

CRIME DATA INTEGRITY IMPROVEMENT PLAN - NATIONAL

National Recommendations - report issued November 2014

SCT Portfolio Owner: ACC B Division and Crime

Improvement Plan Owner: Strategic Development Department

Ref	Area for Improvement	Action Owner	Due Date	Initial Response	Latest Update	Latest Update	Date of Update	Complete Yes/No	RAG Status
IMMEDIATELY									
5	All forces should ensure their auditing procedures in respect of reports of serious sexual offences, including rapes, are sound. (Page 74, para 7.70)	Force Crime Registrar	Now	25 Feb 2015 - All reported incidents of rape are monitored by D/Supt Crime at FHQ, with the dataset being provided by the FCR. Under the present rules all no crime rapes have to be authorised by him in consultation with the FCR. The issue of serious sexual offences and rape was raised by the FCR at the Crime Managers meeting in January 2015; as a result of that meeting BTP has adopted the national process of recording incidents of rape and attempt rape on crime from 1 March 2015. The FCR has also circulated the CPS advice on when 'consent' is an issue in cases in February 2015. Two audits have been carried out on Sexual offences in 2014; November 2014 the results of the audit being fair 86% compliance under NSIR, which was the same result achieved in May 2014. The areas for improvement identified have been passed to the Contact Handling Board to action. An audit of CRI is currently being undertaken which will identify any sexual offences that have not been crimed due to any misunderstanding of the rules on recording; CRI is being audited as it is this classification in which a large number of incident reports of all crime categories fall into including sexual offences.	17 Apr 2015 - an audit of CRI was undertaken in March 2015; no incidents of sexual offences that had been no-crimed were identified.	22/02/2016: - Audits of CRIs are undertaken monthly; no incidents of sexual offences that had been no-crimed have been identified.	17/04/2015 (CLOSED)	Yes	COMPLETE
11	Forces should ensure that, in crime-recording: a) the presumption that the victim should always be believed is institutionalised; b) all reports of crime are recorded as crimes at the earliest possible opportunity; c) decisions to record crime are not subject to undue operational or performance pressures; and d) practices such as investigate-to-record (where the recording of a crime is delayed until after an initial investigation of the complaint) are discontinued. (Page 90, para 7.109)	Deputy Chief Constable	Now	Jan 2015 - Following receipt of the final Crime Data Integrity report on 23 December 2014, the DCC published a message on the Intranet / Divisional and FHQ weeklies on 16 January 2015 reiterating the importance of ethical crime recording. 5 Mar 2015 - the HOCCR guidance has been amended following the HMIC CDI inspection to ensure that victims are at the centre of crime recording, that crimes are recorded at the earliest point of contact and no later than 24 hours. The DCC will be publishing a message informing all officers and staff of the amendments to the counting rules.	17 Apr 2015 - following the amendments to the HOCCR guidance which come into effect on 1 April 2015, a message from the DCC was published on the Intranet and Weeklies informing all officers and staff of the amendments to the counting rules.	22/02/2016: The BTP Annual Audit Programme continues to monitor the compliance with HOCCR and NCRS standards.	17/04/2015 (CLOSED)	Yes	COMPLETE
WITHIN THREE MONTHS									
3	The Home Office should amend the HOCCR guidance to require that in cases where a no-crime decision has been made, the victim must always be informed in a timely manner and a record to that effect should be made. (Page 68, para 7.59)	Home Office (Deputy Chief Constable)	01-Feb-15	5 Mar 2015 - the HOCCR guidance regarding cancellations (formerly no-crimes) has been amended to ensure the victim is informed of each decision. This will take effect from 1 April 2015 and the CRIME system has been amended to reflect the changes.	17 Apr 2015 - the HOCCR has been amended regarding cancellations. This and other amendments to the rules have been published on the Intranet via a message from the DCC. The updated documentation is available on the National Crime and Incident Recording Standards page of the Intranet.	22/02/2016: The BTP Annual Audit Programme continues to monitor the compliance with HOCCR and NCRS standards.	17/04/2015 (CLOSED)	Yes	COMPLETE
4	All forces should ensure that: - in cases of out-of-court disposals where there is a victim, they consult the victim before making the decision to issue or effect the disposal, and make a record that they have done so; and - on every occasion when the making of an out-of-court disposal is under consideration, the previous offending history of the offender is checked to ensure the offender is eligible for the disposal in question, and make a record that this has been done. (Page 73, para 7.68)	Head of Offender Management	01-Feb-15	9 March 2015 - The first OOCR scrutiny panel met in February and currently the minutes and organisational learning elements of the meeting are being prepared for publishing both internally and externally. The development of Community Resolution as a disposal method within BTP is nearing conclusion and the force is currently holding consultation sessions with Divisions before the commencement of a pilot within B Division. It was evident at the OOCR scrutiny panel that at least two or three cases could have been dealt with by a Community Resolution and its introduction will ensure that BTP is not over criminalising offenders. At the end of March Offender Management is launching new guidance on all OOCR disposals so as to provide consistent, detailed and quick guidance around OOCR disposals.	19 Apr 2015 - the launch of the ERG will ensure that there is due organisational diligence around consultation with the victim and previous offending checks prior to an OOCR being disposed. A review of all 2014 OOCR for sexual offences (4 categories including sexual assault) is being prepared by the Head of OM for presentation to ACC B Division and Crime on 24 Apr 2015. The proposed recommendations will ensure greater consistency relating to OOCR decisions around these offences. Update August 2015-This is essentially BAU for the ERG. Since the last OOCR panel and publication of the new expectations in relation to sexual crimes the numbers of OOCR in relation to this crime type has significantly dropped. This has further been supported by the robust processes within the ERG. The OOCR will next meet in September 2015 and will continue to meet as BAU every quarter. This group will monitor and report back on all areas of compliance mentioned within this action. I am satisfied that with the work of the ERG and the support of the OOCR panel that this has been adopted within BAU and can be closed. 5/11/15: OOCR meeting has taken place.	22/02/2016: The OOCR panel continue to meet on a quarterly basis. Their output reports continue to be monitored at Integrity & Compliance Board, as chaired by the Deputy Chief Constable.	10-Aug-15	Yes	COMPLETE
13	The national policing lead for crime statistics should draw up an action plan in respect of the findings of this report. The action plan should provide for the development of clear guidance, based on best practice, to facilitate the improvement by chief constables of the integrity of crime-recording in their forces. (Page 95, para 7.123)		01-Feb-15	27 Jan 2015 Action plan received by BTP from the ACPO lead, CC Jeff Farrar, Gwent Police requesting update from forces.	Crime Data integrity National Plan obtained from Michael Richards, Staff Officer to CC Farrar. BTP has completed the feedback questionnaire, issued by CC Farrar	CLOSED	10/08/2015 (CLOSED)	No	COMPLETE
WITHIN SIX MONTHS									

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SCT Portfolio Owner: ACC B Division and Crime

Improvement Plan Owner: Strategic Development Department

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1	The Home Office should revise the guidance in the NCRS and HOCR to clarify the circumstances in which a crime must be recorded when reported by a person other than the victim. In particular, the guidance should be amended to make clear that reports of crime by professionals such as doctors, teachers, health workers and social services, when acting in their professional capacities, should always be regarded as acting on behalf of the victim, and so reports of crimes made by such people should be recorded as crimes, and that this should be done irrespective of whether or not the victim confirms that a crime has been committed. (Page 57, para 7.33)	Home Office (Deputy Chief Constable)	01-May-15	5 Mar 2015 - the Home Office Counting Rules has been amended to provide clarity around third party recording, particularly reports from professionals. This is detailed in Section A 'Whether and When to Record'.	17 Apr 2015 - the HOCR has been amended. This and other amendments to the rules have been published on the Intranet via a message from the DCC. The updated documentation is available on the National Crime and Incident Recording Standards page of the Intranet.	22/02/2016: The BTP Annual Audit Programme continues to monitor the compliance with HOCR and NCRS standards.	17/04/2015 (CLOSED)	Yes	COMPLETE
2	The Home Office should revise the guidance in the HOCR in relation to the accountability and responsibility for the making of all no-crime decisions, so as to require that the authority to make a no-crime decision is vested in and confined to persons who are independent of investigations, properly trained for the role, and subject to direct oversight by the force crime registrar. In the case of rape, the HOCR should be amended to provide that only the FCR has the authority to make a no-crime decision. (Page 66, para 7.56)	Home Office (Deputy Chief Constable)	01-May-15	5 Mar 2015 - the Home Office Counting Rules has been amended in relation to the authority for cancellations (formerly no-crimes). In relation to cases of rape, these can only be amended by an accredited Force Crime Registrar. In the interim period, the decision should be of ACPO rank with guidance from the FCR.	17 Apr 2015 - the HOCR has been amended. This and other amendments to the rules have been published on the Intranet via a message from the DCC. The updated documentation is available on the National Crime and Incident Recording Standards page of the Intranet.	22/02/2016: The BTP Annual Audit Programme continues to monitor the compliance with HOCR and NCRS standards.	17/04/2015 (CLOSED)	Yes	COMPLETE
6	All forces should ensure that they have in place effective supervisory oversight of the making of crime-recording decisions to ensure compliance with the HOCR, whether those decisions are made by personnel in force control rooms and call-handling centres, or by members of specialist teams or officers or staff with routine contact with the public. (Page 80, para 7.82)	Head of Contact Management	01-May-15	Jan 2015 - This is currently being reviewed as part of the Contact Management review and the creation of a Data Integrity Unit will support this. The Contact Management review will be implemented by September 2015. 17 Mar 2015 - this is a continuous iterative piece of work which runs as a golden thread through the Contact Management Change Process. 26 April - No Change. 10/8/15: FCR(L) and (B) are now considered one entity on two sites led by one CI. Differences in processes are being addressed e.g. the use of holding B queues at FCR(B) are to end when the DIU is fully operational in December 15. FCC Supervisors have now had crime training and are on duty 24/7. A dedicated FCC manager has been appointed and is in post. DIU are examining areas of risk.	5.11.2015 – The DIU has started to oversee incident closure work for priority crimes but due to late recruitment and the Priority Gold Group TOC IP work, are not fully operational. Following the closure of the C Div CMU, the holding B queues for C&D have been identified as an area of risk (delay in record crime) and highlighted to Divisional Reps. From 9/11/15, the B queues will cease to mirror the process in FCRL where incidents will be closed timely without undue delay to the recording of crimes.	22/06/2016: Holding queues now closed off and central monitoring of single queue profile on-going.	22-Feb-16	No	GREEN
7	The College of Policing should establish standard training to be provided by each force and which will ensure that all officers and staff who are likely to record crimes or have supervision of crime-recording have a sound understanding of the relevant principles to be applied, and are periodically tested in that respect. (Page 80, para 7.83)	College of Policing (Head of Learning and Development)	01-May-15	16 Mar 2015 - BTP has been in contact with the College of Policing in relation to all the actions that the College is leading on to request the key contacts and ensure that the force is included and aligned to the work being undertaken. No response has been received to date. 26 April - No Change. BTP force Crime Registrar will attend the "Train the Assessors" course for the National Accreditation training (which will run from 24 - 28th August 2015). Once qualified BTP's Force Crime Registrar will assist with the assessment of the other HO Force Crime Registrars who will attend the College of Policing Training. The Force Deputy Crime Registrar will also attend the training on 28th Sept - 2nd Oct 2015 course for accreditation. A spin off from the accredited training will be an ability to train internally those with a responsibility for crime recording. BTP are also seeking to recruit a Crime Audit Trainer.	04 Nov 15: BTP force Crime Registrar has attended the "Train the Assessors" course for the National Accreditation training and is now qualified. The FCR has already run an accreditation course for the College of Policing. The Force Deputy Crime Registrar will also attend the training in Q4 for accreditation. A spin off from the accredited training is an ability to train internally those with a responsibility for crime recording. BTP have recruited a Crime Audit Trainer.	22/2/2016: Divisional-based training sessions are being rolled out to provide support to Divisions on accurately recording crime on the system. This classroom-based training facilitates localised testing of understanding.	22-Feb-16	No	GREEN
10	Forces should establish and begin operation of sound arrangements for the conferment upon force crime registrars of sufficient independence and authority, so as to ensure that high standards of adherence to the HOCR and NCRS are attained and maintained. In particular, such arrangements should provide that force crime registrars: a) report directly to the deputy chief constable; b) have direct access to the chief constable; and c) are required periodically to report to the chief constable on crime-recording in the force. (Page 81, para 7.85)	Deputy Chief Constable	01-May-15	17 Apr 2015 - The new Force Crime Registrar has been appointed and individual meetings arranged with the DCC to enable transparency and independent oversight by the DCC. The FCR will also attend both SEB and ICB in future.	17 Aug 15 The FCR now has regular meetings with the DCC, has access to the Command Team and has produced a Crime Audit Plan for 2015 - 2016 which has already produced key reports for this year already.	22/02/2016: The FCR continues to have regular meetings with the DCC, has access to the Command Team and produces a Crime Audit updates monthly against an agreed Crime Audit Plan for 2015 - 2016. The 2016 - 2017 audit plan will be agreed at ICB in March 2016.	17/08/2015 (CLOSED)	Yes	COMPLETE
12	The Home Office should amend the HOCR so as to abolish the latitude available to forces of not recording a crime for up to 72 hours after the initial report or complaint. (Page 90, para 7.109)	Home Office (Deputy Chief Constable)	01-May-15	5 Mar 2015 - the '72 hour' period has been removed. From 1 April 2015 under HOCR forces should record crime at the first point of contact and no later than 24 hours. Guidance has been issued to Contact Management regarding this.	17 Apr 2015 - the HOCR has been amended. This and other amendments to the rules have been published on the Intranet via a message from the DCC. The updated documentation is available on the National Crime and Incident Recording Standards page of the Intranet.	22/02/2016: The BTP Annual Audit Programme continues to monitor the compliance with HOCR and NCRS standards.	17/04/2015 (CLOSED)	Yes	COMPLETE
WITHIN NINE MONTHS									
8	The College of Policing should take the steps necessary to require candidates for the highest ranks in policing to know how to establish in their forces sound levels of competence in the proper application of the crime-recording rules by their officers and staff. (Page 80, para 7.83)	College of Policing (Deputy Chief Constable)	01-Aug-15	16 Mar 2015 - BTP has been in contact with the College of Policing in relation to all the actions that the College is leading on to request the key contacts and ensure that the force is included and aligned to the work being undertaken. No response has been received to date. 26 April 2015 - No Change.	24 August 2015: College of Policing have published their document: "The Leadership Review". The Management and Leadership section highlights expectations from those in all ranks, to establish in their respective forces high levels of competency across the workforce.	CLOSED	24/08/2015 (CLOSED)	Yes	COMPLETE

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9	The College of Policing should establish a regime of training and national accreditation for force crime registrars. The national accreditation should be time-limited and force crime registrars should be required to renew it periodically. As soon as practicable thereafter, all forces should ensure that their force crime registrars have been duly trained and have acquired the national accreditation in question. (Page 81, para 7.85)	College of Policing (Deputy Chief Constable)	01-Aug-15	<p>5 Mar 2015 - Update from Home Office Technical Working Group. The training and accreditation for Force Crime Registrars is expected to commence in May 2015. It will be a week long residential course with scenario based assessment and is a 'pass / fail' course.</p> <p>17 Mar 2015 - The College of Policing has confirmed that the FCR course will be an assessed course with passing the requirement for eligibility for the national professional register with delivery planned to start from April / May 2015. The lead for the delivery of course at the College is Mike Nicholson. 24 Apr 2015 - Provisional details regarding the cost, duration and to assess the demand for the new FCR course has been issued via the ACPO lead, Jeff Farrar with a response date of 26 June 2015. The course will be run towards the end of the summer.</p> <p>17 Aug 15 The FCR will attend an Assessor's course in September 2015 and assist with the assessment training of other Ho Force FCR's. The BTP Deputy FCR will attend the course in October 2015, following his appointment in September 2015.</p>	<p>04 Nov 15: BTP force Crime Registrar has attended the "Train the Assessors" course for the National Accreditation training and is now qualified. The FCR has already run an accreditation course for the College of Policing. The Force Deputy Crime Registrar will also attend the training in Q4 for accreditation. A spin off from the accredited training is an ability to train internally those with a responsibility for crime recording. BTP have recruited a Crime Audit Trainer.</p>	<p>22/06/2016: The FCR will run a further accreditation course for the College of Policing in 2016. The Force Deputy Crime Registrar will attend the training in Q2 (2016 - 2017) for accreditation. BTPs Crime Audit Trainer is now fully engaged in delivering Crime Audit training at Divisional level and to specialists at FHQ.</p>	22-Feb-16	No	GREEN