

PFCC Decision Report

Report reference number: 057/2022

Classification: Not protectively marked

Title of report:

Memorandum of Understanding – College of Policing Online Assessment Process including National Sift

Area of county / stakeholders affected: Force- / countywide

Report by: Pippa Brent-Isherwood (Chief Executive and Monitoring Officer)

Chief Officer: ACO Richard Leicester (Director of Human Resources)

Date of report: 30 March 2022

Enquiries to: Pippa Brent-Isherwood (Chief Executive and Monitoring Officer)

1. Executive Summary

This report seeks the PFCC's approval to enter into a Memorandum of Understanding (MoU) with the College of Policing relating to the provision of the design and delivery of the online recruitment and assessment process for police constables during 2022/23.

2. Recommendations

That the Police, Fire and Crime Commissioner (PFCC) enters into the Memorandum of Understanding (MoU) with the College of Policing relating to the provision of the design and delivery of the online recruitment and assessment process for police constables during 2022/23, attached as Appendix 1 to this report.

3. Background to the Proposal

The College of Policing delivers the online recruitment and assessment process for police constables nationally, in order to ensure consistency across forces. The proposed MoU has been prepared following work undertaken by the College to move the Recruit Online product to a “business as usual” product following its initial development as an emergency response to the Coronavirus pandemic. It sets out the service provided by the College in delivering the national sift and online assessment process.

4. Proposal and Associated Benefits

The proposed MoU aims to provide clarity for each party by defining the scope, timescales, responsibilities and charges related to the delivery of the services. Accordingly, it defines the critical activities to be undertaken by the College and the force along with the key deliverables to ensure a successful online recruitment and assessment process, as well as confirming the costing model.

The proposed MoU covers the period 1 April 2022 to 31 March 2023.

5. Options Analysis

No alternative options have been considered as the College of Policing delivers the online recruitment and assessment process for police constables nationally, in order to ensure consistency across forces.

6. Consultation and Engagement

No specific consultation has been undertaken in relation to this proposal. As set out above, the College of Policing delivers the online recruitment and assessment process for all police constables as part of national arrangements.

7. Strategic Links

The proposal set out in this report contributes to delivering the commitments made in the Police and Crime Plan 2021 – 2024 to:

- Deliver over 300 more officers on top of the 500 additional officers already delivered since 2016
- Foster a supportive culture within Essex Police with an increase in diversity and an inclusive recruitment and development strategy so that people from all segments of our community can aspire to serve the public through these services.

8. Police operational implications

The force’s responsibilities within the online recruitment and assessment process are set out throughout the attached MoU, and particularly within section 4. These include identifying an internal force liaison officer / single point of contact for candidates and ensuring that their contact details are notified to candidates.

9. Financial implications

The College needs to charge for these services in order to maintain its core outputs for policing and comply with HM Treasury rules relating to cost recovery. The associated charges are set out in section 5 and within Appendix A of the attached MoU.

The College will charge for the national sift at a rate of £2.82 for each candidate. This is a new charge introduced for 2022/23.

Forces will be charged for the online assessment process at a fixed rate of £190.25 per candidate, based on the number of candidates confirmed to the College six working days prior to the assessment window. This represents a 40% increase on the current charge of £135.61 per candidate. Where no confirmed number is provided within that timescale, the College will charge based on the planned number provided during the assessment date booking, unless actuals are higher.

In addition to the charges described above, the College is entitled to charge for expenses reasonably incurred in the performance of the services.

10. Legal implications

The proposed MoU is not legally binding but does provide a statement of serious intent, which is agreed to voluntarily by equal parties. Execution of the MoU signifies acceptance of its general conditions.

Once executed, the MoU will supersede all prior agreements, arrangements and understandings between the parties concerning this matter.

11. Staffing implications

There are no staffing implications for the PFCC. The services will be provided by staff employed by the College of Policing.

12. Equality, Diversity and Inclusion implications

Under the terms of the proposed MoU, Essex Police will assess and determine any reasonable adjustments to be provided to candidates and will notify the College of any candidates requiring such adjustments. Further guidance on reasonable adjustments, including the relevant policies and forms, is provided to force recruitment leads through a supporting Knowledge Hub group.

13. Risks and Mitigations

The key risks and mitigations relating to this activity are as follows:

Quality of delivery - The practice set out in the proposed MoU is accepted by police forces in England and Wales as setting out the national standard for these processes.

The College completes quality assurance on 10% of online candidate assessments in order to ensure this standard is met.

Data protection and security – A Data Protection Impact Assessment has been completed and is attached as Appendix B to the MoU. The College will control access to the various platforms and users will be required to complete and return a confidentiality declaration to the College. Assurances are also provided within the MoU that data confidentiality will not be impacted in business continuity circumstances.

Planned and unplanned system outages – The arrangements for dealing with these are set out, along with target recovery times, in section 7 of the attached MoU. A Business Continuity Plan provides for contingency operations and includes the strategy for restoring capabilities in a timely manner.

14. Governance Boards

This proposal has not been discussed at any of the PFCC's governance boards.

15. Links to Future Plans

As set out in section 7 above, the proposal set out in this report contributes to delivering the commitments made in the Police and Crime Plan 2021 – 2024 relating to the delivery of a larger, more diverse and inclusive workforce that is more representative of the community it serves.

16. Background Papers and Appendices

Appendix 1 – Memorandum of Understanding – College Run Online Assessment Process including National Sift


Report Approval

The report will be signed off by the PFCC's Chief Executive and Chief Finance Officer prior to review and sign off by the PFCC / DPFCC.

Chief Executive / M.O. Sign: 

Print: P. Brent-Isherwood

Date: 30 March 2022

Chief Finance Officer Sign: 

Print: Janet Perry

Date: 11 April 2022

Publication

Is the report for publication? YES NO

If 'NO', please give reasons for non-publication (Where relevant, cite the security classification of the document(s). State 'None' if applicable)

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.....None.....

If the report is not for publication, the Chief Executive will decide if and how the public can be informed of the decision.

Redaction

If the report is for publication, is redaction required:

1. Of Decision Sheet? YES NO 2. Of Appendix? YES NO

If 'YES', please provide details of required redaction:

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.....N/A.....

Date redaction carried out:

Chief Finance Officer / Chief Executive Sign Off – for Redactions only

If redaction is required, the Treasurer or Chief Executive is to sign off that redaction has been completed.

Sign:

Print:

Chief Executive / Chief Finance Officer

Decision and Final Sign Off

I agree the recommendations to this report:

Sign: 

Print: Roger Hirst

PFCC

Date signed: 20th April 2022

I do not agree the recommendations to this report because:

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Sign:

Print:

PFCC/Deputy PFCC

Date signed: