

**Devon and Cornwall Police Authority
Minutes**

A meeting of the **Chairs' Committee** was held on 4th September 2009 in the Conference Room, Endeavour House, Woodwater Park, Exeter starting at 10:00am.

Present:

Chairman.... Mr M Bull

Mr B Greenslade and Mr M Hicks

Officers in Attendance: -

Police Authority Mr J Glasby (Treasurer) and Mr R Martin (Acting Chief Executive).

Constabulary Mr S Otter (Chief Constable), Mr M Stamp (Director of Legal Services) [item C/119 only] and Mr S Vry (Programme Director) [items C/112 to C/116 inc. only].

Also in attendance

Mr D Wilkin (Independent Assessor to the Police Authority) [items C/112 to C/116 inc. only]

C/112 Apologies for Absence

Mr D Money and Mr B Preston

C/113 Declarations of interest

No declarations of interest were given.

C/114 Items Requiring Urgent Attention

There were no items requiring urgent attention.

To facilitate the best use of visiting officers' time, the agenda items were taken in a different order to that shown on the published agenda.

C/115 Consideration to Exclude the Press and Public

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

Agenda No	Report Title	Relevant Act	Relevant section
9.	Update in respect of the Devon & Cornwall Constabulary Core Delivery Programme	Local Government Act 1972 as amended by the Local Government (access to information Act 1985)	Schedule 12A, Paragraph 4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
10.	Appointment of Chief Executive	Local Government Act 1972 as amended by the Local Government	Schedule 12A, Paragraph 4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in

		(access to information Act 1985)	connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
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C/116 Update in respect of the Devon & Cornwall Constabulary Core Delivery Programme

The Programme Director provided the Committee, in its capacity as Sponsor Group for the Core Delivery Programme, with an update on significant developments within the programme.

Issues discussed during consideration of this item included:

Programme update

- SIS (Solutions and Integration Services) procurement continues to plan. The SIS procurement will procure three key systems; Crime and Intelligence, Duty Management and Data Warehouse (plus additional systems if affordable and necessary).
- The supplier selected must deliver the integration of all the above with the Force's existing (legacy) systems whilst supporting the new command & control solution. This is key to enabling the Constabulary to achieve its Vision of becoming a Top 10 performing force by 2012.
- The SIS procurement has progressed to plan by way of Competitive Dialogue. Eight suppliers are in the process of being invited to submit outline solutions by 5 October 2009. This process will allow the Programme Team to evaluate the strengths of each application. There will then follow an intensive round of discussions in November and December with the short listed suppliers to assess rigorously the suitability of each proposed solution.
- Whilst this phase is progressing according to plan, the Programme Director stressed that the detailed level of negotiation required during this critical stage of the process will put significant pressure on the Programme Team and other Force resources to meet planned timescales.

The Chairman invited the Police Authority's Independent Assessor for the Core Delivery Programme to comment on the aggressive timescales of the Plan as indicated by the Programme Director.

The Authority's Independent Assessor agreed that the timeframes for the next phase were demanding but reassured members that procurement was progressing well and that there had been no slippage to date. The detailed dialogues to be had between the Force and the suppliers was necessary to ensure that any future delivery partner who understands the Force's requirements.

It was noted that the reports presented to Members did not indicate any estimated costs or details of any efficiency savings. The Programme Director indicated that whilst the costs of the Command & Control system were known and would be discussed later in this meeting, the wider and much larger costs and the affordability of the SIS solution would not be known until the spring of next year. At that stage, and when costs are known, the Force will have the opportunity to adjust the programme requirements based on affordability.

The Chairman and the Treasurer indicated they were both satisfied with this approach. Further reassurance was provided by the Authority's Independent Assessor who confirmed that it is common at this stage of such a major change programme for costs to be unclear. However it is essential for the Force and Authority to be clear on the benefits. The Authority's Independent Assessor confirmed his satisfaction with the work that had been done in the past three months on defining the Programme benefits, the output of which he had checked and verified.

The Independent Assessor was able to confirm to the Sponsor Group that it had good reason to have confidence in the progress of the Core Delivery Programme.

Command & Control solution

The Chairman then invited the Programme Director to introduce a late paper outlining the progress and next steps to be taken in relation to the acquisition of a replacement for the Force's dated Command & Control system.

Two years ago, the Police Authority allocated a budget of £5.7m to replace the ageing, Command & Control (OIS) and Crime & Intelligence (CIS) systems. This work has been progressed to date under the name Project Mercury. This work has now progressed in two separate procurement phases, one being Command & Control, with the Crime & Intelligence element subsumed into the SIS phase, discussed earlier.

Following a successful Bidders' Day in April this year, 11 suppliers were invited to put forward their proposals for a Command & Control solution. A detailed evaluation and scoring exercise was undertaken which reduced the original 11 applications to 3 formal bids. Following intensive scrutiny and a comprehensive procurement assessment, one supplier clearly emerged as the preferred bidder.

The cost of this solution was within the funding envelope already agreed by the Police Authority. Members questioned considered the potential for this solution to help with any collaborative arrangements across the region.

The Programme Director was able to recommend to the Senior Responsible Owner (Deputy Chief Constable) that the preferred bidder should be awarded the contract for the Command & Control system. This had been ratified by the Programme Board on 3 September 2009 and was now the recommendation to the Sponsor Group for its agreement and onward recommendation to the Police Authority on 18 September 2009. Subject to the full Authority's approval, the award of contract is scheduled for 21 September 2009.

The Sponsor Group unanimously agreed to the recommendation. The Chairman applauded the thoroughness of the procurement process and as a result, the confidence the Sponsor Group was able to have in making its decision. The process had been overseen by the Police Authority's Independent Assessor who was able to add his assurance that this was the correct approach to take.

The Programme Director further advised the Committee that the Programme would be subject to an Independent Gateway 3 (Investment Decision) Review in the week commencing 7 September 2009. Whilst this would assess the suitability of the Programme to award the Command & Control contract, it was also a general 'health-check' of the Programme as a whole.

The Police Authority's Independent Assessor has completed his own review of the Programme which was presented to the Core Delivery Programme Task & Finish Group on 25 August 2009. This report concluded that the Authority could agree to the award of contract decision in the knowledge that the procurement process had been thorough and fair.

RESOLVED

- i. To note the Force's approach to the procurement of a replacement Command and Control solution.
- ii. To receive and approve the recommendation that the Police Authority Chairs' Committee recommends to the full Police Authority meeting that the Police Authority award the contract for the Command and Control solution to the preferred supplier, subject to the following

requirements being fulfilled:

- a) The Gateway 3a Review endorses the procurement approach and recommendation to proceed to award contract.
 - b) The Independent Police Authority Assessor endorses the procurement approach and recommendation to proceed to award contract.
 - c) Finalisation of agreed contract terms and conditions.
- iii. The Treasurer in consultation with the Chairman be given delegated authority on behalf of the Police Authority Chairs' Committee to receive and confirm that the recommendations from the Gateway 3a Review fulfil acceptable criteria (as per iia above), and the Chairman would then put the recommendation before the full Police Authority meeting to be held on 18 September 2009.

The Chairman then invited the Programme Director to continue with the remainder of his Core Delivery Programme update report.

The Programme Director outlined the work that had been undertaken to realise the benefits to be released by the Programme. Fifteen outcomes or end benefits had been identified, each being assigned to an owner at COG level. It was explained that some 25 projects would contribute to the delivery of these benefits and as such, quantifying them at project level was difficult. Therefore, it was suggested that these benefits be reported to the Sponsor Group at Programme rather than Project level giving detail of the time/ cost savings and impact on public satisfaction and confidence.

The Members agreed to this approach in the knowledge that the Police Authority's Independent Assessor would be clarifying the benefits management work undertaken at Project level to provide assurance and advice to the Authority.

Finally, Members were updated on the progress of the Corporate Services Transformation work.

The Chairman thanked the Programme Director and his team for the comprehensive update and the continued progress being made.

RESOLVED

- i. That the update in respect of activities within the Core Delivery Programme be noted.

C/117 Consideration to re-admit the Press and Public

RESOLVED: that the following items below be considered as open items

C/118 Minutes of the meeting held on 24 July 2009

C/100 - It was noted that, whilst David Money had offered his apologies, he did join the meeting whilst in progress. The Chairman asked the minutes be changed to reflect this by removing Mr Money's name from the list of Apologies for Absence.

C/102 - Amend spelling from '*sealing*' to '*ceiling*'.

At this point the Treasurer left the meeting.

C/111 - The Chairman stated that the resolution as recorded in the draft minutes was over complicated and subject to being mis-interpreted. The Acting Chief Executive suggested a revised wording to replace the three resolutions.

RESOLVED

i. That under C/111, resolutions i, ii and iii be replaced with:

“That the Treasurer be allowed to retire on 31 October 2009 without any actuarial reduction in pension.”

ii. Subject to the amendments listed above, the minutes of the meeting held on 24 July 2009 be agreed as a correct record.

At this point the Treasurer rejoined the meeting.

C/119 Joint Committee Agreement

The Chairman introduced the paper comprising a draft agreement for the establishment of a Joint Committee for Policing in the south west of England.

The Chief Constable advised the committee that this paper emanated from a Regional Collaboration Visioning Day held by the Chief Constables, Police Authority Chairs and Chief Executives from the five south west region Forces and Authorities in June this year (although, it was noted that several representatives were not in attendance).

The Visioning Day concluded that in order to re-invigorate regional collaboration work, the decision-making process needed to be simplified and speeded up. Therefore, it was recommended and agreed by those in attendance, that work should commence to form a Joint Committee consisting of membership from the five Police Authorities.

This work of preparing a Joint Committee Agreement had been tasked to the Chief Executive of Wiltshire Police Authority. The first draft of that agreement was the subject of this report.

The Force's Director of Legal Services informed the Committee that he had been tasked by the Deputy Chief Constable to review the Agreement and give opinion as to whether it protected the position of the Constabulary and Authority. In doing this, he had been in consultation with the report's author to clarify certain points.

The Director of Legal Services confirmed that the document was largely sound and did not conflict with either the Force's or Authority's interests. However there were specific elements within the draft agreement that required further explanation and clarity.

Lengthy discussions took place amongst the Committee members, particularly in regard to the principle that the agreement, if it were ratified, would legally devolve decision-making for certain aspects of regional collaboration agreements to two Members on behalf of the Devon and Cornwall Police Authority. Similar discussions took place in relation to other key clauses in the draft Agreement, specifically the possibility to opt-out of certain elements and projects and responsibilities around funding/ costs.

After some detailed discussion, it became clear that time did not allow for this Committee to debate

each element of the agreement clause by clause. Instead, the Chairman proposed that the Treasurer and the Director of Legal Services meet to clarify certain points in the agreement. This may require further discussion with the agreement's author.

The Chairman summarised by stating that the Chair's Committee agreed to the Agreement in principle subject to certain issues being further explored with the Chief Executive of Wiltshire Police Authority.

The Chairman proposed that, assuming these further discussions concluded satisfactorily, a short report (not the actual draft Agreement) be presented to the Police Authority on 18 September 2009 proposing that the Authority sign up to the Agreement. The Chairman indicated it would be important to fully explain to all Members that this proposal spells a significant change in the decision-making process for the Police Authority by permitting certain important and wide-ranging decisions to be made by two Members of the Authority on its behalf and in the interest of regional collaboration.

RESOLVED

- i. That the Chair's Committee agrees in principle to the draft Joint Committee Agreement subject to some issues being clarified.
- ii. That the Treasurer be in discussion with the Director of Legal Services and the Chief Executive of Wiltshire Police Authority to clarify certain points in the report.
- iii. That subject to (ii) concluding satisfactorily, a short report be presented to the Police Authority on 18 September 2009 proposing that the Authority sign up to the agreement.

C/120 2010 Dates for the Devon and Cornwall Police Authority Chairs' Committee

This report proposed dates for the Chairs Committee meetings during 2010.

RESOLVED

That the dates for the Chairs' Committee in 2010 be approved.

C/121 Carers' Allowance for members

The Treasurer presented a report suggesting that the Police Authority revise its arrangements for paying a carers' allowance to Members. This had received some consideration at a recent Police Authority Seminar when Members agreed that this aspect of the Allowances Scheme should be revised immediately.

The Chairman reported that the existing scheme was wholly inadequate as it only allowed for £25 per day to be claimed by Members who need to pay for the care of a dependent. The revisions would mean the scheme was less likely to exclude those who could make a genuine contribution of the work of the Authority.

The Committee agreed to the proposals and stated this would need recommending to the Police Authority on 18 September 2009 for adoption.

RESOLVED TO RECOMMEND TO THE POLICE AUTHORITY

- i. It be acknowledged that the current carers allowance is unrealistically low in relation to care costs and that it should be increased to make the Authority more inclusive and to avoid individuals being penalised because of their caring responsibilities.
- ii. That the allowance be changed to meet actual evidenced costs which are unavoidably incurred due to the formal business of the Authority and with regard to the principle that the member should be no better off as a result of the allowance than he or she would have been had they not been involved with Authority work.

- iii. That a cap be set of £100 per member, per day
- iv. That these arrangements be backdated to 28 July 2009.
- v. That authority be delegated to the Chief Executive in consultation with the Chair of the Authority to vary these arrangements in exceptional circumstances.

C/122 Appointment of Chief Executive

The Chairman provided an oral update to Members on the arrangements in hand for the appointment of a Chief Executive to the Police Authority.

The meeting closed at 1155 hours.