

DEVON AND CORNWALL POLICE AUTHORITY

MINUTES of a meeting of the **Devon and Cornwall Police Authority** held at County Hall, Topsham Road, Exeter on **Friday 9 May 2008**.

Present:

Mr M Bull, Sir Simon Day, Mrs L Dunn, Mr B Greenslade, Mr M Hicks, Mr M Hodge, Mrs A Malcolm, Mrs A Mayes (Independent Member Standards Committee) (item P/2223 to P/2233), Mr D Money, Ms J Norton, Mrs J Owen, Mr B Preston, Mr John Smith and Mr C L Wallin.

Officers in attendance

Police Authority

Mr G Davey (Chief Executive), Mr J Glasby (Treasurer), Mrs E Tanner (Meeting Administrator).

Police Force

Mr S Otter (Chief Constable), Mr T Melville (Deputy Chief Constable), Mr B Spencer (Assistant Chief Constable), Mr D Stowe (Assistant Chief Constable), Mr P Netherton (Assistant Chief Constable, Mr C Haselden (Director of Human Resources), Mr C Papworth (Interim Director of Finance and Resources), and Mr M Stamp, (Director Legal Services).

P/2223 APPOINTMENT OF CHAIRMAN

RESOLVED that **MR JOHN SMITH** be elected Chairman.

P/2224 APPOINTMENT OF VICE-CHAIRMAN

RESOLVED that **MR MIKE BULL** be elected Vice-Chairman.

P/2225 APOLOGIES FOR ABSENCE

Apologies were received from. Mr C Bulley, Mr G Hicks, Mrs V Pengelly, Mr J Rowe, ACC Sharon Taylor.

The Chairman welcomed the following people to the meeting:

Assistant Chief Constable Paul Netherton.

Assistant Chief Constable Dick Stowe.

The Chairman also welcomed as observers the following people:

Tim Jenkins – an Exeter University student.

Natalie Walters and Nicci Riglar – incoming members of Police Authority Staff.

P/2226 DECLARATIONS OF INTEREST

The following declarations of interest were received:

Name	Agenda Item	Minute ref	Interest	Details	Action taken
-------------	--------------------	-------------------	-----------------	----------------	---------------------

Devon and Cornwall Police Authority
9 May 2008

Name	Agenda Item	Minute ref	Interest	Details	Action taken
Mr B Greenslade	All	All	Personal	Member of Devon County Council, Director of Exeter Airport	Spoke & voted
Mr J Smith	All	All	Personal	Member of Devon County Council	Spoke & voted
Mrs J Owen	All	All	Personal	Member of Devon County Council	Spoke & voted
Sir Simon Day	All	All	Personal	Member of Devon County Council	Spoke & voted
Mr M Hodge	All	All	Personal	Member of Torbay Council	Spoke & voted
Mr P Preston	All	All	Personal	Member of Cornwall County Council	Spoke & voted
Mr M Hicks	All	All	Personal	Member of the Council for the Isles of Scilly	Spoke & voted

P/2227 ITEMS REQUIRING URGENT ATTENTION

There were no items requiring urgent attention.

P/2228 QUESTIONS UNDER STANDING ORDER NO. 8

There were no questions raised under standing order number 8.

P/2229 MINUTES

The minutes of the meetings held on 15 February, 14 March and 18 April 2008 were signed as a correct record.

Issues discussed during consideration of this item included:

- [P2204] Mr Money advised that information in relation to police officer numbers in Plymouth had been received and the situation was now to his satisfaction.
- [P/2219] Change Mr Hicks to Mr Graeme Hicks for clarity throughout this minute.

P/2230 PERFORMANCE REPORT

Members considered both the report of the Chairman of Performance Management and the report of the Deputy Chief Constable. The Deputy Chief Constable also tabled a paper on Performance Targets to March 2008.

Performance Management Committee Report

Members noted the items discussed by the Committee.

The following recommendations arose as a result of the meeting:

[PM/501] Lanner and Carrier Forensic Management reports – progress against recommendations.

Issues discussed during consideration of this item included:

- There had been a slight dip in performance as a result of sanction detections however this was expected. Possible reasons for the dip in performance in relation to forensics were provided. The Chairman of the committee was confident that this situation would recover and was only temporary. The proposed Task and Finish Group would oversee this work.

RESOLVED to agree to the principle of a Task and Finish Group to oversee and quality assure the work in response to the way forward report being prepared by the Head of Scientific Services (subject to the Authority reviewing the report).

[PM/502] Chairman's Announcement

RESOLVED to agree to the establishing of a Working Group to examine performance data about such specific areas of performance as shall be referred to it from time to time.

Other issues discussed during consideration of this item included:

- Concerns regarding rape detections and sexual crime and the care provided at sexual assault referral centres. The committee had discussed this issue at length and had agreed a further report be brought back to the next meeting. It was proposed that further work around this issue was required in relation to how the Force was dealing with rape detections and sexual crime. The Chairman of the committee agreed to consider this proposal.

IQuanta report and performance compared with the family of similar Forces.

Issues discussed during consideration of this item included:

- The family of Forces in which Devon & Cornwall Constabulary was included had been changed with effect from 1 April. The family of most similar police forces was:
Avon & Somerset
Cambridgeshire
Essex
Gloucestershire
Kent

Warwickshire
Wiltshire.

In addition, the BCU comparators had also changed and the details were included in the presentation.

- Force performance against 2007-08 targets.
- The performance of Devon & Cornwall Constabulary on serious acquisitive crime for the year ended 31 March 2008 – the Force had achieved 7th lowest in the Country.
- Serious violent crime – performance was improving.
- Sanction detection rate – the Force was 22nd Nationally at 29.1%.
- A key to better explain the graphs and tables in the iQuanta report would be welcomed.

Performance Report

Members considered the report of the Deputy Chief Constable which summarised the performance activity of the Constabulary to meet the targets set by the Authority.

Issues discussed during consideration of this item included:

- The new performance information system QlikView.
- Major crime sanction detections - rape offences were the largest category within 'major' crime. Recommendations around improving were now being implemented.
- Road Collision Reduction – the aim was to reduce casualties.
- There was a steady improvement in performance around sanction detections.
- Forensic performance – there was a need to ensure that all opportunities were maximised. A review of how scenes of crime officers were working to ensure consistent working practices across the force area was underway.
- Western Regional Tender process and forensic performance.
- Warrants.
- Automatic number plate recognition and how the benefits of this system were to be identified and realised and fed back to the Police Authority.
- Road traffic collisions performance – achievement of this target is influenced by partner agencies and although not a specific target the Force and partner agencies are still focussing on reducing the number of road traffic collisions under the Local Area Agreements.
- Domestic abuse – a forum of partner agencies had been established chaired by the Chief Constable to look at developing a coherent approach to tackling domestic violence. Most other agencies had a target to increase reporting of domestic violence which was at odds with the Force target to increase sanction detections. However, many initiatives were already in place and included better use of headcams, the CPS, and virtual courts. Mrs Owen was invited to attend future stakeholder forums.

RESOLVED to note the report.

P/2231 Chief Constable's Report

Members considered the report. An update to the report was tabled and presented by the Chief Constable.

Issues discussed during consideration of this item included:

- Chief Officer portfolio changes in light of the new Assistant Chief Constable appointments and the reason for the change in portfolio holder of Professional Standards.
- Appointment of a Programme Director for the Force.
- Basic Command Units structures which were agreed on 26 February.
- Decisions following the Senior Rank Review and associated Superintendent Promotion Boards.
- Publishing of the Human Resources Transitional Framework to better enable managers to manage change.
- Multi-agency strategic assessment process planned for the 2 June to look at Local Area Agreement priorities.
- HMIC inspection of Neighbourhood Policing and Citizen Focus.
- The Force Day of Action. Members were invited to approach ACC Spencer if they wished to get involved.
- Support for work experience.
- An operation in Torquay and South Devon to tackle acquisitive and drugs related crime.
- A conference held in April for police and partners to highlight issues associated with anti-social behaviour and examples of effective practice.
- Development of a customised leadership programme for the Force.
- Replacement of analogue interview recording equipment with digital.
- Amendment of inaccurate figure in the main report in relation to road traffic collisions – the number of collisions in 2007 was 759.
- Prince of Wales May Day conference on reducing carbon footprints – Devon & Cornwall Police Authority was the only public service mentioned as doing good work in this respect.
- The accuracy of the police officer numbers and representation in the personnel snapshots.
- Recognition of the bravery of police officers, in particular the fire rescue in Brixham.

RESOLVED to note the report.

P/2232 REPORTS OF THE COMMITTEES

The Authority received reports of the Committee meetings that had taken place since the last meeting of the Authority.

1. A meeting of the **Corporate Governance Committee** was held on 30 April 2008.
Members noted the items discussed by the Committee.
2. A meeting of the **Human Resources Committee** was held on the 1 May 2008.
Members noted the items discussed by the Committee.
3. A meeting of the **Performance Management Committee** was held on the 23 April 2008. This item was considered earlier in the meeting.
4. Meetings of the **Professional Standards and Complaints Monitoring Group** were held on the 6 March and 28 April 2008.

Members noted the items discussed by the Committee.

5. A meeting of the **Community Engagement Committee** was held on the 2 April 2008.

The following recommendation arose as a result of the meeting:

[PC/262] Public Survey

Members supported proposals for conducting one public survey each year instead of the three.

RESOLVED to conduct a public survey once each year instead of three times as at present.

Issues discussed during consideration of this item included:

- Consultation and surveys targeted at seeking the views of young people.

6. A meeting of the **Resources Committee** was held on the 24 April 2008.

The following recommendation arose as a result of the meeting:

[R/707] Treasury Management Report

RESOLVED

- (i) **that the Police Authority allow short term borrowing and an upper limit for fixed rate debt maturing in less than 10 years is set at 33% of all debt;**
- (ii) **that borrowing be incurred for short term assets subject to appropriate provision being made within the annual revenue budget to set aside funding to repay the debt over the life of the asset.**

Members noted the items discussed by the Committee.

Issues discussed during consideration of this item included:

- Mobile data – it was agreed that this issue be discussed further in closed session because of a Government embargo on releasing information in relation to the allocation of funds to progress this initiative.

7. A meeting of the **Standards Committee** was held on the 22 April 2008.

Members noted the items discussed by the Committee.

P/2233 CONSTITUTION

Members considered the proposed constitution for the Police Authority. The Constitution set down how the Authority would exercise its powers and duties to ensure the provision of an effective and efficient police service.

Issues discussed during consideration of this item included:

- The document was intended to be a 'living' document.
- The intention was to provide Members with a copy of the constitution in a format that would enable ease of updating.
- The financial regulations included in the document submitted were awaiting ratification from the Corporate Governance Committee and would be brought to the next meeting of the Authority for final approval.
- Some minor changes were required to the scheme of delegation in relation to where the power to delegate should lie.
- The scheme of Members Allowances was subject to an Association of Police Authorities review and a revised scheme would be brought to the Authority in September for approval.
- Standing Orders were pending adoption at the next meeting of the Authority.
- The length of time that a Police Authority Chairman could serve as a Chairman and the need for the statement used in the constitution to declare this, to be clarified.
- The process by which Members could bring forward their concerns about the content of the constitution and be confident that their proposals for change would be considered and progressed. Section 4 identified this process.
- Clarification was required around the determination of lead members.
- All agenda front sheets and minutes of all the Authority's meetings will go to Members.
- The need to change the reference to 'he' in standing orders to 's/he'.
- Lead Member Protocol – it was clarified that the protocol included in the constitution was the same as that considered at the Members' Seminar.

Members considered whether to defer approval of the constitution until the next meeting following further discussion at their Seminar on 6 June. This amendment failed and it was

RESOLVED that

- (i) **the Authority's Constitution be adopted;**
- (ii) **the Constitution be amended in light of Members comments and further discussion at the Corporate Governance Committee on 3 June;**
- (iii) **the amended Constitution be brought to the next meeting of the Authority for approval.**

P/2234 PROTOCOLS GROUP – LEAD MEMBERS / TASK AND FINISH GROUPS

Members considered the recommendations arising from the Protocols Group in relation to Lead Members and Task and Finish Group operating protocols. The report and recommendations had already been discussed by Members at their seminar in March.

Issues discussed during consideration of this item included:

- Changes had been made to the recommendations in an attempt to tidy up the wording and to better integrate with the Constitution. Members were reassured that there were no material differences between the recommendations considered at the Seminar and those now presented.
- Terms of Reference for committees were included elsewhere in the Constitution.

RESOLVED that

- (i) a Member Skills audit be undertaken and that Members are asked to indicate any areas of specialist interest they may have in terms of acting in a Lead member role or as a member of a Task and Finish Group;
- (ii) the future work of Lead Members should be more limited and focussed on specific areas of work that the Authority wants undertaken. Decisions about identifying such areas of work will be driven by the Authority's declared priorities, the 5 year vision and Strategic Plan, the Business Plan and risk register and any recommendations arising from any periodic HMIC reports. The Chairman will be responsible for identifying individual Lead members;
- (iii) when a Lead Member is commissioned there will be a specific scope of work identified, which has been discussed with the Constabulary, together with the process for submitting a written report – the Lead Member working protocol is set down within the Authority's Constitution;
- (iv) the Authority also operates with a system of Task and Finish Groups operating with the same principles as Lead Members – the Chairmen's Group will set up such Groups;
- (v) a specific Task and Finish Group be established to consider the Force's arrangements for Protective service having regard to the guidance document issued by the APA;
- (vi) the Equality & Diversity Group is asked to prepare formal Terms of Reference;
- (vii) it be noted that Members Allowances will be altered when the revised guidance is received from the APA and that any revision will seek to avoid any reduction in allowances paid;
- (viii) the Lead member protocol be adopted for the operation of all Lead Members and Task and Finish Groups.

P/2235 STANDING ORDERS

The Authority's Standing Orders were formally adopted in 1995 when the new style Police Authority was adopted. Members considered the revised Standing Orders which were broadly in line with the existing but now reflected that they will apply, appropriately amended, to the Authority's Committees as well as to the full Authority meetings.

Standing Orders require that any variation to Standing Orders when proposed and seconded must stand adjourned without discussion to the next meeting.

Members were asked to let the Chief Executive have any comments on the proposed Standing Orders prior to the next meeting.

Issues discussed during consideration of this item included:

- That Standing Orders should reflect both genders.
- That the requirement for a quorum for committees should be considered before the next meeting.
- All meetings of the Chairmen's Group would be minuted.
- Urgency procedures allowed for decisions to be taken without the need for a meeting to be convened. Members were reassured that no decisions would be taken without details being brought before the full membership of the Authority.

RESOLVED that the revised Standing Orders as submitted be noted and be formally adopted at the Authority meeting on 27 June 2008.

P/2236 RACE EQUALITY SCHEME 2008-11

Members considered the report and the revised Race Equality Scheme. The revised Equality Scheme included a review of the earlier action plans, built on work already undertaken and incorporated new information. The whole was now established within a risk management framework.

Issues discussed during consideration of this item included:

- Ethnicity categories issued by the Commission for Equalities and Human Rights.
- To amend the foreword to read 'all those who choose to live, work and visit the far South West of England.'

RESOLVED

- (i) **that the revised Race Equality Scheme as submitted be noted and approved;**
- (ii) **that the Chief Executive in consultation with the Chairman of the Diversity Work Group be given delegated powers to make any further amendments to the Scheme before it is finalised on 31 May 2008.**

P/2237 WEBCASTING

Members considered the report. At their meeting on 18 April Members had already approved the placing of the orders for audio equipment and annual leasing of webcasting equipment and airtime.

RESOLVED

- (i) **that the costs of providing webcast facilities at Police HQ and Endeavour House be approved;**
- (ii) **the Treasurer be authorised to amend the budget, capital programme and the medium term financial strategy accordingly.**

P/2238 POLICE AUTHORITY LIAISON MEETINGS

Members noted the meetings held since the last meeting of the Police Authority.

Issues discussed during consideration of this item included:

- The high number of public attending the North Devon and Porthscatho meetings was pleasing.
- Forcewide and strategic issues had been raised by members of the public.
- Non-receipt of the Local Policing Summary and that inability to deliver was high on the agenda of the Community Engagement Committee.

RESOLVED to note the report.

P/2239 ASSOCIATION OF POLICE AUTHORITY MEETINGS

Members noted the meetings held by the Association of Police Authorities since the last meeting of the Police Authority.

Issues discussed during consideration of this item included:

- On 7 February, a group of Members met the Police Minister to discuss budget issues.
- The Chairman, Treasurer and Chair of Resources Committee had attended a meeting in London to discuss police precept capping on 14 March 2008.

RESOLVED to note the report.

P/2240 CLOSED ITEMS - EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that the items detailed in the table below be considered as closed items:

Minute number	Report title	Relevant Act	Relevant section
P/2241	Mobile Data	Local Government Act 1972 as amended by the Local Government (access to information) Act 1985	Schedule 12A, paragraph 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)

P/2241 MOBILE DATA

The Treasurer and Chief Constable updated Members on the decision of the Government to award Police Authorities with funds to develop mobile data. None of the police forces in the South West had been successful with their bids for a share of this fund and it was now necessary to reconsider how to develop mobile data.

The meeting closed at 12:30hrs

Signed.....
Date.....