

MINUTES

OFFICE OF THE POLICE, FIRE AND CRIME COMMISSIONER FOR ESSEX

ESSEX POLICE PERFORMANCE AND RESOURCES BOARD

31 October 2019, 11.00am to 1.00pm, GF01, Kelvedon Park

Present:

Jane Gardner (JG)	Deputy Police, Fire and Crime Commissioner (Chair)
Pippa Brent-Isherwood (PBI)	CEO & Monitoring Officer, PFCC's office
Dr Vicki Harrington (VH)	Director of Strategic Change
Pippa Mills (PM)	Deputy Chief Constable
ACC Andy Prophet (AP)	Assistant Chief Constable
Richard Leicester (RL)	Director of HR, Essex Police and Kent Police
John Burgess (JB)	Head of Performance Improvement Unit
Mark Johnson (MJ)	Head of Analysis, Essex Police
Debbie Martin (DM)	Chief Finance Officer
Amanda Cuffley (AC)	Finance Business Partner, Essex Police
Abbey Gough (AG)	Treasurer and Section 151 Officer, PFCC Office
Anna Hook (AH)	Head of Performance & Scrutiny (Policing & Crime), PFCC's office
Claire Putnam (CP)	Board Support Officer, PFCC's office (Minutes)

Apologies:

Roger Hirst (RH)	Police, Fire and Crime Commissioner
Mark Gilmartin (MG)	Director of Shared Services

1 Introduction and welcome

JG welcomed all to the meeting and apologies from RH and MG.

2.i Minutes of last meeting

2.i.1 VH stated 3.6 should read managing Sex Offenders via a Sex Offenders Register

2.i.2 PM stated that 3.9 should read Force Growth Plan has changed to fill existing vacancies first.

2.i.3 VH stated that 6.2 should read , £250,000 was removed from the cashable savings for 19/20 and they will look to review for 20/21.

2.i.4 VH asked for the 4 to be removed in 9.3

Further to these amendments, the minutes of the previous meeting of 26 September 2019 were approved.

There were no matters arising.

2ii Action Log

33/19 - Close
35/19 - Close
36/19 - Leave open
38/19 - Close
40/19 - Close

41/19 - Close
42/19 - Close

2.iii Forward Plan

Tackling Gangs and Organised Crime update to be moved to January.

Monthly Performance reports, VH stated there's an issue with December, January, February, April, May and June dates, AH & JG confirmed they are happy to accept the papers late for those dates. However, AH asked if necessary can someone from the Force be available to give a verbal briefing if anything major changed in order to help mitigate for late receipt.

3 Police and Crime Plan Deep Dive – Breaking the Cycle of Domestic Abuse

- 3.1 AP took the Board through the Deep Dive paper and the Force is currently reviewing the level of resource allocated to key investigative functions including domestic abuse.
- 3.2 There is an increase in DA offences reported, this is as a result of both an actual increase in crime, combined with better Crime Data Accuracy and changes to Home Office Counting Rules (mainly in relation to Stalking & Harassment). 14% of DA crimes are solved with a positive outcome. Resourcing in regard to response investigation, safeguarding has been static so the Force is actively looking at this.
- 3.3 AP stated that while the number of solved offences has increased by 106 offences, a 3.4% increase (3,201 solved outcomes), the DA solved rate has decreased by 3.6% points to 11.2% during the same period.
- 3.4 Domestic Abuse Act is currently going through Parliament, which is looking at introducing a range of new measures. DVPO's (Domestic Violence Protection Order) at the moment allow the Force to prohibit behaviour (you may not go to the victim's address, you may not go out after a certain time at night etc) whereas the DAPO's that the government are looking to introduce will require positive behaviour (you will go on a drug and alcohol program, you will do something positive etc) so it will give the Force more powers going forward.
- 3.5 AP updated the Board on the Synergy meeting which looked at DA performance and the Forces ambition to improve, given that a third of all violence is DA. The Force are attending 7 out of 10 calls within emergency time, this is driven by a shortage of response drivers and there is a plan in place to address this which will see March 2020 onwards seeing a real improvement in response around DA. There's also a 20% increase in outcomes when Body Worn Video is used and shown in interviews.
- 3.6 JG stated that she spent the afternoon at the Synergy meeting and it was apparent how keen the Force is to think across the system and the front end piece on prevention and what other partners can do is important. JG also stated that as she chairs the SETDA Board she feels there's more she can do with AP to focus and help the Force in what they're doing and to build on the foundations.
- 3.7 AH stated that the piece on improved use of Body Worn Video was important and led on to thinking around use of it with the CPS and asked if there was an update. AP confirmed the Force has started to see an increase in evidence based prosecutions and seeing footage successfully transferred through Athena to the CPS which can be mapped. Expectation is to use Body Worn Video in interviews and there needs to be justification as why it's not been used.

Action: 43/19

AP to send AH the report on Body Worn Video usage with the CPS.

AP left the meeting at 11.20am

4 HR, Sickness and Attendance Management, Staff Performance Reports (Quarterly)

- 4.1 RL gave a brief overview on the report and explained that the Force was working towards the currently agreed establishment of 3218 and as of the end of September they were only 36 below that. There have been 111 new joiners since the last report in June and so far this year 272 new officers have been recruited. Still have vacancies for Officers in a number of key areas, SCD, OPC, Firearms, Support Services and PPU and due to the number of people in training these are managed through the force resourcing panel.
- 4.2 RL stated that Specials recruitment continues to be positive with 519 in post which is an increase in 4 since last reported. Challenges continue to be around Specials leaving to become Regulars, however, national figures show that Essex still have the second largest Specials Constabulary in England and Wales and are the fastest growing.
- 4.3 A strong recruitment plan is in place and there is the ability to recruit a further 280 officers this year. Ambitious intakes in February and March although not confirmed as yet.
- 4.4 The representation of Black, Asian & Minority Ethnic (BAME) officers has increased to a headcount of 98 as at 30th September 2019 (3.00%), which is an increase of 10 when compared to the last HR data as at 30th June 2019 (88 / 2.79%). As at 4th October 2019, there were 39 BAME candidates in the officer recruitment process which equates to 7.11% of all applications. This proportion is marginally higher than proportion of BAME individuals within the economically active population of the county 6.56%.
- 4.5 The headcount of female officers has increased from 1045 (33.08% of the total officer headcount) as at 30th June 2019 to 1089 (33.33%). For staff, the proportion of females has remained static (65.13%) whilst PCSOs and Specials have increased from 51.72% to 55.00% and 30.29% to 31.60% respectively. Claire Harvey MBE and former Paralympian has joined the Force as the new Diversity and Inclusion Manager.
- 4.6 Key headline in regard to absence is the Forces position has moved below the national average for officer absence from 31 to 20 which is fantastic news. However police staff is a different picture with month on month declines, but there is a firm plan in place with Governance and headed up by RL.
- 4.7 Identified key issue areas are Contact Management, Crime and Public Protection and Criminal Justice Command.

JB left the meeting at 11.35am

5 ARU Research Topics

Covered in Part B minutes

6 Crime Tree/True Crime Increase Paper

Covered in Part B minutes

7 Crime Data Accuracy (Quarterly)

- 7.1 VH took the Board through the report and stated that HMICFRS published their report and findings in relation to the Crime Data Integrity Inspection carried out in April 2019 on 8th October 2019 and Essex Police received an overall judgment of 'Outstanding' which recognises that the Force are putting victims and vulnerability at the forefront.
- 7.2 VH confirmed that 95.6% of Violent Crimes reported to the Force had been recorded. 95.8% of Sexual Offence Crimes reported to the Force had been record. 73 out of 75 rape reports had been accurately record.
- 7.3 VH confirmed there is work being done around the areas that HMICFRS has identified as improvements and as a result of that there is a re-vamped CDA Plan which will address all of the comments from HMICFRS. Particular focus at present is on outcomes to ensure the information used to finalise is as comprehensive and accurately recorded, to justify the outcome. Also looking at compliance rates and identifying individuals that have a consistent level of not meeting the HOCP and PM explained that for each area of the business there is a local plan where repeat instances of non-compliance can be addressed with training and support.
- 7.4 VH stated that once you have good performance data you can understand what's happening and have an early warning system to identify any issues.

8 Force Growth Plan

- 8.1 PM took the Board through the report which is co-ordinating the investment of the additional precept uplift of officers and staff. No new variances to the schedule and in a positive position, 126 Police Officer posts and 13 Police Staff posts filled. Further 21 posts are actively being advertised and October saw 6 more growth areas being advertised on Success Factors which is the job advert site, seeking to recruit a further 80 Officer and 10 Staff posts.
- 8.2 PM confirmed that the next the Business Crime Unit will be the next large launch in February 2020.
- 8.3 The planned 100 days of the Town Centre Teams media has been paused as it wasn't felt it was appropriate given the current operational activity, so will look to re-schedule as everything is already in place.
- 8.4 JG asked if point 6.3 under risk mitigation regarding the capacity of the estate to accommodate all of the planned growth had been identified as a challenge. JG understood that it wasn't an issue. PM confirmed it wasn't an issue as it has been mitigated through the Estates Change Board and part of this mitigation included the Agile Working Policy.

9 Trucam Evaluation

- 9.1 PM took the Board through the report and asked for it to be noted that whilst TruCam is proving to be an excellent piece of equipment any further roll out will need to be supported by a growth in back office support. Over the last six months just over 7,000 prosecutions have taken place, which directly contributes to improving safety on the roads. Whilst this is positive in relation to road safety this increase is causing a significant issue within the Process Support Unit.
- 9.2 JG asked if there will be a bid coming through to support the back office support? PM's view is that this is something that should be progressed through SERP funding, but any increase in provision of cameras and training needs to be with the additional

back office support. PBI stated that it has been raised as an issue at SERP. PM confirmed point 9 on the report which states; 'There is a business case being prepared for the part funding of a Community Speed Watch administrative post that would be capable of picking up some of this additional demand'.

10 Finance

10.i Efficiency and Investments Plan (Transformation savings)

- 10.i.1 VH took the Board through the report and confirmed that there weren't many changes to identify since the previous report. Overall efficiency savings target is being exceeded for 19/20 and cashable savings have been achieved.
- 10.i.2 The savings of £122k for Contact Management have been confirmed at £122k, this has changed slightly by £3k from last month where the forecast was for £119k savings.
- 10.i.3 Operation Hexagon £250K savings has come out for 19/20 and will be reviewed for 20/21. The variance of £86k will be offset against underutilised in-year staffing investment. The full year adverse variance is £97k and will be looking to carry forward to 20/21.
- 10.i.4 Non cashable savings arising from Mobile First in year 2 have been reduced by £129k from £1.227m to £1.098m.
- 10.i.5 Table 1.3 shows the 20/21 draft and confirmation has been received from some commands around some of the savings that have been put forward. Still more work to do as there is a shortfall of just over £2.6million.

10.ii Treasury Management Half-Year

- 10.ii.1 AG stated that this is a 6 month position for 19/20 and the recommendation at point 6.3 and 6.4 after a conversation with RH he is comfortable with this. Recommendation refers to the setup of a further Money Market Fund. AG will speak to MT to get it updated and formally signed off as an amendment to the current year strategy. Final report will be issued around April 2020.

10.iii Quarterly Finance Report

- 10.iii.1 DM took the Board through the report and confirmed that the bottom line has hardly moved month on month, last month £25K underspent to £39k underspent in the current report. Police Officer Pay is showing an overspend and Police Staff Pay showing an underspend. Motor insurance quote has also come in and hasn't decreased as expected which is due to a delay in implementing procedures to reduce the Force's motor risk profile.
- 10.iii.2 DM stated a decision is sought on the following; To transfer the balance of 2019/20 one-off funding for PEQF mobilisation costs to an earmarked reserve for use in financial year 2020/21, up to a level of £218k. RH happy so a decision sheet needs to be produced.

Action: 46/19

DM to put together a decision sheet to transfer the balance of 2019/20 one-off funding for PEQF mobilisation costs to an earmarked reserve for use in financial year 2020/21, up to a level of £218k

10.iii.3 DM briefly went through Capital Expenditure which at 30 September was £3.4million with IT causing the main concern as they've forecast to spend £5.1million by year end but as of the 30 September they've only spent £0.7million. At the recent Capital Management Board, IT have been given some actions to review and explain how true their forecast is for the remainder of the year.

10.iii.4 DM stated that Police Objective Analysis is all moving in the right direction, however as a department in terms of monitoring this it's a struggle. A lot of growth at the beginning of the year has caused problems especially when it comes to the POA lines it's crude analysis in timescales for budget setting. POA coding to start with is pointing to the wrong place so there's a vast amount of manual adjustments to correct this. Hoping to change this which will be a big project and will be visiting Kent Police as they don't have a problem with this and they do budget to cost centre, so need to streamline. AG also has the detailed analysis behind this.

11.i Quarterly Performance Report

11.i.1 VH took the Board briefly through the report and AH stated that funding agreed for 121 Community Special Constable posts from 48 Parish/Town Councils was a really large number and there's work being done to get councils operational who aren't there as yet.

11.i.2 AH stated that if there's anything specific from this report that's useful for the next panel meeting for Performance please let her know.

11.i.3 JG thanked the team for producing this report and noted that it was used extensively by the PFCC to inform discussions.

11.ii MSG Aspirations

11.ii.1 VH took the Board briefly through the report which is the aspirations against the Police and Crime Plan and stated that Essex Police is meeting it's aspirations in 3 out of 10 areas these being Violence with Injury – offences, Percentage sick – officers, Trafficking of Drugs – solved rate. However, Essex Police is not meeting it's aspirations in 7 areas, these being Public confidence, All Crime – offences, All Crime – solved rate, Violence with Injury – solved rate, Trafficking of Drugs – offences, Homicide – solved rate and Percentage sick – police staff.

11.ii.2 Since the last quarterly update, Essex's MSG position has improved in 4 areas, these being Percentage sick – officers, Trafficking of Drugs – offences, Trafficking of Drugs – solved rate, Homicides – offences. However, since the last quarterly update, Essex's MSG position has deteriorated in 1 area, this being Violence with injury – solved rate.

11.iii Monthly Performance Report

11.iii.1 VH took the Board briefly through the report and highlighted the following; in the month of September 2019, two crime types experienced statistically significant changes: Arson and Possession of Weapons. Arson has been a statistical exception every month since January 2019, when the Fire Service changed the way it reported fires that are started intentionally; if Arson offences continue to be recorded at current volumes, it will be a statistical exception in October, but not from November onwards.

11.iii.2 VH highlighted an area of deterioration on the summary table, which is the number of homicides which has gone up whereas all people killed or seriously injured (KSI's) in road collisions has stabilised. The Child Abuse solved rate has significantly improved.

11.iii.3 PBI stated that RH had picked up in the Annual Report inconsistency of reporting KSI data across Police and Fire, including the figures that go to SERP. PM explained that as far as she's aware there isn't an agreed definition for Police KSI's or Fire KSI's.

Action: 47/19

VH to look into consistent definitions for Police KSI's and Fire KSI's data reporting.

12 Any Other Business

There being no other business, the meeting closed at 12.45pm.