

Devon and Cornwall Police Authority

MINUTES

A meeting of the **Performance Management and Audit Committee** was held on 19 July 2005 in the Conference Room, Endeavour House, Woodwater Park, Exeter, starting at 2.00pm.

Present:

Mr C Bulley, Mr M I R Bull, Mr D Money, Mr M A Nevitt, Mrs J Owen and Mrs C Ryan

Officers in Attendance: -

Police Force Superintendent I Ansell (Force Performance Manager), R Bullock (Force Performance Analyst), B Fousert (Head of Scientific Services) [items 1-6 only], E Lewis (Police Authority Liaison Officer), Chief Superintendent L McGrath (Commander, Strategic Development Department) and Assistant Chief Constable (Operations) R Stowe [items 1-6 only]

Police Authority R Martin (Policy Officer) and S Mellor (Finance Manager) [items 1-7 only]

Guests D Herd (Devon Audit Services) [items 1-7 only]

PM/352 Election of Chairman

RESOLVED That Mrs Owen be elected Chairman

The Chairman thanked Mrs Ryan for her dedication and contribution to the work of this committee.

PM/353 Election of Vice Chairman

RESOLVED That Mr Bull be elected Vice Chairman

PM/354 Apologies for Absence

Apologies for absence were received from Mr J Currie, Sir S Day, Mr M Hicks, Mr S M Malloni and Mr W D Thomas.

PM/355 Declarations of Interests

No declarations of interest were made in respect of any item on the agenda.

PM/356 Minutes

PM/347 - The report of the work of the group addressing recommendations emanating from the Richard Inquiry was presented at the Police Authority seminar on 29 June 2005.

PM/348 – There were no reported problems with amending the calculation of shift patterns to a 9 hour standard.

RESOLVED that the minutes of the meeting held on 17 March 2005 were confirmed as a correct record.

Closed Session

(Item considered by the Committee with only members of the Police Authority, appropriate Officers and expert advisors present, on the grounds that exempt / confidential information may have been discussed)

RESOLVED that the item detailed in the table below be considered as a closed item:

Agenda item No	Report Title	Relevant Act	Relevant section
6	Forensic/Scientific Services Performance	Freedom of Information Act 2000	Section 31 "Information...is exempt information if its disclosure under this Act would, or would be likely to, prejudice- (a) the prevention or detection of crime"

Open session

PM/355 Annual Report of Internal Audit 2004- 2005

The Finance Manager introduced the Senior Audit Manager from Devon Audit Services to present the Annual Report of Internal Audit 2004- 2005.

The Finance Manager thanked Internal Audit for their work and support during a successful year. There continued to be a good working relationship between the Authority and Internal Audit whilst maintaining the auditor's independence.

Future audit reports would be presented to the new Corporate Governance Committee.

The Senior Audit Manager from Devon Audit Services stated that the report provided a positive assurance opinion. Staff within the Authority and Constabulary remained committed whilst most systems were sound and well developed.

Devon Audit Services is an independent voice within the Police Authority's risk management process and has been particularly proactive in addressing risk management issues. This is complemented by holding similar positions within Devon County Council and Devon Fire and Rescue Service.

Issues discussed during consideration of this item included:

- Members challenged Internal Audit on the progress of the Force Integrated Management System. Concern was expressed by the Committee that there would be considerable problems if the introduction of the system was not handled properly.
The Senior Audit Manager reported that the Force Integrated Management System would be kept under close scrutiny. There is close engagement with key staff involved in the project including the Police Authority Treasurer and Finance Manager. Devon Audit Services has access to the itemised project plan and are reassured that the correct processes are being progressed properly to deliver the new system successfully.
The Committee asked for assurances that the payroll element of the system would be ready on time.
Internal Audit reiterated that it is confident that the project is on course to deliver on time. Both the current and new systems were now running side-by-side and July payroll data was loaded. This would allow an earlier 'go live' date. Contingency plans are in place should the system fail to deliver, although this is not envisaged.
- The Committee raised concerns over the uncertainty of the number of vehicles in the Force fleet and associated problems with the Transform fleet management system. Internal Audit confirmed there had been concerns raised with Transform in the past and a follow-up report would be prepared in 2005-6.

- Members challenged the Force response to the comments concerning Contract Systems and Tendering and in particular whether the Strategic Procurement Group was the right forum to oversee the staffing issues within the Contracts Section.
The Force Performance Manager stated this would be raised with the Director of Finance and Administration.
- The Committee was not satisfied with the Force response to the chapter entitled Equality and Diversity. A more specific response is sought. The Chairman asked that this be progressed through the Police Authority Diversity Group.

The Chairman thanked Devon Audit Services for their work in compiling the report.

RESOLVED

- (a) That the report be noted

PM/356 Performance against the Annual Policing Plan (Targets)

The Force Performance Analyst delivered a presentation on Force performance in relation to the Annual Policing Plan targets for the period 1 April 2005 to 30 June 2005.

Issues discussed during consideration of this item included:

- 4 of 9 targets are being achieved. Data is not available for the remaining 8 targets as they are survey-based and there is approximately a 12-week time lag before performance can be reported.
- Current forecasts predict that 15 of the 17 targets will be met by year-end.
- The iQuanta overview chart for crime for May 2005 indicates that 7 of the 8 crime categories are clearing improving and better than peers.
- The target to reduce British Crime Survey comparable crime by 7% is forecast to be exceeded. This relates to the second lowest rate of British Crime Survey comparable crime in Devon and Cornwall's family of similar forces.
- Three detection crime categories in North and East Devon are clearly deteriorating and worse than peers.
- The sanction detection rate is 22% against a year-end target of 22.1%. It is predicted that the actual year-end figure could be 24%. This is a result of a focused effort to raise sanction detection performance. Other forces are also seeing improvements in this area and as such Devon and Cornwall's position remains below family average.
Detection rates should be viewed with consideration to the Force's 'green light' for data quality within the National Crime Recording Standard. Reasonable levels of detections are being achieved along with the Force employing sound crime recording methods.
Elements of good practice are being adopted from Dorset Police to assist in improving the sanction detection rate further.
Members congratulated the Force on its good performance in this area.
- The Offences Brought to Justice target of 16.8% above baseline is on target for attainment. The current level of performance is 13.4% above baseline.
- The number of Anti Social Behaviour incidents is 4% above the 2004/2005 year-end figure against a target of no increase. The projected 2005/2006 year-end figure is a 6.8% rise.
This is the first time the number of Anti Social Behaviour incidents has been measured. The Home Office definition of what constitutes an Anti Social Behaviour incident is wide ranging.
Cornwall and the Isles of Scilly Basic Command Unit and Plymouth Basic Command Unit are affected by seasonal trends in this indicator.

- The target to reduce the number of people killed or seriously injured in road traffic collisions by at least 3% is off target. The year-end forecast is a 7.6% increase. The number of people killed in road traffic collisions is falling but the target figure is affected by an increase in the number of people seriously injured.
The longer-term target to achieve a 15% reduction in casualties between 1998 and 2008 has been exceeded already and stands at a 30% reduction.
- The detection rate for domestic violence is 52.9% against a target of 65%. The trend is improving and it is anticipated this target will be achieved by year-end.
- The percentage of 999 calls being answered within 10 seconds currently stands at 88.5% against a target of 90%. This target is projected to be achieved.
- The percentage of non-emergency calls answered within 30 seconds stands at 90.6% against a target of 90%.
- Police officer strength is 3,407 against a year-end target of 3,500. This target is projected to be achieved.
- Public satisfaction levels in Devon and Cornwall Police are amongst the best in the country. This should be considered alongside the high level of integrity in the way the survey questions are asked. Devon and Cornwall is one of only a few forces that survey members of the public who call in with general enquiries, in addition to those reporting crimes.

RESOLVED

- (a) That the report be noted

PM/357 Continuous Improvement Database

The Force Performance Manager presented a paper on the progress of recommendations held on the Continuous Improvement Database within the Strategic Development Department.

Issues discussed during consideration of this item included:

- The recommendations within the report were reported to the Performance Monitoring Board on 21 June 2005.
- In relation to the Engineering Department Performance Management Review, the Force Performance Manager reported that the Director of Finance and Administration had now completed an action plan template with target dates.

RESOLVED

- (a) That the report be noted
- (b) The committee ratifies the decisions of the Performance Monitoring Board of 21 June 2005 in relation to items 2, 3, 4.2, 5 and 6.

PM/359 Activity Based Costing

The Force Performance Manager presented a paper on the frontline policing measure. This Home Office target requires 72.5% of police officer time to be available for frontline policing by 2007/2008.

Issues discussed during consideration of this item included:

- The target figure of 72.5% was calculated by the Home Office using levels of 'frontline' activity from other public service organisations, excluding the police.
- The target does not accurately reflect visible policing. There is little correlation between frontline policing and visibility.

- The Deputy Chief Constable has written to Stephen Rimmer, Director of Policing Policy at the Home Office stating that the target is unachievable by any force and as such could lead to a loss in public reassurance if a failure to meet the target was publicised. Stephen Rimmer has responded stating that several forces report that they will achieve this target. This opinion was challenged by the Force Performance Manager. Despite reservations, the target is mandated and therefore work will continue to attempt to deliver on it. Police officer and staff roles and sickness data are being reviewed to ensure all frontline activity is captured. An approach has been made to the Home Office by the Association of Police Authorities (through the Performance Management Policy Group) but it refuses to accept the target is not achievable.

The Force Performance Manager presented a report from the Audit Commission reviewing Activity Based Costing in 2004.

Issues discussed during consideration of this item included:

- The Force received an overall grading of 'good'. This was constructed from 6 sub-set grades, 5 of which were graded 'good' and one as 'weak'.
- The 'weak' grading related to the 'reasonableness of results'.
- An action plan is being progressed by the Force. The action regarding the Force Costed training plan will be delivered late due to staffing shortages following the resignation of the Force Activity Based Costing Analyst, Liz Tull. Members challenged the resilience of the Strategic Development Department in this area once the Analyst leaves. The Force Performance Manager reported that employment may need to be extended on a consultancy basis in the meantime. The Committee praised the work of Liz Tull and stated that she was very highly regarded nationally.
- Generally, acceptance and awareness of Activity Based Costing continues to grow within the Force.

The meeting closed at 1610 hours.