

Devon and Cornwall Police Authority

9 May 2008

Open for the purposes of FOI

Report of the Chief Executive

PROTOCOLS GROUP – LEAD MEMBERS / TASK AND FINISH GROUPS (PA08/338)

RECOMMENDATIONS 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

At the Police Authority seminar on 14 March Members discussed a detailed report containing the recommendations of the Protocols Group which had been commissioned to examine the function, role and scope of the Lead Member system and to explore the option for setting up Task and Finish Groups.

Broadly the report indicated as follows: -

- ◆ That the Lead Member scheme had not operated as effectively as intended with inconsistencies in approaches to the work and a lack of reporting back arrangements

- ◆ There remained strengths some aspects of the Lead member arrangements which should be retained
- ◆ The concept of setting up Task and Finish Groups was supported
- ◆ There should be dedicated office resources to support both Lead members and Task and Finish Groups

Members indicated their support for the options within the report and agreed that a report should be submitted to this meeting for final approval and adoption of the proposals

Contact: for further information:

Graham Davey, Chief Executive

Tel: 01392 268333

Email: graham.davey@devonandcornwall.pnn.police.uk