

Devon and Cornwall Police Authority

MINUTES

A meeting of the **Strategic Planning and Co-ordination Committee** was held on Tuesday, 12 June, 2012 in the Conference Room, Devon and Cornwall Police Authority, Endeavour House, Woodwater Park, Exeter, starting at 10.00 hrs.

Present:

Chairman: Mr M Bull

Members: Mr D Money, Mr D Percival, Mr B Preston, Mrs L Price, Mrs L Williams.

Members attending the meeting:

Mrs L Dunn, Ms J Norton, Lady Stanhope.

Police Authority

Ms S Howl (Chief Executive), Mr D Walton (Treasurer), Mr D Eaton (Meetings Administrator), Mrs J Hall-Williams (HR Advisor), Mr D Wilkin (Change Advisor).

Constabulary

Chief Constable Mr S Sawyer, Mr M Stamp (Director of Legal Services), Mr A Morris (Head of Estates), Chief Supt. A Boulting (Force Change Manager).

153. Apologies for Absence

Mr B Greenslade.

154. Declarations of Interest

Name	Agenda Item	Minute Reference	Interest	Details	Action Taken
M Bull	8	164	Personal	Chairman of the Devon Community Foundation	Left the room for this item
S Howl	11	167 (ii)	Prejudicial	Chief Executive of PA	Left the room for this item
D Walton	11	167 (ii)	Prejudicial	Treasurer of PA	Left the room for this item
M Stamp	11	167 (ii)	Prejudicial	Director of Legal Services	Left the room for this item

155. Chairman's Announcements

- The Chairman welcomed David Percival as Chair of the Professional Standards and Complaints Committee. Mrs J Owen had ceased to be a member of the Authority as a result of the outcome of the recent local elections.
- The Chairman drew attention to the changes to the order of the agenda in order to accommodate the need for a number of officers to attend other meetings during the course of the morning.

156. (a) Items Requiring Urgent Attention

Having regard to the special circumstances pertaining the next items were taken as matters requiring urgent attention, there being no meeting of the Strategic Planning and Co-ordination Committee until July 2012.

- **Item 11** **Job Evaluation – Discussion paper**
- **Urgent Item** **Proposed Settlement of Equal Pay Liabilities**
- **Item 12** **Change Programme – Gateway Review**

The urgent items would be taken in Part 2.

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

Having regard to the special circumstances pertaining the next items were taken as matters requiring urgent attention, there being no meeting of the Resources Committee until September 2012.

- **Item 13** **Estates Programme Rationalisation Update Report**
- **Item 14** **Significant Claims Against the Police Authority**

158. Minutes and Actions of the Last Meeting

- To add Mrs L Dunn and Mrs L Price to the attendance list.
- To add “The report for this item in relation to the proposed settlement of some possible equal pay issues had been circulated prior to the meeting.”
- Item 149 Insert “and the Chief Executive and Treasurer” in the Resolution at (ii).

RESOLVED to approve the amended minutes of the meeting of 15 May 2012.

159. 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
13	160	Estates Rationalisation Update Report	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).

160. Estate Rationalisation Update Report

The Head of Estates outlined the reports presented in relation to the Estates rationalisation programme.

a) Axminster Police Station

Issues discussed during consideration of the report included:

- Clarification was provided in relation to the consultation which has taken place with Force Information Assurance.
- Members were assured that the next update report on the rationalisation programme would include clarification on savings over the 15 year period of the lease.
- The Head of Estates provided clarification on the difficulties which had been experienced when trying to work with the courts service on estates matters.
- Consideration was given to the Equality Impact Assessment. Members were assured that management processes were in place to address disability and mobility issues.
- Members considered the options outlined in the report and noted the position of the town council. The importance of continuing to have a long term police presence in Axminster was highlighted.

- RESOLVED**
- i) to approve the disposal of Axminster Police Station at the value detailed within the report.
 - ii) to approve a lease acquisition for office accommodation with Devon and Somerset Fire and Rescue at the cost indicated within the report.

b) Truro and Tregony Police Stations

Issues discussed during consideration of the papers for the report included:

- The Head of Estates highlighted key points in the reports, including the significant savings which could be achieved.
- Concerns were raised regarding car parking.
- Clarification was provided on some elements of the business case, and the work to be carried out on the existing building.
- The Chief Constable highlighted the importance of developing shared service areas with local authorities in the future.
- Members considered and noted the contents of the Equality Impact Assessment.

- RESOLVED**
- i) to approve the disposal of Truro Police Station at the value detailed within the report.
 - ii) to approve the disposal of Truro Neighbourhood Police Base (Lemon Street Shop Front) in 2014.
 - iii) to approve the disposal of Tregony Police Station at the value detailed within the report.
 - iv) to approve the purchase and fit out of a new building for police use at the cost detailed within the report.
 - v) to approve the acquisition of a lease or licence to provide a physical base in Tregony.

161. Consideration to return the meeting into Open Session

- RESOLVED** to return the meeting into open session.

162. Strategic Planning and Co-ordination Committee Risk Register

The Chairman outlined the background to the revised risk register, including the discussion which had taken place at the last meeting of SPCC regarding the wording and scoring of Risk 16 (Legal processes). A revised wording and scoring was requested and this had been included in the updated version of the risk register.

- RESOLVED**
- i) to note the progress on the development of the SPCC risk register since the May committee meeting.
 - ii) to agree the risks, scoring, risk approach and mitigating actions as presented in Appendix 1 to the report.

163. Independent Custody Visiting Bi-annual Report

- Clarification was requested regarding the protected characteristics detailed in the report as only gay men were listed. Members would receive an update on the reasons for this. (ACTION in hand with Becky Brodest)
- Clarification was provided regarding the timing of the reports.
- The Lead Member for custody visiting outlined the process referred to (2.16) regarding the introduction of “self-introduction”.
- Concerns were raised regarding the detention in custody of individuals with mental health problems where this may not be appropriate but remains the only course of action to ensure safety in the absence of support from health service agencies.
- Members requested an update on the position at Glenbourne mental health unit (ACTION)
- Members were assured that in future if visits were refused the reasons for this would be listed, as had been the previous practice.
- Attention was drawn to 2.23 and 2.24 regarding the provision of suitable places of safety. The Lead Member emphasised that local authorities were obliged to provide suitable accommodation for children and young people.
- The Chief Constable highlighted the importance of custody issues for the Force and informed Members that an HMIC inspection was awaited. The Force shared Members’ concerns that mental health patients were detained for too long at times due to the absence of alternative safe accommodation when required.
- The Lead Member suggested that the data in the report be sent to the Local Safeguarding Boards.

- RESOLVED**
- to note the findings of the Independent Custody Visiting scheme provided in this report and the reassurance provided concerning the conditions and treatment of people held in police custody in Devon, Cornwall and the Isles of Scilly.

164. Police Property Act Funds – Annual Report

Mr M Bull declared a personal interest in this item due to his role as Chairman of the Devon Community Foundation. Mr Bull left the room for the item. Mr B Preston chaired the meeting for this item.

- Clarification was provided regarding the balance of the fund.
- In future responsibility for the fund would pass to the Police and Crime Commissioner.

- A Member requested further information on the distribution of funds between Devon and Cornwall in relation to the relative population figures for the two counties. This information would be provided in the next annual report.

- RESOLVED**
- i) to note the awards from the Police Property Act Fund in 2011-12.
 - ii) to approve the transfer of £4,009 of additional property act receipts into the Endowed Fund.

165. Treasury Management Update

The Treasurer outlined the background to the report, including the discussion at Resources Committee on 18 May 2012, regarding the financial crisis affecting the Eurozone. Issues raised during consideration of this item included:

- Clarification was provided in relation to Moody's ratings of the major banks, including Santander.
- Members were assured that future governance arrangements for Treasury Management were in place, including the appropriate delegations where necessary.
- Clarification was provided regarding the procedure adopted when investment in specific banks was suspended for a period of time.

- RESOLVED** to note the action taken to vary the Treasury Management Strategy as a result of recent developments in the European capital markets.

166. 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	167	Job Evaluation i) JE Update Report ii) Inclusion of Force Directors, and Chief Executive & Treasurer of PA in JE	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.

Agenda Item No	Min. No	Report Title	Relevant Act	Relevant Section
Urgent Item	168	Proposed Settlement of Equal Pay Liabilities	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	170	Change Programme Prioritisation Update	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).
14	169	Significant Claims Against the Police Authority	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).

167. Job Evaluation

i) Job Evaluation Update Report

The Chief Constable drew attention to key points in the report. Members welcomed the update, including the timeline as set out in the report.

RESOLVED to note the progress made in relation to Job Evaluation.

ii) Discussion in respect of inclusion of the Directors, Chief Executive and Treasurer within Job Evaluation

The Director of Legal Services, and the Chief Executive and Treasurer of the Police Authority declared a prejudicial interest in this item and left the room for the duration of the item.

The Chief Constable outlined the background to the report following the initial consideration of this item at the last meeting of the Strategic Planning and Co-ordination Committee. Issues raised during consideration of the report included:

- Clarification was provided in relation to the pay scales applying to Force Directors and senior officers of the Authority.
- The Chairman proposed that written advice be requested from the JE Advisor to the Authority on issues which required clarification in relation to this item.

RESOLVED to defer consideration of this item until the July meeting of the SPCC.

A section of Minute 168 has been redacted under the restrictions agreed for report item 3a (Local Government Act 1972 as amended by the Local Government (access to information) Act 1985, Schedule 12A paragraph 4).

168. Urgent Item - Proposed Settlement of possible Equal Pay Issues

- The Director of Legal Services outlined recent developments in relation to this item.
- Discussions had been taking place with staff representatives regarding the proposed settlement with an announcement to staff to follow in the next few days.

RESOLVED

- i) to note the current position.
- ii) to confirm support for continuing with the proposal outlined in the report.
- iii) *Redacted Redacted Redacted Redacted*

169. Significant Claims against the Police Authority/Chief Constable

The Director of Legal Services highlighted key points in relation to the cases presented in the report. Clarification was provided during consideration of the individual cases.

RESOLVED

- i) to note the advice in the matter of 'T' v. Devon & Cornwall Constabulary and endorse the proposed course of action.
- ii) to note the update in the Regulation A19 Employment Tribunal cases.
- iii) to note the case of 'B' v Devon & Cornwall Constabulary and endorse the proposed course of action.
- iv) to note the cases of 'V', 'A' & 'Bu' v. Devon & Cornwall Constabulary and endorse the proposed course of action.
- v) to note the update on Employment Tribunal Claims.
- vi) to note the update on the Inquests.

170. Update on the Devon and Cornwall Constabulary Change Programme

iii) Gateway Review

- The Chief Constable outlined the background to the Gateway Review of the Change Programme.
- The findings of the Gateway Review had been brought to the Committee as part of the process of ensuring that Members were kept fully informed of all issues relating to the Change Programme.
- The Chairman and Chief Constable assured Members that an action plan based upon the findings of the review would be developed and implemented.
- Members were informed that the Change Advisor to the Authority would continue to be involved in the review process.

RESOLVED to note the current Gateway Review update as presented in combination with the separate update report in respect of the reprioritisation of the Change Programme.

ii) Change Programme Prioritisation Update Report

The Head of the Change Programme outlined the content of the reports presented to the meeting and provided an update on the current position. Issues raised during consideration of the item included:

- Attention was drawn to paragraph (3) in relation to the reviews which had been commissioned, and to the prioritisation and rescoping of the programme.
- The Chief Constable informed Members that training in change management would be sought for senior and middle level managers. An update report on this would be brought to a future meeting of the SPCC.
- The importance of ensuring that the major risks arising from the prioritisation were fully understood was highlighted.
- The next meeting of the Budget Working Party would consider the potential financial impact of the prioritisation of the programme.
- Members were assured that members of staff and the public would be fully informed of changes to the programme.
- The Chairman drew attention to concerns surrounding the projected go-live date for the new command and control system (STORM). A decision on whether the target date of 19 June 2012 would be met was yet to be made.

RESOLVED

- i) to note the assessment that the Force Change Programme requires urgent and substantial de-scoping and the immediate prioritisation of high priority (tranche 1) elements of the Programme.
- ii) to note the drivers and principles to be employed when directing and deciding on de-scoping and prioritisation of the Programme.
- iii) to note the current recommended position concerning de-scoping and prioritisation of the Force Change Programme as outlined in Appendix 'B' of the report and to note the amended position from the initial prioritisation paper presented to SPCC on 15 May 2012, contained at Appendix 'A'.
- iv) to note the existing timeline which requires the current recommendations concerning de-scoping and prioritisation of the Force Change Programme as outlined in Appendix 'B' of this report to be considered and decisions made at Force Programme board on 14th June 2012
- v) to note and agree that post Programme Board on 14th June 2012 there needs to be an immediate implementation of the finalised prioritisation and de-scoping position of the Change Programme
- vi) to note the nature and impact of the immediate resourcing and leadership commitment necessary to fully support and progress the priority elements of the Programme.
- vii) to note and accept that once finalised the elements of the Programme assessed as 'tranche 2' and 'tranche 3' are not progressed in the short term but are subject to indicative progression as detailed in the indicative plan for phased delivery of the prioritised and de-scoped programme as outlined in Appendix 'C'.

