

Devon and Cornwall Police Authority

MINUTES

A meeting of the **Chairs' Committee** was held on Friday 22nd October 2010 in the Conference Room, Endeavour House, Woodwater Park, Exeter starting at 10.00 hrs.

Present:

Chairman: Mr M Bull

Members: Mrs L Dunn, Mr B Greenslade, Mr D Money, Mrs J Owen, Mr B Preston.

Also present: Mrs L Price, Mrs L Williams.

Police Authority

Ms S Howl (Chief Executive), Mr D Walton (Treasurer), Mr M Denny (JE Advisor to Police Authority), Mrs G Clifton (Committee & Meeting Services Officer).

Constabulary

Chief Constable S Otter, DCC S Sawyer, Ms S Goscomb (Director of Finance and Resources), Mr S Vry (Strategy Delivery Director), Ms T Croft (Communications Director).

NB the minutes reflect the order in which the items were discussed rather than the order on the agenda.

C/215 Apologies for Absence

Apologies had been received Mr M Hicks.

C/216 Declarations of Interests

Mr Preston raised the fact that he is a member of one of the Trade Unions involved in the Force JE negotiations. The Committee did not consider that this represented a conflict of interests.

There were no other declarations of interest in respect of any agenda item.

C/217 Items Requiring Urgent Attention

There were no items requiring urgent attention.

C/218 Minutes and Actions from the Last Meeting

RESOLVED that the minutes of the meeting held on 3rd September 2010 be confirmed as a correct record.

Matters arising:

C/206 - an update was provided to show the opportunities ICVs had been given to comment on the revisions to their scheme of expenses.

C/212 – the Firearms Asset Management system benefits had been provided to the Chair of Protective Services.

C/219 Job Evaluation and Pay and Grading Review - Update

The JE advisor to the Police Authority presented the report to update the Committee on the progress to date of the implementation of Job Evaluation. Issues discussed during consideration of this item included:

- The road shows had been very well attended by staff and generally there had been a positive response. There had been some strong feeling about JE but this was tempered with a willingness to move on. There was a need to ensure that the communication continued.
- The next stage would be the procurement process.
- The Chairman thanked the Lead Member for her commitment in attending all of the road shows.

RESOLVED to note the report

C/220 Police Authority Directly Employed Staff and Job Evaluation

The JE advisor to the Police Authority presented the report that provided advice on whether directly employed Police Authority staff should be included in the JE process. Issues discussed during consideration of this item included:

- There was general agreement that the legal arguments put forward that Police Authority staff should be included were difficult to dispute. If staff were not included there was a risk of increased equal pay claims from the Force.
- With the introduction of Directly Elected Individual in 2012 Police Authorities would cease to exist and it was likely that this would pre-date the JE process completion. In the interim Police Authority staff would be included in the process and would be fully consulted and kept informed.

RESOLVED (i) that the Police Authority's directly employed staff, are in principal, included in the current job evaluation and pay and grading review being undertaken;
(ii) that a further report be brought back to this Committee to consider implications to staff and the project.

NB M Denny, L Williams and DCC Sawyer left the meeting.

C/221 Senior Command Course

This item was to nominate three members to attend the Strategic Planning Activity as part of the Senior Command Course to be held on 16th February 2011.

- Some members' appointments were due to end in March 2011; nevertheless these members would continue to work fully until the end of their employment.

RESOLVED that M Bull, L Price and D Money be nominated to attend the Strategic Planning Activity on 16th February 2011 as part of the Command and Control Course.

C/222 Treasurer's Report on Current Financial Developments

The Treasurer introduced the report that set out the main areas of financial involvement and development to the end of the financial year and included some ideas for further development in 2011-12. Issues discussed during consideration of this item included:

- Since the report was written the Government's Comprehensive Spending Review (CSR) had been announced. This would be covered in more detail at the members' away day on 1st November. The anticipated cut in budget was 20% (£44million) over four years. This level of cut would result in a fundamental change in the way the Force worked.
- The Government had, to date, refused requests for forces to merge to provide economies of scale although a merger was not an option for Devon and Cornwall.
- The budget cuts would necessitate a cut in the number of posts, some of which would be police officers. A short explanation was provided of the rationale behind the numbers of proposed job cuts of police officers and civilian staff.
- There would be a communications strategy to get the message out to local papers, local radio etc. The Chairman suggested commissioning a television programme about the CSR and policing in Devon and Cornwall.
- A decision on the grant funding for PCSOs had not yet been made, more would be known at the beginning of December. Blueprint was looking at the use of Special Constables but the Force would nevertheless have to be smaller overall in future.
- Implementation of the changes would take time. The cuts in budget were not evenly spread over the four years; 13% cut was expected in the first two years and 7% in the last two years. The Police Authority would also have to react to the budget cuts.
- Savings through the regional collaboration in procurement had not yet been realised.

- An update would be given to the Resources Committee in November.
- A publication strategy had been produced in line with the Freedom of Information Act based on the application of a Section 22 exemption. It was anticipated that all the documents from meetings and seminars would be collated and released together in line with the Force.

RESOLVED (i) to note the report
(ii) to agree the proposed publication strategy.

C/223 Consideration to Exclude the Press and Public

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

Agenda Item no	Report Title	Relevant Act	Relevant Section
10	Procurement: in-house shared service	Local Government Act 1972 as amended by the Local Government (access to information Act)1985	Schedule 12A, Paragraph 3. Information relating to financial or business affairs of any particular person (including the authority holding that information).
11	Update in Respect of the Devon and Cornwall Police 2012 Change 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.
12	2012 Change Programme Position Report	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.
13	Risk Register	Local Government Act 1972 as amended by the Local Government (access to information Act)1985	Schedule 12A, Paragraph 3. Information relating to financial or business affairs of any particular person (including the authority holding that information).

C/224 Procurement: In-House Strategy

The Director of Finance and Resources introduced the item that reported on the results of the tender process for an external supplier to help Devon and Cornwall, Dorset, Gloucestershire and Wiltshire to establish an in-house shared service for procurement. Issues discussed during consideration of this item included:

- The paper would go to PAJC on 5th November as a business case to get some extra assistance. The contract would be on a 'risk and reward' basis i.e. the supplier would get a proportion of any savings made. The proposal needs agreement from Police Authorities and Forces.
- Procurement of anything could be included if the forces can agree a specification. Buying larger quantities can result in lower unit costs. However, the ability to select local suppliers will cease.

RESOLVED (i) to note the result of the tender process;

- (ii) to approve progression to the preferred bidder and award of contract subject to individual Police Authority approval;
- (iii) to provide a steer as to the lead force for the in-house procurement shared service;
- (iv) to confirm ongoing support of and sign up to the critical success factors outlined in Appendix 1.

C/225 Update in Respect of the Devon and Cornwall Police 2012 Change Programme

This item and the following item were discussed as one. The Strategy Delivery Director introduced the item that updated the Committee on key components of the 2012 Change Programme. Issues discussed during consideration of this item included:

- The change in the governance structure had been reviewed by the independent assessor. The three work streams were the portfolios of the three Assistant Chief Constables who were accountable for all the processes involved and for ensuring that Blueprint is a success.
- 'Better for less' recognises that services will have to be delivered with less resources. By December a prioritised plan would be produced showing detailed information for the following three to four months with broader detail for the months after that.
- Changes to response policing due to start in spring 2011 will ensure that officers are only tasked to those incidents that they need to attend [post meeting note target implementation date of 20th May 2011 has been set]. As much as possible and appropriate will be via 'desktop resolution'.
- Implementation of the first of the planned new IT Systems (STORM Command & Control) will start shortly with a planned implementation of October 2011. The procurement of the other two key systems (Crime & Intelligence and Duty Management) will start later this calendar year with the aim of these systems being fully implemented in early 2012. Integration between the systems will depend on the systems procured but it was hoped to buy products that could be integrated and data shared between systems with a single entry.
- The first phase of work on the response function will have a much narrower remit with full understanding of how best to use resources available. Self-deployment of officers would cease.
- Good leadership will be necessary to drive and embed the changes that are heavily dependent upon cultural/behavioural changes as well as process improvements.
- Improved physical and virtual security of data storage enabling recovery in the event of a major incident (e.g. fire, flood, etc.).

RESOLVED to note the report

C/226 2012 Change Programme Position Report

This item was discussed as one with item C/225

C/227 Risk Register

This item was to consider all risks allocated to the Chairs' Committee and make recommendations to the Risk Review Group of any suggested changes. The register had been circulated in advance of the updates discussed at the Risk Review Group on 20th October. An updated register would be circulated when completed.

There being no other business the meeting closed at 12.15 hrs.