

REQUEST FOR DMPC DECISION – PCD 385

Title: Certificate in Knowledge on Policing (CKP) Funding

Executive Summary:

The Certificate of Knowledge (CKP) in Policing is a mandatory pre-join qualification for all new Police Constables. It is a level 3 qualification delivered by a College of Policing approved provider. Individuals are expected to self-fund the CKP which can cost on average £1000. It is known that the cost of CKP continues to concern candidates, which will be contributing to the high levels of attrition between expressing an interest in the role and submitting an application.

It is also known that the time taken to complete the certificate varies widely which makes it very challenging to accurately forecast and plan recruitment intakes. The MPS are therefore requesting the DMPC approves new funding arrangements for the CKP to increase the candidate pool and reduce time to hire. This will enable smoother recruitment and help to reduce barriers for BAME candidates.

Recommendation:

The DMPC is asked to approve;

- Approve part funding of the Certificate of Knowledge in Policing (CKP) for Police Constable Candidates joining before March 2019 who can complete the pre-join qualification within 10 weeks of final offer letter.
- Approve full funding of the CKP for Female and BAME candidates joining before March 2019 who can complete the pre-join qualification within 10 weeks of final offer as a positive action initiative in support of the Police & Crime Plan ambition to recruit a workforce that looks and feels like London.
- Approve full funding of the CKP for current police staff who wish to join as a Police Constable who can complete the pre-join qualification within 10 weeks of final offer letter.
- Approve total funding required of £1.2m to be met from the £5m received from the GLA to support the police officer recruitment pipeline in 18/19.
- Agree that means testing will not be applied to the funding.
- Agree that current Police Staff who receive full funding for their CKP will complete the internal CKP course and remain as Police Staff on their existing pay whilst completing the course then join as a Police Constable. If for any reason they fail the CKP they will be allowed to return to their Police Staff role.

Deputy Mayor for Policing And Crime

I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct. Any such interests are recorded below.

The above request has my approval.

Signature *Sydney Henderson*

Date *10/05/18*

PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE DMPC

Decision required – supporting report

1. Introduction and background

- 1.1. The CKP is a mandatory pre-join qualification for all new Police Constables. It is a level 3 qualification delivered by a College of Policing approved provider. Candidates can select their own provider and method of learning (full time, part time, distance learning). This includes the option to complete what is known as the 'Internal CKP course'. This is a full-time course over seven weeks with a MPS approved provider, the dates of which are fully aligned to recruitment intake dates. 63% of candidates take the internal route whilst the remainder (37%) select external providers.
- 1.2. Individuals are expected to self-fund the CKP which can cost on average £1000. It is known that some of our candidates are concerned about the cost of this training and that this can act as a barrier to recruitment. As a result, the MPS already offers two types of financial assistance; interest free loans for those who take the internal CKP course and a means tested interest free loan for those who undertake the CKP via an external route.

2. Issues for consideration

- 2.1. The police officer workforce plan requires the MPS to recruit on average 133 recruits a month to achieve a workforce of 30,000 officers. Following the recent Mayoral funding announcement, the MPS need to increase the recruitment pipeline to achieve average intakes of 224 per month to reach 30,750 officers. This presents a significant challenge both in terms of generating higher levels of applications, reducing attrition in the recruitment pipeline, and reducing the time to hire. As a result, the MPS are reviewing every stage of the recruitment pipeline to accelerate progression, remove barriers for candidates and achieve greater efficiency.

3. Financial Comments

- 3.1. The total funding (revenue) required is £1.2m to be met from the £5m as announced in the 18/19 budget to support the police officer recruitment pipeline in 18/19.

4. Legal Comments

- 4.1. This report is submitted to MOPAC for approval in accordance with paragraph 4.8 of the MOPAC Scheme of Delegation and Consent that provides the DMPC must approve business cases for revenue expenditure of £500,000 and above.

5. Equality Comments

- 5.1. Both the Mayor and Commissioner are committed to increasing the diversity of police officers and making the MPS a more inclusive organisation. BAME and female applicants have expressed concern about the cost of the CKP and that this may act as a barrier to attracting applicants. A higher percentage of BAME candidates drop out after expressing an interest in the role and before applying. One of the factors will be CKP. It is known that the time taken to complete the hiring process, including CKP is often longer for BAME candidates in particular. The proposal will help address this barrier and encourage wider participation of these target groups. The new policy will be subject to diversity monitoring to evidence the impact of the positive action. The MPS now have a

new e-recruitment system in place which will provide a credible data set from which we can show impact.

6. Background/supporting papers

6.1. Report.

Public access to information

Information in this form is subject to the Freedom of Information Act 2000 (FOIA) and other legislation. Part 1 of this form will be made available on the MOPAC website within 1 working day of approval. Any facts/advice/recommendations that should not be made automatically available on request should not be included in Part 1 but instead on the separate Part 2 form. Deferment is only applicable where release before that date would compromise the implementation of the decision being approved.

Part 1 Deferral:

Is the publication of Part 1 of this approval to be deferred? NO

Part 2 Confidentiality: Only the facts or advice considered as likely to be exempt from disclosure under the FOIA should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a **part 2** form – Yes

If yes, for what reason: EXEMPT under article 2 (2) (a) of the Elected Local Policing Bodies (Specified Information) Order 2011

Exempt under Section 43 paragraph 2 Commercial Interest, Data Protection Section 40, Legal Professional Privilege Section 42 of the Freedom of Information Act 2000.

The paper will cease to be exempt until April 2021.

ORIGINATING OFFICER DECLARATION:

Head of Unit: The Head of Strategic Finance and Resource Management has reviewed the request and is satisfied it is correct and consistent with the MOPAC's plans and priorities.	✓
Legal Advice: The MPS legal team has been consulted on the proposal.	✓
Financial Advice: The Chief Financial Officer has been consulted on this proposal.	✓
Equalities Advice: Equalities issues are identified in the main section of the report.	✓

OFFICER APPROVAL**Chief Executive Officer**

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Deputy Mayor for Policing and Crime.

Signature

R. Lawrence

Date

10/05/18



MOPAC

MAYOR OF LONDON
OFFICE FOR POLICING AND CRIME

Certificate of Knowledge in Policing (CKP) Funding

MOPAC Investment Advisory Board 26th April 2018

Report by Director of HR on behalf of the Deputy Commissioner

Part 1 – This section of the report will be published by MOPAC. It is classified as OFFICIAL – PUBLIC

EXECUTIVE SUMMARY

- The Certificate of Knowledge (CKP) in Policing is a mandatory pre-join qualification for all new Police Constables. It is a level 3 qualification delivered by a College of Policing approved provider. Individuals are expected to self-fund the CKP which can cost on average £1000. We know that the cost of CKP continues to concern candidates, which will be contributing to the high levels of attrition between expressing an interest in the role and submitting an application.
- We also know that the time taken to complete the certificate varies widely which makes it very challenging to accurately forecast and plan recruitment intakes.
- As a result, we are reviewing every stage of the recruitment pipeline to accelerate progression, remove potential barriers for candidates joining and achieve greater efficiency.
- We are therefore recommending new funding arrangements for CKP to increase the candidate pool and reduce time to hire.

Recommendations

The DMPC is asked to:

- 1) Approve part funding of the Certificate of Knowledge in Policing (CKP) for Police Constable Candidates joining before March 2019 who can complete the pre-join qualification within 10 weeks of final offer letter.**
- 2) Approve full funding of the CKP for Female and BAME candidates joining before March 2019 who can complete the pre-join qualification within 10 weeks of final offer as a**

positive action initiative in support of the Police & Crime Plan ambition to recruit a workforce that looks and feels like London.

- 3) Approve full funding of the CKP for current police staff who wish to join as a Police Constable who can complete the pre-join qualification within 10 weeks of final offer letter.
- 4) Approve total funding required of £1.2m to be met from the £5m received from the GLA to support the police officer recruitment pipeline in 18/19.
- 5) Agree that means testing will not be applied to the funding.
- 6) Agree that current Police Staff who receive full funding for their CKP will complete the internal CKP course and remain as Police Staff on their existing pay whilst completing the course then join as a Police Constable. If for any reason they fail the CKP they will be allowed to return to their Police Staff role.

Time sensitivity

A decision is required from the Deputy Mayor by 30/04/2018. This is because the recruitment pipeline is under significant pressure and we want to rapidly implement changes to strengthen the offer and reduce time to hire.

Non-confidential facts and advice to the Deputy Mayor for Policing and Crime

Introduction and background

The police officer workforce plan requires us to recruit on average 133 recruits a month to achieve a workforce of 30,000 officers. Following the recent Mayoral funding announcement we now need to significantly increase the recruitment pipeline to achieve average intakes of 224 per month in order to reach 30,750 officers. This presents a significant challenge both in terms of generating higher levels of applications, reducing attrition in the recruitment pipeline, and reducing the time to hire. As a result we are reviewing every stage of the recruitment pipeline to accelerate progression, remove barriers for candidates and achieve greater efficiency.

The CKP is a mandatory pre-join qualification for all new Police Constables. It is a level 3 qualification delivered by a College of Policing approved provider. Candidates can select their own provider and method of learning (full time, part time, distance learning). This includes the option to complete what is known as the 'Internal CKP course'. This is a full time course over seven weeks with a MPS approved provider, the dates of which are fully aligned to recruitment intake dates. 63% of candidates take the internal route whilst the remainder (37%) select external providers.

Individuals are expected to self-fund the CKP which can cost on average £1000. We know that some of our candidates are concerned about the cost of this training and that this can act as a barrier to recruitment. As a result the MPS already offers two types of financial assistance:-

- a. Interest free loans for those who take the Internal CKP course which is then deducted from their monthly salary over a two year period once they join (£1000

- over 2 years). As this is a full time course there is also the option to cover living expenses which is paid back in the same way (£1830 over 2 years).
- b. A means tested interest free loan for those who undertake the CKP via an external route.

Issues for consideration

This information is contained in part 2 of the restricted section of the report.

Contributes to the MOPAC Police & Crime Plan 2017-2021¹

This change would increase capacity of the workforce to meet policing priorities and contribute to continuing work that has been outlined in the MOPAC Police and Crime Plan 2017-2021, helping make the MPS more inclusive of all Londoners.

Financial, Commercial and Procurement Comments

This information is contained in the part 2 restricted section of the report.

Legal Comments

As a positive action initiative, in support of our diversity ambition, the proposed action to fully fund external BAME and Female candidates is supported by advice from Directorate of Legal Services which states that the measured proposal is a modest step and a proportionate means of achieving the legitimate aim of encouraging and facilitating recruitment of Female and BAME candidates.

Equality Comments

Both the Mayor and Commissioner are committed to increasing the diversity of police officers and making the MPS a more inclusive organisation. BAME and female applicants have expressed concern about the cost of the CKP and that this may act as a barrier to attracting applicants. We know that a higher percentage of BAME candidates drop out after expressing an interest in the role and before applying. Whilst we cannot provide hard data, we know that one of the factors will be CKP. We also know that the time taken to complete the hiring process, including CKP is often longer for BAME candidates in particular. The proposal will help address this barrier and encourage wider participation of these target groups. The new policy will be subject to diversity monitoring to evidence the impact of the positive action. We now have a new e-recruitment system in place which will provide a credible data set from which we can show impact.

Privacy Comments

This information is contained in the restricted section of the report.

¹ [Police and crime plan: a safer city for all Londoners | London City Hall](#)

Real Estate Implications

There are no real estate impacts.

Environmental Implications

There are no environmental implications.

Background/supporting papers

PIB Business Justification is the Part 2 document.

Safety and Health Risk Management Implications

There are no Health & Safety implication.

Report author: (Cath Euden, Strategic Resourcing 0207 230 5231)

Part 2 – This section refers to the details of the Part 2 business case which is NOT SUITABLE for MOPAC Publication.

The Government Security Classification marking for Part 2 is:
OFFICIAL-SENSITIVE [COMMERCIAL]
OFFICIAL-SENSITIVE [ORGANISATIONAL]

Part 2 Business Justification is exempt from publication for the following reasons:

- Exempt under Article 2(2)(a) of the Elected Local Policing Bodies (Specified Information) Order 2011 (Data Protection Section 43 – Commercial Interests).
- The relevant sections under the FOIA that would exempt this information from disclosure, for example:
 - Data Protection Section 40,
 - Commercial Interest Section 43
 - Legal Professional Privilege Section 42

The paper will cease to be exempt until April 2021.