

PERFORMANCE AND RESOURCE MANAGEMENT SUB (POLICE) COMMITTEE

29 JUNE 2018

OUTSTANDING REFERENCES

No.	Meeting Date & Reference	Action	Owner	Status
1.	26/04/18 Item 3 - <i>Minutes</i> Police Telephony	<p>The Assistant Commissioner had explained that Police telephony had suffered from significant issues. The Chairman asked for an update on their status and the Assistant Commissioner confirmed that this had been actioned and the issues were expected to be resolved by September of this year.</p> <p>Update 30-05-18: This originally related to a specific issue with recording of calls but an upgrade is now taking place across the Police telephony network in order to future proof it. A Gateway 3/ 4 report was submitted to the Project Sub Committee's and Police Committee's May meetings and currently the project is on track to deliver by September/October.</p>	CoLP	PROJECT DUE SEPTEMBER 2018

2.	<p>26/04/18 Item 4 - <i>Outstanding References</i></p> <p>01/02/18 Item 4 - <i>Outstanding References</i></p> <p>Reporting Schedule</p>	<p>It was agreed that a reporting schedule be decided by the Chamberlain, Town Clerk and Commissioner. This would ensure that the Performance and Resource Management Sub-Committee is well positioned to inform its Grand Committee on the following areas:</p> <ul style="list-style-type: none"> i. Financial Performance & Budgets ii. Demand and Value for Money iii. Major Programmes/Projects <p>This will ensure that sufficient time is available to facilitate a more detailed discussion in each case.</p> <p>Update 30-05-18: The financial reporting schedule has been agreed, though the first deadline for the Revenue & Capital Outturn Report 2017/18 was unable to be met owing to staffing issues previously highlighted to Members.</p> <p>CoLP require clarification from Members on which Project/Programme reports should come to this Sub-Committee.</p>	Town Clerk/ Chamberlain/ CoLP/ Chairman	OUTSTANDING
3.	<p>26/04/18 Item 4 - <i>Outstanding References</i></p> <p>01/02/18 Item 4 - <i>Outstanding References</i></p> <p>Public Order Open Day</p>	<p>The Chairman asked that the Commissioner please circulate to Members the date of the Public Order Open Day taking place at Gravesend when it has been confirmed.</p> <p>23-03-18: Date confirmed as 20th June 2018.</p> <p>26-04-18: The Chairman asked what the Member uptake on the event on 20 June was. The Town Clerk agreed to confirm and feed back on this.</p> <p>Update 06-06-18: 3 Members expressed an interest in attending, though many were unable to attend the original date of 20 June. Durham Lamb has made contact and a new date will be arranged to suit all.</p>	CoLP	OUTSTANDING

4.	<p>26/04/18 Item 4 - <i>Outstanding References</i></p> <p>01/02/18 Item 10 - <i>HMICFRS Update</i></p> <p>Stop and Search</p>	<p>The Chairman requested that a note on what was being actioned with regards to improvements in Stop-and-Search be provided to Members.</p> <p>The Chairman explained that there were still some areas of real concern marked as “RED”, and therefore this action should not yet be marked as complete.</p> <p>Update 30-05-18: The update on Stop and Search Inspection and this OR is covered in the regular HMICFRS update on the agenda. There is now only one area that the Force is still currently unable to report on for Stop and Search which is reason for searches (e.g. drugs) by ethnicity and age. There is also a further OR below at no 17 regarding the training plan where a full update is given against that OR too. (See Appendix 8)</p>	CoLP	OUTSTANDING
5.	<p>26/04/18 Item 5 - <i>Internal Audit Update</i></p> <p>Police-Seized Goods</p>	<p>A Member noted the number of recommendations relating to Police-seized goods. The Chairman requested that the CoLP provide a brief update note on this to Members prior to the next meeting.</p> <p>Update 15-06-18: Full details are in the Internal Audit Update on the agenda but in short, for Police Seized Goods Audit good progress has been made: of the 13 Recommendations that were shown as outstanding at the April meeting- 8 have been sufficiently evidenced; 1 has been closed; 1 the risk has been accepted by the AC and 2 remain to be evidenced.</p>	CoLP	<p>COMPLETE –</p> <p>On the Agenda</p>

6.	26/04/18 Item 5 - <i>Internal Audit Update</i> Corporate Audit (Police Accommodation) Draft Report	<p>The Chairman asked for an explanation of the fieldwork for the corporate wide audit as referenced in paragraph 5 of the covering report. The Head of Internal Audit and Risk Management explained that this fieldwork was complete, and a draft audit report would be submitted to the next meeting.</p> <p>Update 19-06-18: Where findings and recommendations from corporate-wide audit reviews impact on the City Police details will be reported at the following sub-committee meeting. The Chamberlain's Internal Audit team have agreed to provide a verbal update at this meeting in the meantime.</p>	Chamberlain	DUE JUNE 2018
7.	26/04/18 Item 6 - <i>Q4 Performance vs Measures</i> NICHE Issues Update	<p>The Chairman asked for a note to be circulated to Members summarising the outcomes of the CoLP meeting scheduled to address the current issues with the NICHE system.</p> <p><i>Circulated via email on 18-06-18</i></p>	CoLP	COMPLETE – See Appendix 1
8.	26/04/18 Item 6 - <i>Q4 Performance vs Measures</i> Acquisitive Crime “Other Thefts”	<p>A Member asked what thefts fell within the category of “all other thefts”. The Chairman noted that this had also been asked at Police Committee, and the Assistant Commissioner agreed that a breakdown would be circulated to Members of both committees.</p> <p><i>Circulated via email on 04-05-18</i></p>	CoLP	COMPLETE – See Appendix 2
9.	26/04/18 Item 6 - <i>Q4 Performance vs Measures</i> Project Servator Tracking	<p>The Chairman noted that Counter-Terrorism hostile reconnaissance reports had reduced significantly and requested that the number and outcomes of Project Servator operations be tracked within the Performance vs Measures report going forward.</p> <p>Update 20-06-18: Stats attached at appendix 3. This will be reported in the regular update for the CT measure at each meeting going forward.</p>	CoLP	COMPLETE – See Appendix 3

10.	26/04/18 Item 6 - <i>Q4 Performance vs Measures</i> Sexual Offences Increase	<p>The Chairman noted that there had been a large jump in sexual offences in March and asked for an explanation of this. The Assistant Commissioner agreed to feed back to Members but suggested it may be related to recent efforts to report historic offences.</p> <p><i>Circulated via email on 06-06-18</i></p>	CoLP	COMPLETE – See Appendix 4
11.	26/04/18 Item 6 - <i>Q4 Performance vs Measures</i> Firearms/Explosives Licence Audit	<p>The Chairman asked for clarity on the final sentence under the activity section of the Performance vs Measures report relating to Measure 6 – Victim Based Violent Crime, relating to an audit of all personnel connected with firearms and explosives licences. The Assistant Commissioner agreed to feed back to the Chairman.</p> <p><i>Sent to Chairman via email on 23-05-18</i></p>	CoLP	COMPLETE – See Appendix 5
12.	26/04/18 Item 6 - <i>Q4 Performance vs Measures</i> No. of Survey Respondents	<p>The Chairman asked for confirmation of the number of respondents surveyed for Measure 10 – Victim Satisfaction.</p> <p>Update 01-06-18: All victims have the opportunity to participate in the satisfaction survey. Below are the number of actual respondents by quarter:</p> <p>Q1-110 Q2-124 Q3-135 Q4-111</p>	CoLP	COMPLETE

13.	<p>26/04/18 Item 6 - <i>Q4 Performance vs Measures</i></p> <p>Victim Satisfaction Action Plan</p>	<p>The Assistant Commissioner agreed to bring CoLP's Action Plan to improve victim satisfaction back to this sub-committee. A Member suggested that it might also be submitted to the Professional Standards and Integrity Sub-Committee.</p> <p>Update 30-05-18: The Force has a Victims Code and Crime Standards Working Group chaired by the Detective Superintendent Crime. The working group runs a rolling action log which is effective for their purposes but is not suitable for presentation. There are recommendations as identified by FIB as part of their analysis of the results of the survey which are being taken forward by the VC&CS working group and these are shown in Appendix 6 alongside the D/ Supts responses.</p>	CoLP	<p>COMPLETE – See Appendix 6</p>
14.	<p>26/04/18 Item 6 - <i>Q4 Performance vs Measures</i></p> <p>Survey Promotion Strategy</p>	<p>A Member noted that 542 respondents to the survey appeared to be a low number and suggested that the validity of the results may be questionable as a result. He asked if it would be possible to action a media campaign to promote this. The Assistant Commissioner explained that the Director of Communications had a strategy in place for this and agreed to feed back further details.</p> <p>Update: 30-05-18: Last year CoLP undertook an extensive campaign to promote the survey via social media and email, utilising all the channels available to us, including asking CoL officers to send to their distribution lists and extending across our network. The survey was also made available to journalists focusing on local matters but received minimal interest. There were however approximately 100 more responses to the 2017 survey than in 2016.</p> <p>In order to increase participation in the survey further, it has been assessed that we will need to engage a specialist market research agency, and I have been working with City Procurement to engage with relevant companies to provide this service.” - CoLP Corporate Communications Director</p>	CoLP	<p>COMPLETE</p>

15.	<p>26/04/18 Item 7 - <i>HMICFRS Inspection Update</i></p> <p>Draft Workforce Plan</p>	<p>The Chairman requested to be given sight of a current draft of the workforce plan as referenced within the report, due for final publication in September 2018.</p> <p>Update 15-06-18: This is still being refreshed with financial data owing to the lack of staff recently in Financial Services this has taken longer than anticipated.</p>	CoLP	OUTSTANDING
16.	<p>26/04/18 Item 7 - <i>HMICFRS Inspection Update</i></p> <p>Disclosure Issues</p>	<p>The Chairman noted that the recommendation around disclosure issues was rated as a RED risk, not GREEN as had been promised at the previous meeting. The Head of Strategic Development explained that it should be marked as GREEN. The Chairman asked for the action taken to implement this recommendation to be confirmed.</p> <p>Update 24-05-18: An update report on all the activity around Disclosure that the Force is undertaking was submitted to the Police Committee on 24 May, the HMICFRS update has been updated and this area is now GREEN.</p> <p><i>Circulated via email to Members not on the Police Committee on 20-06-18</i></p>	CoLP	COMPLETE
17.	<p>26/04/18 Item 7 - <i>HMICFRS Inspection Update</i></p> <p>Stop and Search Stats/Training Plan</p>	<p>The Chairman requested that stop and search statistics and the training plan be submitted to the next meeting.</p>	CoLP	COMPLETE – See Appendix 7

18.	<p>30/11/17 (8) Item 4 - <i>Outstanding References</i></p> <p>26/09/17 Item 5 - <i>Internal Audit Update Report</i></p> <p>IT Transformation Report</p>	<p>The Chamberlain explained that Audit & Risk had just released a report on IT transformation developments. The Chamberlain suggested that this be circulated to Members.</p> <p>The Director of IT provided Members with a verbal update on the IT transformation programme at the November 2017 meeting.</p> <p>He explained that the Phase II programme was now being defined, for which a separate report had been produced. The Assistant Commissioner confirmed that it was all on track. The Member requested that the Phase II report be forwarded from IT Sub (Finance) Committee to the next meeting.</p> <p>08-12-17: The Director of IT suggested that it might be more productive to forward the next iteration of the draft that will go to IT Sub-Committee in February to the following meeting of PRM in April.</p> <p>Update 26-04-18: This was submitted to the Police Committee on 24 May.</p> <p><i>Circulated via email to Members not on the Police Committee on 20-06-18</i></p>	Director of IT	COMPLETE
19.	<p>30/11/17 (9) Item 8 - <i>HR Monitoring Information 1st April 2017 – 30th September 2017</i></p> <p>Report Template Discussion</p>	<p>The Chairman agreed that the omission of HR reports meant strategic insights were being missed. The Assistant Commissioner suggested that the CoLP and any interested Members sit down to develop an updated template for this report.</p> <p>17-01-18: This is still to be progressed. However, the next HR Monitoring report is not due to the Sub Committee until the June Meeting. This will be progressed asap in order to develop the template accordingly.</p> <p>Update 23-05-18: A draft report was sent through to the Town Clerks' policy officers for consultation and feedback, and is on the agenda.</p>	CoLP/ Members	COMPLETE – On the Agenda