NOTTINGHAMSHIRE POLICE AND CRIME COMMISSIONER
County Hall, West Bridgford, Nottingham, NG2 7QP

MINUTES OF THE MEETING OF THE NOTTINGHAMSHIRE POLICE AND CRIME COMMISSIONER STRATEGIC RESOURCES AND PERFORMANCE MEETING HELD ON WEDNESDAY 24 JULY 2013 AT ASPLEY COMMUNITY AND TRAINING CENTRE OFF MINVER CRESCENT, ASPLEY NOTTINGHAM NG8 5PN COMMENCING AT 10.30 AM

MEMBERSHIP
(A – denotes absence)

Paddy Tipping – Police and Crime Commissioner
Chris Cutland – Deputy Police and Crime Commissioner
Kevin Dennis – Chief Executive, OPCC
Chris Eyre – Chief Constable, Nottinghamshire Police

OTHERS PRESENT

Sara Allmond – Democratic Services, Notts. County Council
Sallie Blair – Better Times
John Gordon – Financial Controller, Nottinghamshire Police
Councillor Carole McCulloch – Nottingham City Council
Councillor Graham Chapman – Nottingham City Council
Sioban Campbell – Neighbourhood Management, Nottingham City Council
Inspector Gordon Fenwick – Nottinghamshire Police

ASPLEY PARTNERSHIP AGAINST CRIME – HOW WE ARE MAKING ASPLEY SAFER

Councillor Carole McCulloch and local residents gave a presentation on the work being undertaken by Aspley/Bells Lane Partnership and the positive impact this was having on the local community.

The presentation explained that the Partnership was a voluntary organisation run by local people from the Aspley ward. Their vision was to work with people aged from zero to a hundred, providing services and events catering for every age group. Examples of projects which had been undertaken were provided including Harwill Crescent, Maltby Close Environmental Project, the youth club and tea dances. The local community were very engaged in the projects and raised money to support them.

During discussions the following points were raised:-

- It was important that parents take responsibility and control for children's behaviour. Getting young people to engage in activities was important and they needed to understand what the benefit was to them in participating. The young people involved in the projects responded well to the positive comments received from the work they had undertaken.

- The projects had worked due to strong leadership and personal involvement from people such as Councillor McCulloch. It would be difficult to make the projects work elsewhere unless there were people with similar drive and enthusiasm involved and identifying these people was extremely difficult. The time given by Councillor McCulloch to the young people on a one to one basis to develop interview skills, help with their CVs and getting suitable interview clothes where required meant that of the 38 young people involved in the projects only 3 remained on job seekers allowance.

- The projects received minimal funding and all additional funding was raised by the local community. The part-time post, in which Councillor McCulloch was employed, was vital in ensuring that someone had an overarching view of all the projects being run in the area, to ensure there was no overlap or gaps. The funding for this post was only secured until April 2014.

- The local community had a very good relationship with the local police officers, as they regularly attended events and local residents knew the officers.

- The young people involved in the original projects now acted as role models for the younger children in the area and many were involved in other projects.

- There was concern regarding the amount of bureaucracy involved in establishing projects elsewhere.

- Strengthening relationships the police had with local communities would be key to continuing to provide effective policing in the current economic climate. Partnership working would also be vital.

- A large project had been undertaken regarding domestic violence as Aspley had the highest rate of domestic violence in the City. 3,000 lip balms had been made which had the domestic abuse hot line number on it. Some mums did not understand the term domestic violence, so there was still a lot of work to be done. Domestic violence affected the whole family, not just the victim. There was a project being developed to go into schools to talk about domestic violence but funding had not yet been secured as it had to come from the schools own budgets. It was planned that every leisure centre and library would receive a pack of information to put on display regarding domestic violence on a routine basis.

The Commissioner thanked Councillor McCulloch and the local residents for their presentation and contribution.

The meeting was adjourned from 11.50am to 12 noon

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mrs Charlie Radford, DCC Fish, ACC Jupp, ACC Torr and Mrs Margaret Monckton.

DECLARATIONS OF INTEREST

None

MINUTES OF THE PREVIOUS MEETING HELD ON 21 MAY 2013

Agreed

PERFORMANCE AND INSIGHT EXECUTIVE SUMMARY REPORT

Chief Constable Chris Eyre introduced the report which set out the performance to June 2013.

The year-end figures for 2012/13 had been finalised and all crime was down by 12% from the previous year. There had been great progress over the last few years in reducing crime and the Force was now 27th out of the 43 Forces. The Force was also mid-table within its group of Most Similar Forces.

Since November 2012 it had become more difficult to reduce the numbers further and crime was currently up by 4%. This was in part due to higher reporting of crimes relating to domestic abuse which were often recorded as violence without injury. Higher reporting of these crimes was important to resolve the issue.

The increase in crime was also driven by increases in theft and handling, violent crime and burglary dwelling. Burglary dwelling numbers had started to reduce following a targeted focus on the small number of perpetrators carrying out the offences.

Analysis was being carried out to identify issues in each area so that issues could be targeted. It was important to ensure that the Force did not just focus on numbers but worked to make the community safer.

The Force had been faced with a larger budget cut than any other Force in the country due to how it was funded. There had been a recruitment freeze on Police Officers for a few years. The Force was now recruiting again. A number of officers had transferred in from other Forces and there were a number of new recruits both recently trained and currently in training. By October the first group of new recruits would be trained and on duty. There were ambitious plans to start recruiting from local communities to improve the diversity of the Force and the number of officers from local communities. The Commissioner was holding the Chief Constable to account and being very challenging on this important area.

During discussions the following points were raised:-

- In the City, licensing was now part of the community protection partnership service meaning that police officers were based in the same team as Nottingham City Council licensing officers. It was important to ensure that every application was assessed to determine whether an objection should be put in by the Force. This was a priority area of work for the Force as alcohol was a driver for many other crimes such as traffic accidents, fights and domestic abuse. Councillor Jon Collins, Leader of Nottingham City Council was fully behind the Force in tackling this issue. An Alcohol Strategy was being developed by the Commissioner.

- The Force needed to find a way of engaging with local community leaders to work with them to find solutions to the problems within the area.

- Officers were no longer paid to attend events they were attending in their own time, however if someone was doing something to raise money for charity then there is some discretion to allow officers to do fundraising within police time where appropriate.

- There was an ambition to make Nottingham the safest core city in the country.

RESOLVED 2013/007

That the report be noted

UPDATE TO THE MEDIUM TERM FINANCIAL PLAN

Kevin Dennis, Chief Executive introduced the report and addendum to the table in section 4.3 of the report.

Funding for the Force came from two sources; the Government and Council Tax. A significant reduction in funding was anticipated and robust plans were in place for 2013/14 and 2013/14 to manage the funding reduction. Work was being carried out to reduce costs to bridge the funding gap and each year the public would be consulted on whether or not to increase the council tax. There would also be more regional working to reduce costs. It was important to ensure that the priority areas such as neighbourhood policing was maintained and a consultation would be carried out in the autumn to ask the public where they thought savings should be made.

RESOLVED 2013/008

That the report be noted

REVENUE MANAGEMENT BUDGET REPORT 2013-14: YEAR TO MAY 2013

Chief Constable Chris Eyre introduced the report and advised that the Force was on target for 2013/14 with a slight underspend anticipated. The overtime budget was showing as overspent. This was due to the number of staff vacancies meaning that other employees were doing overtime to cover the work and there were also a number of Police Operations which had generated overtime costs.

There was tight financial control but with flexibility to ensure that the operational needs of the Force were funded.

RESOLVED 2013/009

That the report be noted

CAPITAL EXPENDITURE UPDATE MAY 2013

The Commissioner advised that included in the capital budget was the cost of refurbishing Broxtowe Police Station. It was hoped that the Force would be able to develop a joint service and so the refurbishment was temporarily on hold while negotiations were taking place. Nottingham City Council were taking the lead on the project. By developing a joint service, the cost to the Force of providing the service would be reduced whilst still providing appropriate facilities in the local community.

RESOLVED 2013/010

That the report be noted.

The meeting closed at 12.37 pm

CHAIR

For Information	
Public/Non Public*	**Public**
Report to:	**Strategic Resources and Performance Meeting**
Date of Meeting:	**17 September 2013**
Report of:	**The Chief Constable**
Report Author:	**Daniel Skurok**
E-mail:	**Daniel.skurok@nottinghamshire.pnn.police.uk**
Other Contacts:	
Agenda Item:	**5**

Performance & Insight Report

1. Purpose of the Report

1.1 The purpose of this report is to inform the Office of the Police and Crime Commissioner (OPCC) of the key performance headlines for Nottinghamshire Police.

2. Recommendations

2.1 It is recommended that the contents of the attached report are noted.

3. Reasons for Recommendations

3.1 To ensure that the OPCC is aware of performance in line with the Force priorities.

4. Summary of Key Points

4.1 Appendix A provides an overview of performance for each of the seven strategic themes as per the Police and Crime plan.

4.2 Additional information in Appendix B provides an outline of key initiatives implemented in Force to improve performance

5. Financial Implications and Budget Provision

5.1 There are no immediate financial implications relating to this report.

6. Human Resources Implications

6.1 There are no immediate Human Resource implications arising from this report.

7. Equality Implications

7.1 There are no equality implications arising from this report.

8. Risk Management

8.1 Please see attached Appendix A.

9. Policy Implications and links to the Police and Crime Plan Priorities

9.1 There are no policy implications arising from this report.

10. Changes in Legislation or other Legal Considerations

10.1 There are no changes in legislation or other legal considerations that are relevant to this report.

11. Details of outcome of consultation

11.1 The figures included in this report are covered in more detail in each of the individual Performance and Insight Reports and are monitored through the Corporate Performance Review meeting on a monthly basis.

12. Appendices

12.1 Appendix A – Performance and Insight report.

Nottinghamshire Police
Performance Scorecard – Executive Summary

Performance to July 2013 Themes 1 - 7

Theme 1

Satisfaction of victims of crime with the service they have received from the Police is stable when considering the long term trend and the Force is below the 90% target. Satisfaction for incidents in the 12 months to May is **87.4%.** The Force is above peers nationally whilst remaining in line with the Most Similar Group (MSG) average. A gap remains between the two divisions **(City 86.1%, County 88.3%)** with the County evidencing improvement in dwelling burglary. Vehicle crime satisfaction has deteriorated and remains a performance risk.

Satisfaction with **keeping victims informed of progress** stands at **80.4%** for the 'All Users' group and is stable when compared with the same period last year. There remains a gap between the two divisions, particularly around dwelling burglary and theft from vehicle crime.

The disparity in **comparative satisfaction between minority ethnic (BME) and white users is stable** at 4.8 percentage points when compared with the same time last year when the gap was 4.8 percentage points. Positively there is no significant gap in the comparative satisfaction measure for ease of contact; keeping victims informed of progress and treatment; while a disparity still exists with respect to actions taken.

The percentage of **people who agree that local anti-social and other crime issues are being dealt with** across Nottinghamshire is below target following a further dip in agreement levels since the previous quarterly results. It is **49.4%** for 12 months interviews ending March 2013. Public confidence is measured through the Crime Survey for England and Wales, which undertakes face to face interviews with members of the public in Nottinghamshire. The Force has lost ground on peers and there is a statistically significant disparity to the national average.

All witnesses are invited to complete a Victim Support Witness Service Quality of Service form when arriving at Court. In June, **98% of victims and witnesses were extremely or very satisfied with the services provided in Court** and the 90% target has been achieved in each of the last six months.

In the first four months of 2013/14 there has been a 16.5**% reduction** in the number of people that have been repeat victims of domestic violence, hate crime or anti-social behaviour (ASB) within the previous 12 months. The strong performance is driven by a reduction just under a quarter in the number of repeat ASB victims when compared with the same period last year. By contrast there has been a small rise in the number of repeat victims of domestic violence. This is coupled with a large percentage increase in the number of people that have been a repeat victim of hate crime, although the actual volume increase is nine people.

There are two **key indicators in the handling of complaints**: the average number of days to locally resolve allegations; and the average number of days to investigate allegations.

Encouragingly, data for the 12 months to June 2013 shows **that the long term trend is stable for local resolutions**, with the average time now **73 days**. While older allegations impact achievement of the 2013-14 target the 12-months-to-date performance for allegations received **since April 2012 is 54 days** which remains close to target and illustrates that the Force is on track to achieve to achieve the longer-term target by 2015.

The **average time for the Force to investigate a complaint allegation is 182 days** for the year to June 2013, 32 days away from target. As with locally resolved allegations, performance is impaired by older complaints. Where allegations have been finalised in the 12 months to June 2013, those that were received prior to April 2012 have an average finalisation time of 268 days. The figure for allegations received **since April 2012 is 118 days** which is well within the target and illustrates that the Force is on track to achieve to achieve the longer-term target by 2015.

Theme 2 – 6

Effective trial rates: At both the Crown Court and Magistrate Court are only showing slight signs of improvement month-on-month and both remain some distance away from the 50% target, the long terms trends for both courts suggest that the target will be difficult to achieve this year.

All Crime: Following a challenging start to the performance year, the Force's All Crime position is beginning to show real signs of improvement, with month-on-month reductions recorded over the last two months. Although the Force is currently recording an increase in offences year-to-date, examination of historical trends suggests that performance in April in particular has driven this increase, allowing confidence of an improving picture going forwards. The Policing Plan target for this measure is a 10% reduction in All Crime during 2013/14, and based on current performance to date, the Force will require a significant reduction in offences the in order to stand a chance of meeting this target by the end of the year.

Positive Outcomes: The overall year-to-date detection rate for Force is considerably lower then the current target of 37.0%, and reviewing year-to-date detection rates month-on-month it appears that rates have been fairly static throughout the year (around 33%) and recent monthly detection rates are seeing reductions suggesting that the Force is going to move further away from its target in coming months. This performance is particularly troubling when combined with the overall increase in offence volume the Force has recorded over the same period. Several volume crime areas have recorded increases in volume which have not been reflected in detection volume, a focus on improving detection performance in these key areas will be required if the Force is come close to achieving its detection target.

ASB: Performance in July across Nottinghamshire was such that it has impacted on the current year-to-date picture and this, coupled with the low base-line figure created by last years performance (when the Force recorded unprecedented low monthly totals), has led to a plateau in performance. Compared to July last year, this year was considerably hotter with very little rainfall which appears to have lead the overall increase in ASB volume, coupled with the start of the summer school holidays. The Force usually records a month-on-month increase from the beginning of the year through to August, thereafter the volume of incidents begin to drop off month–on-month towards the Christmas period. However, early indications are that the volume of incidents recorded this year may have already peaked in July, and the Force should expect to record month-on-month reductions through to the end of the current performance year increasing the current year-to-date reduction.

POCA: For the months of April to July in 2013 the Force has failed to achieved its target, recording a total of 63 orders compared to the 64 recorded for the same period last year and a target of 70. Despite this, the Force has recorded an increase in total order value to that recorded last year and an increase in average order value. This positive performance (in terms of order value) is expected to continue through 2013/14, particularly in light of the new processes and training being rolled across the Force which will further embed the POCA processes with the investigative cycle.

Theme 7

Over Time: The Force's Officer overtime expenditure during July 2013 was £0.241m, which is an over spend of £0.034m against a budget of £0.207m. Staff overtime expenditure was £0.062m during July 2013, which is an over spend of £0.019m against a budget of £0.043m.

The main drivers for Officer Overtime have been:Increase in regional activities around major crimes by the Major Crime Unit and the Serious & Organised Crime Unit, Covering staff shortages in the custody suites, Op Accelerate – short term projects to speed some key crime fighting initiatives, Op Embolite – policing of Easter event, Op Fabella – planned patrols around burglary hotspots, Op Hobblebush – manslaughter, Op Breadbun – kidnapping, Op Sponsor – support for the Police Service of Northern Ireland in policing the G8 summit (chargeable to the PSNI), Op Solentina – support for the Police Service of Northern Ireland in keeping order since G8 summit (chargeable to the PSNI), Op Hirundo – homicide, Op Enamalled – policing of armed forces day in Nottingham. The main driver for staff overtime has been covering the vacancy gap.

Officer Sickness: The latest 12 month rolling sickness data for the Force has shown that officer sickness reduced to 3.89% in July 2013 from 4.53% in March 2013 and 4.67% when the updated Attendance Management policy was implemented. This compares to 4.78% in July 2012. The number of officers on long term sick has reduced. HR is continuing to work closely with line managers. Officer sickness absence in the 12 months to July 2013 amounted to a cost to the Force of £3.972m. This has reduced from £4.825m as at the end of October 2012 when the revised policy was introduced.

Vehicle Hire: Year-to-date, Actual spend of **£0.082m** against a budget of **£0.058m**. Part of the overspend was due to hires for the Royal Visit in July, Armed Forces Day in June and a higher than anticipated number of covert vehicles required. The transport department needs to reiterate to budget managers that the Force has vehicles already at their disposal, which should be utilised before hiring new ones. It is envisaged that the Artemis system should help with matching vehicles with users when it goes live.

Strategic Priority Theme 1: Protect, support and respond to victims, witnesses and vulnerable people				
Performance Indicator	**Target Profile**	**Performance Details**		
		Year-to-Date Target Performance		**Summary**
		Current	**Last Month**	
Percentage of victims of crime satisfied with the service they have received from the Police	90% completely, very or fairly satisfied by 2013-2014	🟡	🟡	**Current Performance: 87.4% (incidents reported in the 12 months to end May 2013). Nottinghamshire is above the national average and in line with the MSG average**
Percentage of people who agree that the Police and Council are dealing with local anti-social behaviour and other crime issues	60% agree by 2015-2016	🔴	🔴	**Current Performance: 49.4% (interviews in the 12 months to end Mar 2013). Nottinghamshire is below the national average and below the MSG average**
Percentage of victims and witnesses satisfied with the services provided in Court	90% satisfied with service received and 85% feel confident to give evidence in court (Improved satisfaction levels compared to 2012-13)	🔵	🟢	**Current Performance: 95.6% (surveys returned YTD April to Jun 2013)**
% reduction of people that have been repeat victims within the previous 12 months: • Domestic Violence • Hate Crime • Anti-social Behaviour	Reduce the number of repeat victims of: by 5% year on year compared to 2012-13	🔵	🔵	**Current Performance: 16.5% reduction (YTD April to July 2013)**
Policing Plan Objective - Expect everyone who works for Nottinghamshire Police consistently to demonstrate our PROUD values				
Average time to locally resolve allegations about the conduct of employees arising from public complaints will reduce to 35 days by 2015	Average of 43 days to locally resolve allegations by 2013-2014	🔴	🔴	**Current Performance: 73 days (12 months to end Jun 2013). Nottinghamshire is below the national average and below the MSG average**
Average time to locally investigate allegations about the conduct of employees arising from public complaints will reduce to 120 days by 2015	Average of 150 days to locally investigate allegations by 2013-2014	🔴	🔴	**Current Performance: 182 days (12 months to end Jun 2013). Nottinghamshire is below the national average and in line with the MSG average**

Strategic Priority Theme 2: Improving the accessibility and effectiveness of the criminal justice process				
Performance Indicator	**Target Profile**	**Performance Details**		
		Year-to-Date Target Performance		**Summary**
		Current	**last Month**	
% of Court files to be submitted by the Police to the CPS on time and without deficiencies	To improve the current timeliness and quality of files. • To be better than the national average. • To be consistently in line with CPS national averages.	🟡	🟡	**Current Performance: Magistrate Court Quality – 9.9% Error Rate, Timeliness – 22.4% Late Rate, Crown Court Quality – 52.4% Error Rate, Timeliness – 62.7% Late Rate (YTD April-June 13)**
Crown Court and Magistrates Conviction rates	To be consistently in line with CPS national averages	🟢	🟢	**Current Performance: Crown Court - 87.0%, Magistrates Court - 84.5% Q1 2013/14) Performance Against Target: Magistrates Court rate is inline national rate, Crown Court rate is well above national rate**
% of effective trials in the Magistrates' and Crown Courts (HMCTS Measure).	Achieve Reduce % ineffective trials compared to 2012-13. • Achieve an effective trial rate of: • 50% for Magistrates' Court. • 50% for Crown Court.	🔴	🔴	**YTD Average: Magistrate Court 43.5% (+3.7% on last month) Crown Court 42.6% (-0.9% on last month) Target: 50%**

Performance Indicator	Target Profile	Performance Details		
		Year-to-Date Target Performance		Summary
		Current	last Month	
All Crime	10% reduction compared to 2012/13	●	●	**YTD: Force +3.2% or 747 offences, City +5.3%, County +1.7% Force YTD position is an improvement on last month**
Anti-Social Behaviour Incidents	8% reduction compared to 2012/13	●	●	**YTD: Force -15.8%, City -13.5% County -17.4%, month-on-month reductions have been slowing**
Detection Rate incl. Positive Outcomes	Achieve a rate of 37%	●	●	**YTD : Force 31.5% -4.5% compared to last year, monthly rate is dropping month-on-month**

Strategic Priority Theme 4: Reduce the impact of drugs and alcohol on levels of crime and antisocial behaviour

Performance Indicator	Target Profile	Performance Details		
		Year-to-Date Target Performance		Summary
		Current	last Month	
Number of alcohol-related admissions to hospital. The number of alcohol-related Crimes (proxy measure).	• A reduction in the number of alcohol-related admissions to hospital compared to 2012-13. • Monitor the number of crimes which appear alcohol related.	●	●	**Alcohol-related hospital admissions: Nottingham City +6.8%, Nottingham County +1.9%, Bassetlaw -2.7% (2012/13 Q3 compared to 2011/12 Q3) Alcohol Related Crime: Force 15.5% of All Crime is Alcohol Related compared to 18.2% in 2012 (City - 17.1%, County - 14.1% Apr-July 2013)**
% of Successful completions of OCU & Non OCU (Opiate and Cocaine Users).	1% Increase compared to 2012-13.			**Awaiting clarity from Partners/PCC around target**

Strategic Priority Theme 5: Reduce the threat from organised crime				
Performance Indicator	**Target Profile**	**Performance Details**		
		Year-to-Date Target Performance		**Summary**
		Current	**last Month**	
The number of Proceeds of Crime Act (POCA) confiscation and forfeiture orders.	10% increase (year on year) in the numbers of confiscation and forfeiture orders compared to 2012-13.	●	●	**YTD: £2357,538.70 recorded via 63 orders (Apr-July 2013) Performance Against Target: 63 orders against a target of 70**
Force threat, harm and risk (THR) assessment level.	To reduce THR to below the 2012-13 level.	●	●	**Current Performance: THR Level year-to-date is at a slightly lower level to that recorded at the end of last year**
The number of people Killed or Seriously Injured (KSIs) on Nottinghamshire's roads.	• 40% reduction in all Killed and Seriously Injured RTCs by 2020 (from 2005-09 average). • Monitor KSIs for 0-15 year olds.	●	●	**Current Performance: Reduction of 28.9% or 37 less people Killed or Seriously Injured (Jan-Mar 2013 compared to 2012) Performance Against Target: Target of 9.0% has been surpassed**

Strategic Priority Theme 6: Prevention, early intervention and reduction in reoffending				
Performance Indicator	**Target Profile**	**Performance Details**		
		Year-to-Date Target Performance		**Summary**
		Current	**last Month**	
First Time Entrants (FTEs) into the Youth Justice System.	10% reduction (year on year) compared to 2012-13.	●	●	**Current Performance: 160 FTEs, a reduction of 27.3% (Apr-June 2013 compared to 2012) Performance Against Target: 10% reduction target has been surpassed**

Strategic Priority Theme 6: Prevention, early intervention and reduction in reoffending				
Performance Indicator	**Target Profile**	**Performance Details**		
		Year-to-Date Target Performance		**Summary**
		Current	**last Month**	
National Reduce the offending of offenders managed and supervised by IOM (Integrated Offender Management) that cause significant harm. **Local** - Acquisitive Crime Cohort. - High Risk of Harm Offenders. - Young Adult offenders (18yrs to 21yrs).	Reduce (proven) reoffending to be below the national average, less than 32.4 per cent. • Monitor • Monitor • Monitor	●	●	**Current Performance: Proven Re-offending Rate of 36.9% (12 months of data ending July 2011)** **Performance Against Target: Nottinghamshire is currently 3.3% above national average of 33.9%**

Indicators highlighted in tan in the above table are the 2013-2018 Police and Crime Plan and Policing Plan targets and those highlighted in blue are from the 2013-2018 Policing Plan

Strategic Priority Theme – 7

Performance Indicator	Target Profile	Performance Details		
		Year-to-Date Target		Summary
		Current	last Month	
Comparison of projected spend against actual by force and departments	Budget of £196.998m	🔵	🔵	Year-to-date performance: Actual spend of £65.152m against a budget of £65.841m.
Overtime budget	Reduce spend on overtime to be below MSG average	🔴	🔴	Year-to-date performance: Actual spend of £1.784m against a budget of £1.351m.
Total no of days lost through sickness (Officer)	3.7% or 8.2 days per Officer	🔴	🔴	Rolling year performance: 3.89% (8.6 days per Officer) against a target of 3.70% (8.2 days)
Total no of days lost through sickness (Staff)	3.7% or 8.2 days per person	🟢	🔴	Rolling year performance: 3.68% (8.2 days per person) against a target of 3.70% (8.2 days)
Fleet Costs	Budget of £4.697m	🟢	🟢	Year-to-date performance: Actual spend of £1.536m against a budget of £1.551m.
Vehicle Hire	Budget of £0.174m	🔴	🔴	Year-to-date performance: Actual spend of £0.082m against a budget of £0.058m.
Ratio of Constable to Sergeants and above	Be better than MSG average	🔵	🔵	Year-to-date performance: 4.05:1 against an MSG average of 3.72:1.
Officer Establishment	Available Resources	🟢	🟢	2,031 FTE against a target of 2,035
Staff Establishment	Available Resources	🟢	🟢	1,413 FTE against a target of 1,635
Finance Department	Performance of department	🟢	🟢	
IS Department	Performance of department	🟢	🟢	
HR Department	Performance of department	🟢	🟢	
Procurement Department	Performance of department	🟢	🟢	
Health & Safety	Performance of Health & Safety	🟢	🟢	

Appendix

Summary Performance Reporting in line with the Police Priorities set for 2013-14

Nottinghamshire Police Performance has been assessed according to the criteria shown in the key below:

KEY to Performance Comparators	
Performance Against Target	
●	Significantly above Target >5% difference
●	Above Target
●	Below Target
●	Significantly below Target >5% difference

The rationale for a Performance & Insight Report:

This document sets out a summary of the performance of Nottinghamshire Police in relation to key measures to deliver against the priorities in the Police and Crime Plan 2013-18. The Force has agreed a new Integrated Business Planning process which will support performance reporting based on the development of balanced scorecards, which will be built into each of the service delivery area business plans, with key measures being identified for monitoring through this Performance Scorecard Report. This Report will be presented to the Police and Crime Commissioner for approval, and will form part of the Police and Crime Commissioner's scrutiny as set out in the principles below.

Principles:

- To provide Performance Scorecard reports for the Police and Crime Commissioner
- To ensure performance reporting aligns to Force and Police and Crime Commissioner Governance
- To ensure robust quality and timeliness of performance reporting to the Force and the Police and Crime Commissioner
- To build in best practice for performance reporting for information, decision making and informing the Integrated Business Planning Framework
- To build the Performance Report to demonstrate performance monitoring to deliver the Police and Crime Plan strategic objectives and Policing Plan priorities:
    - To cut crime and keeping you safe
    - To spend your money wisely
    - To earn your trust and confidence

- To implement a Home Office (HO) Assessment method to the system to assess performance against target
- Trends to be assessed using statistical methods used by the Home Office police performance system ProjectFusion
- To demonstrate how the Force is performing against its Most Similar Forces (MSG)
- To design in the what is happening (patterns and trends) and why from the information
- To highlight performance risks in relation to each of the three strategic priorities
- To outline control measures that will be introduced to improve performance

Commonly used acronyms
ASB – Anti-social Behaviour
ACPO – Association of Chief Police Officers
BCU – Basic Command Unit
BME – Black or Minority Ethnic
CSEW – Crime Survey for England and Wales
HMIC – Her Majesty's Inspectorate of Constabulary
MSG – Most Similar Group of Forces; or Most Similar Group of BCU's
PCC – Police and Crime Commissioner
PSD – Professional Standards Directorate
RTC – Road Traffic Accident

Data Sources:
Satisfaction data has been taken from the Force's internal user satisfaction surveys
Confidence data has been taken from the Crime Survey for England and Wales (formerly the British Crime Survey)
Repeat victim data has been collated from CRMS Crime Recording & Management system, and Vision Command & Control system.
MSG and National comparisons are based on data taken from the external iQuanta systems
Victim Support Witness Service Quality of Service Forms collected from all Nottinghamshire Courts including Crown Court.
Contact Management data has been taken from the internal Vision, SICCS and Symposium systems
PSD data has been extracted from the internal Centurion system
MSG and National comparisons for complaints are based on data provided by the IPCC Police Complaints Information bulletins.

Crime and Detections data has been taken from the internal CRMS system. Please note that detailed analysis of crime and detections data is based on data from CRMS for the period 1st April 2012 – 31st July 2013. As CRMS is a live system this data may be subject to change.
MSG and National comparisons are based on data taken from the external ProjectFusion system – the most similar group for the force consists of Nottinghamshire, Lancashire, Leicestershire, Northumbria, Northamptonshire, Staffordshire, South Wales and South Yorkshire.
Further data definitions for the Protection from Serious Harm indicators can be viewed in Appendix B.

Data Time Period:
Satisfaction data, excluding MSG and National comparisons, covers incidents reported up to May 2013 (interviews up to July 2013).
Data for MSG and National forces is for 12 months of interviews up to March 2012 for Satisfaction data (incidents reported up to January 2013).
Data for MSG and National forces is for 12 months of interviews up to March 2013 for Confidence data.
Satisfaction data for victims and witnesses with the services provided by Court is for October 2012 to May 2013.
Data for repeat victims of domestic violence, hate crime and anti-social behaviour is for 3 months between April 2013 and June 2013.
Data for Public Complaints indicators covers public complaints and allegations up to June 2013.
Data for MSG and National forces is for 12 months to March 2013 for public complaints data.
Unless otherwise stated, data for Crime and Detections Trend and Target position is up to July 2013
MSG and National Comparisons for Crime and Detections is based on the 12 months to March 2013 unless otherwise stated
A number of indicators in use different date periods due to the availability of data. For more detailed information on these date periods please contact the report author (details shown below).

For more information on the statistical techniques employed in the report please contact the performance and insight team:
mi@nottinghamshire.pnn.police.uk

Improving Performance – Headline Summary of Key Initiatives

This summary provides an overview of recent key initiatives and operations undertaken to improve Force performance. The information provided is based on operations and evaluations taking place during July and August 2013.

Recent Operations

Burglary Dwelling

Operation Divot 5 – Additional evening and night patrols in hotspot burglary dwelling locations in the Hucknall/Selston/Annesley areas. *A number of stop checks and arrests have been carried out as a result.*

Cross Border Work – Cross-border operational activity took place between 12-15th August, including joint patrols with South Yorkshire, in relation to South Yorkshire nominals committing burglaries across the Force area, as well as in the Humberside and South and West Yorkshire areas. *Three key nominals have been identified following phone work. They have all been arrested but deny the offences.*

Distraction Burglary Service – The new distraction burglary service means that specific CSI officers will act as a dedicated resource for scenes that have been identified as distraction burglaries. *This service has already resulted in one arrest and charge for a distraction burglary which took place in St Anns in August. Fingerprints found at the scene were matched against the National Fingerprint Collection, resulting in the positive identification of the offender.*

Serious Acquisitive Crime

Operation Captivate – Evening and night patrols targeting known SAC offenders. *A number of stop checks and arrests have been carried out as a result.*

Operation Encollar – Operation running on East and West Bassetlaw with a dedicated team working evenings/nights to target known hotspot areas. Features both overt and covert patrols, also letters have been sent to previous victims of SAC in the area. *A number of stop checks have been carried out and the capture van has been used.*

Operation Euphemism – Additional evening and night patrols in hotspot burglary dwelling locations in the Hucknall/Selston/Annesley areas. *A number of stop and checks and arrests have been carried out as a result.*

Theft and Handling

Operation Chasible – Ongoing operation to tackle shop thefts in Nottingham City Centre. Involves liaising with retail premises to introduce a prevent and deter strategy, and introducing specific action plans for each affected store. Also use of CCTV and undercover officers in hotspot locations. *Shoplifting offences in the City showed a marked decrease in July.*

Operation Dormice – Planned activity to target the top retail premises for shop theft. Now includes management of prolific offenders as part of Integrated Offender Management (IOM). The current IOM cohort for shop theft is 106 nominals. *Shoplifting offences in the City showed a marked decrease in July.*

Operation Elixir – Ongoing engagement between the licensing team and the City's licensed premises in order to reduce theft from person offences in nightclubs and bars, particularly of mobile phones. This includes the use of ID scanners in the City's licensed premises, which was initially piloted in Rock City. *Theft from Person offences (particularly those involving mobile phones) in the City showed a marked decrease in July. It is also believed that the use of ID scanners may have a positive effect on violence figures for the City, although further analysis would be required to confirm that this is the case.*

All Crime and ASB

Operation Foldage – Bassetlaw based multi-agency task force aimed at ensuring a joined up team approach to dealing with young people at risk of causing harm, crime and Anti-Social Behaviour. *Each identified young person has been met by the Chief Inspector leading the project, who has declared them as the focus of multi-agency activity. This project will be reviewed at the end of August.*

Forthcoming Operations

Optimal Forager – Due to commence at the start of September, this operation aims to combat burglary dwelling offences using a cocooning method for house which neighbour a recently burgled property, and face to face contact with householders to offer crime prevention advice.

Scorpion Patrols – In conjunction with Optimal Forager, and also due to commence at the start of September. This operation involved dedicated 45 minute patrols in identified burglary hotspot areas.

ANPR operation – A funding bid has been approved to set up an ANPR camera 'shield' around the Hucknall area. This has been sent on to the CSP in order to gain matched funding.

Operation Capture – Due to commence at the start of September. Arresting suspects currently outstanding for arrest, particularly for SAC or violence offences.

For Information	
Public/Non Public	**Public**
Report to:	**Strategic Resources and Performance Meeting**
Date of Meeting:	**17 September 2013**
Report of:	**Chief Constable**
Report Author:	**Paul Coffey, Acting head of corporate communication**
E-mail:	**Paul.coffey@nottinghamshire.pnn.police.uk**
Other Contacts:	
Agenda Item:	**6**

Chief Constable's Update Report – September 2013

1. Purpose of the Report

1.1 The purpose of the report is to update the Police and Crime Commissioner (PCC) of the significant and/or notable events within Nottinghamshire Police since May 2013.

2. Recommendations

2.1 It is recommended that the PCC notes these updates from the Chief Constable.

3. Reasons for Recommendations

3.1 To ensure that the OPCC is aware of the most recent significant and/or notable events that have taken place within Nottinghamshire Police and is fully appraised of all the relevant information

4. Summary of Key Points

4.1 Please see attached the main report at **Appendix 1**.

4.2 The Chief Constable previously reported on the key events within Nottinghamshire Police to the Nottinghamshire Police Authority.

4.3 This report has been requested by the OPCC to ensure that this best practice is continued.

4.4 This information will be provided on a quarterly basis.

5. Financial Implications and Budget Provision

5.1 There are no financial implications from this update report. Any significant financial matters are reported within the appendix.

6. Human Resources Implications

6.1 There are no Human Resource (HR) implications from this update report. Any significant HR matters are reported within the appendix.

7. Equality Implications

7.1 There are no equality implications arising from this report. All matters of equality have been considered and will be included in the appendix where appropriate.

7.2 None - not needed (report does not contain proposals for new or changing policies, services or functions).

8. Risk Management

8.1 This is an opportunity to make the OPCC aware of the significant events for Nottinghamshire Police since May 2013, the majority of which are already in the public domain. There are no risks.

9. Policy Implications and links to the Police and Crime Plan Priorities

9.1 There are no proposals for changes to existing policies or priorities.

9.2 Updates within the attached appendix include matters that are linked with the Police and Crime Plan priorities.

10. Changes in Legislation or other Legal Considerations

10.1 Updates within the attached appendix comply with legislation around the publication of court cases and other associated police communications.

11. Details of outcome of consultation

11.1 There has been no consultation on this report as it is for information only.

12. Appendices

12.1 **Appendix 1** – Chief Constable's update report September 2013

APPENDIX 1

Chief Constable's update report

September 2013

1.0 Introduction

The following gives a brief overview of significant and/or notable events within Nottinghamshire Police since May 2013.

2.0 Cut crime and keep you safe

- A detective has been praised for her diligent and tireless work in bringing a sex offender to justice. Stanley Yeomans, 59, from Farndon was jailed for 16 years after being found guilty of nine counts of sexual abuse against a child. DC Cathy Austin's work in trying to locate witnesses and overcome the difficulties of an historic case took her from Nottinghamshire, to Cambridgeshire and as far afield as Fife in Scotland.
- A Nottingham man who murdered his new wife and embarked on a round the world trip with her money has been jailed for life. Jamie Starbuck, 36, admitted killing Debbie Starbuck and disposing of her body before fleeing the UK. He was sentenced to life in prison and will serve at least 30 years.
- The mother of a football fan who was glassed at a Mansfield pub has thanked police for their support. Jamie Burbanks, 23, was jailed for five years for attacking Marcus Fisher with a pint glass. Now 21-year-old Marcus and his mum Amanda are campaigning for venue owners to introduce plastics after 9pm in a bid to reduce the chances of a repeat incident. Mrs Fisher said: "We have had a lot of support for our 'No Glass No Smash' campaign from the public, the next step is to go into venue to survey them and find out how they feel about replacing their glasses with plastic."
- In May the force launched a garden security campaign "Trust Gnome One." The campaign features a gnome disguised as a burglar, equipped with a torch and crowbar. The aim is to encourage people to take extra measures to secure their garden tools and sheds.
- Child rapist Mark Cutts was jailed for 19 years for the sexual abuse of three girls over a 17 year period. Two of the victims told police that Cutts, 46, had sexually abused them between 1987 and 1994. The third woman came forward a month afterwards, telling police she had been abused from the age of seven.
- A man who shot a former supermarket worker during an armed robbery has been found guilty of murder. Damian Ivan Winston Fogo, 32, of no fixed address, was convicted by a jury following a two week trial. He was jailed for 32 years. Fogo shot Germaine Edwards, 28, of Bilborough, in November last year. The inquiry team who investigated the killing was praised by Judge Michael Stokes who commended their work.
- A former junior England clay pigeon shooting champion has been jailed for adapting de-activated guns to shoot live bullets. Connor Guyatt, of Forge Mill Grove, Hucknall, pleaded guilty to ten offences and was sentenced to a total of 12 years in jail.

- A group of drug dealers were jailed thanks to the hard work of officers who carried out a covert operation in St Ann's. The offenders, all who were known to the police, were jailed for a total of 11 years between them for conspiracy to supply class A drugs and other offences.

- Sergeant Heather Sutton's open water swimming skills paid off when she dived into the River Trent to save a woman. A passer-by alerted police after seeing the woman in the river near County Hall. Sgt Sutton swam to the woman and helped her to safety.

- A man who violently attacked and killed a homeless man has been jailed for life. Peter Healy, 51, was found guilty of murdering Kevin Kennedy following a trial at Nottingham Crown Court. He will now serve at least 21 years behind bars. Healy was also found guilty of perverting the course of justice and sentenced to five years in prison to run concurrently.

- A 52 year old man who brutally attacked a four year old boy with a knife has been jailed for 16 years. Steven Frogg, of Mansfield, was supposed to be looking after the youngster but slashed him several times in the head, neck and body, leaving him in a pool of blood on the pavement. Frogg pleaded guilty to attempted murder at a hearing at Nottingham Crown Court.

- A Nottingham man has been jailed for 34 years for a fatal shooting in the city. Cameron Cashin, 21, of New Basford, was convicted by a jury of killing 19 year old Malakai McKenzie, outside a Sherwood pub in April last year.

- A predatory paedophile who terrorised teenage girls over the internet has been jailed for eight years, thanks to tireless work by the force's sexual exploitation unit (SEIU). Lee Christie, 43, of Barnby Gate, Newark, pretended to be a teenage boy to persuade young girls to strip and carry out indecent acts online.

- Police officers have been showing the public the devastating impact drink driving could have on someone, their family and their friends in the form of an anti-drink drive DVD, which features a heartbreaking interview with Jo Smith, whose son was killed by a drink driver in 2008. The DVD is part of the force's 'F4TAL 4' campaign.

- Two criminals who made a failed attempt at robbing a bank have been put behind bars. Emmanuel Staff, 32, and Ryan McDevitt, 25, are believed to have studied the HSBC branch in Front Street, Arnold, the evening before they targeted it in January this year. A security guard was threatened with a gun during the raid. Staff was jailed for 12 years while McDevitt was given 13 years.

- A two-year investigation into a robber who terrified his victims by threatening them with an imitation gun has come to fruition after he was jailed for 14 years. Michael McKenzie, 43, of Clifton, distracted shop assistants in hair and beauty salons, by claiming he was interested in the products for his wife, before taking out a gun and threatening them and their customers. He targeted businesses across Radford, St Ann's and Sherwood, stealing a range of items including jewellery and cash.

- Crime in Nottinghamshire has fallen by another 12 per cent over the last financial year. The Office of National Statistics released figures showing offences recorded in Nottinghamshire totalled 68,097 – meaning 9,324 fewer victims of crime between 1 April 2012 and 31 March this year. And over the

last decade, crime has fallen by more than 90,000 offences. Between 1 April 2002 and 31 March 2003, the force recorded 161,404 crimes.

- A major push to arrest outstanding offenders will be rolled out across the force by September. Operation Capture aims to prioritise those wanted for violence, burglary and theft offences, but will also include offenders who are circulated or wanted on warrant.

- Twenty year old Dogan Atik was convicted and jailed for seven years following the violent rape of a female sex-worker in August last year. The victim called police and officers responded quickly, arresting Atik as he walked along a road nearby.

- Two men who fired a shotgun at a door in Kirkby-in-Ashfield have been jailed for a total of 13 years. Nathan Keetch, of Litchfield Road, Sneinton, and Kadeem Graham, of Colwick Road, Sneinton, were convicted of possessing a firearm with intent to cause fear of violence.

- In a first for the force, the dog section now has two dogs, which are licensed in forensic evidence search and victim recovery. The dogs have been subject to intensive training and in August gained their licensing for operational use. It means the dogs are now available for use in the detection of human blood and human remains buried in water or the ground.

- The force will begin using GPS tags to monitor offenders following a successful pilot. Nottinghamshire took part in the free, three month trial, which came to an end in January. And following positive feedback from officers, 20 tags have been ordered at a cost of £45,200.

3.0 Spend your money wisely

- Progress is being made across the force in fully mobilising response officers through the installation of Tetra tab laptops into their vehicles. The devices, which will be fitted in to every response car in the force, aim to ultimately provide officers with the same computer access as in an office. Each one will have full Wi-Fi connection and will provide access to all force systems and network drives, allowing officers to complete administrative tasks from their vehicles rather than returning to the station.
  They have been fitted to 22 of our existing fleet response vehicles and will be pre installed in new vehicles.

- Changes have been made to the way officers and staff order new uniform. It follows a force decision to collaborate with Derbyshire and Northamptonshire over the provision and storage of uniform supplies. The move will make the storage and distribution of uniform more efficient and cost effective. Nottinghamshire Police currently spends around half a million pounds a year on clothing.

- Nottinghamshire has been praised by government inspectors for the steps it has taken to meet tough financial savings while continuing to cut crime. Her Majesty's Inspectorate of Constabulary (HMIC) says the force is on target to deliver the savings required of it over the next two years. In its Valuing the

Police 3 report HMIC said: “Nottinghamshire Police has a more difficult financial challenge than many other forces yet it has developed a detailed change programme which will allow it to reduce costs while continuing to fight crime.”

- Police officers and ambulance crews in the East Midlands have a new agreement on when either one or both services should attend an incident. A Service Level Agreement (SLA) has been drawn up between the five East Midlands police forces of Derbyshire, Leicestershire, Lincolnshire, Northamptonshire and Nottinghamshire and the East Midlands Ambulance Service NHS Trust.
- Derbyshire, Lincolnshire and Nottinghamshire will be the first forces in England and Wales to have all paper fingerprint records entirely digitised over the next few weeks.
  The three forces, which collaborated to form EMSOU-Forensic Services in 2012, will hand 500,000 records dating back to 1999 over to Northgate Public Services, a specialist provider of software and services to the police. The prints will be scanned by Northgate, catalogued instantly using unique reference numbers and stored in encrypted files on a secure EMSOU-FS server.

4.0 Earn your trust and confidence

- The force began attending a number of events over the summer as part of a new public engagement initiative. A range of information was on offer including advice on how to keep yourself, your belongings and your home safe from crime. Visitors were also able to sign up for crime alerts on our portable alert kiosk and register their belongings on the property register database Immobilise. Officers and staff have also been speaking to the public about their roles and job opportunities in force.
- The force's work to ensure stop and search powers are used lawfully, proportionately and people are treated with respect, is making further progress. Her Majesty's Inspectorate of Constabularies (HMIC) published findings of an inspection of 43 police forces around the use of the powers. While the report acknowledges clear leadership supported by strong strategic governance, there is still work to do to ensure data is accurate, and communities are confident that the powers are being used appropriately.
- Police and Crime Commissioner Paddy Tipping welcomed the publication of a new study which analyses relations between the force and the county's black and ethnic minority community. The research project, led by Professor Cecile Wright from the University of Nottingham's school of sociology and social policy, was aimed at improving the relationship between Nottinghamshire's BME community and the police, particularly around the way various styles of policing are interpreted.
- A pioneering scheme championed by Nottinghamshire Police is now being used by all three emergency services. People who have difficulty communicating can now easily call fire, ambulance and police thanks to Pegasus – a specialised telephone system. Although the system is used in other police forces in the UK, Nottinghamshire is the first county where it's been extended in this way.

- The force's new website launched in early August. It has been completely rebuilt to improve the user's browsing experience, increase accessibility, bring multimedia content to our audience and enhance two-way communication with the public. Led by Corporate Communication, the project began in September 2012 with the intention of making improvements driven by users' requirements.

- Custody provision in Nottinghamshire has significantly improved according to government inspectors. It follows an inspection of the Bridewell, Mansfield and Newark custody suites by Her Majesty's Inspector of Prisons (HMIP) and Constabulary (HMIC) in March this year. Nick Hardwick, Chief Inspector of Prisons, and Dru Sharpling, HM Inspector of Constabulary, said: "...Considerable progress had been made against previous recommendations. The senior management had a responsible approach to improving custody provision, and the physical conditions of the custody suites had vastly improved."

5.0 Our people

- More than one hundred officers and staff, Crown Prosecution Service workers and a police dog have been recognised for the part they played in responding to the violent disorder which hit Nottingham in August 2011. A commendations ceremony was held at the Albert Hall in May, yards from Canning Circus police station, which was petrol bombed during the violence. Chief Constable Chris Eyre and the Lord Lieutenant of Nottinghamshire, Sir John Peace, presented individual and team awards.

- Hundreds of young people and their families attended the launch of Police Cadets at the National Ice Arena Nottingham in May. The aim of the cadet programme is to increase greater engagement between the force and young people, especially those from minority, under-represented and deprived sections of the community. A total of 90 cadets will be recruited with more than half based in the city.

- Head of Professional Standards, Detective Superintendent Jackie Alexander has been recognised for her unique contribution to policing via a special commendation by the British Association for Women in Policing (BAWP).

- Special Constable Carly Henfrey, who was seriously injured in a hit and run whilst on duty, has received national recognition for her determination to return to work. The accolade has come from Sir Peter Fahy, ACPO Lead for Special Constables and Chief Constable at Greater Manchester Police, after Carly was put forward for the award by Superintendent Paul Anderson. A certificate will be presented to Carly at the 2013 Annual Awards, planned to take place in October.

- Two officers will travel to Downing Street later this year to receive recognition for their bravery and hard work at the Police Federation Bravery Awards.The annual awards ceremony, sponsored by Police Mutual and taking place in October, will see PC Helen Burdett and PS Mark Golds-Jones alongside 63 other officers from other forces across the UK, attending an appointment with the Prime Minister.

- The force intends to open up applications for promotion to Sergeant and Detective Sergeant later this year. It's anticipated that the application process with start in late September.

- The force will shortly be re-opening transferee recruitment and inviting qualified officers from other forces to join Nottinghamshire Police. Transferee applications are being sought from constable to inspector ranks, in order to strengthen our operational capacity across the board. This also includes areas of specialist investigation, such as public protection.

- PC Diederik Coetzee has retired from the police service almost two years after a road accident which almost killed him. The 56-year-old was critically injured in November 2011 as he cycled towards Blidworth. He was struck by a van which failed to stop. The 26-year-old driver was later jailed. Diederik, who joined the Force from South Africa in June 2001, is retiring on medical grounds at the end of this month (August).

6.0 Key Strategic Change

- The force has appointed two new Assistant Chief Constables. Simon Torr joined from South Yorkshire Police and is ACC (Local Policing) while Steve Jupp, formerly of West Midlands Police, is our ACC (Crime and Justice). They succeed Sue Fish, who was appointed to the role of Deputy Chief Constable in June following the retirement of Paul Scarrott and Paul Broadbent who retired in January.

- Work is under way to develop what the force of tomorrow will look like. The Target Operating Model programme will encompass a fundamental review of both operational and local policing and corporate services. The aim is to produce a model which achieves high organisational efficiency and effectiveness to make the force the best in the country for crime reduction, public satisfaction and value for money.

- The force believes it is much better placed to react to further cuts in police funding following the government’s announcement of future spending. Nottinghamshire faces an additional £2.5m cut in 2014/15 and another £12m in 2015/16 but the force believes it has sound plans in place and these, coupled with its work around the target operating model, will ensure it continues to provide the best possible policing service.

For Information	
Public/Non Public	**Public**
Report to:	**Strategic Resourcing and Performance Meeting**
Date of Meeting:	**17 September 2013**
Report of:	**ACO Resources – Margaret Monckton**
Report Author:	**James Lunn – Senior HR Partner**
E-mail:	**James.lunn@nottinghamshire.pnn.police.uk**
Other Contacts:	
Agenda Item:	**7**

WORKFORCE PLANNING

1. Purpose of the Report

1.1 To provide an update on the police officer and police staff numbers as at 31 July 2013.

1.2 To update on the decision to reduce the target Police Officer establishment from 2110 to 2109 as a result of additional workforce modernisation.

2. Recommendations

2.1 It is recommended that the committee members note the report.

3. Reasons for Recommendations

3.1 Police Officers

The extract from the Performance and Insight report (Appendix 1) details the force funded Police Officer strength as at 31 July 2013 and variance to the phased establishment (Table 1).

The HR matrix (Appendix 2) provides additional information relating to available police officer resources by Division/Department. The HR matrix shows that the lowest levels of available resources are on County Division followed by City and OS.

At 31 July 2013 the number of Police Officers funded by Nottinghamshire Police is 2030.84 FTE against a year end target establishment of 2110, subsequently reduced to 2109 in August 2013. This is 4.27 FTE lower than the planned position for police officers at 31 July 2013.

Appendix 3 details the planned recruitment profile for police officers, including the fourth transferee intake in August. The transferee intakes for August and October are 9 and 17 respectively, which is 5 transferees lower than the planned recruitment profile. The recruitment team are working to address this shortfall at the earliest opportunity.

Table 1 shows the phased target establishment for the Force up to 31 March 2014 as at 31st July 2013. This reflects the transfer of 44 FTE from City and County to Crime and Justice as part of the Intelligence restructure in June. It also reflects the proposed transfer of 158 officers from City and County to Crime and Justice in September as part of the PPU and IOM restructures. The reduction in OS establishment in October is as a result of the transfer to the National Helicopter Unit.

Table 1 – Phased Target Establishment (May 2013 to March 2014)

	CITY	COUNTY	CORPORATE SERVICES	CJ	CM	OS	REGION	Total Police
May	651.01	807.10	33.00	235.00	22.00	161.00	99.00	2008.11
June	627.79	778.32	33.00	278.00	22.00	165.00	104.00	2008.11
July	639.85	793.26	33.00	278.00	22.00	165.00	104.00	2035.11
August	647.44	802.67	33.00	278.00	22.00	165.00	104.00	2052.11
September	574.17	729.01	33.00	436.00	22.00	165.00	104.00	2063.18
October	581.66	738.52	33.00	436.00	22.00	160.00	104.00	2075.18
November	585.18	743.00	33.00	436.00	22.00	160.00	104.00	2083.18
December	591.79	751.39	33.00	436.00	22.00	160.00	104.00	2098.18
January	588.27	746.91	33.00	436.00	22.00	160.00	104.00	2090.18
February	591.79	751.39	33.00	436.00	22.00	160.00	104.00	2098.18
March	597.00	758.00	33.00	436.00	22.00	160.00	104.00	2110.00

Appendix 4 shows the actual strength at 31 July 2013 further broken down by substantive rank and current rank, including officers classed as externally funded and on secondment. As detailed in last month's report the majority of substantive vacancies are at constable and sergeant rank.

3.2 Police Staff

The extract from the MI pack details the force funded Police Staff establishment as at 31 July 2013 and variance.

The HR matrix breaks this information down by Police Staff and Police Community Support Officers (PCSO) and provides additional information relating to available resources by Division/Department.

The police staff numbers have reduced by 13 from last month and this is reflected in the increased number of vacant posts. The vacancy levels for Police Staff (excluding PCSOs) are partly offset by the number of Agency Staff. The Agency workers are also providing investigative support within Crime & Justice, Professional Standards and on County Division. HR Business Partners are working with divisional and departmental management teams to ensure that substantive vacancies are progressed wherever possible. Approximately 30 substantive vacancies in Corporate Services are

being covered by agency staff due to pending restructures and the regional HR shared service centre.

The plans for the recruitment of the civilian investigators/police staff are in place and 248 applications were received by the closing date on 8 August 2013. The entry level investigator post attracted 148 applications and the higher level 100 applications.

The MTFP also identifies a reduction of 37 posts in Corporate Services as a result of restructures/efficiency savings.

The proposed restructures within Corporate Services are not yet finalised. As these details evolve, the impact on the police staff establishment will be tracked and reported.

3.3 PCSOs

At 31 July 2013 the number of PCSOs is 288.46 FTE against a target establishment of 340 FTE as at 31 March 2014. This is 7.86 FTE lower than the planned position for PCSOs at 30 June 2013. The PCSOs who have been successful in obtaining police officer positions will be appointed in the last cohort of the financial year.

Table 2 below shows the original forecast for PCSOs during 1 April 2013 to 31 March 2014.

Table 2 – PCSO Forecast 2013/14

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Opening	301.3	301.3	301.3	301.3	301.3	301.3	301.3	301.3	301.3	301.3	301.3	301.3
Leavers	-	-	(3.3)	(5.3)	(7.3)	(9.3)	(11.3)	(13.3)	(15.3)	(17.3)	(19.3)	(21.3)
Recruitment	-	-	-	-	15.0	15.0	15.0	30.0	30.0	45.0	60.0	60.0
	301.3	**301.3**	**298.0**	**296.0**	**309.0**	**307.0**	**305.0**	**318.0**	**316.0**	**329.0**	**342.0**	**340.0**

3.4 Workforce Modernisation

The Chief Officer Team and PCC have approved that the target Police Officer establishment of 2110 will be reduced to 2109, as a result of workforce modernisation. This has led to an increase in Police Staff establishment of 1 post. Both changes are within Crime and Justice and will be reflected in September's Workforce Planning report.

The agreed business case for the civilianisation, removes the post of Detective Sergeant within the Financial Investigation Unit from the police officer establishment within Crime and Justice and replaces it with a Financial Investigation Manager. This business case identifies a saving of £10,347 and sits outside of the wider workforce modernisation agenda.

4. Summary of Key Points

4.1 Workforce planning is a process used to identify current and future staffing needs and development needs of the workforce to meet future requirements.

4.2 There are typically four stages to developing a workforce plan as follows:

- Identify the workforce requirements for the future
- Develop a profile of the current workforce (e.g. skills, training etc.)
- Carry out a gap analysis between current and future requirements
- Develop an action plan to meet future requirements

4.3 Nottinghamshire Police is developing an Operating Model, which will define the workforce requirements for the future.

5. Financial Implications and Budget Provision

5.1 The number of funded police officers/police staff (including PCSOs) for 2013/14 and recruitment profile will have a direct impact on the budget and planned efficiency savings. The high level workforce plan (MTFP) for the next 4 years has been developed in conjunction with Business and Finance.

6. Human Resources Implications

6.1 Increasing the number of Police Officer and Civilian Investigator posts over the duration of the MTFP 2013-2017 will result in additional HR staffing implications both within the Force and regional HR services such as Occupational Health, Shared Services and Learning & Development.

6.2 It will also result in additional resourcing implications outside of HR, for example, vetting, tutor constables, tutor PCSOs and interview panels etc.

7. Equality Implications

7.1 The recruitment of new police officers, PCSO's and Police Staff provides an opportunity to increase the representation levels across the organisation.

7.2 Positive action is an integral part of recruitment and community engagement activity.

8. Risk Management

8.1 The higher level of police officer leavers during 2012/13 has reduced the number of police officers available for deployment. This will further reduce until the first intake of transferees, which have been deployed at the end of June 2013. This may affect Force performance and have an adverse impact. Recruitment and training plans are in place and plans are in place to recruit civilian investigators/police staff to support frontline policing.

9. Policy Implications and links to the Police and Crime Plan Priorities

9.1 The MTFP workforce plan was developed to link in and compliment the police and crime plan priorities.

10. Changes in Legislation or other Legal Considerations

10.1 None

11. Details of outcome of consultation

11.1 Consultation has taken place within HR and Business and Finance.

12. Appendices

12.1 Performance & Insight Report – Appendix 1

12.2 HR Matrix available resources – Appendix 2

12.3 Police Officer – Strength Tracker – Appendix 3

12.4 Police Officer – Actual Rank Breakdown – Appendix 4

Appendix 1

Priority	*To Spend Your Money Wisely*
Indicator	***Police Officer Establishment***

Officers

Division	Substantive Actual FTE	Phased Establishment (31 July 2013)	Variance to Target Establishment (31 July 2013)	Externally Funded Actual FTE	Targeted Establishment (31 March 2014)
City	645	640	5	28	674
County	802	793	9		839
Crime & Justice	263	278	-15	10	278
Corporate Services	29	29	0		29
Regional	100	104	-4		104
Command	5	4	1		4
Operational Support	160	165	-5	2	160
Contact Management	26	22	4	30	22
Totals:	**2,031**	**2,035**	**-5**	**70**	**2,110**

Priority	*To Spend Your Money Wisely*
Indicator	***Police Staff Establishment***

Staff

Division	Substantive Actual FTE	Targeted Establishment	Variance to Targeted Establishment	Externally Funded Actual FTE
City	153	192	-39	
County	200	257	-57	4
Crime & Justice	389	438	-49	16
Corporate Services	335	376	-42	
Regional	28	32	-4	2
Command	1	1	0	
Operational Support	18	27	-10	38
Contact Management	290	312	-22	1
Totals:	**1413**	**1635**	**-222**	**61**

	Trend	Target (YTD)	MSG Average	National Average	Long Term Health Check
Officer	◀▶	●			Good
Staff	◀▶	●			Good

Insight

The Actual FTE figures are as at the 31 July 2013.

The Targeted Establishment are the figures that the Force is looking to achieve at the end of the 2013/14 financial year. For Police Officers the phased establishment position at the end of July 2013 is also included.

Detailed recruitment plans are in place to achieve the targeted establishment of 2110 police officers by 31 March 2014. The appointment of police officer transferees and new recruits is being phased over the 12 months period 1 April 2013 to 31 March 2014.

The restructuring of Intelligence has resulted in the transfer of police officers and police staff from City and County Division to Crime & Justice under a centrally managed and locally delivered provision. These changes are reflected in the performance data and targeted establishment. The Public Protection changes are anticipated to occur at the end of August 2013 and are not reflected in the targeted establishment (31 March 2014). These will be reported in September.

The Actual FTE and Targeted Establishment for police staff includes PCSO's.

The Medium Term Financial Plan provides for an additional 47 civilian investigators/police staff. It has been agreed that the distribution of these posts will be as follows: EMSOU Region 3, Crime & Justice 4, City 23 and County 17. These posts have been added to the respective target establishments and recruitment plans are in place to fill the positions.

The MTFP also identified a reduction of 37 police staff posts within Corporate Services. The impact of any restructures within Corporate Services is not yet known. As these plans evolve, the impact on the police staff establishment will be tracked.

Note: The 'Actual FTE' does not include externally funded positions. These are shown separately.

Action

Appendix 2 - HR Matrix Available Resources - Police Staff - 31st July 2013

	CITY	COUNTY	CORPORATE SERVICES	CJ	CM	OS	REGION	Total Police
Police Staff - Excluding PCSOs								
Orignal Budgeted Establishment	**49.50**	**63.00**	**380.71**	**387.00**	**312.00**	**22.00**	**32.00**	**1246.21**
Adjustments +/-	**3.00**	**-7.05**	**-3.43**	**51.02**	**0.00**	**5.40**	**0.00**	**48.94**
Revised Budgeted Establishment	**52.50**	**55.95**	**377.28**	**438.02**	**312.00**	**27.40**	**32.00**	**1295.15**
Actual Strength (FTE) **SUBSTANTIVE POST** excluding External Funding AND Career Breaks @ month end	26.82	37.69	335.77	389.08	289.72	17.50	27.77	**1124.35**
Actual Strength (FTE) **CURRENT POST** including temporary posts excluding External Funding AND Career Breaks @ month end	25.82	37.69	352.62	403.39	293.27	17.50	28.77	**1159.06**
Variance from Force Funded CURRENT POST	**-26.68**	**-18.26**	**-24.66**	**-34.63**	**-18.73**	**-9.90**	**-3.23**	**-136.09**
PCSOs								
Revised Budgeted Establishment	**139.00**	**201.00**	**-**	**-**	**-**	**-**	**-**	**340.00**
Actual Strength (FTE) **SUBSTANTIVE POST** excluding External Funding AND Career Breaks @ month end	125.96	162.50	-	-	-	-	-	**288.46**
Variance from Force Funded SUBSTANTIVE POST	**-13.04**	**-38.50**	**-**	**-**	**-**	**-**	**-**	**-51.54**
MANAGEMENT INFORMATION (all staff)								
Abstractions (Homicide)								**0.00**
Abstractions (Other) within Force								**0.00**
Abstractions out of Force								**0.00**
Maternity	3.27	2.95	6.60	4.80	7.50	0.00	0.00	**25.12**
Restricted Duties-Sickness	1.00	2.00	0.00	3.00	1.00	0.00	0.00	**7.00**
Restricted Duties-Maternity	0.00	0.00	1.41	4.92	2.31	0.00	0.00	**8.64**
Restricted Duties-PSU	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**0.00**
Recuperative Duties	4.79	2.28	5.00	10.92	3.50	0.00	0.00	**26.49**
Suspended Officer	1.00	3.00	0.00	3.02	4.00	0.00	0.00	**11.02**
Long Term Sickness Over 28 days	0.00	1.90	1.81	3.89	0.62	0.00	1.00	**9.22**
Total Abstractions	10.06	12.13	14.82	30.55	18.93	0.00	1.00	**87.49**
Total Available Resources	**141.72**	**188.06**	**337.80**	**372.84**	**274.34**	**17.50**	**27.77**	**1360.03**
Temporary Agency Staff	0.00	11.00	46.93	23.24	0.81	0.00	9.00	**90.98**
Available Resources for Deployment	**141.72**	**199.06**	**384.73**	**396.08**	**275.15**	**17.50**	**36.77**	**1451.01**
Deployable Resources as % of Budgeted Est.	**74%**	**77%**	**102%**	**90%**	**88%**	**64%**	**115%**	**89%**
External Funding								
Established Funding (FTE)								
Actual Strength (FTE)	0.00	4.00	0.00	15.59	1.00	37.53	2.40	**60.52**
Maternity	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**0.00**
Restricted Duties	0.00	0.00	0.00	0.00	0.00	1.00	0.00	**1.00**
Recuperative Duties	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**0.00**
Suspended Officer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**0.00**
Long Term Sickness Over 28 days	0.00	0.00	0.00	0.00	0.00	0.00	0.00	**0.00**
Available Resources for Deployment	0.00	4.00	0.00	15.59	1.00	36.53	2.40	**59.52**
Career Breaks	**0.00**	**0.00**	**3.00**	**4.22**	**1.70**	**0.00**	**0.00**	**8.92**

Appendix 3

Police Officer - Stength Tracker

		Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14
Total	Ch Con	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	DCC	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	ACC	1.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Det Ch Supt	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
	Ch Supt	3.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Det Supt	3.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Supt	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
	Det Ch Ins	5.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
	Ch Ins	14.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00
	Det Ins	28.00	36.00	36.00	36.00	36.00	36.00	36.00	36.00	36.00	36.00	36.00	36.00	36.00
	Ins	56.00	72.00	72.00	72.00	72.00	72.00	72.00	72.00	72.00	72.00	72.00	72.00	72.00
	Det Sgt	77.82	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00	90.00
	Sgt	252.39	248.00	248.00	248.00	248.00	248.00	248.00	248.00	248.00	248.00	248.00	248.00	248.00
	Det Con	309.46	361.50	361.50	361.50	361.50	361.50	361.50	361.50	361.50	361.50	361.50	361.50	361.50
	Con	1,259.23	1,159.61	1,153.61	1,141.61	1,137.61	1,123.61	1,118.68	1,115.68	1,107.68	1,106.68	1,098.68	1,090.68	1,089.68
	New Recruits	0.00	0.00	0.00	0.00	16.00	32.00	48.00	48.00	64.00	80.00	80.00	96.00	112.00
	Transfers	0.00	0.00	0.00	12.00	27.00	42.00	42.00	57.00	57.00	57.00	57.00	57.00	57.00
	Total	**2,021.90**	**2,014.11**	**2,008.11**	**2,008.11**	**2,035.11**	**2,052.11**	**2,063.18**	**2,075.18**	**2,083.18**	**2,098.18**	**2,090.18**	**2,098.18**	**2,113.18**
	Actual		2,010.94	2009.54	2007.29	2030.84								

Note: Assumes all leavers will be at constable level for planning purposes (e.g. recruit in at Constable level)

Appendix 4 - Actual Rank Breakdown as at 31 July 2013 (substantive posts)

Force Funded Officers

	City Division	Command Team	Corporate Services	County 2012	Crime & Justice	Contact Management	Operational Support	Region 2012	Sum
Chief Constable		1.00							**1.00**
Deputy Chief Constable		1.00							**1.00**
Assistant Chief Constable		2.00							**2.00**
Chief Superintendent	1.00	1.00		1.00	1.00				**4.00**
Superintendent	3.00			4.00	1.00	1.00	1.00		**10.00**
Det Superintendent			1.00		1.00			1.00	**3.00**
Chief Inspector	4.00		2.00	4.00	2.00	2.00	2.00		**16.00**
Det Chief Inspector	2.00			4.00	4.00				**10.00**
Inspector	15.00		2.00	25.00	14.00	9.00	4.00		**69.00**
Det Inspector	3.00		2.00	8.00	10.00			7.00	**30.00**
Sergeant	66.31		3.75	85.14	62.21		16.00		**233.41**
Det Sergeant	12.00		3.80	16.88	21.29		2.00	14.00	**69.97**
Constable	473.55		6.00	550.36	86.80	14.14	129.00	5.00	**1264.85**
Det Constable	65.47		8.55	103.75	63.91		6.00	68.93	**316.61**
Sum	**645.33**	**5.00**	**29.10**	**802.13**	**267.21**	**26.14**	**160.00**	**95.93**	**2030.84**

Externally Funded Officers

	City Division	Crime & Justice	Operational Support	Region 2012	Sum
Rank Grade Values					
Det Superintendent				1.00	**1.00**
Chief Inspector	2.00		1.00		**3.00**
Det Chief Inspector				5.00	**5.00**
Inspector	3.00	1.00			**4.00**
Det Inspector				2.00	**2.00**
Sergeant	3.00	1.00		1.00	**5.00**
Det Sergeant		1.00		3.00	**4.00**
Constable	20.00	4.00	1.00	7.00	**32.00**
Det Constable		3.00		10.68	**13.68**
Sum	**28.00**	**10.00**	**2.00**	**29.68**	**69.68**

Seconded Officers

	Region 2012	Sum
Rank Grade Values		
Superintendent	2.00	**2.00**
Det Inspector	1.00	**1.00**
Constable	4.00	**4.00**
Det Constable	1.00	**1.00**
Sum	**8.00**	**8.00**

For Information	
Public/Non Public	**Public**
Report to:	**Strategic Resources and Performance Meeting**
Date of Meeting:	**17 September 2013**
Report of:	**Business & Finance**
Report Author:	**David Machin**
E-mail:	**david.machin10991@nottinghamshire.pnn.police.uk**
Other Contacts:	**Simon Tovey**
Agenda Item:	**9**

Revenue Budget Management Report 2013-14: Year to July 2013

1. Purpose of the Report

1.1 The purpose of the report is to provide an update on the financial position against the 2013-14 budget for the year to July 2013.

2. Recommendations

2.1 That the report is noted.

3. Reasons for Recommendations

3.1 The Chief Officer Team and the Officer of the PCC needs to ensure it understands the Force's budgetary position throughout the year.

4. Summary of Key Points

4.1 The full year net revenue budget for 2013-14 is £196.998m.

Actual net expenditure for the four months to July 2013 was £65.152m against a budget of £65.841m. The resulting position against budget was an under spend of £0.689m. This under spend is largely as a result of releasing the accrual for community support grant of £0.417m and not incurring the budgeted agency spend £0.270m on Operation Daybreak, both of which will be incurred later in the year. Therefore after adjusting for this the actual year to date is broadly on budget.

This report gives consideration to the significant variances against the budget and Appendix 1 sets out the position in detail

4.2 Police pay and allowances expenditure was £34.363m year to date. This represented a £0.069m over spend against budget. The actual average number of Full Time Equivalents (FTE) at 2,011 was 15 lower than the budget of 2,026, but the actual mix of ranks compared unfavourably to the budget rank mix resulting in this overspend. The budget in July assumed an additional 34 FTE's, 16 new recruits and 18 transferees, however there was only 29 (15 new recruits and 14 transferees). Included is an accrual for

£0.029m relating to allowances for officers released to the G8 summit which has been offset by income in 4.20. The budget was based on the workforce plan by applying an average cost per rank. The workforce plan and costing basis is being updated as part of the first quarter forecast.

4.3 Police officer overtime expenditure was £1.492m year to date. This represented a £0.317m over spend against budget. This variance was mainly in City with £0.094m relating to Operation Embolite, County with £0.094m relating to Operation Accelerate, Crime & Justice with £0.020m due to custody shift patterns and OSD £0.115m due to overtime worked at G8 summit.G8 summit overtime has been offset by income in 4.20. Mutual aid costs for Armed Services Day are still to be confirmed.

4.4 Police staff pay and allowances expenditure was £16.265m year to date. This represented a £0.797m under spend against budget. The actual average number of FTE's at 1,451 was 152 lower than the budget of 1,603, with Local Policing being 84, Specialist Services 33 and Corporate Services 35 FTEs under budget. Agency staff have been recruited to partly fill this gap but £0.270m of agency costs for Operation Daybreak budgeted to take place between April to June has been delayed and is now planned to occur later this year offsetting this variance. The Operation Daybreak saving is therefore not bankable. A further saving in Local Policing of c£0.400m due to the budget containing 40 civilianised posts is bankable because the staff will now not be in post until September. The budget is based on the workforce plan by applying an average cost per grade. Workforce plans are being updated as part of the first quarter forecast.

4.5 Police staff overtime expenditure was £0.292m year to date. This represented a £0.116m over spend against budget. This over spend is largely attributable to the vacancy gap outlined in paragraph 4.4 above.

4.6 Other employee expenses expenditure was £0.503m year to date. This represented a £0.136m over spend against budget. The main cause of the over spend is up front recruitment costs for the new police officers and a one off cost for recruiting two new Assistant Chief Constables (ACCs). The over spend has been partially compensated by savings in training costs. The recruitment and training budgets are being revised as part of the first quarter forecast now start dates for the new recruits have been confirmed.

4.7 Premises running costs were £2.182m year to date. This represented a £0.191m over spend against budget. The budget included efficiency savings of £0.201m in the first four months of the year. The efficiency savings have not been allocated down to individual account code however currently savings to budget of £0.038m are being recorded against repair costs. The nature of this spend is uneven so it is too early to conclude whether this is a genuine annualised saving or a phasing saving which will reverse later in the year. All efficiency savings are being reviewed as part of the first quarter forecast.

4.8 Transport costs were £2.008m year to date. This represented a £0.126m over spend against budget. The budget included an efficiency target saving

of £0.067m, and although some vehicle availability savings have been recorded this has been more than offset by over spends on hire vehicle charges, vehicle maintenance, fuel charges and unbudgeted one off costs for accident damage. Although these spends can be uneven clearly a risk exists that this budget will be over spent.

4.9 Equipment, furniture and materials costs were £0.277m year to date. This represented a £0.141m over spend against budget. This included £0.018m for the purchase of new headsets for Contact Management; £0.021m for gym equipment; £0.015m on taser cartridges and ammunition and £0.010m on ear defenders within Operational Support Department (OSD); £0.029m on furniture for Human Resources (HR), County and Estates; £0.012m for CCTV equipment mainly at force headquarters; and equipment for the relocated Beeston station. Tight control will need to be kept over this discretionary budget to ensure the year end budget is still achieved.

4.10 Printing and stationery costs were £0.097m year to date. This represented a £0.052m under spend against budget. This is largely due to the release of 2012/13 accruals following a review of charges and confirmation received from Ricoh. This saving will ensure the annualised efficiency target against this category of spend is achieved.

4.11 Communications and computing costs were £1.926m year to date. This represented a £0.057m under spend against budget. This is due to the release of a 2012-13 accrual following the confirmation of the final costs of scanning HR documents onto electronic media.

4.12 Miscellaneous expenses costs were £0.624m year to date. This represented a £0.109m over spend against budget. The budget included an efficiency target saving of £0.107m and a £0.021m charge for medical inventions which was unbudgeted. Quarter 1 insurance claims were lower than budgeted which offsets some of the over spend, but due to the nature of insurance claims this saving could reverse during the rest of 2013-14.

4.13 Supplies and services costs were £1.111m year to date. This represented a £0.115m over spend against budget. Budgeted efficiency targets of £0.240m have been offset by savings DNA/forensic charges of £0.071m, subscriptions of £0.044m and £0.044m for the cost of interrogating mobile phones/devices. The first quarter forecast work will assess how much of these savings are bankable and how much are phasing savings which will reverse.

4.14 Collaboration contributions were £1.954m year to date. This represented a £0.109m under spend against budget. This is the cash contribution made to other forces who are leading the collaboration activity. This variance is largely due to the one off release of an over accrual for Legal services from 2012-13 of £0.121m offset by efficiency savings and a £0.008m contribution for a 12 month regional post to develop common practices across the East Midlands firearms units. No invoices have been raised from the East Midlands Collaboration team for 2013-14 charges so accruals are currently being raised at the level advised by the East Midlands Collaboration team during the

budget process. The efficiency target is an overlay over and above this budget number. The achievability of this saving is not within our control and it is unlikely we will get a clear picture of emerging costs until late 2013.

4.15 Partnership contributions were £0.058m year to date. This represented a £0.055m under spend against budget. This is the cash contribution made to other organisations to support community projects. This variance is largely within the Office of the Police and Crime Commissioner (PCC) and is not bankable.

4.16 Community support grant contributions were £0.750m year to date. This represented a £0.417m under spend against budget. This is the cash contribution made to other organisations to support community projects by the Police and Crime Commissioners community support grant. No information was given at the time of budgeting by the PCC office as to the profiling of this budget so the budget was profiled evenly. The Chief Finance Officer to the PCC has supplied a more accurate phasing of this spend as part of the first quarter forecast exercise. Accruals have been based on that forecast profile although it should be noted that no payments have actually yet been made to qualifying organisations.

4.17 Pension costs (injury awards and medical retirement) were £1.195m year to date. This represented a £0.082m over spend against budget. Actual costs fluctuate and are not easy to predict. The budget is phased evenly so phasing is the most likely cause of the over spend.

4.18 Joint authorities were £0.155m year to date. This represented a £0.075m under spend against budget. This is a due to the actual costs for the force helicopter for 2012-13 being below estimates.

4.19 Other operating income was £0.096m year to date. This represented a £0.033m additional income to budget. This is interest received on bank deposits and other short term investments. Due to delays in capital expenditure and receipt of the annual pension top up grant in July, cash balances are currently high so excess funds are invested in approved money market funds. The annual budget for the year will be achieved and there is a potential for income over and above budget to be generated if liquid funds remain high.

4.20 Other income was £1.768m year to date. This represents £0.505m additional income to budget. This was largely due to backdated income from 2012-13 for radio masts due to change of agency used (£0.094m); a contribution to the cost of Specials (£0.032m); prosecution costs recovered (£0.035m); recharges to the UK Border Agency for immigration detainees (£0.018m); £0.071m income from abnormal loads, of which £0.057m related to the recovery of charges from the past two years; and an accrual for monies recoverable to cover staff released for the G8 summit £0.256m to offset the costs of allowances and overtime within 4.2 and 4.3. No income or expenditure has been included in the budget for G8 and the rates charged enable us to generate a directly identifiable surplus of circa £0.150m. Costs

will however have been incurred locally covering the officers and staff who have been released to G8. Other income represents budget opportunity to offset some of the concerns raised about efficiency targets in other sections of this report.

4.21 Externally Funded projects have a budgeted income of £5.330m for the full year. Appendix 2 shows the detail of the combined income and expenditure for these projects. Expenditure was £1.845m year to date, this represented a £0.064m over spend against budget.

The over spend is due to the Speed Camera project £0.220m mainly on overtime for Op Drosometer and the purchase of 5 new ANPR cameras, partly offset by several projects within City and Crime and Justice that have been transferred to Derbyshire under a regional agreement.

Income received was £1.642m year to date, which represented £0.141m less income to budget. This was in City £0.085m and Crime and Justice £0.123m where several projects have been transferred to Derbyshire under a regional agreement, partly offset of OSD £0.052m due to the Speed Camera project. £0.202m of income brought forward from prior years was released to close the difference.

The main projects managed by the Force are:

- Speed Cameras - revenue comes from the Nottingham City and County Council, the Highways Agency, NDROS and AA Drivetech.

- Single Point of Contact (SPOC) Training – income generated from NPIA training courses.

- POCA Incentivisation - can be used “to further drive up performance on asset recovery and, where appropriate, to fund local crime preventing priorities for the benefit of the community”.

- Homicide Working Group – funding originated from the Metropolitan Police Force.

- Offender Health Project - this is a fund (received in March 2013) from the Department of Health to assist with the transfer of commissioning of healthcare in custody suites to the NHS.

- Business Crime - this is from the Chamber of Commerce to fund the Business Crime Hub, based in the Chamber of Commerce offices.

- Community Neighbourhood Protection Service (CNPS) - this is a fund from Nottingham City Council to fund 22 police officers, 1 staff FTE, and 15 police vehicles to support Community Protection

4.22 Appendix 3 is a summary showing performance against the base budget and the non-staff efficiency targets that were included within the 2013-14 budget.

5. Financial Implications and Budget Provision

5.1 As explained in the body of the report.

6. Human Resources Implications

6.1 Not applicable.

7. Equality Implications

7.1 Not applicable.

8. Risk Management

8.1 As explained in the body of the report.

9. Policy Implications and links to the Police and Crime Plan Priorities

9.1 The report demonstrates good financial management and governance.

10. Changes in Legislation or other Legal Considerations

10.1 This report has been prepared with information provided within the Business Partnering Team.

11. Details of outcome of consultation

11.1 Not applicable.

12. Appendices

12.1 Business Finance July 2013 – Appendix 1

12.2 Externally Funded Projects – Appendix 2

12.3 Efficiencies – Appendix 3

Appendix 1: Period 4 Year to Date Expenditure Against Budget

July 2013

Total Force

	Full year	Year to Date			
	Agreed Budget £m	Budget £m	Actual £m	Variance £m	Note
Police pay & allowances	104.562	34.293	34.363	0.069	4.2
Police overtime	3.286	1.175	1.492	0.317	4.3
Police staff pay & allowances	49.852	17.062	16.265	(0.797)	4.4
Police staff overtime	0.533	0.176	0.292	0.116	4.5
Other employee expenses	1.193	0.366	0.503	0.136	4.6
Total pay & allowances	**159.427**	**53.072**	**52.915**	**(0.158)**	
Other operating expenses					
Premises running costs	5.885	1.990	2.182	0.191	4.7
Transport allowances	0.763	0.254	0.236	(0.018)	
Transport costs	5.064	1.882	2.008	0.126	4.8
Equipment, furniture & materials	0.407	0.136	0.277	0.141	4.9
Expenses	0.109	0.044	0.062	0.018	
Clothing, uniform & laundry	0.520	0.148	0.172	0.024	
Printing & stationery	0.446	0.149	0.097	(0.052)	4.10
Comms & computing	5.994	1.984	1.926	(0.057)	4.11
Miscellaneous expenses	1.580	0.515	0.624	0.109	4.12
Supplies & services	2.961	0.996	1.111	0.115	4.13
Collaboration contributions	6.189	2.063	1.954	(0.109)	4.14
Partnership contributions	0.412	0.113	0.058	(0.055)	4.15
Community support grant	3.500	1.167	0.750	(0.417)	4.16
Agency/contract services	0.741	0.247	0.258	0.012	
Pensions	3.338	1.113	1.195	0.082	4.17
Capital financing	3.758	1.253	1.253	(0.000)	
Joint authorities	0.678	0.230	0.155	(0.075)	4.18
	42.345	**14.283**	**14.318**	**0.035**	
Total expenditure	**201.772**	**67.355**	**67.232**	**(0.123)**	
Other					
Special services	(0.433)	(0.080)	(0.110)	(0.031)	
Fees, report & charges	(0.351)	(0.108)	(0.106)	0.002	
Other operating income	(0.190)	(0.064)	(0.096)	(0.033)	4.19
Income	(3.800)	(1.263)	(1.768)	(0.505)	4.20
	(4.774)	**(1.514)**	**(2.080)**	**(0.566)**	
	196.998	**65.841**	**65.152**	**(0.689)**	

Appendix 2: Period 4 Year to Date Expenditure Against Budget

July 2013

External Funded

	Full year	Year to Date		
	Agreed Budget £m	Budget £m	Actual £m	Variance £m
Police pay & allowances	2.146	0.708	0.584	(0.125)
Police overtime	0.264	0.088	0.212	0.124
Police staff pay & allowances	1.622	0.527	0.498	(0.029)
Police staff overtime	0.021	0.007	0.013	0.006
Other employee expenses	0.035	0.011	0.020	0.010
Total pay & allowances	**4.088**	**1.341**	**1.327**	**(0.014)**
Other operating expenses				
Premises running costs	0.258	0.087	0.081	(0.006)
Transport allowances	0.008	0.003	0.005	0.002
Transport costs	0.210	0.063	0.037	(0.026)
Equipment, furniture & materials	0.080	0.025	0.050	0.026
Expenses	0.011	0.004	0.013	0.010
Clothing, uniform & laundry	0.006	0.002	0.001	(0.001)
Printing & stationery	0.017	0.006	0.008	0.002
Comms & computing	0.200	0.067	0.128	0.061
Miscellaneous expenses	0.100	0.033	0.050	0.017
Supplies & services	0.198	0.100	0.092	(0.008)
Collaboration Contributions	-	-	-	-
Partnership Contributions	-	-	-	-
Community support grant	-	-	-	-
Agency/contract services	0.154	0.051	0.051	(0.000)
Pensions	-	-	-	-
Capital financing	-	-	-	-
Joint authorities	-	-	0.002	0.002
	1.243	**0.440**	**0.519**	**0.078**
Total expenditure	**5.330**	**1.781**	**1.845**	**0.064**
Other				
Special services	-	-	-	-
Fees, report & charges	-	-	-	-
Other operating income	-	-	-	-
Income	(5.330)	(1.781)	(1.844)	(0.063)
	(5.330)	**(1.781)**	**(1.844)**	**(0.063)**
	-	**-**	**0.001**	**0.001**

Appendix 3: Period 4 Year to Date Efficiencies

July 2013
Total Force

	Year to date						Full Year		
	Actual £m	Base Budget £m	Variance £m	Budgeted Efficiencies £m	**Total Budget £m**	Variance £m	Base Budget £m	Efficiencies £m	**Total Budget £m**
Police pay & allowances	35.747	35.682	(0.065)	-	35.682	(0.065)	108.761	-	108.761
Police overtime	1.813	1.263	(0.549)	-	1.263	(0.549)	3.550	-	3.550
Police staff pay & allowances	16.824	17.618	0.794	-	17.618	0.794	51.563	-	51.563
Police staff overtime	0.307	0.183	(0.124)	-	0.183	(0.124)	0.555	-	0.555
Other employee expenses	0.524	0.377	(0.147)	-	0.377	(0.147)	1.228	-	1.228
Total pay & allowances	**55.214**	**55.123**	**(0.091)**	**-**	**55.123**	**(0.091)**	**165.657**	**-**	**165.657**
Other operating expenses									
Premises running costs	2.264	2.279	0.014	(0.201)	2.077	(0.187)	6.838	(0.695)	6.143
Transport allowances	0.245	0.257	0.012	-	0.257	0.012	0.771	-	0.771
Transport costs	2.048	2.012	(0.036)	(0.067)	1.945	(0.103)	6.104	(0.830)	5.274
Equipment, furniture & materials	0.328	0.161	(0.167)	-	0.161	(0.167)	0.487	-	0.487
Expenses	0.077	0.048	(0.029)	-	0.048	(0.029)	0.120	-	0.120
Clothing, uniform & laundry	0.173	0.174	0.001	(0.023)	0.151	(0.022)	0.596	(0.070)	0.526
Printing & stationery	0.105	0.181	0.076	(0.027)	0.154	0.049	0.543	(0.080)	0.463
Comms & computing	2.055	2.180	0.126	(0.130)	2.051	(0.004)	6.583	(0.390)	6.194
Miscellaneous expenses	0.674	0.655	(0.019)	(0.107)	0.548	(0.126)	2.000	(0.320)	1.680
Supplies & services	1.203	1.336	0.133	(0.240)	1.095	(0.107)	3.880	(0.721)	3.159
Collaboration contributions	1.954	2.130	0.176	(0.067)	2.063	0.109	6.389	(0.200)	6.189
Partnership contributions	0.058	0.113	0.055	-	0.113	0.055	0.412	-	0.412
Community support grant	0.750	1.167	0.417	-	1.167	0.417	3.500	-	3.500
Agency/contract services	0.310	0.298	(0.012)	-	0.298	(0.012)	0.895	-	0.895
Pensions	1.195	1.113	(0.082)	-	1.113	(0.082)	3.338	-	3.338
Capital financing	1.253	1.253	0.000	-	1.253	0.000	3.758	-	3.758
Joint authorities	0.157	0.230	0.073	-	0.230	0.073	0.678	-	0.678
	14.849	**15.585**	**0.736**	**(0.862)**	**14.723**	**(0.125)**	**46.893**	**(3.306)**	**43.587**
Total expenditure	**70.063**	**70.708**	**0.645**	**(0.862)**	**69.846**	**(0.217)**	**212.549**	**(3.306)**	**209.244**
Other									
Special services	(0.110)	(0.080)	0.031	-	(0.080)	0.031	(0.433)	-	(0.433)
Fees, report & charges	(0.106)	(0.108)	(0.002)	-	(0.108)	(0.002)	(0.351)	-	(0.351)
Other operating income	(0.096)	(0.064)	0.033	-	(0.064)	0.033	(0.190)	-	(0.190)
Income	(4.593)	(3.721)	0.872	(0.033)	(3.754)	0.839	(11.067)	(0.205)	(11.272)
	(4.906)	**(3.972)**	**0.934**	**(0.033)**	**(4.005)**	**0.901**	**(12.041)**	**(0.205)**	**(12.246)**
	65.157	**66.736**	**1.579**	**(0.895)**	**65.841**	**0.684**	**200.509**	**(3.511)**	**196.998**

Note: This report excludes the any overlays into payroll

For Consideration	
Public/Non Public	**Public**
Report to:	**Strategic Resources and Performance Meeting**
Date of Meeting:	**17 September 2013**
Report of:	**Simon Tovey**
Report Author:	**John Gordon**
E-mail:	**john.gordon11007@nottinghamshire.pnn.police.uk**
Other Contacts:	**Amanda Harlow, Pam Taylor**
Agenda Item:	**10**

Quarter 1 Capital Expenditure Report 2013-2014

1. Purpose of the Report

1.1 To provide information regarding the actual expenditure on the 2013-2014 Capital Programme for the first quarter to 30th June 2013. Information is also provided regarding the anticipated profiling of the expenditure during the year and on any updates on the progress of schemes.

1.2 To provide an updated forecast of likely expenditure for the year to 31 March 2014. This is the first time a quarterly forecast has been completed for capital expenditure. The budget numbers previously agreed were reviewed with the appropriate business area and a revised forecast created.

2. Recommendations

2.1 To note actual spend of £0.853m against a budget of £11.626m.

2.2 To note slippage of £3.213m and net savings of £0.223m against the budget leaving a revised forecast of capital expenditure for the year of £8.190m.

3. Reasons for Recommendations

3.1 To provide an update on this major area of expenditure

4. Summary of Key Points

4.1 There are three main areas to the Capital Programme :

- Estates Projects controlled by Tim Wendels, Head of Estates and Facilities Management.
- Information Services Projects controlled by Christi Carson, Head of Information Services (Nottinghamshire).
- Other Projects, which have managers from across the Force.

4.2 The programme for 2013-2014 was £7.856m and additionally £3.770m was approved as slippage to be carried forward from 2012-13.

4.3 The expenditure to date is detailed by scheme in Appendix 1 and summarised in the following table;

	Budget for Year	**Q1 Actual Spend**	**Potential Slippage 2014-15**	**Under (-) / over spend**	**Budget Remaining**
	£m	**£m**	**£m**	**£m**	**£m**
Estates	5.067	0.341	1.688	0.169	3.207
I.S.	5.851	0.479	1.525	-0.392	3.905
Other	708	0.033	0	0	675
Total	**11.626**	**0.853**	**3.213**	**-0.223**	**7.337**

4.4 Budget managers have been requested to identify schemes where expenditure is likely to slip into 2014/15. £3.213m of slippage is currently estimated based on latest projections. A full detail by scheme is given in Appendix 1. A number of IT projects will be considered on a regional basis. As a result of the recent announcement of the set up of a regional IT team, large IT projects are likely to require additional collaborative agreements from partners before proceeding. It is not clear at this stage how this will impact the timing of when capital projects commence. In addition, the budget does not include contributions to collaboration schemes where Nottinghamshire Police is not the lead authority e.g EM HR shared service collaboration. There is a risk that spend will be incurred on these projects which is not included in our programme.

4.5 Some of the budgets included are contingency budgets and which are allocated when specific needs are identified. Within the Estates budget, the flat roof at Hucknall has been identified at a cost of £0.026m. No other specific projects have been identified against these contingency budgets in quarter 1.

4.6 Budget managers have identified total savings of £0.512m against the capital budget. Savings of over £0.050m have been made on the Memex upgrade (£0.117m), Storage Solutions (£0.100m) and the regional desktop email & storage projects (£0.200m). This is offset by overspends on the following projects:

(a) Upgrade of Force HQ dog kennels – The project plan & design is currently now being worked on. The project to upgrade the kennels is now estimated to cost £0.600m, an overspend on budget of £0.200m.

(b) Hucknall Window replacement – Further funds (£0.050m) are required for sealing the exterior cladding to prevent rain penetration.

(c) Firing range upgrade – This project has recently been completed at a total cost of £0.055m, £0.014m above original budget.

In addition the PCC has approved £0.025m to be spent on a new Performance Management Software Tool called In-Phase.

4.7 Potentially under spends in capital budgets can be reduced in a number of ways. Firstly in February 2013 The PCC approved a four year capital programme. Projects within that programme can be brought forward to offset any slippage this year. Secondly the Force is able to vire expenditure between schemes of up to £0.100m if sufficient savings can be identified. Any virement above this level requires PCC approval. New capital expenditure not already included within the 4 year capital programme will require a full business case to be written, recommended by COT and approved by the PCC. Note new capital expenditure within a year can not be funded by capital programmes slipping into future years. Slippages do not reduce the overall funding required for capital expenditure therefore any new expenditure not funded by project savings must obtain PCC approval before the project can commence.

5. Financial Implications and Budget Provision

This Report has been approved by Simon Tovey.

5.1 Reductions in current year capital expenditure will have a direct effect on the following year's MRP charges. This can only be quantified when the actual expenditure for the year is known and the CFO to the Commissioner has confirmed the funding of that programme.

6. Human Resources Implications

6.1 None known

7. Equality Implications

7.1 None known

8. Risk Management

8.1 None known

9. Policy Implications and links to the Police and Crime Plan Priorities

9.1 The Business Case approval for individual projects are linked to Police and Crime Plan Priorities.

10. Changes in Legislation or other Legal Considerations

10.1 Not applicable

11. Details of outcome of consultation

11.1 Not applicable

12. Appendices

12.1 Appendix 1: Summary of Capital Expenditure

APPENDIX 1 - Summary of capital expenditure incurred to 30 June 2013 & forecast to be spent by 31 March 2014.

	Budget for year	Period 03 Actual spend	Potential Slippage 2014/15	Virements Qtr 1	Under(-) /Over spend	Period 03 Budget Remaining	Period 03 (end of June) July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Estates Projects																
Access Control Improvement Works	400		-200			200		20	50	50	50	30				200
Bridewell Car Park	25		-25			0										0
Broxtowe Refurbishment	239		-239			0										0
Bunkered Fuel Tank Works	150		-100			50			10	10	10	20				50
CCTV (Non Custody)	158	27				131	73			30	28					131
Central New Build	20					20			20							20
Custody Improvements	441					441				100	100	100	141			441
Eastwood Police Station Replacement	249		-249			0										0
Energy Initiatives	872	15				857			123	123	123	123	123	123	119	857
Estates Review	250					250									250	250
FHQ Kennels	400		-500		200	100							30	30	40	100
Firing Range Upgrade	41	42			14	13	13									13
Flat Roofs Replacement	170			-26		144									144	144
HQ Fire Precautions Upgrade	4					4		4								4
Hucknall Flat Roof	0			26		26	15	11								26
Hucknall Window Replacement	355				50	405					80	80	80	80	85	405
Northern Property Store	24	2			-13	9			9							9
Ollerton Police Station Refurbishment	89	87				2									2	2
PCC Accomodation	150					150				75	75					150
PV Panels	94	47			-47	0										0
R22 Gas Replacement	29	11				18					18					18
Retford New Build	400		-375			25									25	25
Shared Services	347	106				241									241	241
Sherwood Lodge Refurbishment	4	4				0										0
Southern Control Room Upgrade	6					6			6							6
Sundry Minor & Emergency Works	150				-35	115									115	115
	5,067	**341**	**-1,688**	**0**	**169**	**3,207**	**101**	**35**	**218**	**388**	**484**	**353**	**374**	**233**	**1,021**	**3,207**

	Budget for year	Period 03 Actual spend	Potential Slippage 2014/15	Virements Qtr 1	Under(-) /Over spend	Period 03 Budget Remaining	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
ICT Projects																
ANPR Solution for the East Midlands	100					100									100	100
Beat Incident Update	150					150									150	150
Continued Essential Hardware Refresh	350	58				292				177	23	23	23	23	23	292
Control Room PC's Upgrade	100	4				96				96						96
Crime Recording (CRMS)	92	10				82									82	82
Criminal Justice	248	155				93									93	93
Desktop Virtualisation	300		-150			150									150	150
Efinancials Upgrade	40					40						40				40
Essential Equipment Renewal	250	84				166	18	19	18	19	18	19	18	19	18	166
Follow Me Printing	190					190			6	184						190
ICT Regional Applications	78					78									78	78
Improvements to Digital Investigation Storage	300					300									300	300
Inphase Project Management Software	0				25	25		25								25
LAN Desk Merger	350		-175			175									175	175
Local Perimeter Security Enhancements	50					50									50	50
Local Printing Reduction	82	15				67	7	7	8	7	7	8	7	8	8	67
Memex Upgrade	234				-117	117						117				117
Migrate to PSN	50					50									50	50
Mobile ANPR for Fleet	22					22			3	3	3	3	3	3	4	22
Mobile Data Changes and Enhancements	50					50	5	5	6	5	6	6	5	6	6	50
Mobile Data Forms Development	93					93									93	93
Mobile Data further rollout	33	5				28									28	28
Mobile Data HO Grant	211					211									211	211
Regional Desktop - Email	150				-75	75	9	8	8	9	8	8	9	8	8	75
Regional Project Storage	250				-125	125									125	125
Remote Working	289	72				217	217									217
SSL Gateway - Increase Capacity	30					30					30					30
Storage Area Network Upgrade	28					28			28							28
Storage Solutions	200				-100	100	11	11	11	11	11	11	11	11	12	100
Telephony Project (Joint Derbyshire)	1,450		-1,200			250									250	250
Video Conference Refresh	81	76				5			5							5
	5,851	**479**	**-1,525**	**0**	**-392**	**3,455**	**267**	**75**	**93**	**511**	**106**	**235**	**76**	**78**	**2,014**	**3,455**

	Budget for year	Period 03 Actual spend	Potential Slippage 2014/15	Virements Qtr 1	Under(-) /Over spend	Period 03 Budget Remaining	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Other Projects																
Artemis Fleet Management	435	23				412				412						412
Body armour	50					50									50	50
Contract Management System	46	6				40					40					40
Equipment Contingency	30					30									30	30
Non-driver slot vehicles	105	4				101					101					101
Safes & Ballistic Boxes	42					42									42	42
	708	**33**	**0**	**0**	**0**	**675**	**0**	**0**	**0**	**412**	**141**	**0**	**0**	**0**	**122**	**675**
Total Programme	**11,626**	**853**	**-3,213**	**0**	**-223**	**7,337**	**368**	**110**	**311**	**1,311**	**731**	**588**	**450**	**311**	**3,157**	**7,337**
Net under (-)/over spend identified end of May					**0**	0										
Approved Programme	**11,626**	**853**	**-3,213**	**0**	**-223**	**7,337**										

For Consideration	
Public/Non Public	**Public**
Report to:	**Strategic Resources & Performance**
Date of Meeting:	**17 September 2013**
Report of:	**The Chief Executive**
Report Author:	**Sara Allmond**
E-mail:	**sara.allmond@nottscc.gov.uk**
Other Contacts:	
Agenda Item:	**11**

WORK PLAN AND MEETING SCHEDULE

1. Purpose of the Report

1.1 To provide a programme of work and timetable of meetings for the Strategic Resources and Performance meeting

2. Recommendations

2.1 To consider and make recommendations on items in the work plan and to note the timetable of meetings

3. Reasons for Recommendations

3.1 To enable the meeting to manage its programme of work.

4. Summary of Key Points

4.1 The meeting has a number of responsibilities within its terms of reference. Having a work plan ensures that it carries out its duties whilst managing the level of work at each meeting.

5. Financial Implications and Budget Provision

5.1 None as a direct result of this report

6. Human Resources Implications

6.1 None as a direct result of this report

7. Equality Implications

7.1 None as a direct result of this report

8. Risk Management

8.1 None as a direct result of this report

9. Policy Implications and links to the Police and Crime Plan Priorities

9.1 This report meets the requirements of the Terms of Reference of the meeting and therefore supports the work that ensures that the Police and Crime Plan is delivered.

10. Changes in Legislation or other Legal Considerations

10.1 None as a direct result of this report

11. Details of outcome of consultation

11.1 None as a direct result of this report

12. Appendices

12.1 Work Plan and schedule of meetings

Strategic Resources and Performance Meeting Work Programme

	ITEM	FREQUENCY	LEAD OFFICER
	Wed 20th November 2013 – 10.30am		
1.	Topic based presentation		
2.	Partnerships Strategic Assessment		OPCC
3.	Safeguarding and Sexual Exploitation		Force
4.	**(38)** Force monitoring of delivery plan against Police and Crime Plan		Force
5.	**(22)** PFI contracts	Annually	Force CFO
6.	**(24)** Summary set of accounts	Annually	OPCC & Force CFOs
7.	**(52)** Engagement and Consultation monitoring, analysis and reporting	Annually	OPCC & Force
8.	**(54)** Estates Strategy/changes to estate/closure programme/sales etc	Annually	Force
9.	**(59)** Equality, Diversity and Human Rights performance and monitoring	Annually	Force
10.	**(63)** Updates on IT Strategy and outcomes	Annually	Force
11.	**(65)** Savings report to meet financial deficit	Annually	Force CFO
	Standard items:-		
	Performance Scorecard – Executive Summary	Every meeting	Force
	(15) Updates on Medium Term Financial Plan	Every meeting	OPCC CFO
	(18) Revenue Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force CFO
	(19) Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force CFO
	Wed 22nd January 2014 – 10.30am		
1.	Topic based presentation		
2.	Equalities Report		Force
3.	Chief Constable's Update Report	Every other meeting	Force
4.	**(13)** Revenue, Budget Precept	Annually	OPCC & Force CFOs
5.	**(14)** Medium Term Financial Plan	Annually	OPCC CFO
6.	**(25)** 4 Year Capital Plan	Annually	OPCC CFO?

	ITEM	**FREQUENCY**	**LEAD OFFICER**
7.	**(26)** Annual Capital Budget	Annually	OPCC CFO?
8.	**(28)** Treasury Management Strategy	Annually	OPCC CFO
9.	**(67)** Public Protection and Safeguarding reports	6 monthly	OPCC & Force
10.	**(4)** Complaints and Conduct report	6 monthly	Force
	Standard items:-		
	Performance Scorecard – Executive Summary	Every meeting	Force
	(18) Revenue Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force CFO
	(19) Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force CFO
	Wed 19th March 2014 – 10.30am		
1.	Topic based presentation		
2.	**(55)** Environmental Management performance	Annually	Force?
3.	**(56)** Health and Safety monitoring and legislative compliance	Annually	Force
4.	**(58)** Learning and Development programme	Annually	Force
5.	**(61)** Report on workforce planning, retention, recruitment, leavers and starters, forward planning and performance monitoring	Annually	Force
6.	**(38)** Six monthly monitoring update for the Police and Crime Plan	6 monthly	OPCC & Force
	Standard items:-		
	Performance Scorecard – Executive Summary	Every meeting	Force
	(15) Updates on Medium Term Financial Plan	Every meeting	
	(18) Revenue Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force CFO
	(19) Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force CFO

	ITEM	FREQUENCY	LEAD OFFICER
	Wed 14th May 2014 – 10.30am		
1.	Topic based presentation		
2.	Chief Constable's Update Report	Every other meeting	Force
3.	**(29)** Report on the Treasury Out-turn	Annually	OPCC CFO
4.	**(30)** Treasury Update report to show compliance with the Treasury Management Strategy	Annually	OPCC CFO
5.	**(31)** Compliance Assurance Report	Annually	OPCC CFO
6.	**(32)** Insurance Tender Process Reports	Annually	OPCC CFO
7.	**(33)** Insurance Provision Reports	Annually	OPCC CFO
	Standard items:-		
	Performance Scorecard – Executive Summary	Every meeting	Force
	(15) Updates on Medium Term Financial Plan	Every meeting	
	(18) Revenue Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force CFO
	(19) Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force CFO
	Wed 16th July 2014 – 10.30am		
1.	Topic based presentation		
2.	**(37)** Performance of the last years Policing Plan against the Police and Crime Plan	Annually	Force
3.	**(52)** Engagement and Consultation monitoring, analysis and reporting	Annually	OPCC & Force
4.	**(66)** Management Information Reports on contracts, assurance to relevant policy agreements	Annually	OPCC & Force CFOs
5.	**(67)** Public Protection and Safeguarding reports	6 monthly	OPCC & Force
6.	**(4)** Complaints and Conduct report	6 monthly	Force
	Standard items:-		
	Performance Scorecard – Executive Summary	Every meeting	Force

	ITEM	**FREQUENCY**	**LEAD OFFICER**
	(15) Updates on Medium Term Financial Plan	Every meeting	
	(18) Revenue Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force CFO
	(19) Capital Budget Monitoring and Forecast (summarising approved virements)	Every meeting	Force CFO