

Devon and Cornwall Police Authority

MINUTES

A meeting of the **Strategic Planning and Co-ordination Committee** was held on Thursday 9 February 2012 in the Conference Room, Devon and Cornwall Police Authority, Endeavour House, Woodwater Park, Exeter, starting at 10.00hrs.

Present:

Chairman: Mr M Bull.

Members: Mr B Preston, Mr D Money, Mrs J Owen, Mrs L Price,

Police Authority

Ms S Howl (Chief Executive), Mr D Walton (Treasurer), Mr D Eaton (Meetings Administrator).

Constabulary

Chief Constable S Otter, Mr S Sawyer (Deputy Chief Constable, Mr S Vry (Strategy Delivery Director) Chief Supt. A Clarke, Inspector S Bradford.

102. Apologies for Absence

Mr B Greenslade, Mrs J Hall-Williams (HR Advisor), Mrs L Williams.

103. Declarations of Interest

There were no declarations of interest.

104. a) Items Requiring Urgent Attention

There were no items requiring urgent attention.

104. b) Items to be taken under Urgency Procedures that require a decision but cannot wait until the next meeting of the relevant committee.

- The Chairman informed Members that an additional item in relation to the Estates Programme had been added to the agenda as Item 12.
- This item had been accepted due to the urgent need to make decisions in relation to the Estates Programme before the next meeting of the Resources Committee.

105. Minutes and Actions of the Last Meeting

RESOLVED to approve the minutes of the meeting of 16 November 2011.

106. Diversity, Equality and Human Rights Assurance Report.

Issues raised during consideration of this item included:

- Members were assured that the Authority had adhered to the publication dates as required by the Equality Act.
- Clarification was provided regarding the national transition conference in June 2012.
- The Committee requested that its thanks be noted for the time and effort of the Policy Officer in compiling the report, and the associated work.

RESOLVED to note the contents of the report.

107. Improving the Governance of the Devon and Cornwall Police Authority Transition Project

Issues raised during consideration of this item included:

- Clarification was provided in relation to the representation outlined in the Proposed Defined Membership, as set out in Paragraph 2.
- Clarification was provided in relation to the role and independence of the Audit Committee, as recommended in the new Code of Practice.
- Concern was raised that if the members of the Audit Committee were not remunerated it may be difficult to recruit suitable individuals to the Committee.

- RESOLVED**
- i) That the Police Authority Chair and Vice Chair are added to the Transition Project Board.
 - ii) That the representatives on the stakeholder group are widened in line with the report and that any future extension of the group is delegated to the Chief Executive and Treasurer.
 - iii) That an Audit Committee in line with the financial code of practice is set up in shadow form from voluntary external membership until the commencement of the Office of the Police & Crime Commissioner (OPCC)
 - iv) That an internal quality assurance review group is set up to ensure consistency and to give assurance around the defined project outputs

108. Consideration to Exclude the Press and Public

Closed Items (Items which may be considered by the Authority with only members of the Police Authority, appropriate Officers and experts advisors present, on the grounds that exempt/confidential information may be disclosed)

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

Agenda Item No	Min. No	Report Title	Relevant Act	Relevant Section
11	109	Update on Devon and Cornwall Change Programme	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).
9	110	Update on Impact of the Olympics and Olympic Torch Relay	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).

Agenda Item No	Min. No	Report Title	Relevant Act	Relevant Section
12	111	Estates Programme	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).
10	112	Job Evaluation	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).
13	113	Chief Constable's Performance and Development Review	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).
14	114	Appointment of a Temporary Chief Constable	Local Government Act 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.
15	115	Chief Officer Benefits Package	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.

109. Update on the Devon and Cornwall Constabulary Change Programme.

The Strategy Delivery Director drew attention to key aspects of the report, including:

- Clarification was provided in relation to the RAG rating system incorporated into the Programme Highlight Report.
- STORM user acceptance testing had been re-scheduled for the end of January due to the need to resolve mapping issues. The go-live date had been put back, and would be confirmed at Programme Board.
- Clarification was provided in relation to difficulties which had been encountered with some of the interfaces between the systems, including the interface between the Global Rosta System (GRS) and the Duty Management System.
- In relation to Unifi, Members were assured that there was a very good relationship with Capita. Clarification was provided on why the contract in relation to the integration process had not been awarded, and the decision to retain this function within the Force.
- An update was provided in relation to the 2810 Resource Model.
- Members requested that, in future, in addition to the current status of the different categories of Design Work an indication of the direction of travel should be included.
- Attention was drawn to concerns in relation to Safeguarding Vulnerable People. Members were assured that these would be addressed by revisiting the design principles and engaging in consultation with partners from first principles. The Chairman informed the Committee that he would be meeting with the Temporary Assistant Chief Constable (Crime and Criminal Justice) and that a further update in relation to the concerns expressed would be brought to the Committee.

RESOLVED to note the contents of the report.

110. Update on the Impact of the Olympics and the Olympic Torch Relay.

Issues discussed during consideration of this report included:

- Attention would be focused on Devon and Cornwall during the Torch Relay period.
- The resource implications of policing the Torch Relay, and of providing support to the Dorset force.
- Clarification was provided in relation to how each force would be reimbursed for providing support.
- On behalf of the Committee the Chairman expressed confidence in the management of the policing requirements arising from the Olympics.
- Members were assured that the Force was continuing to manage its business as usual responsibilities whilst fulfilling the commitment to the Olympics.
- Clarification was provided in relation to restrictions on officers' leave, including the management of the leave of specialist officers.
- Where necessary additional resources could be provided, at short notice, via PNICC.
- Members were assured that there was no threat to the resilience of the service as a result of its commitments in relation to the Olympics.
- The Chairman drew attention to the fact that the Police Authority fully supported the Force in the work it had undertaken in relation to the Olympics, and was entirely reassured by the reports and presentations which had been received.

RESOLVED to note the contents of the report

111. Estates Programme

i) Salcombe Neighbourhood Base

The Head of Estates drew attention to the Estates Strategy (2011-15), as approved by the Resources Committee in September 2011, and to the decision to seek to reduce the size and the running costs of the portfolio.

- RESOLVED**
- i) to approve the disposal of Salcombe Police Station at the value detailed in the report.
 - ii) to approve a lease/licence acquisition for office accommodation with a Public Sector Partner to operate as a Local Policing Base at the cost indicated within the report.

ii) Exeter and HQ Property Rationalisation Programme

The Chairman outlined the background to this item, and to the Authority's previous approval of the principle of rationalisation in relation to the Estate. Following discussion of this item, the Committee agreed to forward the report to the next meeting of the Police Authority, with the recommendation that the proposals, as amended, should be approved.

- RESOLVED**
- i) to appoint a preferred bidder for the disposal of 8.6 acres of the North end of the Headquarters site as detailed within the report.
 - ii) to approve an advancement of the project budget as detailed within the report.
 - iii) to delegate the decision to enter into a Conditional Contract with the preferred bidder to the Police Authority Chair, the Chair of the Resources Committee and the Police Authority Treasurer.

iii) Rationalisation of the Estate

The Head of Estates drew attention to key points in the report, including:

- The approval by the Resources Committee of the 5 year Estate Strategy (2011-15) in September 2011.
- The objectives to reduce the size and running costs of the Estate, as set out in the strategy.
- Clarification was provided in relation to the potential rationalisation opportunities outlined in the report.

Following discussion of Recommendation (ii), delegation of change management of the prioritization plan, it was agreed that this section of the recommendation would be withdrawn.

- RESOLVED**
- to approve the Prioritised Estate Rationalisation Plan (2011-15) subject to each individual building proposal being presented with its own business case for consideration.

112. Job Evaluation (JE)

The Chairman outlined the background to this report, including the reasons for considering the report in Part 2. Attention was drawn to the papers which had been circulated prior to the meeting:

- i) Briefing Paper from the Police Authority Job Evaluation Advisor.
- ii) Comments of Lead Member for Job Evaluation.

- In relation to Recommendation (i), roles to be excluded from JE, the Committee agreed that no decision would be taken in respect of this at the meeting, but that the Chairman, the Chief Executive and Deputy Chief Constable would give further consideration to this issue.
- The Deputy Chief Constable drew attention to the proposed JE Project Governance structure, as presented in the report.
- In future, update reports would be brought to SPCC, with any matters in relation to JE which required substantive decisions to be taken to a meeting of the Police Authority.
- In relation to the composition of the JE Steering Group, it was agreed by the Committee that a Senior Responsible Officer should be included in place of the Temporary Chief Constable.

RESOLVED

- i) to note the contents of the report.
- ii) to approve the new JE Governance structure, as amended.

113. Chief Officer Performance and Development Reviews (PDRs)

Attention was drawn to key points in the report, including:

- The background to this report since the process was initiated in September 2011.
- The importance of the context surrounding the current PDRs given the need to appoint a Temporary Chief Constable.
- Following the appointment of a Temporary Chief Constable, a new PDR process would be initiated.

RESOLVED

- i) That the Strategic Planning & Co-Ordination Committee endorses the progress to date on this process, having previously authorised the Chairman to conduct the Chief Constable's PDR.
- ii) That the Strategic Planning & Co-Ordination Committee will ensure that a process is in place which commits to the continued investment in the professional capability of the Chief Constable in order for agreed business objectives to be achieved.
- iii) That the Strategic Planning & Co-Ordination Committee authorises the Chairman to commence the PDR process with the Temporary Chief Constable, pending agreement to the appointment and in line with agreed timescales.
- iv) That the Strategic Planning & Co-Ordination Committee discuss draft future objectives of the Temporary Chief Constable, in due course, and act as advisor to the Chairman until final agreement is reached.

114. Appointment of a Temporary Chief Constable

- The Chairman and Chief Executive provided an update to the Committee in relation to the process for appointing a Temporary Chief Constable.
- Members were informed that the Authority was awaiting a decision from the Home Office Senior Appointments Panel in relation to the appointment of a Temporary Chief Constable.

RESOLVED to note the current position in relation to the appointment of a Temporary Chief Constable.

115. Chief Officer Benefits Package

The Chief Executive drew attention to issues which had arisen as a result of the recent arrangements being put together for running an Assistant Chief Constable appointment process, and to the period of time since the last review in 2007.

RESOLVED to approve the commencement of a process for reviewing the Chief Officer benefit package.

The meeting ended at 12.45hrs.