

**MINUTES**  
**POLICE, FIRE AND CRIME COMMISSIONER FOR ESSEX**  
**and**  
**ESSEX POLICE**  
**PERFORMANCE AND RESOURCES SCRUTINY BOARD**

29 November 2021, 1000 to 1300, via Microsoft Teams

**Present:**

Roger Hirst (RH)	Police, Fire and Crime Commissioner (Chair)
Jane Gardner (JG)	Deputy Police, Fire and Crime Commissioner
Julia Berry (JB)	Head of Finance and S151, PFCC's office
Pippa Brent-Isherwood (PBI)	Chief Executive and Monitoring Officer, PFCC's office
Dr Vicki Harrington (VH)	Director of Strategic Change and Performance, Essex Police
Suzanne Harris (SH)	Head of Performance and Scrutiny (Policing), PFCC's office
Richard Jones (RJ)	Head of Business Partnering and Management Accounting, Essex Police
Debbie Martin (DM)	Chief Finance Officer, Essex Police
Lucy Morris (LM)	T/Detective Chief Superintendent, Essex Police
Glen Pavelin (GP)	T/Assistant Chief Constable, Essex Police (for part)
Janet Perry (JP)	Strategic Head of Performance and Resources, PFCC's office
Andy Prophet (AP)	Deputy Chief Constable, Essex Police
Camilla Brandal	Minutes, PFCC's office

**Apologies:**

BJ Harrington (BJH)	Chief Constable, Essex Police
Tom Richards (TR)	Assistant Chief Constable, Essex Police

1 Introduction and welcome

RH welcomed all to the meeting. Apologies were received from BJH and TR.

2.i Minutes of last meeting and matters arising

There were no amendments to the minutes of 26 October 2021 and they were therefore approved. There were no matters arising.

2.ii Action Log

30/21 CIPFA Report on FMCR  
Ongoing. Workshop still needs to happen.

41/21 Action Log  
Ongoing.

- 42/21 Action Log  
KSI data shared. Close.
- 43/21 Finance Report – Monthly Update  
Additional information in report. Close.
- 44/21 POA  
Meeting arranged. Close.
- 48/21 Crime Prevention Strategy  
Ongoing – due in December.
- 49/21 OPC Annual Report  
**Action update: Information on figures to be sought by AP.**
- 51/21 Action Log (POA)  
Meeting arranged. Close.
- 52/21 Forward Plan  
New template drafted and under review.
- 53/21 Forward Plan  
Presentation of Months 1 and 12 – update at this meeting under Budget.
- 54/21 Forward Plan  
Ongoing.
- 55/21 Finance Report – Monthly update  
Underspend ideas shared with the DCC. Close.
- 56/21 Finance Report – Monthly update  
Finance codes – included in Month 7 report. JB requested to keep open as she would still like to discuss this with the Finance team.
- 57/21 Finance – Treasury Management Report  
Not due until January 2022.
- 58/21 Monthly Performance Report  
Meeting arranged. Close.
- 59/21 Quarterly Performance Report  
Clarification around domestic abuse received. Close.
- 60/21 HR, Sickness and Attendance Management, Staff Performance reports  
Ethnicity data – to be reported on in January 2022.
- 61/21 Crime Data Accuracy  
SH received training dates. Close.

### 2.iii Forward Plan

SH confirmed that the Annual Insurance update paper needs a designated month for the Forward Plan (perhaps this can be decided after the Insurance item at this meeting), and the month for the Specified Information Order was agreed as April. PBI

asked if an item on Vetting could be added for January/ February (agreed by RH and BJH for an update to be brought to P&R). AP commented that the PSD paper (which has a focus on VAWG) being brought to December's P&R will have an item on the more detailed review of the vetting process and it was agreed to reconsider the need for a separate paper after this has been presented.

### 3 Finance

#### 3.i Finance Report – Monthly update

- 3.i.1 DM presented the Month 7 position for the Force and it was noted that the board were asked to endorse and approve the appropriations to earmarked reserves (virements and journals).
- 3.i.2 From the Executive Summary, it was noted that the revenue forecast underspend at Month 7 is at £4.705m against the 2021/22 revenue budget of £330.3m (which included an increase of £2.022m for the Local Council Tax Support Grant). The capital position for Month 7 reflects a forecast underspend position of £0.059m compared with the original approved budget of £19.1m. The Police Officer strength forecast at the end of October 2021 is 3,537 FTE and is forecast to be 3,553 FTE at year end. DM confirmed that it had been agreed at Chief Officer's Group to go 20 over the Police Officer strength to year end and this will be reflected in the Month 8 position. The overspend on Police Officer Pay and Allowances is £0.8m. The Police staff strength end of September is 2,160 FTE. Vacancies at end September were 7 FTEs above vacancy factor. The underspend on Police Staff Pay and Allowances is currently £0.4m.
- 3.i.3 The appropriations related to unutilised PEQF revenue and Forfeiture monies. It was agreed that £60k could be moved to the earmarked reserves and a decision sheet to reflect this would follow.

#### **Action 62/21:**

**Decision sheet regarding the two appropriations (PEQF and Forfeiture) to be submitted to the PFCC's office.**

- 3.i.4 DM went through the Revenue Summary which set out the forecast underspend of £4.5m (which included items on Police Staff Pay, Pensions (Ill health/medical), Expenses, Premises, Supplies and Services, Third Party Payments, Income and Capital adjustments. Following a discussion on the potential use of 'in year' underspends, it was agreed that the PFCC's office would send ideas to AP which would be incorporated into an options paper to COG on 1st December.
- 3.i.5 A brief discussion took place around the year to date £7.9m credit actual which was impacting the net expenditure position by year end, it was agreed that the reporting on the year to date figures is a work in progress to improve the meaningfulness.. RH asked if a net expenditure line (pre adjustments) could be added to the 3.1 Revenue summary sheet.
- 3.i.6 DM confirmed that there had been a movement of £520k within the month on the capital expenditure which related to the slippage on the Data Centre migration project, and the slippage to the Infrastructure Technical Refresh. RH asked whether there is a proposal to move the £1.2m IT Convergence Reserve to the general reserve. AP commented that he would take an action to find out whether there were any plans/

proposals to use the £1.2m in the earmarked reserves for IT projects that the reserve was earmarked for.

**Action 63/21:**

**AP commented that he would take an action to find out whether there were any plans/ proposals to use the £1.2m IT Convergence reserves for IT projects that the reserve was earmarked for.**

- 3.i.7 A brief discussion took place around earmarked reserves and it was confirmed that the new Essex Police Technical Revenue Accountant is in the process of carrying out a reserves review which will be fed through into the budget setting for 22/23. JB asked whether the 'grossing up' exercise on the budget would be applied to the external funding items as well? DM confirmed it is on gross up and that work is being done to provide examples to illustrate this fact. DM would provide examples to JB when available.

**Action 64/21:**

**DM to provide examples relating to grossing up to JB when available**

3.ii Efficiency Savings Programme

- 3.ii.1 VH presented the monthly progress and updates against the current and future cashable and non-cashable savings. There had been a small in year reduction of £1k for HQ switchboard functionality, with the combined cashable and non-cashable forecast currently showing a surplus of £0.517m against the savings plan approved by the Police, Fire and Crime Panel for 2021/2022.
- 3.ii.2 VH went through the red and amber status items and confirmed that the two red items had been now been removed from the savings figures for 2021/2022. VH confirmed that the overall in-year figure for 2022/2023 is showing as £4.111m with a full year of £3.696m.
- 3.ii.3 A discussion took place around the savings relating to non-pay and whether they were a collection of small items adding up the £1.85m. DM confirmed that they were a collection of small items and their related savings amounts.

3.iii Annual Insurance update

- 3.iii.1 DM presented the paper prepared by Matt Tokley which set out the update on the key insurance activities of the force as well as the claims performance and the related link to the Insurance Provision and MTFs.
- 3.iii.2 DM updated on the South East & Eastern Region Police Insurance Consortium ('SEERPIC'), on the market position with insurers and the effects of claims inflation, current arrangements, costs for motor, liability, property, deductible levels, cover, claims expenditure and current and emerging issues (cyber risk, whiplash reforms and electric vehicles). DM also confirmed that the external auditors had asked for some more evidence for the discounts of 25% are deemed reasonable.

**JG joined the meeting at 1053**

- 3.iii.3 A discussion took place around the claims premiums, value for money, claims expenditure, and whether the accumulated figures could be broken down into categories, and it was agreed that DM would produce a new table which would have a list of premiums, category excesses, amounts covered and the amount we spend

ourselves in covering claims that aren't covered, in order to answer RH's question around value for money.

**Action 65/21:**

**DM to work on new table with Matt Tokley around value for money and to bring this action back to the January P&RS Board meeting.**

4 Monthly Performance Report

- 4.1 VH presented the Monthly Performance Report for October 2021 where there was no change to 4 of the 7 PFCC priorities which were graded as 'Good', 3 of the 7 priorities (Tackling Gangs, Protecting Children and Breaking the cycle of Domestic Abuse) have been graded at 'Requires Improvement' – no change since last month. All Crime fell by 1.6% for the 12 months to October 2021 compared with the 12 months to October 2020. There was 4.7% increase in All Crime in October 2021 compared with October 2019.
- 4.2 RH commented that he thought the report was going to be presented on the comparison with the rolling 12 month 2021 with the rolling 12 month 2019 (pre-Covid) rather than month on month. VH confirmed that she would include this data in the report for the next Board meeting.

**Action 66/21:**

**VH to include comparison between rolling 12 month 2021 with the rolling 12 month 2019 (pre-Covid) in next report to the Board**

- 4.3 VH went through the rest of the report where the Force recorded 515 more Violence with Injury offences in October 2021 compared with April 2020, and there was a 37% decrease (968 fewer incidents) in the number of Anti-Social Behaviour incidents recorded in October 2021 compared with October 2020. Confidence from the independent SMSR survey is at 79.8% and Modern Slavery referrals had increased by 55 in the 12 months to October 2021 compared to the same period in 2019-20.
- 4.4 RH asked that he sees the results of the SMSR survey when the data is available rather than wait for the quarterly update through the P&R Board.
- 4.5 VH went through the updates on each of the Priorities and aspirations for each. JG asked about the decrease in the numbers of DVPNs and DVPOs and whether the reasons behind this were known? VH confirmed that the level of numbers being recorded were being monitored and AP added that there had been concern raised around the numbers dropping and whether this was due to the way that they are being recorded. AP confirmed that he would provide an update on whether the decrease in DVPN and DVPO offences being reported had arisen due to them being dealt with by the DA Problem Solving Teams or whether it was a general decrease in offences. JG raised a concern around knowing that historically DA offences increase at Christmas and how repeat offences are going to be addressed. JG was concerned that the results as presented were not showing the impact that the DA Problem Solving Teams are having.

**Action 67/21:**

**AP confirmed that he would provide an update on whether the decrease in DVPN and DVPO offences being reported had arisen due to them being dealt with by the DA Problem Solving Teams or whether it was a general decrease in offences.**

- 4.6 A discussion took place around the increase in knife enabled crime and whether Stop and Search should be increased again. AP confirmed that the Force had a measured and considered return to Stop and Search and would send a copy of the report to RH.

**Action 68/21:**

**AP to send a copy of the Stop and Search report to RH.**

- 4.7 A brief discussion took place around the number of recorded homicides showing as 11 per 1,000 population as RH was of the opinion that it was 13 for October, which would mean that the Force would have a lower Most Similar Group rating. VH confirmed that the figure shown (0.011) is the figure that is published but she would check the iQuanta figure which may have been due to a time lag. LM commented that the Force had cancelled 2 or 3 homicides in the last two weeks that had been recorded as such on Athena whilst they were being investigated as non-suspicious but which had now been agreed to be cancelled by the Crime Registrar, which may have an affect on these figures as well.
- 4.8 JG asked about Priority 6 – Protecting children and vulnerable people and whether the increase in referrals from schools was as a result of more children were at risk during Covid or whether they were pre-Covid referrals. VH commented that the figures were due to children going back to school and generating a higher level of reporting. JG asked whether PBI could take to her Essex Safeguarding Boards – PBI confirmed that the Safeguarding Boards are alive to this issue.
- 4.9 VH went through the Exceptions (ASB decreases, racial/ religiously aggravated offences increases and Hate Crime increases) on the basis of the last 3 years of performance.
- 4.10 AP commented that there is a Chief Officer Away Day which will be dedicated to how the Force Plan will be refreshed in line with the new Police and Crime Plan, and also how the Balanced Scorecard approach will be refreshed around reducing crime and bringing offenders to justice in the serious violence space. RH commented that this was reassuring to hear as he felt that these two items were a cause for concern. RH voiced a concern he had around the current Balanced Scorecard not indicating the issues that were most pressing (compared with the previous iteration which clearly showed the concerns being fed into the framework) and AP commented that the question being posed at the Chief Officer Away Day will be ‘does the balanced scorecard tell us what we need to know and how to drive the activity we wish to see to prevent serious harm? JP commented that she was meeting with VH and Mark Johnson to discuss the Balanced Scorecard and dealing with the above issue and efficiency and effectiveness.
- 4.11 VH confirmed that there were a couple of items to highlight on the Performance Indicators, namely; ASB incidents improving under Priority 2, Homicides increasing under Priority 4.

3 Finance

3.i.9 Action 53/21 Month 12, 1 and 2 reporting

AP confirmed that the Finance Team had looked at what can be produced for Months 12, 1 and 2 reporting, and confirmed that the Finance Team are confident of producing a high level Month 12 report which will address month on month changes in forecasts, and seek approvals for appropriations and virements that may be required. AP confirmed that due to year end reporting, it will be difficult to produce a Month 13 (year end) Outturn report and a Month 1 report. The Month 2 report can be produced as an

outline report covering pay and non-pay, and Month 3 can be a full report as currently produced. AP commented that the Finance team have tried to meet the request but hopefully the production of the high level Month 12 report and the expanded Month 2 report will achieve the request. RH wanted to recognise the challenge with the request and thanked AP and the Force for what they are suggesting.

**Meeting paused at 1151**

**Meeting reconvened at 1200**

**GP joined the meeting at 1200**

## 5 Balanced Scorecard

- 5.1 VH presented the overview of the grades for Cycle 10 of the Rebalanced Scorecard (April to June 2021 inclusive). The final grades for Cycle 10 were: Keeping People Safe requires improvement; Community Focus good; Efficiency and Effectiveness requires improvement; and Our People good. There was one change to the grade compared with the last cycle which was Keeping People Safe was downgraded from good to requires improvement.
- 5.2 VH went through each area: Keeping People Safe was downgraded due to the Force solving fewer Violence with Injury offences; Community Focus relates to meeting the needs and expectations of the communities of Essex and partners with the redline measure for this area being the confidence rating from the SMSR survey; Efficiency and Effectiveness requires improvement mainly due to file quality and forecast outturn with the Athena Remand file compliance remaining below the 95% target; Our People is at good with the redline measure being Staff and Officer sickness.
- 5.3 A brief discussion took place around the increase in average days to investigate DA, FCR abandonment rate, the decrease in the numbers of behaviour orders and the impact of ASB on the Community Policing Teams.

## 6 Use of Force / Stop and Search

### Use of Force

- 6.1 GP presented the quarterly update report on the use of force and from the executive summary it was noted that there were 5,912 instances of use of force recorded during Q2 which was an increase of 614 additional forms completed compared with the same quarter for 20/21. 3,771 forms involved the use of either compliant or non-compliant handcuffs. 32 forms showed Firearms as a first tactic and there were 192 uses of Taser recorded as a first tactic. All Taser use refers to 81 separate incidents. 78.4% of subjects on Use of Force records were male with 41.2% in the 18-34 age range. The proportion of subjects from Ethnic Minorities continues to be higher than the proportion within the population of Essex as a whole.
- 6.2 RH asked whether medical outcomes are monitored when using Taser intervention and is it looked at as a measure? GP confirmed that this is monitored through every use of force being recorded, and when a Taser is operated through the 4 modes of use, it is reviewed by the Taser training team and if there is a medical outcome, it is dealt with under the nationally recognised post-incident procedure process (IOPC and investigation). RH asked if GP could confirm that there were no incidents of the use of Taser resulting in medical injury? GP confirmed that if there had been injuries sustained through the use of Taser, he was confident that the injuries and circumstances have been reviewed operationally and currently there are no ongoing

concerns. It was agreed that for future reports, a section on the level of injuries incurred from the use of force would be included.

**Action 69/21:**

**A section on the level of injuries incurred from the use of force (i.e. Taser, non-compliant handcuffing etc) to be included in the quarterly update.**

Stop and Search

- 6.3 GP confirmed that there had been 3,760 stops recorded in Q2 of 21/22 (July 2021 and September 2021) which is a decrease of 874 on the previous quarter and a 37.5% decrease on the equivalent quarter last year. 97.7% of stops in the last quarter were PACE and Misuse of Drugs Stops and the peak age range for those stopped is 18-24. There were 3.6 stops per 1000 people on individuals from Ethnic Minorities with 86.6% of subjects being male. One of the reasons behind the decrease of numbers of stops is the reduction of the stop and search activity by the OPC command due to abstractions for the OSG on Op Union, the G7 deployment in Cornwall and Insulate Britain protests. GP commented on the positive outcome rate of searches where the Force runs Op Servitor training which is additional training to give officers and staff insight into people's personal behaviours around police officers to help identify people that are acting suspiciously.
- 6.4 RH thanked GP for the report and appreciated the detail within it. He was pleased to see that the Op Servitor training had resulted in better outcomes than comparative forces. RH asked about the use of force by share of ethnic background compared with our base level of population as he could not see this from the report. He would like to see by use of force, by stop and search and what the base level of the population is compared with those figures. RH would be interested to see the data by positive outcome overall and by ethnic sub-division as well, for example, on Page 15 of the report there is reporting on the positive outcomes percentage by ethnicity and residency but no information on the total positive outcome by ethnicity, which is something that he would like to see. GP confirmed that the next report will contain this information as a summary and then indepth reporting. RH thanked GP for the report and looked forward to having some more 'raw' data in the next report.

**Action 70/21:**

**GP to include additional 'raw' data in future reports, including data by positive outcome overall and by ethnic sub-division and information on the total positive outcome by ethnicity**

**GP left the meeting at 1235**

7 Homicide Scrutiny

Item withdrawn from Agenda. Item added to Forward Plan for December.

**Action 71/21:**

**Homicide scrutiny to be rescheduled on Forward Plan for December 2021**

8 Collaboration annual update

- 8.1 VH presented the annual report on future and current collaboration activity and the expected benefits. The report now includes Red/ Amber/ Green ratings for all collaboration activities and the continued progression on the activities is to be noted.



- 8.2 VH went through the collaboration dashboard and updated on the Essex/ Kent activities, Regional activities, National activities, Local Collaborations and External and Innovative Partnerships. VH confirmed that there were 11 Green statuses and 4 Amber status and went through the issues with the Amber statuses.
- 8.3 RH commented that although there were projects with Amber statuses, it was better than showing as Red, and he was cognisant of the impact and otherwise of delays in national programmes that may affect the Force's RAG status.
- 8.4 JG commented on the report and how the collaborative approach is bringing things to fruition at a local and regional level. She also wanted to say, following her attendance at the recent SCD Awards in Kent, how incredibly proud she was of the work that is being done in the collaboration space.

## 9 Approval for publishing of documents

The papers for publishing were agreed as 3i, 3iii, 4, 5 and 6. Paper 8 is to be redacted for publication.

## 10 Any Other Business

- 10.1 DM asked if the annual Insurance report is to be scheduled for November, and after a discussion, it was agreed that DM would contact SH about putting the annual Insurance report in June/ July/ August (depending on Finance Team's capacity around year end accounts).

### **Action 72/21:**

### **DM to liaise with SH regarding timing of the annual Insurance Report on the Forward Plan**

- 10.2 AP commented that he would include the data on DVPNs and DVPOs in the thematic report on breaking the cycle of Domestic Abuse in January.

There being no other business, the meeting closed at 1256.