



## ETAP Actions update

### 1. Temporary Promotions

3	ETAP	<b>OWNER:</b>	Julie Geens (24540)
		<b>DATE ACTION SET:</b>	19/09/2018
	On Track	<b>DUE DATE:</b>	30/12/2018
		<b>RECOMMENDATION:</b>	The system used by HR for monitoring a temporary promotion should include a projected end date.
		<b>ACTION:</b>	No actions
	Priority Low	<b>LATEST UPDATE:</b>	(30/01/2019) Currently this is not a process that we follow, however moving forward we can ensure this is implemented.

### 2. Out Of Court Disposals

1	ETAP	<b>OWNER:</b>	Peter Hall (23065)
		<b>DATE ACTION SET:</b>	07/11/2018
	On Track	<b>DUE DATE:</b>	30/05/2019
		<b>RECOMMENDATION:</b>	Clarity is required on the continuation of the pilot
		<b>ACTION:</b>	No actions
	Priority Low	<b>LATEST UPDATE:</b>	Reviewer's Comments: (24/05/2019) Update from Karl Bohanan - The operational model for OoCD under the Two-Tier framework is firmly establishing itself in other Force areas. The final report for the National Pilot was produced at the end of 2018, with the aim of the report to assess whether the pilot achieved the requirements of greater simplicity and transparency. Additionally the report has examined the wider implications for the CJS partners. The new NPCC National Strategy clearly instructs Forces to consider the OoCD Two-Tier framework, outlining the benefits to the offenders and victims as well as the operational policing perspectives.

  

2	ETAP	<b>OWNER:</b>	Peter Hall (23065)
		<b>DATE ACTION SET:</b>	07/11/2018
	On Track	<b>DUE DATE:</b>	30/05/2019
		<b>RECOMMENDATION:</b>	The force should review their internal process for assessment of OoCD decisions to ensure appropriateness and proportionality.
		<b>ACTION:</b>	No actions
	Priority Low	<b>LATEST UPDATE:</b>	Reviewer's Comments: (24/05/2019) Update from Karl Bohanan - The review process now has National guidelines in line with the MOJ evaluation and the NPCC strategy. The OPCC is responsible for the OoCD scrutiny panel and this offers provision for Magistrates, the CPS, Probation and the Local Authorities to

review Staffordshire Police processes every quarter. The feedback from this scrutiny is placed back into the operational sphere. The Justice Services Support Unit produce operational reports on performance every 6 months, which includes the context on operational scrutiny through the decision making. A new Staffordshire Police Offence Resolution Policy for OOC outlines the specifics for appropriateness and proportionality – section 2.5.

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| 3 | ETAP         | <b>OWNER:</b>           | Peter Hall (23065)  |
|   | On Track     | <b>DATE ACTION SET:</b> | 07/11/2018  |
|   | Priority Low | <b>DUE DATE:</b>        | 30/05/2019  |
|   |              | <b>RECOMMENDATION:</b>  | Regular review of the training content and attendance   |
|   |              | <b>ACTION:</b>          | No actions  |
|   |              | <b>LATEST UPDATE:</b>   | Reviewer's Comments: (24/05/2019) Update from Karl Bohanan - The Learning and Development department maintain responsibility for the training of new recruits and existing officers and police staff. The JSSU have responsibility to assist the L&D dept. with National and Force policy updates which influence the training and direction. Specifically new tool kits have been devised as well as a simplified PowerPoint presentation. The next stage is to introduce the National toolkit and further training to all operational officers and staff, and over the next quarter negotiation between Justice Services and L&D will take place. |
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| 4 | ETAP            | <b>OWNER:</b>           | Peter Hall (23065)  |
|   | On Track        | <b>DATE ACTION SET:</b> | 07/11/2018  |
|   | Priority Medium | <b>DUE DATE:</b>        | 30/05/2019  |
|   |                 | <b>RECOMMENDATION:</b>  | Explore the advantages/disadvantages in including Fixed Penalty Notices.  |
|   |                 | <b>ACTION:</b>          | No actions  |
|   |                 | <b>LATEST UPDATE:</b>   | Reviewer's Comments: (24/05/2019) Update from Karl Bohanan - The option to issue Fixed Penalty Notices (FPN's) for crime matters is diminishing nationally as forces embrace the two-tier system. There is no provision at this stage for Staffordshire Police to re-adopt such a disposal for crime and disorder – although for traffic matters the FPN continues to be used. The National and Force strategy both recognise that the issuing of a FPN has no benefit for offender rehabilitation, nor does it have benefit for appropriate victim reparation. |
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| 5 | ETAP            | <b>OWNER:</b>           | Peter Hall (23065)  |
|   | On Track        | <b>DATE ACTION SET:</b> | 07/11/2018  |
|   | Priority Medium | <b>DUE DATE:</b>        | 30/05/2019  |
|   |                 | <b>RECOMMENDATION:</b>  | Investigate if support is available to part fund this service, or if a percentage of the money recovered and sent to HMCTS could be retained.   |
|   |                 | <b>ACTION:</b>          | No actions  |
|   |                 | <b>LATEST UPDATE:</b>   | Reviewer's Comments: (24/05/2019) Update from Karl Bohanan - Various reviews have taken place to look at financial and pathway support. The JSSU continues to retrieve monies for the HMCTS which are not re-directed back to the police. Pathway programmes require an element of funding either from the offender or from the Police Service; however, new bids have been put in place to look for income generation for cognitive courses where offenders would benefit – such as the 'New Era' programme and the Victim Support Service programmes. |

7	ETAP	<b>OWNER:</b>	Peter Hall (23065)
		<b>DATE ACTION SET:</b>	07/11/2018
	On Track	<b>DUE DATE:</b>	30/05/2019
		<b>RECOMMENDATION:</b>	A strategy needs to be developed to consider the long-term benefits of OoCD and how it needs to be supported.
	Priority Medium	<b>ACTION:</b>	No actions
		<b>LATEST UPDATE:</b>	Reviewer's Comments: (24/05/2019) Update from Karl Bohanan - The National Strategy through the NPCC and the National Working group have devised the components for sustainability. This has been supported by the Association for Police Crime Commissioners (APCC). The JSSU constantly monitors the OoCD performance with regard to the type, occurrence and comparison with other disposals. Through recent Staffordshire Police audits, it has been suggested that 25 – 30% of guilty plea files subject to charge for adults may have had the potential for an OoCD, depending on the offender profile. The next phase is for the Force to review the Police and Home Office outcomes to identify what further efficiencies there could be, notwithstanding the need to continually examine the potential conversion rate into OoCD.

### 3. Hotel and Travel Bookings

1	ETAP	<b>OWNER:</b>	Wendy Sherratt (06809)
		<b>DATE ACTION SET:</b>	04/12/2018
	On Track	<b>DUE DATE:</b>	30/06/2019
		<b>RECOMMENDATION:</b>	Review the force policy wording to reflect the need to obtain verbal approval for travel and hotel bookings from supervisors.
		<b>ACTION:</b>	No actions
		<b>LATEST UPDATE:</b>	(24/05/2019) Will be considered as part of the policy refresh arising from any changes to MHRC legislation that impacts on the travel policy this will be undertaken as part of 2019/20 review process. Date extended by request for CC CFO to end June 2019.

4	ETAP	<b>OWNER:</b>	Caroline Coombe (06007)
		<b>DATE ACTION SET:</b>	04/12/2018
		<b>DUE DATE:</b>	30/03/2019
	Off Track	<b>RECOMMENDATION:</b>	Staffordshire Police to include notification of leavers to Capita (or subsequent provider) earlier in their processes than is currently the case
		<b>ACTION:</b>	No actions
		<b>LATEST UPDATE:</b>	Progress Update: (24/05/2019) The existing process is being examined with Boeing to establish whether any adjustment can be made. Please note, automation of the process may require additional development and funding Reviewer's Comments: (30/01/2019) This action has been reallocated to

Head of People Services. Governance to notify and new owner and request update

#### 4. Female Genital Mutilation

2	ETAP	<b>OWNER:</b>	Ci Nicola Furlong (04956)
		<b>DATE ACTION SET:</b>	29/03/2019
	Awaiting National Progression	<b>DUE DATE:</b>	28/06/2019
		<b>RECOMMENDATION:</b>	A feasibility study considers investigating the possibility for a shared IT System between Police, Health and Social Services to improve communications.
		<b>ACTION:</b>	No actions
		<b>LATEST UPDATE:</b>	(22/05/2019) This is a much wider recommendation than a specific issue to FGM.