

Force Performance Exception report template

Exception Report	Report Author
Performance against Police and Crime Plan priorities as at (insert date)	Chief Executive, Officer of the Police and Crime Commissioner
	Date of the Report
	Insert date of the report to the Governance & Assurance Board

Urgent:	Yes/No
Where "Yes", the Chief Executive should immediately notify the Commissioner of the matter considered urgent and set out in this section the reason(s) for such urgency.	

Restricted
The Chief Executive should indicate which, if any, aspects of the report should be restricted, along with the associated rationale.

Level of assurance	
A narrative summarising the level of overall assurance from the Chief Executive in relation to the delivery of the commissioned services set out within Police and Crime Plan should be provided in this section.	
The content of the following table should guide the report author in offering a level of assurance:	
Level of Assurance	Assessment
1	Significant gaps / weaknesses exist or controls non-effective (generally non compliant)
2	Some gaps / weaknesses exist or controls only partly effective (partial compliance)
3	Some minor gaps / weaknesses exist but generally strengths outweigh weaknesses and controls are generally effective (generally compliant)
4	Very few or no gaps / weaknesses exist and controls are effective (fully compliant)

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Exceptions

1. **Performance against Police and Crime Plan** The Commissioner should be provided a RAG rated exception report on those areas of the Police and Crime Plan where actions/outcomes are not progressing in accordance with agreed timescales (see [here](#)). This report will include **partner performance** exceptions which are to be confirmed.
2. **Force Performance.** The Commissioner should be provided a monthly force performance RAG rated exception matrix, excluding any protectively marked statistics, in the format on the following page.

In order to help in understanding the below table the following rules have been applied that will class a result as an exception:

- Lower or upper bound control limit breach (3 for upper and 1 for lower, 2 = normal)
 - Better or worse percentage change over the last 12 months (3 for worse and 1 for better, 2 = normal)
 - An average score across a range of national and local indicators that will highlight exceptions to focus on.
3. **Commissioner Activity** The Commissioner should be provided an exception based progress update report in relation to all grant commissioned activities/outcomes. (to be developed in line with the Partnership Performance Framework and in time this will be part of 1: Performance against Police & Crime Plan)

Exceptions Summary

Low exceptions:

Criminal Damage and Arson
Other Crimes Against Society
Bicycle Theft
Vehicle Offences
Non-domestic burglary


Upper Bound Exception:

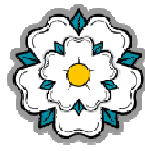
Violence against the person
Sexual Offences
Rape
All other theft offences
Robbery



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		Moving Average (volume)			Difference from MSG UB 12 month rolling total			Difference from MSG UB 3 month rolling totals			HMIC risk index - Delivery (per 1,000)			HMIC risk index - direction			Variation compared to national			Variation compared to MSG			Average value (equal weighting)
		Mar	Apr	May	Mar	Apr	May	Mar	Apr	May	Mar	Apr	May	Mar	Apr	May	Mar	Apr	May	Mar	Apr	May	
1	All Crime	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3	3	3	1	1	1	2.0
2	Victim Based Crime	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3	3	3	1	1	1	2.0
3	Violence against the person	3	2	3	1	2	2	2	2	2	1	1	2	2	2	3	3	3	3	3	3	3	2.3
3a	Violence with injury	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	2.3
3b	Violence without injury	3	3	3	1	1	1	1	1	1	1	1	1	3	3	3	3	3	3	3	3	3	2.1
4	Sexual offences	3	2	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	3	2.5
5	Rape	3	2	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	1	3	3	3	2.4
6	Burglary	2	2	2	3	3	3	2	2	3	3	3	3	2	2	2	1	1	1	1	1	1	2.0
6a	Burglary Domestic	2	2	2	3	3	3	3	3	3	2	3	3	2	2	2	1	1	1	1	1	1	2.1
6b	Non-Domestic Burglary	2	2	2	2	2	2	2	2	2	2	3	2	2	2	2	1	1	1	1	1	1	1.8
7	Vehicle Offences	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1	1	1	1	1	1	1.7
8	Shoplifting	3	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1	2	3	3	1	3	2.1
9	Theft from the person	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	2.3
10	Theft of pedal cycle	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1	3	3	1	1	1	1.9
11	All other theft offences	2	2	3	2	2	2	2	3	3	2	3	2	2	2	2	3	3	3	1	2	3	2.3
12	Robbery	2	3	3	2	2	2	2	2	2	2	2	2	3	3	3	3	3	3	3	3	3	2.5
13	Criminal Damage and Arson	2	2	2	2	2	2	3	3	2	2	2	2	2	2	2	1	1	1	1	1	1	1.8
14	Other crimes against society	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	1	1	1	1	1	1	1.7



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Exceptions in more detail

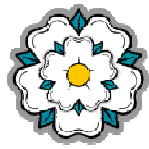
Exception(s)	Impact	Mitigating action/options
Performance Matrix exceptions - Do you recognise the exception(s) raised within the matrix? Police and Crime Plan Exceptions – what is the cause of the delay?	Set out the impact of each exception where known (eg legal, HR, EDHR, financial, service delivery, Police & Crime Plan priorities, public confidence, other reputational)	Description of actions/options initiated by the Force/Partners. What evidence do you have to indicate your plans will be effective? How have you verified that the evidence supporting your plans is reliable?

Recommendations

The Report author should set out, where possible, specific recommendations for the Commissioner's consideration. These may include:

The Commissioner is recommended to:

- *Note*
- *Sign off the exception*
- *Commission further work, along with associated resources/costs*
- *Communicate internally and/or externally*
- *Agree timescales for action and/or future updates*
- *Inform organisational risks*



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Your Voice



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Report author details

Name:

Contact details:

Signed:

Date: