



Philip Seccombe  
Police and Crime  
Commissioner  
for Warwickshire

# Open Minutes

## Governance & Performance Board (GPB)

Tuesday 26<sup>th</sup> April 2022

09:30 hrs to 12:30 hrs

### Attendees

No	Name	Ref	Capacity
1	Philip Seccombe	PCC	Police & Crime Commissioner
2	Polly Reed	PR	OPCC CEO
3	Debbie Tedds	DT	Chief Constable
4	Ben Smith	BS	ACC Local Policing
5	Dave Patterson	DP	OPCC Assurance & Scrutiny Officer
6	Steve Russell	SR	Head of A&SI
7	Alison Hall	AH	Head of HR (Joined agenda item 6)
8	Lynn Aston	LA	OPCC Secretariat – Minutes
9	Jemima Busby	JB	Research & Information Officer
10	Andy Oliver	AO	Head of Financial Planning & Business (Joined during AOB)

### Apologies

Name	Ref	Capacity
Alex Franklin-Smith	AFS	Deputy Chief Constable

## Minutes

Reference	Item	Actions
01.26/04/22	<p><b><u>Welcome &amp; Introductions</u></b></p> <p>The PCC welcomed everyone to the meeting including JB who was currently working in the force's A&amp;SI but was moving to a new position in the OPCC in June.</p> <p>PCC confirmed that Emma Daniell had been confirmed as the Deputy PCC starting on 9 May 2022. A letter had been received from the Police and Crime Panel endorsing the appointment.</p>	
02.26/04/22	<p><b><u>Minutes 29/03/22</u></b></p> <p>Minutes of the previous meetings of the Performance Accountability Meeting (PAM) and Force Governance Board (FGB) were approved as a true and accurate record with the following notes:</p> <p>A discussion took place on the posting of information on both the OPCC &amp; Police websites. It was confirmed that:</p> <ul style="list-style-type: none"> <li>• There was a link from the Police website to the OPCC website advising that performance data was held on that site.</li> <li>• New Specified Order information to be published by the OPCC by 30<sup>th</sup> April.</li> <li>• Holding to account information had recently been updated on the OPCC website following comment from the HMIFRS ongoing inspection.</li> </ul> <p>PAM Open Minutes - It was agreed that the paragraph in section 04.29/03/22, relating to the force's response to a performance scrutiny question, be amended to remove information that could be considered to be inappropriate for public information.</p> <p><b>Action:</b>  <b>DP to amend the FOI section of the Open PAM minutes prior to publishing on the OPCC website.</b></p> <p>PAM Closed – Agreed.  FGM Closed – Agreed.  FGM Open – Agreed.</p> <p><b><u>Actions 29/03/2022</u></b></p> <p>PAM Action 02.29/03/22 - Discharged  FGM Action<sup>1</sup> 02.29/03/22 - Discharged  FGM Action<sup>2</sup> 02.29/03/22 - BS was tasked to give details of the number and inclusion of Police Staff Volunteers (PSV) in the force.</p>	<p><b>Action:</b>  <b>02.26/04/22</b>  <b>DP</b></p>

	<p>BS advised that there are twenty-two formal PSV role profiles that align to the national definition of a PSV, which currently equate to sixty-three volunteers within Warwickshire Police. These role profiles do not include Community Speed Watch (CSW) which has over 700 – 750 volunteers in 64 CSW operational groups. It also excludes members of Independent Advisory Groups (IAG) Independent Custody Visitors (ICV), Joint Audit and Standards Committee (JASC), Appropriate Adult scheme, which amounts to a further 100+ volunteers. Therefore, within Warwickshire there were circa 1,000 people who volunteer, as opposed to the sixty-three that are formally reported. BS further advised of the number of hours volunteered.</p> <p>The PCC advised that a volunteer event was taking place on the 24 May2022, which Abby Simkin from the OPCC was organising and suggested that more positive publicity could be made of these volunteers.</p> <p>FGM 04.29/03/22 - Meeting to be rearranged. FGM 05.29/03/22 - Discharged</p>	
03.26/04/22	<p><b><u>Terms of Reference for Agreement</u></b></p> <p>PR had circulated the draft ToR for the newly formed Governance &amp; Performance Board (GPB) and comments were sought prior to final sign off. The CC requested that the ACCs be added to the Core Attendees.</p> <p><b>Action: LA to make amendments to the GPB ToR to reflect the attendance of the ACCs, and publish the final approved version on the OPCC website.</b></p> <p>PR confirmed that the format of the meetings and the way in which questions were put to the force regarding performance would remain as is, with deep-dives being focussed and identified in advance to give the force time to prepare the relevant presentations.</p>	<p><b>Action: 03.26/04/22 LA</b></p>
04.26/04/22	<p><b><u>Publication of the Police and Crime Plan</u></b></p> <p>PR advised that the Police and Crime Plan was published on the OPCC website on 31 March 2022. Hard copies have also been ordered and will be distributed upon their receipt.</p>	
05.26/04/22	<p><b><u>Focus Subject: National Performance Measures</u></b></p> <p>SR introduced the National Crime Performance Measures, and gave a quarterly update.</p>	

As updated at the last meeting, measures fall under six headings:

1. Reduce murder and other homicides
2. Reduce serious violence
3. Disrupt drugs supply and county lines
4. Reduce neighbourhood crime
5. Tackle cyber crime
6. Improve satisfaction among victims – with a particular focus on victims of DA.

These are to be monitored on a quarterly basis against a national baseline of June 2019, as selected by the Home Office.

The new format detailed the current position in graphical and table format with a force commentary box to give further information and context. An OPCC commentary box was available for comments to be added prior to this information being uploaded to the OPCC website.

### **1. Reduce Murder and other Homicides**

With the small number of homicides in Warwickshire and the baseline of June 2019 showing one homicide when compared to current performance, Warwickshire was identified by the Home Office as an outlier.

Explanations had been given and accepted by the Home Office; engagement was ongoing to review the recording of this crime type when many were re-classified as being non-homicide following investigation.

### **2. Reduce Serious Violence**

SR advised that the breakdown of this measure included:

- Offences involving the use of Firearms
- Offences involving knives or sharp instruments
- Serious Violence

Whilst hospital admission data can be provided, this is not used as the data received cannot be verified. Also, the data takes no account of x-border admissions to hospitals.

In terms of offence levels, serious violence levels are lower in the last 12 months when compared to the June 2019 baseline.

### **3. Disrupt Drug Supply & County Lines**

There were two elements of this measure: Drug related homicides, and Police referrals into drug treatment.

SR advised that only one of the twelve recorded homicides in 2021/22 was noted as being drug related.

	<p>The police commentary gave details of the Organised Crime Groups (OCG) and County-lines disruption operations.</p> <p><b>4. Reduce Neighbourhood Crime</b></p> <p>SR advised that the current levels of neighbourhood crime are significantly lower than the baseline level (12 months to June 19).</p> <p>There had been a significant reduction in neighbourhood crime due to the effects of Covid-19. Whilst levels have generally remained lower as restrictions have eased there have been some recent increases. The most significant of these reductions was residential burglary.</p> <p>SR advised that he could detail the national data in the commentary but cannot publish the data contained on the national Digital Crime Performance Pack (DCPP) due to the restrictions.</p> <p><b>5. Improve Satisfaction Among Victims</b></p> <p>The 6-month satisfaction level for Domestic Abuse (DA) has increased by 2% from 73% in February 2022 to 75% in March 2022. These levels are lower than the historical position and baseline (82% in June 19).</p> <p>There is currently no overall satisfaction measure for the force measure. Confidence in police has previously been established by the Crime Survey for England and Wales, but this has not been conducted since Covid-19. It is also not possible to compare DA satisfaction rates with other forces due to differences in methodology e.g., phone v online.</p> <p>The CC advised that she would like to see satisfaction levels higher, however until the revised operational police model was in place it was unlikely that this improvement would be seen.</p> <p>BS advised that whilst the satisfaction surveys are explicitly about the police service, on many occasions the responses include all elements of the criminal justice system, and not just dealings with the force.</p> <p><b>Action<sup>1</sup>: The PCC to raise Victim Satisfaction at the meeting of the multi-agency Local Criminal Justice Board (LCJB) in June 2020.</b></p> <p><b>6. Tackle Cyber Crime</b></p> <p>SR advised that the national measures are not available at force level. Currently all cybercrimes are passed to the Action Fraud team and the force continues to</p>	<p><b>Action<sup>1</sup>: 05.26/04/22 LA / Abby Simkin (OPCC)</b></p>
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	<p>achieve 100% in terms of providing advice to victims of cyber-dependent crimes that are referred to Warwickshire for investigation.</p> <p>The PCC thanked SR for the work on the presentation.</p> <p><b>Action<sup>2</sup>: DP to add OPCC commentary to the National Crime and Policing Measures, and publish on the OPCC website by Friday 29 April.</b></p> <p>The Warwickshire Monthly Performance Report for March 2021 was then discussed in more detail:</p> <p>DP asked SR about the performance forecasting which was undertaken last year and whether it was considered a success method. SR advised that whilst he was wary of predictions, it did enable the force to look at the trends and demands. Work is still taking place to consider the implications of Covid-19 on the crime data, and professional judgement will continue to be used to predict for the forthcoming year.</p> <p>The PCC then went through several items in the performance report, including:</p> <ul style="list-style-type: none"> <li>• <b>Total Recorded Crime.</b> PCC asked if the local disproportionality in crime levels would help in terms of the allocation of resources to match the demand. BS advised that the ratio of recorded crime in terms of location of crime had not dramatically changed over the years. SR also advised that all forces have seen an increase in March 2022 of recorded crime, with several factors contributing to the increases.</li> <li>• <b>Rape.</b> A slight increase in reporting, which could be seen as a positive, as indicative of greater victim confidence. The force is collaborating with partners on the Violence Against Women and Girls (VAWG) agenda.</li> <li>• <b>Burglary.</b> Slightly above the six-month average, and a more detailed look will consider day-time v night-time offences, and considerations about non-dwellings such as office conversions in gardens etc.</li> <li>• <b>Vehicle Crime.</b> BS confirmed that the Vehicle Crime Team had been pulled into the larger proactive team. The current focus was on other demands; however, this was being monitored as vehicle crime, theft of and theft from a car was on the increase.</li> </ul>	<p><b>Action<sup>2</sup> : 05.26/04/22 DP</b></p>
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- **Hate Crime.** This had increased and work was being undertaken on understanding hate crime and confidence of reporting. BS reminded the meeting that a deep-dive around Hate has been brought to the meeting previously. Satisfaction levels were poor for this month, at 65%. The survey only captured a small number of cases, which effected the volatility of the results. The low number of cases (13) enabled the cases and responses to be individually scrutinised.
  - **Road Safety.** BS confirmed that the road safety project was focussing on education and working with partners and the grant recipients from the OPCC to continue to raise awareness.
  - **Action Taken Outcomes.** Discussed in general. The CC reiterated that these were unlikely to significantly improve until the operational review took had been concluded and the recommendations implemented.
  - **Operations Communication Centre (OCC).**
- Exempt FOIA under Section S.31 (Law Enforcement)***
- **Sickness.** The CC advised that even without the Covid-19 sickness rates, absence was significantly higher than it should be. Worryingly, some 50% of all absence was due to physiological issues. The CC advised that she was taking over the Chair of the Health and Wellbeing Board and would be requesting resources to support the Board. The CC would also be working closely with the county Health & Wellbeing Board.

The PCC asked BS how the revised policing model would change, given this full pack of performance information, alongside the national performance measures, the needs of the community, and he ambitions of the new Police and Crime Plan.

BS advised that the national metrics did not appear to be really focussed on what is discussed, and wanted, by local communities. The PCC concurred with this view, advising that the six key performance metrics are never the issues raised at the local parish / community groups meetings that he attends.

BS advised that the scorecards and performance sent via the Home Office are inconsistent and are not all reported in one place which makes monitoring onerous.

06.26/04/22	<p><b><u>Establishment Data, including Diversity Information</u></b></p> <p>AH joined the meeting and was thanked for changing the format of the report to the GPB. The format and content were discussed, with the following to be added back into future reports:</p> <ul style="list-style-type: none"> <li>• Leavers figures</li> <li>• End of last year figures</li> <li>• When recruitment takes place</li> </ul> <p>PCC advised that the commentary underneath the graphs was useful and informative.</p> <p>The CC advised that the Empower operational review will be working on the current establishment model but looking at where opportunities arise to invest in additional officers to enhance outcomes, which will form part of the conversation for the next precept.</p> <p><b>Police Officers</b> The force achieved its programme uplift target of 1,045 officers as at end March 2022.</p> <p><b>Police Staff</b> Significant number of vacant staff positions are being held pending the organisation review, to assist with any reduction in redundancies and increase the potential for redeployment opportunities. Some ICT staff remain as contractors, who do not appear in these establishment numbers and are being covered by the underspend on the staff budget.</p> <p><b>Specials</b> In the last 3-months, forty-five applications have been received, which will be considered as part of the September 2022 scheduled intake. BS commented that a review of Specials was underway. He had received the report from Supt. Kemp who led the review and need to discuss it with the CC. This review was being considered in context with the Empower operational review. The CC advised that she would be looking to integrate Specials more into the force and improving visibility in communities.</p> <p>AH advised that the national average for the number of Specials is around 10% of officer establishment, as such Warwickshire were not an outlier.</p> <p>PCC requested information on the ethnic minority breakdown in terms of rank.</p>	
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	<p><b>ACTION: AH to send to PR a breakdown of the establishment by the rank of ethnic minority officers.</b></p> <p>AH shared applicant diversity information and confirmed that applications received from ethnic minorities during the period Jan – March 2022:</p> <ul style="list-style-type: none"> <li>• Police Staff – 24%</li> <li>• Specials – 16% (33% female)</li> <li>• PCDA – 18% (30/40% female)</li> <li>• Officer Apprentices – 18% (18% female)</li> <li>• DCDHEP – 25% (50% female)</li> </ul> <p>The CC requested that attrition rates be tracked through the application stage.</p> <p>SR advised that the 2021 Census outcomes were delayed again, indications are that the information may be received summer 2022.</p> <p>AH to continue to attend monthly GPB meetings, with a review in 6-months.</p>	<p><b>Action:</b> <b>06.26/04/22</b> <b>AH</b></p>
<p>07.26/04/22</p>	<p><b><u>Preparation for PEEL Inspection</u></b></p> <p>SR advised that the HMICFRS inspection is currently underway, with the main fieldwork taking place in May 2022. It is very intensive with lots of data requests, interviews and unannounced visits.</p> <p>The PCC confirmed that he is being interviewed on 9 May. SR to see if he can ascertain more about the interview process, and if possible, provide a briefing for the PCC.</p> <p><b>Action<sup>1</sup>: SR to ascertain more about the PCC interview with HMICFRS and provide a briefing note if possible.</b></p> <p>SR confirmed that HMICFRS inspect twelve individual areas of operation and performance. The gradings awarded go from Outstanding to Inadequate. The inspection report should be due late autumn, however a hot debrief with the force should take place in June 2022 to identify and urgent issues.</p> <p>The PCC requested if he could be invited to the debrief. <b>Action<sup>2</sup>: PCC to be invited to the HMICFRS Inspection debrief.</b></p>	<p><b>Action<sup>1</sup></b> <b>07.26/04/22</b> <b>SR</b></p> <p><b>Action<sup>2</sup>:</b> <b>07.26/04/22</b> <b>SR</b></p>

	<p>CC comments of HMICFRS inspection <b><i>Exempt FOIA under Section S.31 (Law Enforcement)</i></b></p> <p>The narrative of the inspection report was also really important, the CC would want this to be positive in showing that the force was in a good, stable place with ongoing improvements.</p> <p>SR confirmed that the inspection looks at the force based upon today's activities, although they will consider the context of the recent split from West Mercia and the journey Warwickshire Police has consequently been on.</p>	
08.26/04/22	<p><b><u>Decisions, or decisions for ratification</u></b></p> <p>PR advised that PCC had signed a Decision Notice (DN) regarding Modern Slavery - Section 22 collaboration agreement. CC was waiting for a briefing note prior to signing.</p> <p>BS advised that the DN regarding the Cosford Public Order Training Centre was nearing completion and was able to be finalised. BS to send through to PR, and PR to come back with any questions or comments.</p>	
09.26/04/22	<p><b><u>Any Other Business</u></b></p> <p><b>Regional Governance Group (RGG).</b> <b><i>Exempt FOIA under Section S.31 (Law Enforcement)</i></b></p> <p><b>Operational Updates</b> <b><i>Exempt FOIA under Section S.31 (Law Enforcement)</i></b></p> <p><b>Finance</b> <b><i>Exempt FOIA under Section S.43 (Commercial Interests)</i></b></p> <p><b>Action: Jeff Carruthers to be invited to the 10 May Chiefs Meeting, with End of Year Outturn to be added to the agenda.</b></p> <p><b>Strategic Board (Business &amp; Finance)</b> The PCC advised that there had been two special Board meetings regarding the future facilities management of the Justice Centre and a unanimous decision was agreed to go with the recommendations put forward by James Davies.</p> <p>PR further advised that she was writing a proposal regarding the vacant LCJB Manager role and would be circulating to all Board members for comment.</p>	<p><b>Action</b> <b>09.26/04/22</b> <b>LA / JC</b></p>

	<p><b>NPPC</b> The CC advised that Warwickshire were in the top three forces or firearms licensing performance and had recently hosted Nick Hunt (Home Office head of firearms policy who was very complimentary.</p> <p>Chief Inspector Adrian Davies was now being released from his custody duties to be the national co-ordinator for firearms licensing.</p> <p>Discussion is underway regarding the charging of this service with the APCCs position being full cost recovery should be employed.</p>	
<b>Agenda Item</b>	<b>Summary Of Actions</b>	<b>Allocated</b>
02.26/04/22	DP to amend the FOI section of the Open PAM minutes prior to publishing on the OPCC website.	DP
03.26/04/22	Action: LA to make amendments to the GPB ToR to reflect the attendance of the ACCs, and publish the final approved version on the OPCC website.	LA
05 <sup>1</sup> .26/04/22	The PCC to raise Victim Satisfaction at the meeting of the multi-agency Local Criminal Justice Board (LCJB) in June 2020.	LA / Abby Simkin (OPCC)
05 <sup>2</sup> .26/04/22	DP to add OPCC commentary to the National Crime and Policing Measures, and publish on the OPCC website by Friday 29 April.	DP
06.26/04/22	AH to send to PR a breakdown of the establishment by the rank of ethnic minority officers.	AH
07 <sup>1</sup> .26/04/22	SR to ascertain more about the PCC interview with HMICFRS and provide a briefing note if possible.	SR
07 <sup>2</sup> .26/04/22	PCC to be invited to the HMICFRS Inspection debrief.	SR
09.26/04/22	Jeff Carruthers to be invited to the 10 May Chiefs Meeting, with End of Year Outturn to be added to the agenda.	LA / JC