of media, it was acknowledged that at present there was a risk that media stories</p>	<p>53/17 - DH to liaise with DH to collate the smaller good news stories for use at</p>	<p>DH</p>	<p>October 2017</p>

	<p>could undermine the work taking place in this area and that they should not seek to release proactive stories at the present time. RH said he would speak to DH and ask him to link in with GN to discuss the smaller, local stories which could be used at public meetings.</p> <p>iii) Forward Plan</p> <p>The topic of Local Policing was discussed and it was agreed that in order to have a suitable in depth report, that Local Policing should be broken down into three sections, Community Policing Teams (CPTs); Investigations and Local Policing Teams. The first topic would be CPTs which would be presented at the Oct meeting.</p>	<p>public meeting</p> <p>54/17 - Local Policing to be covered as three reports in October - CPT, November - Investigations and December - LPT</p>	<p>BH</p>	<p>October 2017</p>
<p>2.</p>	<p>Anti-Social Behaviour</p> <p>BH introduced the report and noted that there have been changes in the structure of the ASB teams. For example, there was now only one specialist ASB officer per LPA when previously it had been one ASB officer per district. RH asked about the impact of the changes in structure and if local councils dealing with low level ASB had been successful.</p> <p>RH also asked for a forward looking statement to be provided in the ASB report and presented at the October Performance and Resources Board. BH agreed to review the format of reports more widely as they currently were not meeting the agreed format.</p> <p>SH asked about links between ASB team and community safety hubs.</p>	<p>55/17 - BH to provide an ASB update which includes the link between ASB teams</p>	<p>BH</p>	<p>October 2017</p>

	<p>BH said that this would be provided and that he would include details of how the ASB team is linked and supports the CPTs. Also ASB data should be included within the report and the link to CSP initiatives. BH noted that the next steps were to ensure that an ASB officer was recruited to the West LPA.</p>	<p>and how they support CPT. Also to include ASB data and forward looking statement.</p>		
3.	<p>Mobile First</p> <p>MW introduced the Mobile First paper, highlighting that there were now over 2,000 smartphones issued across Essex Police with further phones being purchased for Specials on independent patrol. Recent survey results suggest that there is a good level of satisfaction across the force since using the devices. Car chargers, stands and keyboards have recently been purchased to allow officers to complete their work more effectively.</p> <p>Essex Police officers are currently saving an average 26 minutes per shift from the Mobile First technology; when this was previously reported to the board the savings were at 17 minutes. Whilst there are no cashable savings which can be identified there are significant efficiency savings. Anecdotal feedback from frontline officers is currently positive.</p> <p>MW highlighted the positives steps being taken in regard to PNC training for officers and the planned HCL Solutions upgrade due to take place in the coming months. MW also notified the meeting that a bid had been submitted to the Home Office for £50k which would allow for the biometric identification to take place.</p> <p>Discussion was held about the potential carbon savings which could take place through the use of this technology. MW noted that whilst carbon saving would be important, for Essex Police there would also be an expectation that the miles saved would be reused in crime hotspots to other areas. MW said that he would</p>			
		<p>56/17 - Environmental</p>	<p>MW</p>	<p>October</p>

	<p>look to express the environmental benefits of Mobile First such as carbon savings.</p> <p>RH commented on positive progress of Mobile First and the impact it was having.</p>	<p>benefits of Mobile First to be detailed such as carbon saving</p>		<p>2017</p>
<p>4.</p>	<p>IT – Athena Update</p> <p>COM introduced the Athena paper and noted that the paper was presented as a ‘temperature check’ on Athena in Essex alongside the views of users. The latest version of Athena was updated during July and September. There were a number of issues and following this it was noted that there was drop in confidence across the force with regards to Athena.</p> <p>COM said that there were a number of outstanding issues with Athena which had not yet been resolved. It was noted that there were a number of Change Control Notice (CCNs) in train, however they had stalled because the focus remains on stabilising the system and bringing in the other forces. Management information available through Athena is not yet good enough and often it is difficult to extract information from the system. It was noted that there has been an increase in the amount of intelligence submitted through Athena however this had led to resource issues.</p> <p>Going forward it was noted that consideration needs to be given to the stability of the system over the introduction of additional functionality.</p> <p>COM said that the recent slow running of the system was as a result of a number of script errors and problems. Whilst the system was beta tested offline, the complexity of the system means that these problems are not always found.</p>			

	<p>COM noted that MG was due to produce a report on the contractual implications of Athena. . COM also raised concerns regarding the differing business processes which Athena forces apply.</p> <p>RH thanked COM for the report and noted the content of the report.</p>			
5.	<p>Plan on a Page</p> <p>VH introduced the paper which maps the Essex Police priorities from the Plan on a Page against the Police and Crime Plan.</p> <p>VH said that for some of the priorities it was not possible for Essex Police to set aspirations for improvement, on the basis that they (EP) were not the main influencer of performance. An example was priority 7, improving safety on our roads.</p> <p>RH asked whether this was the case and reflected that we should also commit to partnership performance as EP were key members of the SERP board. SH reflected that improvements against other measures such as violence with injury, were also based on partnership effort.</p> <p>RH pleased with progress of report and aspirational targets against MSGs. It was agreed that the MSG aspiration spreadsheet would be updated quarterly to be included with the performance reports; however the rationale would be removed to allow publishing of the report.</p>	<p>57/17 - VH to provide updated MSG aspirations which will be included with the performance reports, with the rationale removed for publication.</p>	VH	December 2017
6.	<p>Finance</p> <p>i) Month 5 Exception Report</p> <p>DM said that the forecast overspend is currently £0.161m. There has been a movement in the police officer pay forecast of £546k due to an additional 46 probationers being programmed in 2017/18. It was noted that a new virement</p>			

<p>protocol has been produced however this needs to be signed off by the PCC.</p> <p>DM noted that there has been an increase in the pension forecast due to auto enrolment of officers into the pension scheme. This forecast may change throughout the year as members opt out of the pension scheme.</p> <p>CG noted that consideration is being given to IT investment projects and which ones could be funded from revenue funding. Jules Donald is currently looking into this. An update would be provided to the Strategic Board in October.</p> <p>MT discussed the Police Objective Analysis (POA) and said that this had been recently completed and feedback had been received on areas where Essex Police was an outlier. Some changes are being made and Essex Police are content with the remaining outliers and the reasons for those outliers. MT said that this data would be used within the Value for Money profile to be issued in November.</p> <p>MT noted that some of the changes in Public Protection were in part due to restructuring however MT said that he would look into the detail and provide analysis and variance to the PCC.</p> <p>RH noted that the POA for cyber-crime appeared small. MT said that the splits are defined and that a significant proportion would be included with the economic crime category.</p> <p>The budget timetable has been shared and was noted by the board.</p> <p>ii) Transformation Savings</p> <p>VH noted that the savings plan was unchanged since the previous report. It was</p>	<p>58/17 - Analysis and variance details of Public Protection POA to be provided to PCC</p>	<p>MT</p>	<p>October 2017</p>
--	--	-----------	---------------------

	<p>noted that details of the £8.1m savings in 2018/19 would be presented to the Strategic Board in October. VH confirmed that the savings linked to the future management review have now been reduced.</p> <p>Discussion was held on the additional investment details included within the pack, RH said he wanted further details on the unavoidable cost pressures. It was agreed that the 2018/19 unavoidable cost pressures would be discussed at the Strategic Board. Following this meeting, details detail of the 2017/18 cost pressures could be added if required.</p>			
7.	<p>Performance</p> <p>i) Monthly Performance Report</p> <p>VH provide a brief overview of the monthly performance report; it was noted that violence with injury had decreased and in August it was not a statistical exception for Essex. Domestic Abuse had increased however this was a statistical exception for Essex. VH informed the board that a deep dive into robbery would be taking place at the next Synergy meeting.</p> <p>SH asked if there was any update on the inclusion of DA repeat victim data. VH said that this was an Athena issue but would provide an update of when this will be available for inclusion within the monthly reporting pack.</p> <p>ii) Quarterly Performance Report</p> <p>RH and SH noted the high quality of the revised quarterly report which was very informative and could also be used to inform the Police and Crime Panel. It was agreed that the report would need to have the self-assessment page removed prior to sharing with the panel but everything else could be shared.</p>	<p>59/17 - VH to provide an update as to when the repeat victims of DA data will be included in the monthly reporting pack</p>	VH	October 2017
7.	AOB			



	None			
8.	Date of next meeting – 30th October 2017 Kelvedon Park, London Rd, CM8 3HB			