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**Police and Crime Commissioner
Management Meeting – July**

22nd July 2015

10am

Council Chamber, Mole Valley District Council Offices, Dorking

Attendees:

Kevin Hurley (PCC – Police and Crime Commissioner)

Shiraz Mirza (Advisor – Office of the PCC)

Alison Bolton (Chief Executive – Office of the PCC)

Ian Perkin (Treasurer – Office of the PCC)

Nick Ephgrave (DCC – Deputy Chief Constable – Surrey Police)

Paul Bundy (HoF – Head of Finance – Surrey Police)

Sarah Gordon (PA – Office of the Police and Crime Commissioner – Minute Taker

Agenda Item	Subject/Note	Action
	Chief Constable Lynne Owens and Deputy PCC Jeff Harris had sent prior apologies for the meeting. Both were on annual leave.	
Item 1	<p>Matters Arising/Minutes of the last meeting – 18th May 2015</p> <p>Actions from previous meeting:</p> <p>Rape detections – the DCC gave a breakdown of rape detection figures: domestic – 3%; acquaintance – 0.5%; stranger – 0.7% and ‘other’ – 10.2% equating to a total detection rate of 14.3% for 2014/15. Prior to 2015/16 the Force hadn’t had to categorise incidents of rape so the figures for 2014/15 had shown 30% of reported incidents with no categorisation. A more accurate breakdown would be available from 2015/16 onwards.</p> <p>The detection rate was lower than the DCC would want it to be but it continues to improve following the implementation of a number of measures identified through Crime Performance Board. .</p> <p>The PCC acknowledged that the low detection rate for domestic and acquaintance rape could be attributed to the victim not wanting to pursue a prosecution. He also expressed his concern at the percentage of stranger rapes occurring.</p> <p>The DCC explained that the percentage level didn’t necessarily portray the extent of the issue, for example, the 7.4% of offences committed by a stranger equated to two offences. The Force carried out thorough investigations in all cases which included gaining</p>	

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	<p>evidence from the victim at the SARC (Sexual Assault Referral Centre), forensics from the crime scene, witness statements, monitoring of ANPR (automatic number plate recognition) and CCTV. Unfortunately most cases were closed without the suspect being identified. DNA was key but if the offender was not already known to police then they would not show up on the database.</p> <p>Firearms officers – the DCC referred to the paper that had been circulated and explained that firearms officers got involved in all manner of police work. They were police officers first and foremost and had the additional specialist skill of being able to use a firearm. The report would be available on the PCC’s website.</p> <p>Drugs in Schools – the DCC had an updated problem profile which he would share with the PCC outside the meeting. The intelligence suggested that this wasn’t a significant issue in Surrey but the PCC had his own sources that suggested otherwise. There may be an intelligence gap which would need to be addressed. The PCC stated that he was being told otherwise by head teachers and parents. He would speak to the DCC in more detail outside the meeting.</p> <p>Volunteer strategy – this would be discussed in part two of the meeting due to the sensitivity of the issue.</p> <p>Body worn video – the DCC reported that the Chief Constable had carried out a public consultation on the use of body worn cameras. The public needed to understand and know their value. The feedback had shown a significant degree of support for the concept. It had been a useful exercise to get the public used to the idea. ACC Stephens had been tasked with drawing up a proposal to present to the Chief Officer Group (COG) at the end of the summer. He would be working with Sussex Police who were six months ahead in terms of planning to see if there was an option to join up with them. The issue was not the purchasing of the equipment but the management of the data. The pilots that were currently taking place across the country would hopefully tackle and resolve these issues.</p> <p>The PCC said that he had recently given his annual presentation to Woking Borough Council and a number of their elected officials had expressed their support for the cameras.</p> <p>Reserves – following discussions external to this meeting the PCC had been looking at the Force’s long term borrowing liabilities and had taken the view that excess funds held in reserves should be used to pay off more of the pension deficit. Surrey was the only police force to have done this and the PCC thanked the Chief Constable, Head of Finance and his Chief Finance Officer for their work in achieving this.</p>	<p>SG</p> <p>DCC</p>
<p>Item 2</p>	<p>Surrey Police Progress Against the Six People’s Priorities</p> <p>The DCC presented the updated report which now included more graphics which would be helpful when explaining the figures. There had been an overall rise in the number of TNOs (total crime) so far this FY., predominantly drive by the rise in overall violent crime. A</p>	

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	<p>significant contributor to this rise was the increase in the recording of domestic assault. This was a national trend as forces were encouraging victims to come forward and report incidents.</p> <p>The number of serious sexual offences also followed the same pattern as the rise in violent crime. This was a huge growth area for Surrey with an almost 80% increase on the same time last year. The Force had done a lot of work to increase awareness of CSE (child sexual exploitation) and this had resulted in an increase in reporting and recording. Demand was outstripping resource in this area. There had been a significant shift in the cases that police had to deal with.</p> <p>Acquisitive crime was showing a more positive picture. The Force had targeted specific suspects and made a number of significant arrests which had resulted in a significant reduction in domestic burglary. The detection rate in this area was in the top ten nationally.</p> <p>The PCC said that the safety of peoples' homes was paramount and it was amazing to see such a huge reduction in incidents. Surrey had moved from the worst force in the country to one of the top ten. He praised the DCC for driving this reduction since his arrival in Surrey. The DCC was confident in maintaining this reduction.</p> <p>In overall numbers, the Force was detecting more crime this year than last with slightly fewer officers, but because the volume of offences had increased at a higher rate, the net result is an overall reduction in the percentage of positive outcomes. Nevertheless, the force is determined to improve its overall detection performance and this is subject to a number of improvement plans being progressed currently. The DCC stated that body worn video would be a good tool to address some of the issues and he was keen for it to be introduced. An action plan was in place to drive up positive outcome for violent crime.</p> <p>ACTION: good work report – the PCC asked for an update on the sentence given to Maxwell Aboh-Tshionza.</p> <p>The DCC was pleased with the direction of travel for serious sexual offences positive outcome rate. Since March 2015 there had been a steady but consistent upturn. The Crime and Performance Board had issued a robust set of actions and the personnel changes that had taken place were proving successful. There was an ambition to be in the top quartile nationally and the DCC believed that this could be achieved by the end of the financial year.</p> <p>ACTION – good work report – Ray Eve – the PCC asked whether any other victims have come forward since he was sentenced.</p> <p>The DCC explained that a number of covert operations were being carried out with regard to domestic burglary detection and the recent decline in the positive outcome rate should be reversed shortly.</p> <p>ACTION – good work report - the PCC asked for an update on the overall sentence of the offender who carried out 13 burglary offences.</p>	<p>DCC</p> <p>DCC</p> <p>DCC</p>
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	<p>The DCC reported that a total of 46 people had been charged so far during the current drug driving campaign. The PCC had recently learned that the policing minister was keen to introduce a roadside drug testing kit.</p> <p>The DCC said that local intelligence was really important when dealing with drugs offences. A recent case where local residents had seen a positive response by police had resulted in more people coming forward with further intelligence.</p> <p>The Force was trying to maintain all aspects of policing but the demand on resources was increasing and finding a solution was not easy. The PCC agreed that it was unfortunate that the Force would be facing a staff reduction of 500 in the coming years due to budget constraints.</p> <p>The DCC reported that recruitment was a current issue for the Force. The vacancy rate was higher than planned at 4%. ACO Jane Harwood had been tasked to increase the Force to full capacity of 1905 officers by Christmas. This was a challenge but she was currently working on a number of initiatives to achieve this goal. Surrey's proximity to London was an issue as the Metropolitan Police was able to offer an increased salary, wider career path and free travel in London. Officer transfers to London were the reason for a portion of Surrey's wastage. However, it did work both ways as two officers from the Metropolitan Police had recently transferred to Surrey. The PCC was grateful for this piece of work. He was sympathetic to the challenges being faced by the Force.</p> <p>Shiraz Mirza reported that he was working with the Force to try to increase the number of black and minority ethnic (BME) officers in the Force. He had encouraged the Force to have a recruitment stand at the Jalsa Salana event taking place in August. He was also working with Surrey's IAG on how to increase BME recruitment. The PCC said that similar meetings were also being held with the Committee at the Shah Jahan Mosque in Woking.</p> <p>Despite the recruitment issues, resource availability had risen to 90% which was a positive reflection of staff commitment. Sickness levels were also low.</p> <p>The Force was on track to achieve the £1million target for seizures under the Proceeds of Crime Act with a current total of £307k.</p> <p>Since January 2015 there had been a month on month improvement of performance of the 101 non-emergency telephone number. It was just under the 80% aspiration. Further improvements would be seen as new staff were currently being embedded in the department. The introduction of mobile data terminals (MDTs) had also increased performance as officers were now able to input more information themselves rather than having to call in to the call centre. Surrey was leading the way on MDTs. Officers were able to attend a scene and do everything on the MDT which was increasing efficiency. Data quality issues were being monitored but the devices were seeing a marked improvement.</p>	
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	<p>The Force had worked hard to improve the timeliness and quality of case file submissions. The DCC didn't want cases to be adjourned or dismissed due to the state of the case file as it led to a lack of justice for the victims and witnesses. There had been a steady but significant improvement and the DCC was confident that this trend would continue.</p> <p>Victim satisfaction had improved nationally but had dropped within the Force. It was not a significant decrease, from 85% to 83%, but it was not good to see a reduction. ASB satisfaction had seen an increase.</p> <p>The PCC reported that the Reigate and Banstead Borough Council who had piloted the Joint Enforcement Team (JET) for the past year had received a good evaluation and as a result they had decided to retain JET as part of their core business with secured funding for the next five years. Spelthorne had also introduced a JET team and Woking, Guildford, Elmbridge and Runnymede had expressed an interest to take on some aspects of the project.</p> <p>Local Policing Boards were continuing. Those held via social media, such as Facebook, were still proving to be successful and were reaching a wider demographic in the community.</p> <p>Police staff recruitment was facing the same issues as police officer recruitment. Unplanned wastage was still an issue. The Force was seeing a slight decrease in wastage but the rate was still very high.</p> <p>A recent staff survey had seen a 50% response rate which was high. The survey showed the best health score seen for a while. The DCC took comfort from that especially taking into consideration the challenges faced by the Force.</p> <p>The report also contained details of recent misconduct cases and the number of letters of appreciation received by the Chief Constable.</p> <p>The PCC asked for details of the number of officers currently on restricted duties due to on-going IPCC investigations. The DCC said that he would be able to provide that detail at the next meeting.</p> <p>The PCC said he wanted the IPCC to be more accountable. Officers were being left in limbo pending the outcome of their investigations. The DCC said that he would always seek to restrict duties rather than suspend officers as they would still be able to carry out some aspect of police work.</p> <p>The complaints recording processes had improved significantly There had been a turnaround in performance and there was no longer a backlog of work in the Professional Standards Department. The DCC stated that there would not be a backlog again. There was now a front of house team in place who would phone complainants back as soon as possible. This had eliminated the backlog and had shown an increase in the conclusion of complaints at first contact. Hopefully this would reduce the complaints that the PCC received about PSD.</p>	<p>DCC</p>
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<p>Item 3</p>	<p>Update on Strategic Policing Requirement – Public Disorder</p> <p>The DCC gave an update on the capability and capacity of the Force in relation to dealing with public disorder. Surrey was required to have four Police Support Units (PSUs) to provide mutual aid in times of public disorder. Surrey exceeded this requirement by having six units available to be deployed. Collaborative work with Sussex further added to this capacity. Both forces trained together and were used to working side by side.</p> <p>The Home Secretary had recently rejected the call for the use of water cannon but the PCC expressed his full support for the use of this tactic.</p>	
<p>Item 4</p>	<p>Update on Assaults on Staff</p> <p>The DCC explained that the matter of assaults was dealt with at his regular Force Health and Safety meeting. The paper showed a snapshot of information but he would be happy to provide more detail if required. The report showed that the three most reported assault types were bruising, pain and aches and cuts and grazes. Although it wasn't acceptable for any member of staff to be assaulted these were at the lower end of seriousness. The current manual recording system was antiquated and the Force was in the process of replacing the system in conjunction with Sussex Police. The new system would be able to carry out more analysis.</p> <p>There had been an increase in the number of days lost through absence after injury but the reasons were not clear. The Health and Safety Board would be looking into this further.</p> <p>The PCC asked how many tasers were available to be deployed at any one time within the Force. The DCC explained that all response teams had access to a taser but not every officer was issued with one personally. He would bring the detailed figures to the next meeting.</p>	<p>DCC</p>
<p>Item 5</p>	<p>Force Financial Report Month 12 2014/15</p> <p>The Head of Finance presented the end of year report for 2014/15. There had been a £1.5m underspend in the £204.1m budget. The Force had kept a deliberate vacancy rate and the recruitment target for police officers was below what it should be. A proportion of this underspend had been invested into policing activity, for example, tactical IT equipment for obtaining footwear evidence. Some had been spent on other operational activity and for paying off some of the pension deficit.</p> <p>The PCC quoted the National Audit Office (NAO) report which had said that Surrey Police had done well in management of its budget.</p>	

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<p>Item 6</p>	<p>Capital Report 2014/15 Month 12 and 2015/16 New Schemes Update</p> <p>The Head of Finance (HoF) presented the report which gave detail of the Force's capital year end position for 2014/15 and the amended capital programme for 2015/16 following a number of bids received following the PCC approved budget in February 2015. The PCC was asked to approve the following new schemes:</p> <ul style="list-style-type: none"> • Virtual Desktop Infrastructure • Child Abuse Image Database • Monitoring of Applications • Public Facing Digital <p>These additional schemes totalled £1.137m and the Force was seeking to fund them from the 2014/15 underspend. The HoF said that the Force would be moving from the current fixed system to a more flexible system which should help with unplanned underspends in future.</p> <p>The Treasurer expressed support for this change in the management of the capital finances which he said if properly executed should lead to the Force maximising the benefits that could be derived from the scarce capital resources available to it.</p> <p>The PCC asked why the Force wasn't using video digital equipment to record interviews, rather than just sound, as other forces were doing. The DCC said that this could be looked at in the future but the Force needed a quick resolution on the current issues as it was still currently using tape recording.</p> <p>The PCC agreed the recommendations as set out in the paper and thanked the Head of Finance for his work.</p>	
<p>Item 7</p>	<p>Reserve Strategy</p> <p>The paper provided an update on the Reserves Strategy which the PCC was asked to approve. The money allocated to specific reserves was £9.5m including £1.3m set aside for supporting the Deepcut inquest.</p> <p>The PCC expressed concern over the possibility of a large underspend developing during the current financial year (2015/16). His view was that if this did happen he should follow the example set by the Chancellor of the Exchequer and reduce debt by reducing the outstanding deficit on the staff pension fund and create a revenue saving. The DCC pointed out that the Force had plans to increase expenditure during the current financial year and quantifying the end of year underspend would be difficult. The Treasurer therefore suggested that the PCC should approve all the recommendations in the paper, with the caveat that if the Force was forecasting an underspend in excess of £500k by the time that next year's Precept Proposals had to be presented to the Police & Crime Panel, the first</p>	

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	<p>call on any amount in excess of this figure should be used to pay down the staff pension deficit. The Treasurer further noted that it would be important to make any payment of this nature before the 31st March 2016 thereby maximising the revenue benefit derived by Surrey Police, as the Fund actuary will be carrying out Triennial – valuation of the Fund on this date and therefore able to take account of any reduction payments made up to this date.</p> <p>The PCC agreed the recommendations in the paper subject to the caveat outlined by the Treasurer.</p> <p>The PCC agreed the decisions in the report.</p>	
Item 8	<p>Treasury Management and Prudential Indicators</p> <p>The Treasurer explained that the PCC was required by law to annually review the treasury management performance. The Force had gained £157k interest on the investment of short term cash surpluses.</p> <p>The outstanding debt relating to the Icelandic bank investment had been auctioned and the Force had returned to it the bulk of that investment (£1.5million) subject to a total loss of £71k.</p> <p>The PCC noted the report.</p>	
Item 9	<p>Funding Formula Consultation</p> <p>The Policing Minister was currently consulting on the police funding formula.</p> <p>The Treasurer would discuss in depth with the HoF before sending a response. The review of the formula may not be advantageous to Surrey as it would be to a large extent based on population and would therefore ignore the cost to Surrey of dealing with offences committed in the County by criminals resident in other police force areas, whose per capita funding would go to the Force within whose boundaries they were resident.</p> <p>The DCC suggested that the fact that Surrey was the second highest receiver of illegal migrants after Thames Valley should be factored in as well. The PCC asked for a report on the number of illegal migrants found and taken to custody in the county from April 2015.</p>	<p>IP/PB</p> <p>DCC</p>
	<p>PART TWO – IN PRIVATE – NOT FOR PUBLICATION</p>	