



Essex County Council

Essex Police, Fire and Crime Panel

14:00	Thursday, 23 May 2019	Committee Room 1, County Hall, Chelmsford, CM1 1QH
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For information about the meeting please ask for:

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1	Membership, Apologies, Substitutions and Declarations of Interest To note the report from the Secretary to the Panel.	5 - 5
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3	Questions to the Chairman from members of the Public The Chairman to respond to any questions relevant to the business of the Panel from members of the public. On arrival, and before the start of the meeting, please register with the Democratic Services Officer.	
4	Essex County Fire and Rescue Service Performance and Assurance Framework To receive a report on the measures being taken to track delivery.	12 - 14
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| 8 | The Police, Fire and Crime Commissioner to update the Panel on any ongoing issues
The Police, Fire and Crime Commissioner to give a verbal update. | |
| 9 | Ethics and Integrity Sub-Committee
A verbal report from the Chairman in respect of the last meeting of Thursday 18 April 2019. Cllr Schmitt. | |
| 10 | National Association of Police, Fire and Crime Panels Update
John Gili-Ross as Chairman of the NAPFCP to update the Panel. | |
| 11 | Essex PFCP Budget 2018/19 Outturn
The Secretary to the Panel to present the final annual outturn. | 56 - 57 |
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Paul Turner, Monitoring Officer, Essex County Council, to update the Panel on the Essex PFCP constitution and the scheme of allowances. | 58 - 78 |
| 13 | Forward Look
Report EPFCP/16/19 | 79 - 80 |
| 14 | Date of Next Meeting
To note that the next meeting will be held at 2.00 pm on Thursday 25 July 2019, in Committee Room 1, County Hall. | |
| 15 | Urgent Business
To consider any matter which in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency. | |

Exempt Items

(During consideration of these items the meeting is not likely to be open to the press and public)

The following items of business have not been published on the grounds that they involve the likely disclosure of exempt information falling within Part I of Schedule 12A of the Local Government Act 1972. Members are asked to consider whether or not the press and public should be excluded during the consideration of these items. If so it will be necessary for the meeting to pass a formal resolution:

That the press and public are excluded from the meeting during the consideration of the remaining items of business on the grounds that they involve the likely disclosure of exempt information falling within Schedule 12A to the Local Government Act 1972, the specific paragraph(s) of Schedule 12A engaged being set out in the report or appendix relating to that item of business.

16 Urgent Exempt Business

To consider in private any other matter which in the opinion of the Chairman should be considered by reason of special circumstances (to be specified) as a matter of urgency.

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Committee: Essex Police, Fire and Crime Panel

Enquiries to: Emma Tombs, Secretary to the Panel (interim)

Membership, Apologies, Substitutions and Declarations of Interest

Recommendations:

To note

1. Membership as shown below
2. Apologies and substitutions
3. Declarations of interest to be made by Members in accordance with the Members' Code of Conduct

Membership

(Quorum: 5)

Councillor A Hedley
Councillor W Schmitt
Councillor C Hossack
Councillor G Isaacs
Councillor R Shepherd MBE
Councillor M Lilley
Councillor S Kane
Councillor M Maddocks
Councillor Chris Vince
Councillor P Channer
Councillor M Webb
Councillor tbc
Councillor L McWilliams
Councillor J Redsell
Councillor tbc
John Gili-Ross
Kay Odysseos

Representing

Basildon Borough Council
Braintree District Council (Chairman)
Brentwood Borough Council
Castle Point Borough Council
Chelmsford City Council
Colchester Borough Council
Epping Forest District Council
Essex County Council
Harlow District Council
Maldon District Council
Rochford District Council
Southend Borough Council
Tendring District Council
Thurrock Borough Council
Uttlesford District Council
Independent Member
Independent Member

Minutes of the meeting of the Essex Police, Fire and Crime Panel, held in Committee Room 1 County Hall, Chelmsford, CM1 1QH on Thursday, 7 February 2019

Present:

Councillor

Representing

Anthony Hedley	Basildon Borough Council
Wendy Schmitt	Braintree District Council (Chairman)
Chris Hossack	Brentwood District Council
Godfrey Isaacs	Castle Point Borough Council
Ian Wright	Chelmsford City Council
Mike Lilley	Colchester Borough Council
Malcolm Maddocks	Essex County Council
Penny Channer	Maldon District Council
Mike Webb	Rochford District Council
Fay Evans	Southend-on-Sea Borough Council
Carlo Guglielmi	Tendring District Council
Joycelyn Redsell	Thurrock Council
Howard Ryles	Uttlesford District Council
John Gili-Ross	Independent Member
Kay Odysseos	Independent Member

Apologies for Absence

Bob Shepherd	Chelmsford City Council
Chris Vince	Harlow District Council
Ann Holland	Southend-on-Sea Borough Council
Lynda McWilliams	Tendring District Council
Susan Barker	Uttlesford District Council

Also in attendance

Roger Hirst	Essex Police, Fire and Crime Commissioner
Pippa Brent-Isherwood	Chief Executive, Office of the Essex PFCC
Jane Gardner	Deputy Police, Fire and Crime Commissioner
Jo Turton	Chief Fire Officer and Chief Executive, Essex CFRS

1

Membership, Apologies, Substitutions and Declarations of Interest

The report of the Membership, Apologies and Declarations was received and it was noted that Councillor Mike Webb is now the confirmed representative on the Panel for Rochford District Council; also:

1. Councillor Bob Shepherd, Chelmsford City Council; Councillor Sam Kane, Epping Forest District Council; Councillor Chris Vince, Harlow District Council; Councillor Ann Holland,

- Southend-on-Sea Borough Council; Councillor Lynda McWilliams, Tendring District Council; and Councillor Susan Barker, Uttlesford District Council had sent their apologies.
2. Councillor Ian Wright, Chelmsford City Council substituted for Councillor Shepherd; Councillor Fay Evans, Southend-on-Sea Borough Council substituted for Councillor Holland; Councillor Carlo Guglielmi, Tendring District Council substituted for Councillor McWilliams; and Councillor Howard Ryles, Uttlesford District Council substituted for Councillor Barker.
 3. Councillors declared Code Interests as follows:

Name	Nature of Interest
M Maddocks	In receipt of a Police Pension
W Schmitt	Chairman of the Braintree Community Safety Partnership
C Hossack	Member of the Brentwood Community Safety Partnership
G Isaacs	Vice-Chairman of the Castle Point and Rochford Community Safety Partnership
J Redsell	Member of the Thurrock Community Safety Partnership
M Webb	Chairman of the Castle Point and Rochford Community Safety Partnership

2 Minutes

The minutes of the meeting held on 24 January 2019 were approved as a correct record and signed by the Chairman following the agreed amendments, on those present at the meeting, below:

Minute 1 (item 1): Councillor Wendy Schmitt was in attendance and was the Chairman; and Councillor Lynda McWilliams had sent her apologies for the meeting.

3 Questions from the public

There were none.

4 Essex Fire and Rescue Plan Report

The Commissioner was accompanied by Pippa Brent-Isherwood, Chief Executive and Monitoring Officer of the Office of the PFCC; Jane Gardner, Deputy Commissioner; and Jo Turton, Chief Fire Officer and Chief Executive of the Essex Fire and Rescue Service for this agenda item.

Councillor Maddocks, as Chairman of the sub-group which considered the draft versions of the Plan, thanked the rest of the sub-group as well as the team from the Office of the Police, Fire and Crime Commissioner for working well together in consideration of the Plan.

The Commissioner, in return, thanked the sub-group for the healthy and open process in bringing the Plan together as a critical document which fills the same purpose for the Essex Fire and Rescue Service as the Police and

Crime Plan. The Fire and Rescue Plan has had similar partner buy-in throughout the county as the Police and Crime Plan had. The Plan has eight key priorities and has a clarity of commitment and contains the metrics by which the service will be held accountable. It is a robust framework giving strategic direction; and will, hopefully be considered a nationally important document. Based upon the survey the Plan has considerable public support.

The Commissioner stated he had given an assurance to the Essex FBU that he would feed back their concerns to the Panel. The FBU had:

- Made it clear there are elements within the Plan that they cannot agree with. These are, in the main, around the broadening of the role of firefighters, which is a national debate. The Commissioner stated he would work constructively with the FBU around broadening the role of the service
- Not regarded improving road safety as part of the role map of the service as firefighters do not see reducing road traffic accidents as part of their role. Despite this there is a willingness to discuss and negotiate
- Stated it would need to know greater detail around the “protecting vulnerable people from harm” priority before it could support this
- Confirmed it fully supports the “protect, prevent and respond” priority
- Confirmed it supports the “cultural change” priority. Stating it was ‘fantastic to see’
- Accepted the general thrust of the plan

The Commissioner guided the Panel to reflect on the FBUs thoughts prior to any support for the Plan. In commending the Plan to the Panel the Commissioner stated it is a comprehensive guide for the Essex Fire and Rescue Service for the next four to five years.

In response to questions from the Panel the Commissioner, Deputy Commissioner, and the Chief Fire Officer stated:

- No responses were excluded from the consultation process. This enabled individual ‘voices’ from families and watches could have differing opinions. Although there were some identical comments there was not enough to cause any concern around replication. After the closing date 15 further responses were received but these did not substantially change the thoughts on the Plan
- A full copy of the FBU observations to Councillor Maddocks as the Chairman of the sub-group, would be provided

- Incidents of bullying, discrimination and harassment are going down and there has been an enormous amount of work done to improve this. The first round of inspections of Fire and Rescue Services across the country are currently underway. The general findings, to date, show a mixed picture in terms of the treatment of people; although effectiveness of the services overall is very good. Essex County Fire and Rescue Service will be inspected in the summer and a similar picture is expected as to embed cultural change is a long process
- The survey attempted to reach as wide a demographic as possible, and it was disappointing that only 1% of respondents were under the age of 25. Perhaps more could have been done on university campuses and college locations; yet, overall, more responses were received than the benchmark for such surveys. There has been engagement with the Young Essex Assembly and it is recognised that more work needs to be done with younger members of society
- False alarms are an area of focus, and they are falling year-on-year, but are still a significant concern. All calls are challenged with analysis showing that many false alarms are raised from large organisations. Hospitals, in particular, have a high level of false alarms. Work has been done with Southend and Broomfield Hospitals to reduce these
- The first phase of full-time fire officers' recruitment for over nine years is underway. The first two cohorts of recruitment have been completed with 23 new fire officers appointed - the plan is to recruit 49 in total. Workforce and success planning are currently being looked at; as is retention. It is more of an issue recruiting on-call fire officers and a campaign for recruitment is ongoing. The on-call contract is being looked at to see how a more flexible approach can be introduced to fit in with modern lives. The Plan is a forward-looking document that does not dwell on the past with cultural change at the forefront. The Fire and Rescue Service is recruiting to change career patterns with a minimum of 435 fire officers to be deployed as front-line crews
- In terms of workforce diversity five of the 49 new recruits are female – this is less than was wanted but, nevertheless, still important. This could be improved and the service will continue to focus on the diversity of its workforce. Fitness assessments are an area where lessons might be learned as female applicants failed at this stage rather than on capabilities and reasoning. There were no new recruits from BME communities – which is a concern and remains a serious focus for future recruitment. Consideration is being given to proactively targeting female and BME candidates and recruitment activity in areas where there are large BME communities

- All the workforce was engaged in the consultation through management and station meetings. The survey was also promoted internally. Unions other than the FBU were engaged also
- To engage with some of the hardest to reach people in Essex, Firebreaks has been very successful in giving people a sense of purpose and making a positive contribution to society. This along with Fire Cadets form part of the Fire and Rescue Service workforce strategy

Panel members made the following observations:

Councillor Hedley stated he was not entirely surprised by the comments made by the FBU. There are more deaths and injuries as a result of road traffic incidents than any other call-out and there is work going on within the fire service to address this so, he found the FBU comments disappointing, and would support the Commissioner to continue the discussions with the union. With regard to a more diverse workforce he stated new recruits should come into the service with a different view of what is acceptable behaviour in the workplace. On-call crew retention might become an issue due to the reduction in activity and, thus, the earning potential.

Councillor Isaacs stated the Plan is an excellent working document and congratulated the OPFCC for its production. He suggested the document could be sharper in future iterations.

Kay Odysseos stated she would have liked to have seen some more information on how the Fire and Rescue Service is going to link in with the digital agenda in future, particularly given the smart technology going into homes with best use of resources reducing risk through digital. She also referred to some of the public sector 'speak' within the Plan; and future iterations reflecting upon this and management terms.

Councillor Hossack supported the use of technical language in the Plan, however, but echoed the opinion that management terms and acronyms be eradicated.

Councillor Channer suggested faith-based and community groups could also be actively targeted to increase diversity within the workforce.

The Chairman thanked the sub-group and the staff of the OPFCC for the work on the Plan; and recommended to the Panel that the Plan be approved, recognising that it is an iterative document. This was unanimously agreed.

5

The Essex Police, Fire and Crime Panel Budget 2018/19

The Secretary to the Panel presented the report to the Panel and highlighted the anticipated end of year claim to the Home Office.

John Gili-Ross highlighted there is additional spend on the training line that had not been included. He also suggested the claim be divided by

expenditure related to Police and Crime, and the expenditure related to the Fire and Rescue Service. The Secretary to the Panel confirmed this would be done and presented to the Panel prior to the submission to the Home Office as well as presented at the next meeting of the Panel.

The report was noted.

6 The Police, Fire and Crime Commissioner to update the Panel on any ongoing issues

The Commissioner informed the Panel that an update on the deployment of the 150 police officers appointed from the precept rise in 2017/18 as well as the breakdown of the 215 new officers to be recruited from the 2019/20 precept increase will be presented in a report to the next meeting of the Panel. The report will be available in advance of the meeting and be circulated to the Panel.

There was an intention to have discussions with the Home Office on public sector budgets following the Comprehensive Spending Review by the end of March. However, this is no longer possible. The process will continue but it is now unrealistic for any outcomes to be included in the November 2019 budget. Therefore, 2021/22 is the likely year that additional funding will be forthcoming if Home Office negotiations prove successful.

The Commissioner stated he values his relationship with the Essex Police, Fire and Crime Panel and, therefore, awaits with interest the deliberations and considerations around the update of the guidance from the LGA on the relationship between Commissioners and Panels.

7 Forward Look

The Secretary to the Panel stated that updates on the Emergency Services Network and on IT projects would be scheduled into the forward look following discussions with the Office of the PFCC. With this update the report was noted.

8 Date of Next Meeting

The Panel will next meet on Thursday, 23 May 2019 at 2.00 pm in Committee Room 1, County Hall. The substantive items will be Performance Measures, Home Office Complaints Procedures, and the update on new Police Officers. There will be a pre-meeting for Panel Members only from 1.15 p.m.

There is a meeting for those on the Ethics and Integrity Sub-Committee on Thursday, 18 April 2019 at 10.00 a.m. in Committee Room 5, County Hall.

With no urgent business the meeting closed at 3.19 p.m.

Chairman
23 May 2019

AGENDA ITEM 4

Essex Police, Fire and Crime Panel	EPCP/10/19
Date: 23 May 2019	

Essex County Fire and Rescue Service Performance and Assurance Framework

Report by the Police, Fire and Crime Commissioner to the Panel

Enquiries to: Rick Hylton (Deputy Chief Fire Officer)

Telephone: 01376 576027

Email: rick.hylton@essex-fire.gov.uk

1. Purpose of the report

- 1.1 The purpose of this report is to share with the Police, Fire and Crime Panel the ongoing work on the proposed new Performance and Assurance Framework for the Essex County Fire and Rescue Service (ECFRS).

2. Recommendation

- 2.1 That members of the Police, Fire and Crime Panel review and comment on the proposed new Performance and Assurance Framework for the Essex County Fire and Rescue Service, prior to its approval by the Police, Fire and Crime Commissioner and implementation with effect from Quarter 1 reporting for 2019/20.

3. Background

- 3.1 The Essex County Fire and Rescue Service has reviewed its Performance and Assurance Framework following the publication of both the county's and the country's first Fire and Rescue Plan, which was endorsed by the Panel in February 2019. The objective of the review has been to ensure that the service can monitor and report on its performance in delivering the Fire and Rescue Plan, whilst also continuing to monitor performance against the current Integrated Risk Management Plan (IRMP) 2016 - 2020.
- 3.2 The Fire and Rescue Plan sets out the strategic, high level outcome measures that the Essex County Fire and Rescue Service is tasked with achieving. Each strategic outcome measure is supported by a second tier of operational measures which will provide context to performance against

- the strategic measure. The proposed suite of primary and secondary performance measures is attached at Appendix A.
- 3.3 Achievement of these measures will be monitored by the service's newly established Continuous Improvement Board and will be reported quarterly to ECFRS's Service Leadership Team (SLT), the Police, Fire and Crime Commissioner's Performance and Resources Board and to the Police, Fire and Crime Panel. The Commissioner will also continue to receive monthly highlight and exception reports via his Performance and Resources Board. An end of year performance report will continue to be submitted to both the Performance and Resources Board and the Police, Fire and Crime Panel.
- 3.4 Targets will only be set where it is appropriate to do so. Performance against each of the measures will be monitored in one of three ways:
- Targets* – Evaluating performance against agreed target values;
Monitoring - No targets will be set, but data and associated narrative will be provided for monitoring purposes, or
Tolerance – Performance will be evaluated compared with upper and lower tolerance levels, based on the last three years' performance outturns as well as benchmarking and other intelligence.
- 3.5 Development of the framework remains a work in progress at this stage, with the service's Performance and Data Team continuing to liaise with managers across the organisation to identify the owners of each measure and to review local performance trends and national benchmarking in order to inform target and tolerance setting where appropriate. Where targets are to be used, these are to be set by the end of June 2019. The framework will continue to be reviewed throughout the year, both as part of the embedding of the new Fire and Rescue Plan performance measures and also as the service begins to formulate its new IRMP.
- 3.6 Beneath this level, the service's Performance and Data Team will continue to make performance data available monthly at a group / departmental as well as station / team level. This will ensure that performance continues to be monitored across all functions within the service.
- 3.7 It is proposed that performance reporting for Quarter 4 2018/19 and for the full 2018/19 financial year be completed using the existing performance framework, with reporting for Quarter 1 2019/20 onwards to be aligned to the new Performance and Assurance Framework.

4. Background Papers

Fire and Rescue Plan 2019 – 2024 (available at <http://www.essex.pfcc.police.uk/wp-content/uploads/2019/03/ECFRS-Fire-and-rescue-plan-190313-WEB.pdf>)

Integrated Risk Management Plan (IRMP) 2016 – 2020 (available at http://www.essex-fire.gov.uk/img/pics/pdf_1550238181.pdf)

Appendix A – Proposed primary and secondary performance measures

Essex Police, Fire and Crime Panel	EPCP/11/19
Date: 23 May 2019	

Force Growth Plan

Report by Roger Hirst (Police, Fire and Crime Commissioner) to the Panel

Enquiries to: T/Supt Ed Wells

Telephone: 42002770

Email: ed.wells@essex.pnn.police.uk

1.0 Purpose of report

This report provides an update on the growth in Police Officer establishment following the precept increase for the financial year 2018/19. It outlines delivery against plans as set out in the budgets for 2018/19 and 2019/20.

2.0 Recommendation

That the progress is noted by the Police, Fire and Crime Panel.

3.0 Background to 2018/19 Growth Plan

The Chief Constable outlined in a paper to the PFCC in March 2018 how the additional funds from the precept increase 2018/19 would be invested in 150 extra Police Officers. The plan focused on uplifting resources within local policing and distributed additional resources across priority teams within District Policing Areas (DPA) according to the Force's policing priorities, these were as follows:

- 124 Officers to local policing (this includes, Local Policing Team (LPT), Community Policing Team (CPT) and Domestic Abuse Investigation Teams (DAIT)
- 1 Officer to Cyber Crime
- 25 Officers to Operational Support Group (OSG)¹

In summary the North Local Policing Area (LPA) was allocated an additional 51 posts, the South LPA an additional 38 and the West LPA an additional 35 posts. The distribution of these additional resources was broken down by DPA (see Figure 1):

¹ Central specialist team which provides preventative and proactive capability to support local policing

Figure 1: Additional Resources Approved Distribution by District Policing Area

District Policing Area	Local Policing Teams	Community Policing Teams	Domestic Abuse Teams	LPA Total
Chelmsford & Maldon	6	6	3	
Colchester	6	6	3	
Braintree & Uttlesford	5	4		
Tendring	5	4	3	
NORTH LPA				51
Basildon	6	6	3	
Southend	6	6	3	
Castle Point & Rochford	4	4		
SOUTH LPA				38
Thurrock	6	6	3	
Brentwood & Epping	6	4		
Harlow	3	4	3	
WEST LPA				35
				124

A comprehensive implementation plan has overseen the increase in resources into the Force, including the recruitment of additional officers, and the planning for the sequencing of postings to additional specialist roles. The precept uplift set the Force's budgeted establishment for officers in 2018/19 at 3,000 fte and required the Force to also be at a strength of 3000 fte by the end of the financial year.²

The uplift ambition was achieved in December 2018, four months early. As at 26th April 2019 the Force's police officer strength was 3045.93 fte, which includes 139 fte in training. This is a strong position from which to start the 2019/20 Growth Programme having already surpassed the 2018/19 establishment.

4.0 Progress to date

Overall the total uplift has been achieved. Some minor changes have been made in the underlying establishment within specific LPA teams to improve local operational efficiency and effectiveness; these are reflected at Figure 2 where the establishment and strength as at 1st April 2018 and as at 26th April 2019 is compared; the last two columns provide a summary of the net effect to both establishment and strength.

² The baseline Establishment changed from 3000 to 3003 in-year due to three funded PC posts from Epping Forest District Council.

Figure 2: 2018/19 Uplift; Establishment v Strength Tracking

	1st April 2018		Precept Growth	26th April 2019		Net Change up to 26th April 2019	
Investment (Constable only unless stated otherwise)	Est	Str		Est	Str	Est	Str
Local Policing Teams (LPT)	845.90	716.60	53.00	895.68	935.41	49.78	218.81
Local Domestic Abuse Investigation	109.15	105.73	21.00	127.15	109.42	18.00	3.69
Community Policing Teams (CPT)	91.00	92.84	50.00	140.00	130.66	49.00	37.82
Local Policing Total	1046.05	915.17	124.00	1162.83	1175.49	116.78	260.32
OSG (Constable, Sergeant & Inspector)	49.00	41.42	25.00	75.00	63.68	26.00	22.26
OPC Total	49.00	41.42	25.00	75.00	63.68	26.00	22.26
SCD: Cyber Crime Investigation	4.00	5.00	1.00	5.00	5.00	1.00	0.00
Investigations Total	4.00	5.00	1.00	5.00	5.00	1.00	0.00
Total: Operational Policing	1099.05	961.59	150.00	1242.83	1244.17	143.78	282.58

The 2018/19 funding increase has created 150 additional police officer posts. The original plan to invest the 150 in the teams was adjusted in year to meet operational needs; resulting in 143.78 fte invested as shown in Figure 2, and 6.22 posts being re-invested into Investigations, Public Protection and the Southend CPT Multi-Agency Vulnerability team.

For the Local Policing Teams (LPT) the establishment increase for LPT was adjusted during the year to 49.78 fte as a result of Chief Officer agreed changes. They are the primary frontline team responding to calls for help from the public and are where all newly recruited officers are first posted following their initial training. As such, the growth in officer numbers within the LPTs is the first element of the Force which benefits from the investment of more officers (Figure 2).

The recruitment campaigns and processes this year have been successful in taking the force from a position of being under establishment to being over.

5.0 Posting to specialist roles

Areas approved for growth such as Community Policing Teams (CPT), Domestic Abuse Investigation Teams (DAIT) and Operational Support Group (OSG) are all considered specialist roles and require officers with a period of demonstrable policing experience and are not therefore suitable for newly trained student officers. The deployment of officers to these posts had to be sequenced for after the LPTs had received their full allocation of new officers through recruitment, as the majority of officers suitable for these specialist roles were likely to be selected from the LPTs. The exception to this was the single growth post for Cyber Crime Investigation, which in April 2018 established a previously unestablished post which already had an officer in it.

5.1 Community Policing Team

Within Community Policing Team (CPT) the 50 planned growth posts were adjusted to 49 during the year (see Figure 2). As at 26th April 2019 which includes the 2018/19 growth, just over 93% of CPT posts were filled (Figure 3).

Figure 3: CPT Constable resourcing as at 26th April 2019.

Command / Department	Est	Str	% Resource d
Local Policing Area North	55.00	51.13	92.96
Braintree and Uttlfrd LP Partnership Hub	12.00	12.14	101.16
Chelmsford and Maldon LP Partnership Hub	16.00	14.55	90.95
Clacton LP Partnership Hub	12.00	11.96	99.66
Colchester LP Partnership Hub	15.00	12.48	83.21
Local Policing Area South	42.00	38.85	92.51
Basildon LP Partnership Hub	16.00	14.90	93.14
Castle Pnt and Rchfrd LP Partnership Hub	10.00	12.00	120.00
Southend LP Partnership Hub	16.00	11.95	74.69
Local Policing Area West	43.00	40.68	94.60
Epp Brntwd and Lghtn LP Partnership Hub	15.00	15.22	101.49
Grays LP and Partnership Hub	18.00	15.45	85.85
Harlow LP and Partnership Hub	10.00	10.00	100.00
Grand Total	140.00	130.66	93.33

Each Local Policing Area carefully manages their vacancies across different teams in order to balance a number of competing priorities within the particular local context. The position for each District's CPT can be influenced by a number of different factors which include, for example, officers performing acting or temporary duties within the CPT. Against the Force position of 93.33% of posts occupied, there are three areas of exception to highlight, which are Colchester, Southend and Grays:

In Colchester there are 2.52 fte vacancies; one officer selected for CPT is awaiting a start date, one is currently covering a sergeant role and will revert to their PC post in July. The 0.52 fte results from part time workers within the team.

Southend has 4.05 fte vacancies; two constables are covering sergeant roles and will be released back to their core role shortly. Two officers from the current Police Now cohort are also attached to the Southend CPT, but are not reflected on the establishment above as they are ring-fenced as part of their development programme.

Grays has 2.55 fte vacancies; two officers have been selected and will be posted to CPT by 13th May 2019. The 0.55 fte results from part time workers.

5.2 Domestic Abuse Investigation Teams

The Domestic Abuse Investigation Teams (DAIT, formerly Juno Teams) were given an uplift of 21 fte at the start of 2018/19 to meet operational requirements. During the year this investment was adjusted to 18 (see Figure 2). While there has been a steady stream of officers moving into DAIT throughout the year, due to other movements of DAIT officers the net increase in strength is 3.69 fte. Existing Force processes continue to monitor closely the fluctuations in officer numbers across this and all specialist teams.³

5.3 Operational Support Group

The Operational Support Group (OSG) uplift of 25 was amended to 26 in year to establish a post within the pre 2018/19 OSG structure (Figure 2). All 26 growth posts have an officer selected, with a number already in post.

6.0 **Conclusion to 2018/2019 Growth**

The precept uplift of 150 fte additional officers was successfully achieved eight months into the financial year with the strength on 26th April 2019 at 3045.93 fte. The focus for the year was ensuring new officers were recruited, effectively trained and able to achieve Independent Patrol Status.⁴ This has allowed the sequenced release of experienced officers into Community Policing Teams, Operational Support Group and Domestic Abuse Investigation Teams which will continue to be managed through the Force Resource Deployment Meeting.

The net result is an increase in officer numbers across a number of key Force functions, which has increased the Force's capacity to deal with a wide range of areas including an increased local and visible presence.

³ Officers continue to be selected for DAIT, and this continued investment will be carefully managed throughout 2019/20 towards the new establishment

⁴ Normally around 32 weeks after joining the Force

2019/20 Force Growth Programme

7.0 Background

Members of the Essex Police, Fire and Crime Panel have agreed an average of £24 increase in Council Tax for a Band D property raising £15.5m of additional Council Tax receipts, which supplements an increased Police Funding Settlement for 2019/20. Overall, this has provided an additional £23m to be invested in Essex Police a proportion of which will be invested as follows:

- Recruit 215 more frontline officers, bringing the total number of officers to at least 3,218⁵ by the end of 2019/20. Of these, 168 will be posted into local policing roles.
- Recruit 32 further operational police staff.
- Recruit 18 additional support police staff to service the business needs of a larger workforce.

The investment recommendations put forward by Essex Police were carefully calculated to ensure that the Force remains local, visible and accessible to communities, responding to the growth in high harm and emerging crimes as well as investing in long term infrastructure, technology and skills.

Figure 4: Agreed allocation of new officer and staff roles that form the 265 officer and staff Posts.

Investment for Additional Police Officers and Staff		
Investment Area	Officers FTE	Staff FTE
Town Centre Teams	68	0
Information Management	0	11
Gangs (Operation Raptor)	19	11
Children/Young People	20	0
Business Crime	3	1
Roads Policing Unit	21	0
Crime & Public Protection	20	3
Local Policing Teams	50	0
Serious Crime Directorate – Modern Slavery	5	0
Serious Crime Directorate – Volume Fraud	1	0
Serious Crime Directorate – Op Signature(Fraud victim care)	0	3
Serious Crime Directorate – OCG Co-ordinators	0	3
Serious Crime Directorate - Violence & Vulnerability Unit	1	0
Gypsy, Traveller and Rural Engagement Team (GTRET)	7	0
Total – Operational Policing	215	32
Support Functions (recruitment, standard training)		18

⁵ Including the three funded posts from Epping Forest District Council.

Essex Police has developed a detailed plan for the deployment of these additional officers and staff in line with this budget approval through the 2019/20 Force Growth Programme.

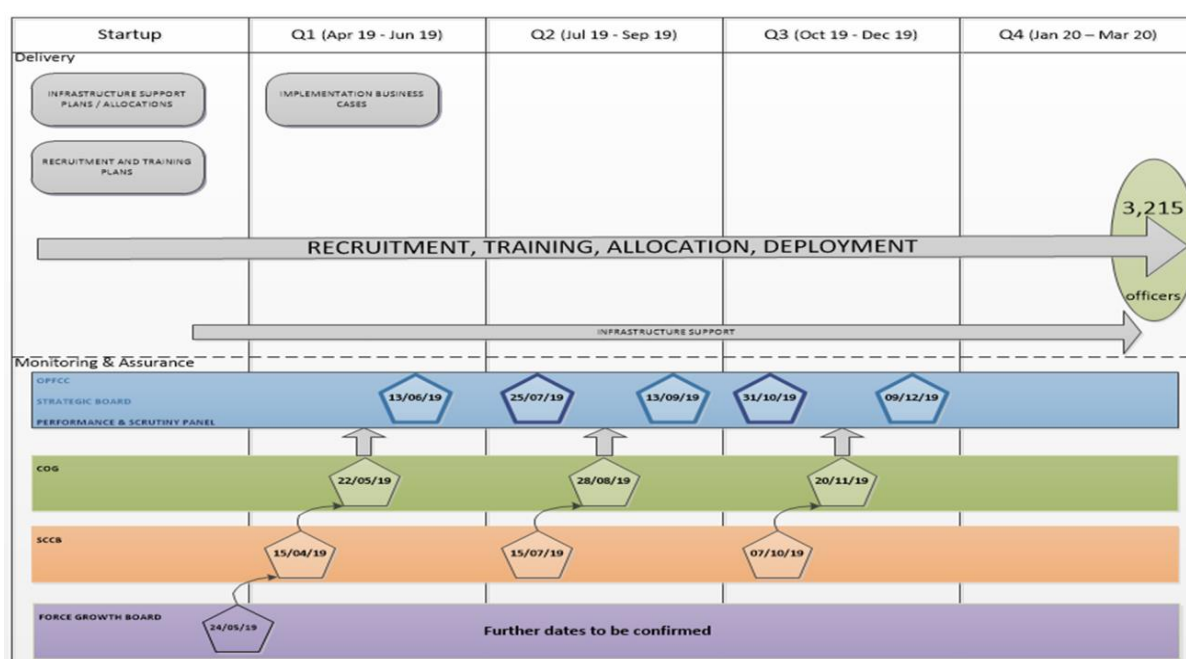
8.0 Governance

Progress in delivering the Force Growth Plan will be monitored and scrutinised by the PFCC at his quarterly Performance and Resources Scrutiny Board. Any proposals to amend the Force Growth Plan for operational reasons will be formally recommended to the PFCC for agreement at quarterly meetings of the PFCC's Strategic Board. Through these governance processes, the Chief Constable will provide assurance to the PFCC that the additional investment secured through the policing precept and central government funding is being effectively and efficiently utilised.

Essex Police's newly created Force Growth Programme Board, reporting into the Strategic Change and Co-ordination Board chaired by the Deputy Chief Constable, will monitor and steer the overall implementation plan on behalf of the Chief Constable and Essex Police Chief Officer Group. This Board will project manage and coordinate the Force Growth Programme, ensuring the work across various departments and commands is de-conflicted, and that identified risks are mitigated and escalated as appropriate.

The Essex Police Resourcing and Deployment Meeting chaired by the Director of Human Resources will oversee the recruitment profile, including officer moves and allocations managed by Local Policing Areas (LPAs).

Figure 5: Governance Roadmap



9.0 Additional Officer Recruitment 2019/2020

Following the success of the 2018/19 recruitment programme, the Force started 2019/20 over establishment by 60.94 fte. Therefore to achieve an uplift of 215 officers within 2019/20, with a projected turnover of 264 officers, the Force must recruit 418 new officers by 31 March 2020. There is a comprehensive plan which allows for the training and recruitment of up to 476 officers during the year; the associated schedule is detailed below (Figure 6).

Figure 6: L&D and Corporate Recruitment officer intake plan 2019/2020

Month	Number of officers
7 th May 2019	76
15 th July 2019	80
23 rd September 2019	80
2 nd December 2019	80
10 th February 2020	80
30 th March 2020	80
Total	476

N.B The course on the 15th July includes the recruitment of 10 officers through the Police Now scheme. If the scheme does not yield the full cohort of 10, regular recruitment will be increased to ensure that 80 new officers are recruited.

There is flexibility within the plan to allow for increases in transferees and/or any difference between the projected and actual attrition of officers. The actual number of new officers recruited will be carefully managed through the HR Director's Resource Deployment Meeting.

10.0 Posting to Specialist Roles

As was the case for 2018/19 growth, the sequencing of recruitment to new specialist roles is critical. The approved new posts are essential to meet the Force's priorities, but if experienced officers are lost from Local Policing Teams (LPTs) before recruitment of student officers has taken effect, then the delivery of frontline policing services risks being compromised.

The below table (Figure 7) shows the anticipated timeline for posting police officers into growth posts throughout 2019/20 in accordance with priorities agreed by Chief Officers. This is based on anticipated joiners and leavers and the dates on which intakes of new recruits are scheduled to achieve Independent Patrol Status.

Figure 7 outlines when it is estimated that the overall police officer growth will be sufficient for experienced officers to be released from LPTs into the new posts. This plan is indicative and dependent upon a number of variables and may, therefore, need to be adjusted through the Resource Deployment Meeting to meet changing operational needs, such as ensuring the Force maintains the necessary resilience and skills within LPTs.

Figure 7: Police Officer Growth Plans

	Police Officer Growth Plan												Totals
	Apr-19 FTEs	May-19 FTEs	Jun-19 FTEs	Jul-19 FTEs	Aug-19 FTEs	Sep-19 FTEs	Oct-19 FTEs	Nov-19 FTEs	Dec-19 FTEs	Jan-20 FTEs	Feb-20 FTEs	Mar-20 FTEs	
Previous Month End Strength	3063.94	3043.94	3097.94	3075.94	3133.94	3111.94	3169.94	3147.94	3125.94	3183.94	3161.94	3219.94	
Leavers	(22.00)	(22.00)	(22.00)	(22.00)	(22.00)	(22.00)	(22.00)	(22.00)	(22.00)	(22.00)	(22.00)	(22.00)	(264.00)
Joiners	2.00	76.00	0.00	80.00	0.00	80.00	0.00	0.00	80.00	0.00	80.00	80.00	478.00
Strength at end of month	3043.94	3097.94	3075.94	3133.94	3111.94	3169.94	3147.94	3125.94	3183.94	3161.94	3219.94	3277.94	
Force Establishment	3218.00	3218.00	3218.00	3218.00	3218.00	3218.00	3218.00	3218.00	3218.00	3218.00	3218.00	3218.00	
Projected Strength Variance	-174.06	-120.06	-142.06	-84.06	-106.06	-48.06	-70.06	-92.06	-34.06	-56.06	1.94	59.94	
% Strength Variance	-5.41	-3.73	-4.41	-2.61	-3.30	-1.49	-2.18	-2.86	-1.06	-1.74	0.06	1.86	
	Additional Police Officers Operational Deployment Plan												
Town Centre Teams [68]				68.00									68.00
Gangs [19]											19.00		19.00
Children/Young People [20]									20.00				20.00
Business Crime [3]											3.00		3.00
Roads Policing Unit [21]											21.00		21.00
Crime & Public Protection [20]						20.00							20.00
Local Policing Teams [50]						50.00							50.00
Serious Crime Directorate Modern Slavery [5]		5.00											5.00
Serious Crime Directorate Volume Fraud [1]		1.00											1.00
Violence & Vulnerability Unit [1]		1.00											1.00
GTRET (Rural Engagement Team) [7]											7.00		7.00
Total - Operational Policing [215]	0.00	7.00	0.00	68.00	0.00	70.00	0.00	0.00	20.00	0.00	50.00	0.00	215.00

11.0 Implementation Update

There are a small number of specialist teams intending to recruit experienced officers from May 2019 (see Figure 7) where the relatively small number of officers to be invested can be accommodated through the normal resourcing priority process. The recruitment is already underway with the Violence and Vulnerability Unit Inspector already in post. Detailed implementation plans are being developed for each strand of investment.

11.1 Town Centre Teams

The first substantial investment (68) to be implemented will be the Town Centre Teams. **The recruitment to these teams is underway and on track for implementation in July.**

The Town Centre Teams will place additional police officers in town centres across Essex. This will enable greater targeting of crime and anti-social behaviour (ASB) in town centres and promote local confidence through visible policing interventions. There are clear links between town centre locations and community and partner priorities as well as street-based violence and vulnerability.

Analysis of data on local population, crime and ASB have been used to calculate the appropriate allocation of officers to Town Centres (Figure 8).

Figure 8: proposed allocation of Town Centre Officers

		Constables	Sergeants (One per Police District)
South LPA	Southend	5	1
	Rochford	2	1
	Rayleigh	2	
	Canvey	2	
	Basildon	4	1
	Billericay	2	
	Wickford	2	
West LPA	Grays	3	1
	South Ockendon	2	
	Stanford le Hope	2	
	Brentwood	2	1
	Loughton	2	
	Waltham Abbey	2	
	Harlow	3	1

		Constables	Sergeants (One per Police District)
North LPA	Chelmsford	4	1
	Maldon	2	
	South Woodham Ferrers	2	
	Witham	2	1
	Braintree	2	
	Saffron Walden	2	
	Colchester	4	1
	Harwich	2	1
	Clacton	3	
		58	10

This investment into Town Centre Teams is a further increase in Community Policing Teams following the 2018/19 investment. Including the Children and Young Persons Officers expected to be implemented in December 2019, CPTs will have had a net investment of 127 Constables over two years. To support these teams, 10 additional sergeants will form part of the Town Centre Team uplift and be allocated to each of the 10 CPTs in the Force.

12.0 Conclusion to 2019/2020 Growth

There is strong governance in place to support the 2019/20 growth programme to ensure that the implementation plan runs smoothly. This includes robust programme management to co-ordinate and monitor activity as well as a structure that ensures Chief Officers and the OPFCC have appropriate oversight on progress. The creation of new posts will be aligned with student officers arriving on the LPAs. Overall co-ordination will be through the Deputy Chief Constable's Force Growth Board.

AGENDA ITEM 6

Essex Police, Fire and Crime Panel	EPCP/13/19
Date: 23 May 2019	

Essex Police Performance Report - Quarter 4 2018/19

Report by the Police, Fire and Crime Commissioner to the Panel

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1. Purpose of the report

- 1.1 The purpose of this report is to provide an overview of Essex Police's progress in delivering the priorities set out in the Police and Crime Plan 2016-2020, based on data and other information to March 2019.
- 1.2 The attached quarterly report, produced by Essex Police and scrutinised at the monthly Performance and Resources Scrutiny Board chaired by the Commissioner, provides highlight reporting against the seven priorities set out in the Plan.
- 1.3 This quarter, highlights with regard to performance include:
 - A 9% increase in the Special Constable headcount from 474 to 516. In the last quarter, there have also been 346 further applications to join the Special Constabulary, with 60 candidates currently undergoing pre-employment checks.
 - In the three months to 31 March 2019, Specials contributed a total of 44,113 hours (a 33% increase on the same period in 2018). The operational contribution over the last period amounted to 33,676 hours (a 48% increase). Specials have recorded 17,514 hours of high visibility policing over this time (a 98% increase over the same period last year). The hours worked by the Special Constabulary across this period were equivalent to having an additional 97 full time officers, who would attract an annual salary cost of £5.1m.
 - In November 2018, a second Inspector was added to each team in the Force Control Room (FCR) who is responsible, among other things, for

monitoring call handling performance. Since the introduction of this role, the proportion of 101 (non-emergency) calls that are answered within the target of 60 seconds has improved from 40% (in November 2018) to 57% (in January 2019). Meanwhile the percentage of 101 calls abandoned by the caller has fallen from over 19% to 11%. In addition, procedural improvements within the Crime Bureau (to which a significant proportion of 101 calls are transferred) has meant that the percentage of these calls answered within the target time of five minutes increased from 19.7% in September 2018 to 52.5% in January 2019. It is hoped that 101 performance will improve further towards the end of the year, after Essex Police migrates onto the national Single Online Home web page. This will introduce new ways that the public can interact with and report matters to the Police, including 'live chat', an online tool through which members of the public communicate with a call taker via typed messages. In the meantime, Essex Police continues to run regular social media campaigns to encourage the use of existing online reporting options, thus diverting demand away from telephone options.

- An Essex Police Anti-Social Behaviour Officer worked closely with the relevant Local Policing Team and the East of England Ambulance Service to obtain the first five-year Criminal Behaviour Order (CBO) against a defendant for assaulting an emergency services worker (a paramedic). Teams in Castle Point and Rochford have also made particularly effective use of CBOs to constrain local criminals following sentencing at Court. The team has successfully applied for six CBOs over the past 12 months and enforces these as part of regular patrols.
- Chelmsford and Maldon's C Shift was recognised by the National Police Chiefs Councils (NPCC) with a national award for response team of the year. The team focuses on hotspot areas and local intelligence and regularly completes over 150 stop and searches each month.

1.4 In addition to the above, various successful Operations took place during the quarter, including:

- Operation CEDAR, an investigation into ATM attacks that took place across the eastern and south eastern regions between 24 March 2018 and 5 March 2019, causing an estimated £1 million worth of damage and thefts. On 5 March 2019, an arrest phase was completed in Essex, resulting in seven arrests. These suspects have been charged and remanded for conspiracy to commit burglary other than of a dwelling, conspiracy to commit burglary of a dwelling and conspiracy to commit theft of motor vehicles.
- Operation SMUGGLER, a response to a murder and stabbing in Colchester and an increase in violent crime in Tendring. Essex Police

worked with both internal and external partners to maximise proactive capability over a three week period. During this time, 54 people were arrested, 13 search warrants were executed and 600 residents were spoken to, yielding more than 160 pieces of information. 136 stop and searches were also conducted, resulting in 46 people being dealt with for offences including possession of knives and drugs.

- Operation AIDANT, which placed a regional focus on various facets of exploitation. During a week of action conducted between 28 January and 1 February 2019, joint agency visits by Essex Police, Child Protection teams and immigration officers were conducted at various addresses across Essex. These resulted in the identification of 11 potential victims and nine arrests for immigration, trafficking and criminal exploitation offences.
- Operation SURVEY, a multi-force operation across the Essex, Kent and Metropolitan police forces targeting County Drug Lines (CDLs). In January 2019, nine warrants were executed against four CDLs across Essex, resulting in 10 arrests along with the seizure of two drug line phones and a quantity of cash and drugs.
- Operation SAND, a joint Essex and Metropolitan Police Service operation in which warrants were executed in Aveley overnight on 26 March 2019. 70 containers were searched, resulting in the recovery of a number of firearms, hundreds of rounds of ammunition and 22 grenades. Several stolen cars, several kilos of Class A drugs and a cannabis farm were also seized.

1.5 In terms of areas requiring the continued focus of the force:

- Following the publication of the Strategic Hate Crime Partnership's (SHCP's) Hate Crime Strategy for Essex 2018 – 2021, and an accompanying action plan which aimed (amongst other things) to increase the reporting of hate crime, Essex Police saw an increase in hate crime reporting of over 21% in 2018/19 compared with the previous year. This includes a 44% increase in disability hate crime reporting. Multi-agency partners (including Essex Police) are now working to deliver improved hate crime training to both permanent and agency officers and staff. A range of training events is planned for 2019 which will include inputs from victims, the Crown Prosecution Service, support groups and hate crime experts. A new Hate Incident Reporting Centre (HIRC) located in the Town Hall in Clacton has also recently gone live, bringing the total to 46 centres across Essex, now covering all local authority areas.

- Although indicative figures suggest that there has been a slight decrease in the total number of people killed and seriously injured (KSI) on Essex roads, it appears that fatalities have risen. Alongside this, there has been a continued increase in the number of arrests for drug driving in Quarter 4 with Essex Police – in common with other forces that are actively drug-wiping individuals suspected of driving under the influence of cannabis or cocaine – arresting more drug drivers than drink drivers each month. During the last quarter, 376 drink drivers were arrested, compared with 445 drug drivers (19% more). During the quarter, there were 96 police deployments to improve road safety and tackle criminality on Essex roads, resulting in 3,841 vehicles being stopped, 156 arrests being made and 43 vehicles being seized.

Police and Crime Plan 2016-2020

Quarterly Update

Quarter 4 – 2018/19

Data to March 2019



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Priority 1 - More Local, Visible and Accessible Policing

We will:

Boost community volunteering, encourage the Active Citizen Programme and grow the police family – doubling the Special Constabulary, with a Special Constable in every community.

- The Special Constable headcount increased from 474 to 516 during the last quarter (42 additional officers). In the last quarter there have been 346 applications to join the Special Constabulary; 60 candidates are currently in pre-employment checks. The #MyOtherLife campaign focused around key sporting dates and Mother's Day.
- In the three months to 31 March 2019, Specials contributed a total of 44,113 hours (a 33% increase on the same period in 2018). The operational contribution over the last three months has amounted to 33,676 hours (a 48% increase). The Specials have recorded 17,514 hours of high visibility policing over this time (a 98% increase). The hours worked by the Special Constabulary across this period was equivalent to having an additional 97 full-time officers, which would attract an annual salary cost of £5.1m.
- Our work to improve and enhance the Employer Supported Policing scheme now has 15 companies committed to providing their staff with paid time off to volunteer as Specials in Essex (13 more than 12 months ago). This has realised a total of 941 hours over the last three months, an increase of 145% from 383 hours in the same period last year. Recently signed-up employers include Southend-on-Sea and Basildon District Councils, British Airways, Lloyds Banking Group, KeyMed and WorldPay. Over the last three months we have received 17 applications for Community Special Constables (CSC) roles.
- We now have 31 Parish or Town Councils signed up to CSCs from across the county.
- Kelvedon Parish Council are currently considering funding CSCs following the success in other areas.
- Southend now has 50 Special Constables, and Leigh Town Council are the first organisation to fund a dedicated Special Constable for their area.
- West Local Policing Area (LPA) has started to use Special Constables in new ways to increase visibility and service to the public. Operation ISOBAR, for example, utilises Special Constables who have been teamed by the Children's Society to respond quickly to young missing persons.

Police and Crime Plan 2016-2020 – Quarterly Update 2018/19 Q4

Priority 1 - More Local, Visible and Accessible Policing

We will:

Boost community volunteering, encourage the Active Citizen Programme and grow the police family – doubling the Special Constabulary, with a Special Constable in every community – continued.

- There are currently 100 Active Citizens/Police Support Volunteers. This is a slight decrease on the last period due to retirement or domestic circumstance. However, there has been an increase in volunteers taking on more than one role within Essex Police, with the average volunteer now performing two different volunteer roles.
- There are currently 297 Volunteer Police Cadets across the 10 Cadet Units. This is a slight decrease on the last period, due to cadets finding employment, moving into higher education or to other opportunities within Essex Police; several Cadets have become Cadet Leaders, Special Constables or full-time staff. New units are opening in early 2019 in Harwich, Uttlesford and Brentwood; this will increase the Cadet cohort to 350.
- A Volunteer Police Cadets scheme in Uttlesford has secured a venue and leaders. This starts in in April 2019.
- The number of Active Citizen's in Southend has doubled in the past year (to 24).

Police and Crime Plan 2016-2020 – Quarterly Update 2018/19 Q4

Priority 1 - More Local, Visible and Accessible Policing

We will:

Support increased participation in Neighbourhood Watch, Street Pastors, Active Citizens and Volunteer Police Cadets.

- Membership of Neighbourhood Watch (NHW) and other Watch groups continues to grow, with approximately 102,000 members currently registered. New schemes, such as Marine Watch (late Spring 2019) and Horse Watch (Summer 2019), are also being launched.
- NHW has been reinvigorated in Chelmsford & Maldon District. Moulsham now has almost 1,000 new members. Great Baddow and Writtle are also coming on line after the District secured support from local parish and city councillors. The District has reallocated four officers to the rural areas of Maldon and this has resulted in great engagement locally, especially with other support groups such as Horse and Farm Watch initiatives.
- Volunteer Police Cadets (VPCs) in Braintree & Uttlesford have visited Stisted to offer crime prevention advice following a spate of burglaries. They also conducted Vulnerable People, Place, Property & Vehicle checks (4VP) in Great Bardfield, where 24 unlocked vehicles were identified (suitable advice to was subsequently given to the owners of these vehicles).
- The Tendring VPC Unit is regarded as the leading Unit in the county with the lowest drop-out rate across Essex. Applications have recently been opened to create an additional Unit in the Harwich area; there are already 17 applicants for a potential Unit of 30 cadets.
- Operation ELBOW in Basildon utilises NHW, Active Citizens and Street Pastors for joint patrols with Police and partners, along with support for 'pop up' crime prevention events. This is an ongoing operation with times of intensification to support additional demand and anticipation of an increase in demand.
- During the winter period, Southend Special Constabulary completed 1,169 patrols over eight weeks as part of a targeted patrol plan due to increased ASB and acquisitive crime in the three central wards of Milton, Kursaal and Victoria. This led to a huge reduction in reported offences and positive feedback from the public at the central Local Community Meeting (LCM).
- West LPA combined a Volunteer Cadets awards evening with the Command Team Awards for our officers. This enabled the Volunteer Police Cadets to see the bravery and hard work that Police Officers exhibit, and furthered their inspiration to be involved with Police work. Their families were also present, which gave a sense of the 'Police Family' at its best.

Police and Crime Plan 2016-2020 – Quarterly Update 2018/19 Q4

Priority 1 - More Local, Visible and Accessible Policing

We will:

Make it easy to contact the police through 'Do It Online' and improvements to 101 ensuring that the public get a swift and responsive service from the police.

- In November 2018, a second Inspector (Oscar 2), was added to each team in the Force Control Room (FCR). Part of this officer's duties is to monitor call handling performance in the room. Since being put in place, our grade of service in respect of 101 calls (those calls that are answered within the 60 second target) has risen from 40% in November to 57% in January; the percentage of 101 calls abandoned by the caller has decreased from a little over 19% to 11%.
- During Summer 2019, along with 38 other forces nationally, Essex Police will be moving to the Single Online Home web page. This will introduce new ways that the public can interact with, and report, matters to the Police. One of the new functions will be the use of 'live chat', an online tool whereby members of the public communicate with a call taker by sending typed messages.
- National 999 call answering standards require that each 999 call be answered with 10 seconds of the call being presented by BT. In some cases 999 calls are represented to the call handlers by BT when the call is not answered within 10 seconds. The representation of the call is counted as abandoned when in fact the call has not been terminated. We continue to record an abandoned rate of only 2%.
- 101 calls come into Essex Police via our switchboard where the average wait time for a call to be answered is 5 seconds. These calls are triaged by switchboard staff; at this point, the caller is offered options to report matters online. Essex Police run regular social media campaigns to increase public awareness and encourage the use of our online reporting options.
- The vast majority of the 101 (non emergency) calls are transferred either to the FCR or Crime Bureau (CB). Although there is no national standard by which to measure this 'secondary call handling', Essex Police aim to answer calls into FCR within 60 seconds and CB within five minutes. During wait periods the IVR (Interactive Voice Response) message encourages callers to consider online options or calling back when lines are less busy. Therefore any abandoned calls during this period may be as a result of an alternative contact option being taken as opposed to people hanging up in frustration. Procedural improvements within CB meant that the grade of service (percentage of calls answered within the target time) for calls transferred to CB increased from 19.7% in September 2018 to 52.5% in January 2019.

Police and Crime Plan 2016-2020 – Quarterly Update 2018/19 Q4

Priority 2 – Crack Down on Anti-social Behaviour

Working with partners we will:

Target repeat and high harm anti-social behaviour to protect individuals and communities from distress and disruption.

- Braintree District Council have recently secured £43,404 from the Department for Work and Pensions for a Prolific Offender Caseworker. This Caseworker will be employed for one year to work with a cohort of 10 individuals. The Community Policing Team (CPT) are already tied into this and work closely under the Community Safety Partnership. This Caseworker is part of Operation INTERACT (Homeless engagement); the Homeless Reduction Act 2017 does not take account of single persons or those with complex needs, so the Caseworker will fill this void.
 - In Chelmsford & Maldon, Project ENLIGHTENMENT was established. 13 key school across the District now have nominated Community Partnership Team (CPT) Constables and Police Community Support Officers who are engaged in various programs within schools to reduce Anti-Social Behaviour (ASB) and gang related offending.
 - The Haredi community on Canvey Island were targeted with persistent ASB by persons unknown. Police conduct regular visits to victims and synagogue; there is also joint working with the Community Security Trust (CST). Good working relationships have consequently been formed, and the problem has abated.
 - An Essex Police Anti-Social Behaviour Officer, who worked closely with the Local Policing Team and the East of England Ambulance Service, has obtained the first five year Criminal Behaviour Order against a defendant for assaulting an Emergency Service Worker (a paramedic).
 - In Southend, Essex Police worked with Southend Borough Council to conduct a highly successful pilot of six temporary Community Safety Officers, who are employed by the council. These officers are empowered to issue Community Protection Warnings and Notices, and deal with ASB in the High Street. They have now been made permanent, and work alongside the CPT in the Southend Community Safety Hub.
 - In response to ongoing issues of vandalism, drugs and ASB reported by staff at Maitland House, a Community Action Group (CAG) set up a multi-agency task and finish group to agree an action plan. This resulted in new anti-vandal smoking bins being installed, and increased patrols. Personal safety training has also been provided for staff at the premises, and there is a plan to increase CCTV coverage and street lighting, as well as connecting Maitland Security to the town link radio system.
- Page 36 of 80
- Teams in Castle Point & Rochford have made effective use of Criminal Behaviour Orders (CBOs) to effectively constrain local criminals after sentencing at Court. The team have successfully applied for six CBOs in the last 12 months, and enforce these as part of regular patrols. 7

Police and Crime Plan 2016-2020 – Quarterly Update 2018/19 Q4

Priority 3 – Breaking the Cycle of Domestic Abuse (DA)

Working with and through the Domestic Abuse Strategic Board to deliver an ambitious programme of transformation we will:

Support victims and their families affected by domestic abuse to feel safe, cope and recover through targeted help and jointly commissioned services; and tackle offending behaviour through robust behaviour change programmes to break the cycle of domestic abuse.

- Crime & Public Protection (C&PP) Command continue work on the national Cross Criminal Justice System (CJS) Domestic Abuse (DA) Best Practice Framework, which involves a continued partnership approach to develop the DA Best Practice Implementation Plan. CPS have started working with the Essex Police College to deliver training to specialist DA investigators on Operation JUNO teams. This provides the opportunity to discuss best practice, legislation updates and the criminal justice process with the ultimate aim of improving prosecution outcomes. Monthly partnership meetings are held to discuss the plan and the development of an action matrix and risk register.
- Utilising the Stalking & Harassment Protocol, C&PP Command continue to develop an implementation plan. This has resulted in a review of the stalking training delivered to Operation JUNO teams, and the introduction of a SPOC for early consultation with CPS in stalking investigations; the aim is to achieve more consistent performance in the identification, investigation and prosecution of offences.
- C&PP Command are also working with the Southend, Essex and Thurrock Domestic Abuse Board (SETDAB) to deliver partnership training events on Stalking & Harassment. Four events are arranged throughout April, May and June 2019. Essex Police will present on the barriers and issues identified when trying to bring charges and prosecutions. This is an opportunity for Essex Police to further build relationships with partners and increase awareness around the difficulties encountered during investigations.
- Essex Police officers and staff will attend the drop-in events for the single point of access to support victims of DA across Southend, Essex and Thurrock; these have been commissioned by Essex County Council and PFCC from 1 April 2019. Officers and staff will meet providers and obtain information on available services in their local area in order that victims can receive the most appropriate support.
- In January 2019, the Home Office published 'The economic and social costs of domestic abuse'. Officers in the Strategic Centre are members of the Employers Initiative on DA (EIDA), which is a network of companies and public sector organisations who provide information for employers and help them support employees subject to DA or those who are perpetrators. Essex Police has a policy on DA Involving Police Personnel including a 'Domestic Abuse Toolkit' to provide awareness and support to Essex Police employees. Essex Police are working to encourage partner agencies through SETDAB to also become members of the EIDA.

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Priority 3 – Breaking the Cycle of Domestic Abuse (DA)

Working with and through the Domestic Abuse Strategic Board to deliver an ambitious programme of transformation we will:

Support victims and their families affected by domestic abuse to feel safe, cope and recover through targeted help and jointly commissioned services; and tackle offending behaviour through robust behaviour change programmes to break the cycle of domestic abuse.

- The co-location of Central Referral Unit (CRU) with Multi-Agency Risk Assessment Conferences (MARAC) at County Hall has been agreed and estates are working towards achieving this before the end of 2019. Co-location will provide greater resilience and better opportunities for partnership working, including information sharing on victims of Domestic Abuse (DA) and Honour Based Abuse (HBA).
- Operation COLUMBUS will be launched in April 2019. This operation will focus on those cases discussed by Multi-Agency Risk Assessment Teams (MARAT) to divert or identify investigative opportunities to address offending.
- In North Local Policing Area (LPA), a new 'Victim Centric' approach has been introduced. DA teams have applied this, educating first responders and investigating officers about key issues including victim psychology, victim needs and alternative methods of support. This approach seeks to offer greater victim contact and support throughout the Criminal Justice Process.
- Operation ENCOMPASS will be piloted in Southend in September 2019. Under this operation, first responders will submit an 'Encompass' referral to schools on children directly or indirectly affected by domestic abuse. This will enable schools to monitor that child's behaviour and tailor their approach to any behavioural changes – disengagement in class, disruptive behaviour, tiredness, increased absenteeism – in order to support that child from a more informed position, thereby enabling them to receive the best education possible. The Southend District Commander has delivered a number of presentations to primary and secondary school Head Teachers, and almost 30 schools are willing to participate in the pilot.

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Priority 4 – Reverse the Trend in Serious Violence

Working with partners we will:

Bring violent offenders to justice through targeted police enforcement, working closely with neighbouring forces such as the Metropolitan Police.

- Operation CROMWELL is a murder investigation which took place in February in Colchester, whereby the known suspect fled Essex and travelled into London. The Metropolitan Police Service subsequently supported Essex Police in locating the suspect in London and arrested them. The suspect has been charged with Murder and is due to stand trial later this year.
- Operation CEDAR was an investigation into ATM attacks across the Eastern and South Eastern Regions which took place between 24 March 2018 and 5 March 2019. The Organised Crime Group (OCG) involved attacked Police when confronted and put members of the public at risk when driving at extremely high speeds during the commission of offences. It is estimated that this OCG caused over £1,000,000 worth of damage/thefts between these dates. On 5 March 2019, an arrest phase was completed in Essex and seven persons were arrested; these suspects have been charged and remanded for conspiracy to commit burglary other than a dwelling, conspiracy to commit burglary dwelling and conspiracy to commit theft of motor vehicles.
- Operational ALBATROSS involved making Tendring a hostile place for drug dealers by speaking to young people about the dangers of knives, gangs and county lines, searching more people, vehicles and houses for drugs and weapons, and quickly locking up the perpetrators of this violence.
- A 'Police Now' Graduate Scheme Officer '100 Day Impact Project' aims to reduce serious violent crime and improve engagement with young people on the Percy King Estate in Clacton-On-Sea. Work will be conducted with the Community Safer Partnership and other relevant stakeholders whilst utilising the wider policing family to bridge the gaps in local resourcing by working closely with other departments including Operation RAPTOR, the Intelligence Department and the Proactive Team.
- Chelmsford & Maldon C Shift have been recognised by the National Police Chief's Council with a national award for response team of the year. The District focus on hotspot areas and local intelligence, and regularly complete more than 150 stop searches per month.

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Priority 4 – Reverse the Trend in Serious Violence

Working with partners we will:

Bring violent offenders to justice through targeted police enforcement, working closely with neighbouring forces such as the Metropolitan Police – continued.

- In the North Local Policing Area (LPA), the Operation RAPTOR team worked with Serious Crime Directorate (SCD), Eastern Region Special Operations Unit and the Metropolitan Police Service to disrupt County Drug Lines (CDLs) and gangs, supporting the National Crime Agency intensification week in January. It was named Operation SURVEY. Three specific CDL identified as posing the highest risk of harm were targeted. A warrant was successfully executed with a key individual arrested, a CDL handset recovered and cash seized. The objective to disrupt and create a hostile environment to County Line organisers was therefore met.
- Operation SMUGGLER was a response to a murder and stabbing within Colchester and an increase of violent crimes in Tendring. Tactics included working with external partners, as well as internal directorates, such as SCD, Operational Policing Command (OPC) and the LPAs to maximise proactive capability over a dedicated period. In a three week period, 54 people were arrested, 13 search warrants were executed and 600 residents were spoken to; this resulted in more than 160 pieces of information. 136 stop and searches were also conducted; this resulted in 46 people being dealt with for offences including possession of knives and drugs.
- A Violence & Vulnerability Perpetrator Management Group has been created by the Southend District Commander. This group is an information sharing meeting that brings Criminal Justice agencies – HM Prisons, Youth Offending Service, Probation, Community Rehabilitation Company, Essex Police – together to review all information held on the agencies' data systems in relation to gangs, CDLs and DA offenders. This is in order that the group can then identify the highest harm suspects and vulnerable victims, and then decide on which of the group's resources and activity should focus.

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Priority 4 – Reverse the Trend in Serious Violence

Working with partners we will:

Ensure victims of rape and sexual violence receive the help and support they need, and work with criminal justice partners to ensure that perpetrators are convicted.

- The Independent Sexual Violence Advisers (ISVAs) are now in place. Every victim of rape will speak to an ISVA within 24 hrs of reporting. Essex is the only force in the UK doing this. The aim is to provide the victim with appropriate support at the outset of an investigation and to support victims' continued engagement throughout the investigation process.
- Essex Police is creating a public-facing webpage to provide information for victims detailing the service they will receive from Essex Police in terms of investigation, safeguarding and welfare, as well as police processes. Partners will also be able to signpost their services users to this resource. It is hoped this will improve victim attrition in rape cases.
- Detective Chief Inspectors will be completing monthly dip sampling of sexual offence investigations with particular focus on the frequency and quality of updates to victims. This activity will ensure consistency of victim support and provide compliance with the Victims Code.
- Meetings have been arranged between Essex Police, CPS East and the Rape and Serious Sexual Offences (RASSO) Unit to discuss and agree a way forward to increase the number of charges for rape and sexual violence.
- Operation CENSOR is a fortnightly multi-agency meeting to identify children most at risk of criminal exploitation. A business case was approved for an additional sergeant post in Southend Community Policing Team (CPT) to enable a 'vulnerability team' to be formed. This team attend Operation CENSOR meetings and have bespoke 4P plans on each identified child to support, engage and safeguard them.

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Priority 5 – Tackle Gangs and Organised Crime

Working with partners we will:

Support victims of human trafficking and modern slavery including sexual exploitation working closely with UK Border Agency (UKBA), National Crime Agency (NCA) and national and regional partners to bring perpetrators to justice

- Significant modelling work has been undertaken during the scoping phase of the Serious Crime Directorate (SCD) review programme, the results of which were approved at a Joint Chief Officer Group meeting. The proposals included the restructuring of many elements within the Directorate. As a result, a dedicated Modern Slavery and Human Trafficking team were commissioned and now form part of the Serious Organised Crime Unit. SCD have conducted a recruitment process for the staff to fill the posts and are now working with the Force Resourcing Panel to secure the early release of these staff. Additional resources have also been requested to supplement this team via the precept growth for the 2019/2020 financial year.
- Operation AIDANT is a regional focus on a variety of facets of exploitation. Essex Police conducted a week of action between 28 January and 1 February 2019, whereby several joint agency visits (Essex Police, Child Protection teams and Immigration officers) were conducted at addresses across Essex. This week of action resulted in the identification of 11 potential victims and nine arrests for immigration offences, trafficking offences and criminal exploitation offences.
- Between 1 January 2019 and 27 March 2019, 84 modern slavery / human trafficking offences were reported in Essex, with 64 referrals being submitted in to the National Referral Model for safeguarding. The investigations this calendar year have led to five arrests.

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Priority 5 – Tackle Gangs and Organised Crime

Working with partners we will:

Disrupt and prevent organised drug distribution through improved intelligence shared between the police, partners and local communities to limit the harm drugs cause.

- Operation SURVEY was a multi-force operation (Essex Police, Kent Police and the Metropolitan Police Service) focussing on the targeting of County Drug Lines (CDLs). In January 2019, nine warrants were executed across Essex against four CDLs; this resulted in 10 arrests. Two drug line phones and a quantity of cash and drugs were seized during the strike phase.
- Operation SAND was a joint Essex and Metropolitan Police Service operation whereby warrants were executed in Aveley, Essex overnight on 26 March 2019. 70 containers were searched, and this resulted in the recovery of three AK47 assault rifles, a sub machine gun, two shotguns, one revolver, one self-loading pistol, hundreds of rounds of ammunition and twenty two grenades. A large number of stolen cars, several kilos of Class A drugs and a Cannabis farm were also seized.
- In Southend, Operation RAPTOR are co-located within the Community Safety Hub as part of a pilot initiative. The team consists of one sergeant and four Constables. The benefits of this pilot are evident with timely sharing of information and increased level of partnership working. RAPTOR working closely with South Essex Homes and Southend-on-Sea Borough Council Community Safety Team have, for example, achieved a number of partial closure orders protecting vulnerable individuals from CDLs.
- The Castle Point & Rochford Proactive Team have made multiple arrests, seized large quantities of Cannabis and Cocaine, and seized over £4,000 in criminally acquired cash in the past 12 months. These results have come from both criminals living within the Districts and individuals who visit from elsewhere to deal drugs.
- The C17 gang injunction continues to be used to great effect in Thurrock with new members of the gang being added to the injunction when appropriate. Enforcement of the injunction has seen a number of arrests.
- A recent operation against an OCG in Harlow saw nine arrests for serious offences across Kent, Essex, and Hertfordshire.
- West LPA has had an Intelligence Officer from Hertfordshire Police embedded alongside the Harlow Intelligence Team to ensure closer working and intelligence-sharing to help us bring offenders to justice swiftly and efficiently.

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Priority 6 – Protecting Children and Vulnerable People

Working with safeguarding partners and the Southend, Thurrock and Essex Safeguarding Boards we will:

Bring more perpetrators of rape and sexual abuse to justice.

- Essex Police is launching a DRINK AWARE initiative to deliver vulnerability training to night time economy venues in Essex. Funding has been obtained from the NHS and Office for the Police, Fire and Crime Commissioner to support this. Rollout will begin Essex-wide in May 2019. The initiative is designed to support those who work in the night time economy with training to help them identify vulnerability and respond appropriately and effectively in such situations.
- Essex Police is developing a new Child Sexual Exploitation and Abuse (CSEA) team to work with partners around child exploitation. The new team will be a dedicated resource, and it is hoped they will become operational in April 2019.
- The Quest team have now been implemented. This specialist team will deal with non-recent offences of child sexual abuse.

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Priority 6 – Protecting Children and Vulnerable People

Working with safeguarding partners and the Southend, Thurrock and Essex Safeguarding Boards we will:

Improve reporting of hate incidents through improved community engagement and greater use of Hate Incident Reporting Centres.

- Essex Police have introduced a form HC5 for use by partners and police to refer high risk cases (or repeat and vulnerable victims who are not high risk) to a Multi-Agency Risk Management Conference (MARAC). This will allow for a co-ordinated multi-agency response to ensure a wider range of options are considered to meet the needs of victims.
- A Hate Crime Strategy for Essex has now been published, having been agreed by all members of the Strategic Hate Crime Partnership (SHCP). This strategy will run from 2018 - 2021 and includes an action plan with one of the key strategic themes to increase the reporting of hate crime. Essex Police has seen an increase in reporting of hate crime by 464 reports (21.7%) in 2018/19 compared with 2017/18. The increase includes reporting of disability hate crime by 98 reports (44%) in 2018/19 compared with 2017/18.
- Essex Police, as members of the Strategic Hate Crime Partnership (SHCP), are working to deliver improved hate crime training to officers and staff. Continual Professional Development training events are planned for 2019 and will include inputs from victims, the Crown Prosecution Service, support groups and hate crime experts.
- North Local Policing Area (LPA) have now appointed a Hate Crime Officer (HCO) to provide oversight and consistency to the response to hate crime in the area.
- A new HIRC in Tendring is due to be set up in the Town Hall, Clacton in the next few months.
- Basildon District, along with Basildon Council, have initiated training to Council agency workers to identify and recognise hate incidents in order to provide support and greater reporting for victims.
- Community Action Group (CAG) is chaired every six weeks by the Southend District Commander and involves all key statutory agencies and stakeholders from the Voluntary Sector. Hate Crime is an agenda item, and is an example of where a task & finish group, led by Health, was set up in order to put in place a support & care plan for a vulnerable hate crime victim with mental health problems.

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Priority 6 – Protecting Children and Vulnerable People

Working with safeguarding partners and the Southend, Thurrock and Essex Safeguarding Boards we will:

Improve reporting of hate incidents through improved community engagement and greater use of Hate Incident Reporting Centres – continued.

- Castle Point & Rochford have a dedicated arrangement in place with Rochford Mental Health Unit whereby the police can respond swiftly and proportionately to arising issues. Similarly, the police's close relationship with the local Voluntary Sector ensures anyone who shows signs of vulnerability (such as drug use, alcohol issues, behavioural factors, or other issues within the home environment) can be adopted and they can access the long term help they need.
- Police station open days in Harlow and Grays have seen members from a range of communities come into stations to gain a better understanding of what we do and how we can support them. This has included members of the Polish community in Harlow and BME communities in Thurrock.

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Priority 7 – Improve Safety on our Roads

Working with Safer Essex Roads Partnership we will:

Reduce the numbers of people killed or seriously injured on our roads through the work of the multi-agency Safer Essex Roads Partnership on enforcement, engagement and education.

- In the last quarter it is estimated that there was a slight decrease in the number of Killed and Seriously Injured (KSI) casualties, while fatalities have gone up. Due to upgrades being made to the national CRASH system operated by the Department for Transport (DfT), however, we are currently unable to provide exact figures. It is expected that we will have access to this data within the next month.
- During this quarter, Safer Essex Roads Partnership has delivered 11 Surround a Town Road safety operations; these involve a combination of enforcement and education to target road safety issues. Further extensive planning work has been completed for the 2019/20 financial year, including 48 Surround the Town days. There will also be a further 80 designated road safety road checks throughout the year.
- There has been a continued proportional increase in the number of drug driving arrests in this quarter. Since December, Essex Police have arrested more drug drivers than drink drivers each month; this has also been seen nationally by those forces who are actively drug-wiping individuals suspected of driving under the influence of cannabis/cocaine. In the last quarter, 376 drink drivers have been arrested compared to 445 drug drivers, with a further 93 people failing to provide for drink/drug driving.
- During this quarter there have been 96 deployments to improve road safety and tackle criminality using our roads. This has resulted in 3,841 vehicles stopped, 156 arrests and 43 vehicle seizures. This activity has further led to 19,431 road safety educational courses delivered to offenders.
- Safer Essex Roads Partnership volunteers received training from Road Safety Support around the use of mobile speed detection to enable them to enforce on behalf of Essex Police. This is believed to be the first project of its kind in the country. This will go live operationally in the next quarter.
- Operation NUCLEUS, which aims to tackle the significant rise in KSIs on the M11 corridor, has been developed. This operation has been part-funded by Highways England, and will involve a mixture intelligence-led overt and unmarked patrols. It is forecast to run for six months with a three month review.

AGENDA ITEM 7

Essex Police, Fire and Crime Panel	EPCP/13/19
Date: 23 rd May 2019	

PFCC Decisions

Report by the Police, Fire and Crime Commissioner to the Panel

Enquiries to: Pippa Brent-Isherwood

Telephone: 01245 291614

Email: Pippa.Brent-Isherwood@essex.pnn.police.uk

Purpose of the report

The purpose of this report is to provide the Panel with information about financial and strategic decisions made by the PFCC. This report contains information on decisions made from the last submission date for the previous PFCP meeting of 24th January 2019, up to and including 9th May.

The Panel is invited to note the content of the report, identifying any areas that require further clarification or comment.

Attachments:

Appendix 1: PFCP Meeting 23rd May 2019: PFCC Decisions Detailed

Ref	Organisation	Decision On	Value	Outline	Date approved
179/18	Police	Integrated domestic abuse support contract	£493,000 per annum	To approve the contribution to the new integrated domestic abuse support service for Essex	5 th December 2018
181/18	Police	Disposal of Former Maldon Police Station	£0*	Sale of Police Estate	24 th December 2019
184/18	Police	SERICC young people's conference	£1,200	To approve a contribution to South Essex Rape and Incest Crisis Centre's (SERICC's) young persons conference	11 th February 2019
185/18	Fire and Rescue	Integrated Communications Control System (ICCS)	£0*	Linked to the delivery of the Integrated Communications Control System (ICCS)	12 th December 2019
189/18	Police	Columbus Domestic Abuse Perpetrator Project	£120,000	To approve the allocation of Community Safety Funding to allow the Change Project to undertake the Columbus Domestic Abuse Perpetrator Project for one year from April 2019	15 th February 2019
192/18	Police	Violence & Vulnerability: Thurrock prevention activity	£20,000	To approve the allocation of passported Early Intervention Youth Funding to support prevention activity against serious youth violence	11 th February 2019
193/18	Police	Violence & Vulnerability: intervention research award	£24,000	To approve the allocation of passported Early Intervention Youth Funding to allow research into the efficacy of serious violence interventions to be conducted	15 th January 2019

194/18	Police	Information Sharing Protocol	N/A	To approve the Information Sharing Protocol between Essex Police's Professional Standards Department and the Office of the Police, Fire and Crime Commissioner	25 th March 2019
001/19	Police	ANPR Unit ID 67	N/A	To approve the Section 50 Street Works Licence application agreement with Essex County Council	1 st February 2019
002/19	Police	OPFCC Software Review	£0*	To approve the future IT software strategy for the Office of the Police, Fire and Crime Commissioner	15 th February 2019
003/19	Police	Police ICT Company Guarantee	£116,771	To approve a proposal to provide a guarantee from the PFCC reserves to underwrite the Police ICT Company's role as a contracting authority for major technology programmes	8 th February 2019
004/19	Police	Violence and Vulnerability: Trauma Informed Training	£20,000	To approve the allocation of funding to deliver trauma informed training packages to support professionals engaging with young people	11 th February 2019
005/19	Police	Sale of Former Wickford Police	£0*	Sale of Police Estate	11 th February 2019
006/19	Police	Child Sexual Exploitation Campaign	£2,000	To approve the allocation of Community Safety Funding to support the 'Parents Did You Know?' campaign	14 th March 2019
007/19	Police	National Police Memorial	£7,000	To approve the allocation of a Community Safety Fund grant to support the development of the Police National Memorial	21 st March 2019

009/19	Police	Interim Appointment - PFCC Section 151 Officer	£1,973.97 per month	To approve the extension of the interim Section 151 Officer arrangements	18 th March 2019
010/19	Police	Single 7 Force Procurement Function	N/A	To provide the rationale and approval to sign the Section 22a Agreement relating to the single 7 Force Procurement Function	28 th January 2019
011/19	Police	Violence and Vulnerability: Southend Interventions	£45,000	To approve grant funding to support prevention activity against serious youth violence in Southend	18 th March 2019
012/19	Police	Police Property Act – Essex Community Foundation	£10,750	To approve a Community Safety Fund grant to ECF to support various local organisations	1 st April 2019
013/19	OPFCC	Access to Information Policy	N/A	To approve the updated Access to Information Policy	11 th February 2019
014/19	OPFCC	Policy for Dealing with Abusive, Persistent or Unreasonable Contact, Correspondence and Complaints	N/A	To approve the updated Policy for Dealing with Abusive, Persistent or Unreasonable Contact, Correspondence and Complaints	11 th February 2019
015/19	Fire and Rescue	Ongar Fire Station Internal Refurbishment	£388,761	To approve the refurbishment of Ongar Fire Station	27 th March 2019
016/19	Police	Sale of Former Harlow Dog Kennels	£0*	Sale of Police Estate	15 th February 2019
017/19	Police	Release of Restrictive Covenant – Takeley	£0*	Police Estate	1 st April 2019

018/19	Police	Sale of Former Epping Police Station	£0*	Sale of Police Estate	15 th April 2019
019/19	Fire and Rescue	Fire and Rescue Plan	N/A	To approve the Fire and Rescue Plan for publication	25 th March 2019
020/19	Police	Legally Qualified Chairs	£1,929.80	To approve a contribution to the regional cost of training for Legally Qualified Chairs and Independent Members of Misconduct Panels and Police Appeal Tribunals	1 st April 2019
024/19	Police	PFCC and Essex Police Precept 2019/20	N/A	To formally approve the PFCC and Essex Police precept proposal as approved by the Police, Fire and Crime Panel on 24 th January 2019	25 th March 2019
025/19	Police	Kick Off @ 3 event	£1,000	To approve funding from the Community Safety Fund to support the Kick Off @ 3 event	26 th March 2019
026/19	Fire and Rescue	On Call Development Programme	£412,627	To approve the resource allocation required from the reserve to fund temporary roles to deliver the changes and improvements to the on-call duty system	27 th March 2019
027/19	Police	2019/20 Core Funding Allocations	£1,195,908	To approve the 2019/20 allocations of core grants, including to Safeguarding Boards, Drug and Alcohol Teams and the Youth Offending Service	1 st April 2019
028/19	Police	2019/20 Community Safety Partnership Allocations	£272,557	To approve the 2019/20 contributions to Community Safety Partnerships	2 nd April 2019
029/19	Police	Violence and Vulnerability: Communication Activity	£30,000	To approve passported Early Intervention Youth Funding and Community Safety Funding to support communication activity related to tackling serious youth violence	25 th March 2019

30/19	Police	Tendring Mental Health Hub 2018/19	£25,000	To approve the allocation of Community Safety Funding to support the Tendring Mental Health Hub	2 nd April 2019
031/19	Police	Neighbourhood Watch Street Signs	£2,205	To approve the allocation of Community Safety Funding to Neighbourhood Watch for the purchase of street signs	2 nd April 2019
032/19	OPFCC	Confidentiality Declaration	N/A	To approve the updated PFCC Confidentiality Declaration	17 th April 2019
033/19	Police	Rural Church Buildings Conference	£500	To approve the allocation of a Community Safety Fund grant to support the Rural Church Buildings Conference	1 st May 2019
035/19	Police	Community Safety Development Fund – Round 3	£126,684	To approve the allocation of CSDF monies to various organisations following the PFCC's Round 3 bidding process	3 rd April 2019
037/19	Police	Virements Month 7 – Month 10	£0*	To approve a series of virements relating to months 7 – 10 in 2018/19	2 nd April 2019
038/19	Police	Integrated Communications Control System (ICCS)	£0*	Linked to the delivery of the Integrated Communications Control System (ICCS)	1 st April 2019
039/19	Police	Columbus – Partner Funding	£117,017	To approve the passport of partnership funding to support the Columbus Domestic Abuse Perpetrator Project	2 nd April 2019
040/19	Police	Violence and Vulnerability – Hospital Intervention	£75,000	To approve passported Early Intervention Youth Funding to pilot a dedicated youth work project to support young people and tackle serious violence	21 st March 2019

043/19	Police	Custody CCTV	£1,101,000	To approve capital investment to allow the upgrade of the CCTV provision in custody suites across the county	17 th April 2019
045/19	Police	Re-appointment of Independent Members of Misconduct Panels	N/A	To seek approval for the reappointment of the Independent Members of Misconduct Panels	21 st March 2019
046/19	Police	Tendring Mental Health Hub MoU	N/A	To approve the updated Memorandum of Understanding for the Tendring Mental Health Hub	17 th April 2019
047/19	Police	Taser Replacement	£0*	To approve the taser replacement investment programme	8 th April 2019
048/19	Police	Treasury Management Strategy 2019/20	N/A	To approve the PFCC's 2019/20 Treasury Management Strategy	17 th April 2019
049/19	Police	Anti-Fraud and Bribery Policy	N/A	To approve the updated Anti-Fraud and Bribery Policy	23 rd April 2019
050/19	Police	Essex Youth Service – Brecks Last Game	£8,000	To approve a contribution to online safety by holding various conferences to launch Brecks Last Game	23 rd April 2019
051/19	Police	Changing Lives	£10,000	To approve a grant which will contribute to the delivery of an early intervention and prevention project aimed at raising children's awareness about the dangers of gangs and gang activity	1 st May 2019
065/19	Police	Interim Appointment - PFCC Section 151 Officer	£1,973.97 per month	To approve the extension of interim Section 151 Officer arrangements	18 th April 2019

*Denotes a decision sheet which is pending publication due to containing commercially sensitive information or not published in full due to containing sensitive information. Commercial decisions will be published upon completion of the associated contract.

For detailed information on each decision, go to the OPFCC website at:

Police - <http://www.essex/pfcc/police/uk/decision-making/>

Fire and Rescue - <http://www.essex.pfcc.police.uk/finance-reporting/decision-making-fire-rescue/>

Please note: This report contains PFCC Decisions made following the last PFCP meeting on 24th January 2019 up to and including 9th May 2019 (ahead of submission for the PFCP Meeting on 23rd May 2019)

AGENDA ITEM 11

Essex Police, Fire and Crime Panel	EPFCP/14/19
Date: 23 May 2019	

Essex PFCP Budget Outturn Report 2018/19

Report by: Secretary to the Panel (interim)

Enquiries to: Emma Tombs, Secretary to the Panel (interim)

Telephone: 03330 322709

Email: emma.tombs@essex.gov.uk

Purpose of Report**1. Introduction**

- 1.1 This report updates the Panel on the Essex Police, Fire and Crime Panel's outturn position as filed with the Home Office prior to the deadline of 30 April 2019. The finances need to be signed off by the accountable body's accountant and the ECC budget holder. This is with respect to a grant claim to the Home Office who will only pay for reimbursement of actual expenditure incurred in year.

1.2

Expenditure Category:	Actual Resource Expenditure (£)	Actual Capital Expenditure (£)
Administration Costs	£20,465.03	Nil
Member Expenses	£616.35	Nil
Translation costs		
TOTAL EXPENDITURE:	£21,081.38	Nil
TOTAL GRANT PROVIDED:	£64,340	Nil
VARIANCE: total grant provided minus total resource expenditure	£43,258.62	Nil
Reason for variance: <ul style="list-style-type: none"> • No translation costs required • Minimal member expenses claimed • No approval to pay allowances to members during 2018/19 – this will be discussed in the report relating to the PFCP constitution which is elsewhere on the agenda. • Unable to secure policy resource in-year 		

2. Recommendations

- 2.1 The Panel is invited to note the content of the report, identifying any areas that require further clarification or comment.

AGENDA ITEM 12

Essex Police, Fire and Crime Panel	EPFCP/15/19
Date: 23 May 2019	

Adoption of Revised Constitution and Payment of Panel Members' Allowances

Report by: Paul Turner, Director, Legal and Assurance and Monitoring Officer (Essex County Council)

Enquiries to: Emma Tombs, Secretary to the Panel (interim)
Telephone: 03330 322709
Email: emma.tombs@essex.gov.uk

Purpose of Report

1. Introduction

- 1.1 This report asks the Panel to agree Part II of the revised constitution and to introduce the payment of allowances for Panel Members.
- 1.2 The revised constitution has been prepared following consultation with the fifteen Essex local authorities who nominate members the Panel. The law requires Part one of the constitution (the Panel Arrangements) to be adopted by the local authorities, and Part two to be adopted by the Panel.
- 1.3 As has been previously reported to the Panel members of the panel can only be paid if this is allowed for by the 'panel arrangements' as adopted by the local authorities. The 'panel arrangements' in the revised constitution do now allow for this.

2. Background

- 2.1 The Panel is a statutory joint committee of the fifteen principal local authorities which cover the Essex Police area. Its membership includes one Councillor appointed by each local authority as well as co-opted independent members.
- 2.2 By law, the local authorities have to approve joint 'panel arrangements' from time to time. The previous arrangements were agreed in 2012.
- 2.3 At the Panel's meeting in June 2018 it approved a draft revised constitution for the purposes of consultation.
- 2.4 The draft revised constitution has a preamble which describes the functions of the panel. This simply confirms the statutory functions of the Panel. The main constitution is in two parts. Part one is the 'panel arrangements' which must be

- approved by the fifteen local authorities. Part two is the rules of procedure which are for the Panel to adopt.
- 2.5 The revised 'panel arrangements' include, for the first time, the ability to pay allowances to members of the panel.
- 2.6 Approval of part one of the constitution has been approved by the local authorities during the period November 2018 to March 2019. All fifteen authorities have now approved part one and that is therefore the document to which the Panel now operates.
- 2.7 The Panel is now asked to adopt Part II of the constitution. This will complete the work to reform the Panel's constitution. The changes:
- Modernise the language used;
 - Reflect how the Panel has operated in practice more closely than the current constitution.
- 2.8 The Panel is also asked to consider the introduction of payment of allowances for the first time. The Panel has previously not had the legal power to pay allowances to members because no such power was given by the constituent authorities. As of March 2019 the adoption of the revised constitution changes the position. Paragraph 5 of the constitution allows the Panel to pay allowances in if a scheme of allowances is adopted by the Panel.
- 2.9 There is currently no scheme of allowances, and until a scheme is adopted it is not currently possible to pay allowances. The only source of funding is the Home Office grant agreement which allows the payment of up to £920 per annum for each Member of the Panel. The County Council has not previously paid allowances and has not therefore claimed this funding for previous years, although this was included in error in a financial report previously sent to the Panel.
- 2.10 A draft scheme of allowances is presented for the consideration of the Panel. The draft scheme allows flexibility within the parameters of the Home Office grant. Members will be able to claim the full £920 as an allowance, although this will be taxable, or they will be able to claim expenses which are not taxable. They will also be able to choose at the start of the year to receive an allowance of less than £920.
- 2.11 The draft scheme says that allowances will accrue on a daily basis and will be paid in monthly instalments via the ECC payroll.
- 2.12 The draft scheme says that allowances and expenses cannot be claimed from two organisations with respect to membership. For example (eg a councillor cannot claim travel expenses from both the Panel and from their local authority.
- 2.13 Paragraph 5 of the draft scheme includes a list of official duties for which expenses can be claimed. The Panel are requested to review this to see if any other duties should be added.
- 2.14 A national survey of panels published in 2018 showed that
- * 6 out of 22 panels who answered the question paid allowances to ordinary panel members.
 - * 6 out of 33 panels who answered the question paid a larger allowance to the Panel Chairman

- * 11 out of 25 panels who answered the question pay an allowance to their independent members.

2.15 It is therefore proposed that the arrangements for 2019/20 are that all members can claim up to £920 per annum either as an expense allowance or expenses or partly allowance and partly expenses.

2.16 Members of the Panel should note that once the scheme is approved it will take a short time to set up systems to deal with payments but we will progress this as quickly as we can.

3. Recommendations

3.1 That the Panel notes that part one of the Constitution (the Panel Arrangements) has been adopted by all the Essex local authorities.

3.2 That the Panel agrees to adopt

(a) The Functions of the Panel Document as at the relevant part of appendix 1

(b) Part 2 of the Constitution as at the relevant part of appendix 1.

3.3 That the Panel adopts the scheme of allowances at appendix 2 with effect from 1 June 2019.

THE ESSEX POLICE, FIRE AND CRIME PANEL

FUNCTIONS OF THE PANEL

PART 1 – INTRODUCTION

- 1.1 The Police Reform and Social Responsibility Act 2011 ('the 2011 Act'), requires local authorities to create a Police and Crime Panel). The Panel is responsible for scrutinising and supporting the work of the Police and Crime Commissioner.
- 1.2 The Policing and Crime Act 2017 ('the 2017 Act') introduced new powers for a Police and Crime Commissioner to make a local business case following which the Secretary of State may make an order to make the Commissioner the fire authority for their area.
- 1.3 Under the Police, Fire and Crime Commissioner for Essex (Fire and Rescue Authority) Order 2017 (the Order), which came into effect on 1 October 2017, the Police Crime and Fire Commissioner for Essex was created as the fire and rescue authority for the administrative counties of Essex, Thurrock and Southend under section 4A of the Fire and Rescue Services Act 2004.
- 1.4 The Order provides that the individual elected as the Police and Crime Commissioner for Essex to be the Fire and Rescue Authority, and that they are to be known as the Police, Fire and Crime Commissioner (PFCC).
- 1.5 The 2017 Act amends section 28 (*Powers of Police and Crime Panels*) and Schedule 6 (*Police and Crime Panels*) of the 2011 Act to include the responsibilities of the Police Fire and Crime Commissioner when acting as the fire and rescue authority.
- 1.6 Following the Order, the Commissioner is now known as the Police, Fire and Crime Commissioner and the panel is now known as the Police, Fire and Crime Panel (the Panel).

PART 2 - FUNCTIONS OF THE PANEL

2. Key Functions

- 2.1 The functions of the Panel are to:
 - a) review the draft Police and Crime Plan and the Fire and Rescue Plan and any proposed changes to them
 - b) review the Annual Report and the Fire and Rescue Statement.
 - c) review of the proposed senior appointments of;
 - i) the Deputy PFCC,
 - ii) the PFCC's Chief Executive,
 - iii) the PFCC's Chief Finance Officers;

- iv) the Chief Constable; and
 - v) the Chief Fire Officer.
- d) suspend the PFCC in specific circumstances,
 - e) appoint an acting PFCC in specific circumstances,
 - f) review the precept which the PFCC is proposing to issue for both the Police and the Fire and Rescue, for each financial year with the power to veto the precept.
 - g) To deal with certain complaints against the PFCC or Deputy PFCC.
- 2.2 The Panel must also review or scrutinise decisions made, or other actions taken by the PFCC in connection with the discharge of the PFCC's functions, and must make reports or recommendation to the PFCC in respect to the discharge of their functions.
- 3. Review of the Police and Crime Plan and the Fire and Rescue Plan**
- 3.1 The Panel is a statutory consultee on the development or variation of the Police and Crime Plan and Fire and Rescue Plan ('the Plans'). The Panel will receive a copy of the draft Plans, or any draft variations, from the PFCC.
- 3.2 The Panel must:
- (a) Hold a meeting in public to review the draft Plans (or variations), and
 - (b) Report or make recommendations on the draft Plans which the PFCC must take into account when approving the final documents.
- 3.3 The PFCC is required to provide a response to any such report or recommendations issued by the Panel.
- 4. Review of the Annual Report and Fire and Rescue Statement**
- 4.1 The PFCC must produce an Annual Report and Fire and Rescue Statement for each financial year (the Reports).
- The Annual report must be about the exercise of the PFCC's functions in that financial year and set out progress in delivering on the priorities set out in the Plan.
 - The Fire and Rescue Statement must contains a statement of the way in which the Commissioner, acting as Fire and Rescue Authority has had regard, in the period covered by the document, to the Fire and Rescue National Framework and to any fire and rescue plan prepared by the authority for that period.
- The Panel must review the Reports.
- 4.2 The Panel must:

- (a) Arrange for a meeting of the Panel to be held in public as soon as practicable after the Panel receives each Report;
 - (b) Require the PFCC to attend the meeting to present the Reports to the Panel, and answer such questions about the Reports as the Panel think appropriate; and
 - (c) Make a report or recommendations on the Annual Report and Fire and Rescue Statement to the PFCC.
- 4.3 The PFCC is required to respond to any report or recommendations issued by the Panel.

5. Senior Appointments

- 5.1 The Panel must be notified by the PFCC of each proposed appointment of the Chief Constable, Chief Fire Officer, Chief Executive of the Office of the PFCC, Chief Finance Officer (of the OPFCC or the Fire and Rescue Authority) and the Deputy PFCC.
- 5.2 The PFCC must also notify the Panel of the following information:
- a) The name of the person the PFCC is proposing to appoint (the Candidate)
 - b) The criteria used to assess the suitability of the Candidate for the appointment,
 - c) Why the Candidate satisfies those criteria, and
 - d) The terms and conditions on which the Candidate is proposed to be appointed.
- 5.3 Within 3 weeks, beginning with the day on which the Panel received the notification from the PFCC of the proposed senior appointment, the Panel must:
- a) Review the proposed senior appointment;
 - b) Make a report to the PFCC,
 - c) The report must include a recommendation as to whether or not the Candidate should be appointed.
- 5.4 Before making a report under paragraph 5.3 (b), the Panel must hold a confirmation hearing. This is a meeting of the Panel, held in public at which the Candidate is requested to appear for the purpose of answering questions relating to the appointment.
- 5.5 The confirmation hearing will be held at the next available meeting of the Panel unless the appointment timescale requires an earlier hearing, in which case the Chairman will arrange an extraordinary meeting at the request of the Chairman.
- 5.6 The Candidate may appear before the Panel either in person, or by any means which enables the Candidate to participate in the confirmation hearing through means which enable the person to hear, and be heard in, those proceedings as they happen.

- 5.7 The PFCC must notify the Panel of the decision whether or not the PFCC accepts or rejects any recommendation made by the Panel.
- 5.8 When the Panel is considering the proposed appointment of the Chief Constable or the Chief Fire Officer, the Panel may, having reviewed the proposal and having held the confirmation hearing, veto the appointment of the Candidate to this position.
- 5.9 The ability to veto the proposed appointment of the Chief Constable is only exercisable by the Panel during the 3 week period beginning on the day the Panel received notification from the PFCC.

6. Suspension and Removal of the Chief Constable or Chief Fire Officer

- 6.1 If the PFCC suspends the Chief Constable or Chief Fire Officer from duty they must notify the Panel of the suspension.
- 6.2 If the PFCC proposes to call upon the Chief Constable or the Chief Fire Officer to retire or resign they must give the Panel;
 - a) written notification that the PFCC of that fact;
 - b) a copy of the reasons given to the Officer concerned; and
 - c) a copy of any representations made by the Officer against those reasons.
- 6.3 The PFCC cannot call upon the Officer to retire or resign until the Panel has considered the documents and given the PFCC any recommendations as to whether or not the PFCC should call for retirement or resignation.
- 6.4 Before making any recommendation to the PFCC, the Panel;
 - a) may consult with the Chief Inspector of Constabulary; and
 - b) must hold a scrutiny hearing, within 6 weeks beginning on the day on which notification was given by the PFCC.
- 6.5 The scrutiny hearing is a meeting of the Panel held in private at which the PFCC and the Officer concerned are both entitled to attend for the purpose of making representations relating to the proposal.
- 6.6 The Panel must publish the recommendation it makes by sending copies to each of the local authorities who appoint members to the Panel, and by any other means the Panel considers appropriate.
- 6.7 The PFCC must consider the Panel's recommendation and may accept or reject it, notifying the Panel accordingly.

7. Power to Suspend the PFCC

- 7.1 A Panel may suspend the PFCC if it appears to the Panel that:

- a) The PFCC has been charged in the United Kingdom, the Channel Islands or the Isle of Man with an offence, and
- b) The offence is one which carries a maximum term of imprisonment exceeding two years.

7.2 The suspension of the PFCC ceases to have effect upon the occurrence of the earliest of these events:

- a) The charge being dropped.
- b) The PFCC being acquitted of the offence.
- c) The PFCC being convicted of the offence but not being disqualified under Section 66 of the Police Reform and Social Responsibility Act by virtue of the conviction.
- d) The termination of the suspension by the Panel.

7.3 In this section references to an offence which carries a maximum term of imprisonment exceeding two years are references to:

- a) An offence which carries such a maximum term in the case of a person who has attained the age of 18 years, or
- b) An offence for which, in the case of such a person, the sentence is fixed by law as life imprisonment.

8. Appointment of an Acting Police, Fire and Crime Commissioner

8.1 The Panel must appoint a person to act as PFCC if:

- a) no person holds the office of PFCC,
- b) the PFCC is incapacitated; or
- c) the PFCC is suspended.

8.2 The Panel may appoint a person as acting PFCC only if the person is a member of the PFCC's staff at the time of the appointment.

8.3 In appointing a person as acting commissioner in a case where the PFCC is incapacitated, the Panel must have regard to any representations made by the PFCC in relation to the appointment.

8.4 The appointment of an acting PFCC ceases to have effect upon the occurrence of the earliest of these events:

- a) the election of a person as PFCC.
- b) the termination by the Panel, or by the acting PFCC, of the appointment of the acting PFCC.
- c) in a case where the acting PFCC is appointed because the PFCC is incapacitated, the PFCC ceasing to be incapacitated, or
- d) in a case where the acting PFCC is appointed because the PFCC is suspended, the PFCC ceases to be suspended.

- 8.5 The rules about the election as PFCC are beyond the scope of this document but generally a by election is required if the PFCC ceases to hold office.

9. Proposed Precept

- 9.1 The PFCC will notify the Panel of the precepts which the PFCC proposes to issue for the financial year for (i) Policing and (ii) Fire and Rescue Services.
- 9.2 The Panel must review the proposed precepts and make a report to the PFCC which will include recommendations as to the precept that should be issued for the financial year.
- 9.3 Having considered the precept, the Panel must decide to either:
- a) support the precepts without qualification or comment;
 - b) support the precepts and make recommendations, or
 - c) veto the proposed precepts (by the required majority of at least two thirds of the persons who are members of the panel at the time when the decision is made).
- 9.4 If the Panel vetoes the proposed precepts, the report to the PFCC must include a statement that the Panel has vetoed the proposed precepts and give the reasons for that decision.
- 9.5 The PFCC must, having regard to the report issued by the Panel, provide a response to the report and any recommendations. Such a response shall be published by the Panel. The PFCC must then reconsider and issue a final precept.

10. Complaints about the PFCC or Deputy PFCC

- 10.1 The Panel can consider any complaint about the PFCC or Deputy PFCC relating to the conduct of the PFCC, other than one which is to be considered by the Independent Office of Police Conduct. Consideration of such a complaint is to be in accordance with a policy adopted by the Panel from time to time and may be delegated to the Monitoring Officer of the Lead Authority or by the Panels Complaints Sub-Committee.

CONSTITUTION OF THE ESSEX POLICE, FIRE AND CRIME PANEL

PART 1 – Composition of the Panel

1. Administration of the Panel

- 1.1 Essex County Council shall act as the Lead Authority in establishing the Police, Fire and Crime Panel and provide the necessary officer support. The Lead Authority will designate one of its officers to act as the Secretary to the Panel.
- 1.2 The Lead Authority will provide such administrative and other support as is necessary to enable the Panel to undertake its functions. Home Office funding is provided to support the administration of the Panel. If no funds are provided by the Home Office, or if those funds are insufficient to cover the costs of running the Panel, the Lead Authority will defray and recover from the other members the costs of administrative support with each authority bearing an equal share of the costs. The budget for the Panel will be agreed annually and the Panel will operate within the allocated budget.
- 1.3 In the event of the Panel being abolished, the Lead Authority will defray and recover from the other member authorities any associated costs exceeding the funding provided by the Home Office, with each authority bearing an equal share of the cost.
- 1.4 The Secretary and any dedicated staff employed to support the Panel will be employed by the Lead Authority, and their terms and conditions of employment will be those of the Lead Authority.

2. Membership

- 2.1 The Panel shall comprise of:
 - 15 councillors, one appointed by each of the fifteen councils in the Essex Police area ('the Councils');
 - two independent members appointed by the Panel; and
 - up to three additional members.
- 2.2 Any Councillor from the 15 appointing Councils is eligible for membership of the Panel. The appointment of elected members to the Panel shall be made by each of the appointing Councils in accordance with their own procedures, having regard to:
 - (1) The balanced appointment objective. The balanced appointment objective is that the local authority members of the Panel should:
 - a) Represent all parts of the police force and fire and rescue service area;
 - b) Represent the political make-up of the Councils taken together; and

- c) Have the skills, knowledge and experience necessary to enable the Panel to discharge its functions effectively.
- (2) The fire and rescue expertise objective. This is the objective that that members of the panel (when taken together) have the skills, knowledge and experience necessary for the panel effectively to discharge its functions in relation to the fire and rescue authority.
- 2.3 Each Council may appoint one or more substitute member who can attend a meeting of the Panel in the absence of the principal member. Any substitution will apply to a particular meeting and takes effect if either the appointing authority or the substituted member gives notice in writing or by email to the Secretary before the start of the meeting concerned.
- 2.4 A Member of the Panel appointed by a Council remains a member of the Panel unless and until:
 - (a) They cease to be a member of the Council which appointed them;
 - (b) They resign as a member of the Panel by giving notice to the Secretary; or
 - (c) The Council which appointed them removes them as a member of the panel or appoints another member in their place.
- 2.5 Two independent members may be co-opted onto the Panel by the Panel from time to time in accordance with section 4 of this document.
- 2.6 Up to three additional nominations will be invited to positions for co-opted members to seek to achieve the balanced appointment objective. The Panel will determine how this should be achieved subject to approval by the Secretary of State.
- 2.7 In co-opting members, the Panel:
 - (a) must secure that (as far as is reasonably practicable) the appointed and co-opted members of the Panel (when taken together) have the skills, knowledge and experience necessary for the police and crime panel to discharge its functions effectively.
 - (b) must consider whether they could co-opt in a way which would enable the fire and rescue expertise objective to be met or to contribute to that objective being met and, if they consider that they could exercise that function to that end, must do so.

The "fire and rescue expertise objective" referred to in this paragraph is the objective that members of the panel (when taken together) have the skills, knowledge and experience necessary for the panel effectively to discharge its functions in relation to the fire and rescue authority.

3 Vacancies in Council appointed Members

- 3.1 A vacancy on the Panel arises when a member ceases to be a member of the panel for any reason.
- 3.2 If a Council does not have an appointed member on the Panel then it shall fill its vacancy as quickly as possible.
- 3.3 If a Council does not appoint a Member in accordance with these requirements, the Secretary will give notice to the Secretary of State must appoint a member to the Panel from the defaulting council in accordance with the provisions of the 2011 Act.
- 3.4 A substitute appointed under paragraph 2.3 may attend meetings in default of a Council appointing a substantive member.

4 Independent Members

- 4.1 The Panel shall appoint two independent members onto the Panel. Each appointment shall be for a term of four years or such other period as the panel may determine.
- 4.2 The selection process for co-opting independent members should include:
 - a) a reasonable period of advertising for the positions.
 - b) the closing date for the receipt of applications should be at least two weeks from the date the advert is first placed.
 - c) Information packs should be prepared and sent to those requesting application forms.
- 4.3 The applications will be considered against eligibility criteria agreed by the Panel. An Appointments Sub-Committee will be established by the Panel to consider applications and conduct the interviews of potential candidates.
- 4.4 The following individuals shall not be appointed as an Independent Member of the Panel:
 - a) A member of staff of the PFCC
 - b) A member of the civilian staff of the Essex police force
 - c) A Member of Parliament
 - d) A member of staff of the Essex Fire and Rescue Authority, or
 - e) A Councillor of one of the Councils
- 4.5 Following interviews of potential candidates, the Appointments Sub-Committee will make recommendations to the Panel about each Candidate's suitability for appointment as an Independent Member.
- 4.6 The Panel may decide to remove either Independent Member at any point and on doing so shall give notice to the Secretary to the Panel.
- 4.7 The term of office of an additional member co-opted to the Panel to reflect better the Political balance across the Police Force and Fire and Rescue

Service area shall be for one year or such other period as the Panel may determine. The member may be co-opted for a further term provided that the balanced appointment objective is still met by their co-option.

5 Allowances

- 5.1 The Panel may from time to time decide to pay allowances to members of the Panel. Any allowance shall be in accordance with a scheme approved by the Panel.
- 5.2 No Member of the Panel may claim an allowance from two bodies with respect to their role as a member of the Panel.

6 Promotion of the Panel

- 6.1 The Panel shall be promoted and supported by the Lead Authority through:
 - a) The issuing of regular press releases, after consulting the Chairman about the Panel and its work.
 - b) The inclusion of dedicated web pages on the work of the Panel, with the publication of Agendas and minutes. All reports and recommendations made, with responses from the PFCC will be published.

7 Validity of proceedings

- 8.1 The validity of the proceedings of the Panel is not affected by a vacancy in the membership or a defect in the appointment of a member.

8 Amendments to Terms of Reference, Panel Arrangements and Procedure Rules

- 8.1 Any proposed amendments to the Panel Arrangements should be submitted to the Councils for approval. In addition, the Panel will review this document annually and if any changes are necessary these will be submitted to the Councils for approval.

PART 2 - PROCEDURE RULES

9. Annual Meeting

- 9.1 The first ordinary meeting of the panel held after 1 April in any year shall be the annual meeting of the Panel.

10. Chairman and Vice-Chairman

- 10.1 The Chairman will be elected from amongst the members of the Panel.
- 10.2 The election of Chairman shall be the first business transacted at the Annual Meeting. The election shall be by show of hands unless, at a meeting before

the annual meeting, the Panel has resolved to elect a chairman for a particular municipal year by secret ballot. Where the Panel proposes to use a secret ballot the process shall be as set out in the appendix.

- 10.2 The Vice-Chairman will be appointed at the Annual Meeting, and this shall be the item of business following the election of Chairman. The Vice Chairman will be elected from amongst the members of the Panel.
- 10.3 In the event of the resignation of the Chairman or Vice Chairman or if either of them ceases to be a member of the Panel, a replacement will be appointed at the next meeting and will be drawn from amongst the Council members sitting on the Panel.
- 10.4 The Chairman shall preside at any meeting of the Panel. The Vice Chairman shall preside in the absence of the Chairman. If neither the Chairman nor the Vice-Chairman is present at a meeting of the Panel, the other members of the Panel shall choose another member of the Panel to preside at the meeting.

11. Meetings

- 11.1 There shall be a minimum of four ordinary meetings held in each year to carry out the functions of the Panel. Each meeting shall not last for more than three hours unless the meeting resolves to extend this time.
- 11.2 These meetings shall be open to the press and public except where the Panel resolves to exclude the press and public in accordance with the law in accordance with part VA of the Local Government Act 1972.
- 11.3 An extraordinary meeting may be called by the Chairman of the Panel, by any five members of the Panel giving notice to the Secretary or by the Monitoring Officer of the PFCC's Office.
- 11.4 The Chairman may cancel or rearrange a meeting.
- 11.5 The meeting at which the Precept is to be considered shall be the only business transacted at that meeting.
- 11.6 All meetings of the Panel will take place at either Essex County Council, County Hall, Chelmsford or at Essex County Fire and Rescue Headquarters, Kelvedon Park, or such other suitable venue selected by the Chairman.
- 11.7 The Secretary will give notice to the public of the time and place of any meeting in accordance with Part VA of the Local Government Act 1972. At least five clear days before a meeting, the Secretary to the Panel will send a summons by email and, if the Member so requests, by post to every Member at their last known address. The summons will give the date, time and place of each meeting and specify the business to be transacted, and will be accompanied by such reports as are available.

12. Quorum

- 12.1 A meeting of the Panel cannot take place unless one third of the whole number of its members is present.
- 12.2 If there is no quorum present at the time fixed for start of the meeting the meeting may not commence at that time. If after 1 hour after the time specified for the start of the meeting, the meeting is still not quorate then the meeting shall stand adjourned to another time and date determined by the Secretary.

13. Voting

- 13.1 All members of the Panel may vote in proceedings of the Panel subject to the rules on declarations of interest.
- 13.2 One-third of the voting members present may require that the way all members cast their vote or abstained shall be recorded in the Minutes; such a request must be made before the vote is taken.
- 13.3 In the event of equality of votes the person presiding at the meeting at the meeting will be entitled to a casting vote under paragraph 39(1) of Schedule 12 to the Local Government Act 1972.
- 13.4 There is a non-binding convention that Chairman will exercise the casting vote in favour of the status quo.

14. Work Programme

- 14.1 The Panel will be responsible for setting its own work programme taking into account the priorities defined by the PFCC in terms of policing and crime, and fire and rescue. In setting the work programme the Panel will also take into account the wishes of its members.
- 14.2 The work programme must include the functions set out in the Panel's terms of reference.

15. Agenda items

- 15.1 Any member of the Panel shall be entitled to give notice to the Secretary to the Panel that he or she wishes an item relevant to the functions of the Panel to be included on the agenda for the next available meeting.

16. Reports of the Police, Fire and Crime Panel

- 16.1 Where the Panel makes a report to the PFCC, it must publish the report and the recommendations in that report.
- 16.2 The Panel must send copies of any such reports or recommendations to each of the Councils.

- 16.2 The Panel must by notice in writing require the PFCC, as appropriate, within one month of the date on which they receive the report or recommendations:
 - a) to consider the report or recommendations;
 - b) to respond to the Panel indicating what (if any) action the PFCC proposes to take; and
 - c) where the Panel has published the report or recommendations, publish the response.
- 16.3 Where the Panel has provided a copy of the report or recommendations to a member, provide a copy of the response to the member.
- 16.4 The publication of reports or recommendations is subject to the exclusion of any exempt or confidential information as defined in the rules on access to information in part VA of the Local Government Act 1972.
- 16.5 If the Panel cannot unanimously agree on one single final report to the PFCC then one separate report may be prepared and submitted for consideration along with the majority report.

17. Police, Fire and Crime Commissioner and Officers Giving Account

- 17.1 The Panel may scrutinise and review decisions made or actions taken in connection with the PFCC's role. As well as reviewing documentation, in fulfilling its scrutiny role it may require the PFCC, and members of the PFCC's staff, to attend before the Panel to answer any questions which appear to the Panel to be necessary in order to carry out its functions.
- 17.2 If the Panel require the PFCC to attend before the Panel, the Panel may request either or both of the Chief Constable and the Chief Fire Officer to attend before the Panel on the same occasion to answer any questions which appear to the Panel to be necessary in order for it to carry out its functions.
- 17.3 When the Panel requests or requires anyone to attend before it under this paragraph it will give reasonable notice and, where practical, this shall be at least 15 days' notice. Where it is necessary for the person attending to produce a report the Panel shall allow sufficient time for preparation of that report.
- 17.4 The Secretary will give anyone who is required or requested to attend a meeting a written notice giving the time, date and place of the meeting. The notice will state the nature of the item on which he or she is required to attend to give account and whether any papers are required for production for the Panel.
- 17.5 Where, in exceptional circumstances, an individual who has been given notice under paragraph 17.4 is unable to attend on the required date, an alternative date for attendance may be arranged following consultation with the Chairman.

18. Attendance by Others

- 18.1 The Panel may invite people other than those referred to above to address it, discuss issues of local concern and/or answer questions. It may, for example, wish to hear from residents, stakeholders, Councillors who are not members of the Panel and officers in other parts of the public sector and may invite such people to attend.

19. Public Access

- 19.1 Copies of the agenda for meetings of the Panel and any reports for its meetings shall be open to inspection by members of the public at the offices of the Councils with the exception of any report which the Secretary to the Panel determines relates to items which in his or her opinion are likely to be considered at a time when the meeting is not to be open to the public.
- 19.2 Minutes and reports for the meeting shall be published to the extent required by part VA of the Local Government Act 1972.
- 19.3 If a member of the public interrupts proceedings, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will arrange for their removal from the meeting room and will suspend the meeting until the member of the public has left or been removed.
- 19.4 If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared.
- 19.5 A member of the public may attend the meeting and ask a question of the Panel. Such questions should only relate specifically to an item on the agenda for that meeting.

20 Minutes

- 20.1 The Secretary to the Panel shall arrange for written minutes to be taken at each meeting of the Panel and shall present them to the Panel at its next meeting for approval as a correct record. At the next meeting of the Panel, the Chairman shall move that the minutes of the previous meeting be signed as a correct record. If this is agreed, the Chairman shall sign the minutes. The only part of the minutes that can be discussed is their accuracy.
- 20.2 Draft minutes or a summary of the decisions taken at the meeting and a note of the actions arising shall be circulated to the Panel by email no later than 7 days after the date of the meeting.

21. Sub-Committees and Task Groups

- 21.1 The Panel may from time to time establish task groups or sub committees.

- 21.2 The 'special functions' of the Panel may not be discharged by a sub-committee or a task group.
- 21.3 In this paragraph 'special functions' means the following functions conferred on the Panel by the Police Reform and Social Responsibility Act 2011:
- a) Scrutiny of Police and Crime Plan and Fire and Rescue Plan.
 - b) Scrutiny of annual report and the Fire and Rescue Statement.
 - c) Review of senior appointments.
 - d) Considering precepts.
 - e) Scrutiny of appointment of the Chief Constable or Chief Fire Officer.
- 21.4 The work undertaken by a sub-committee or task group will be scoped and defined beforehand. The scope may include the timeframe within which the work is to be completed and the reporting time for the outcome of the work.
- 21.5 Where it is not possible to reach a consensus, attempts will be made to reflect minority views within the report but there is no provision for minority reports from members of Sub-Committees or Task Groups.
- 21.6 Any reports of a Sub-Committee or a Task Group shall be reviewed by the Panel which will decide whether to ratify the findings or recommendations. This shall not apply where a Sub Committee has delegated authority to act.
- 21.7 Paragraph 17 (Police, Fire and Crime Commissioner and Officers giving account) and 18 (Attendance by Others) apply to Sub-Committees and Task Groups in the same way as they apply to the Panel.

Election of Chairman by Secret Ballot

1. This process applies to the election of Chairman for a municipal year only if the Panel has resolved at a meeting before the annual meeting that the Chairman of the Panel will be elected by Secret Ballot for that particular municipal year.
2. The Lead Authority will write to all members of the Panel to invite nominations. No nominations will be accepted after 12 noon on the day before the meeting. A member may nominate any Councillor member of the Panel (including themselves). If no nominations are received by the deadline, the Panel may resolve to accept late nominations.
3. At the annual meeting a proposer and seconder will be invited for each candidate. If a candidate is not proposed and seconded then they shall not be eligible to be elected.
4. The outgoing Chairman or the person presiding at the meeting will confirm with each eligible nominee that they are willing to be appointed as Chairman
5. All nominated persons will be added to the ballot paper if they:
 - Have been proposed and seconded; and
 - Have indicated that they are willing to be appointed as Chairman.
6. If there is only one nominee their name will be put to the meeting for approval.
7. Where there is more than one nominee then a ballot paper will be prepared including the name of each candidate.
8. A ballot paper will be given to each member of the panel who is present at the meeting.
9. A period of 10 minutes (or such other period as the person presiding at the meeting may determine) to cast a vote.
10. Any member of the Panel may ask to have their vote recorded in the minutes in which case they shall hand their ballot paper to the officer so that the way they have voted may be verified.
11. If a tie occurs the outgoing Chairman shall have a second or casting vote
12. If there are more than two candidates nominated and after the vote no candidate has the majority of votes cast then the name of the person having the least number of votes will be eliminated and a fresh vote shall be taken, and so on until a majority of votes is given in favour of one person.

[draft] Essex Police Fire and Crime Panel

Scheme of Members Allowances

1. This scheme has effect under article 5 of the Panel's constitution approved by the constituent authorities in 2019 and takes effect on 1 June 2019.

2. In this Scheme:

'Panel' means the Essex Police Fire and Crime Panel

'Member' means a person who is a member of the Panel other than as a substitute member

'Independent Member' means a person co-opted onto the Panel.

'Lead Authority' means Essex County Council

'Proper Officer' means the proper officer of the Lead Authority responsible for overseeing the work of the Panel, currently the Head of Democracy and Transparency.

Overall Limit on Claims

3. No person may claim more than £920 for each financial year under this scheme.

Allowances

4. A Member may claim an allowance of £920 per annum in accordance with the table below if they submit a valid claim for payment. The allowance shall accrue daily and be paid monthly via the Lead Authority's payroll system in accordance with the Lead Authority's payment arrangements. Members may opt to claim a lesser amount if they wish.

Expenses

5. A Member may claim expenses incurred whilst undertaking duties as a Member of the Panel as if they were a member of member of Essex County Council and for this purpose the following shall be approved duties for any member:

Attending a meeting of the Panel or any of its Sub-Committees

Attending a meeting of any officer of the Lead Authority or the Fire Authority or the Office of the Police, Fire and Crime Commissioner in connection with the functions of the Panel

Attending a meeting of the National Association of Police and Crime Panels, a Special Interest Group of the Local Government Association.

General Rules

6. No allowances shall be paid unless a valid claim has been submitted to the Proper Officer in the same manner as members of Essex County Council are required to make claims.
7. No person shall claim an allowance under this scheme if they have also claimed an allowance from another person or body with respect to the same duties.
8. No person shall be entitled to payment under this scheme unless the Lead Authority confirms that it is likely to be entitled to recover the cost of payment from the Home Secretary under the terms of a grant payable with respect to the work of the Panel.

9. Allowances shall be paid net of tax and other deductions where the Lead Authority is legally required to pay them.
10. The Lead Authority shall publish the amounts paid to Members under the terms of this Allowance. Where a Member is also a Member of the Lead Authority (regardless of which body appointed them to the Panel) then the amounts claimed may be published together with the amounts claimed as a member of the Lead Authority.

AGENDA ITEM 13

Essex Police, Fire and Crime Panel	EPFCP/16/19
Date: 23.05.19	

Forward Look

Report by the Secretary to the Panel (interim)

Enquiries to: Emma Tombs: 03330 322709 emma.tombs@essex.gov.uk

Purpose of report and background

To plan the business of the Panel.

The next Meeting of the Panel is to be scheduled for **Thursday, 25 July 2019**. (NB date moved from 18 July)

Business proposed to be taken to the meetings is as follows:

Date	Performance for period up to	Other business
25 July 2019 (note change of date)		<ul style="list-style-type: none"> • Election of Chairman and Vice Chairman • Essex Police Engagement Strategy • Police and Crime Plan Performance Measures – year end figures • Fire Service Performance Measures – year end figures • PFCC Decisions Report
24 October 2019 (note change of date)		<ul style="list-style-type: none"> • Police and Crime Plan Performance Measures • Fire Service Performance Measures • IT Implementation Projects, including Athena Programme • Ethics and Integrity Sub-Committee Report • PFCC Decisions Report
5 December 2019		<ul style="list-style-type: none"> • Police and Crime Budget Scene Setting • Fire and Rescue Service Budget Scene Setting • Home Office Complaints Procedures • Essex PFCP 2019/20 Budget (Half-year Outturn) • PFCC Decisions Report

January 2020		<ul style="list-style-type: none"> • Emergency Services Network • Proposed Police Precept for 2019/20 • Proposed Fire and Rescue Authority Precept for 2019/20
February 2020		<ul style="list-style-type: none"> • Proposed Police Precept for 2019/20 (if needed) • Proposed Fire and Rescue Authority Precept for 2019/20 (if needed)
May 2020		<ul style="list-style-type: none"> •

The following items have been suggested, but not scheduled, as yet:

- Essex Police and Essex Fire and Rescue Service Collaboration
- Peer Review
- Ministry of Justice Grants

The Panel is asked to identify any other business it would like to consider.