

DEVON AND CORNWALL POLICE AUTHORITY

MINUTES of a meeting of the **Devon and Cornwall Police Authority** held at Police Headquarters, Middlemoor, Exeter on **Friday 11 May 2007**.

Present:

Mr M I R Bull, Mr C Bulley, Mr J Currie, Sir Simon Day, Mrs L Dunn, Mr T Evans, Mr G Hicks, Mr M Hicks, Mr B C Greenslade, Ms J Norton, Mrs A Malcolm, Mr D Money, Mr M Nevitt, Mr B Preston, Mr John Smith, Mr W D Thomas and Mr C L Wallin.

Officers in attendance

Police Authority

Mr G Davey (Chief Executive), Mr J Glasby (Treasurer), Mrs E Tanner (Meeting Administrator)

Police Force

Assistant Chief Constable A Hollingshead, Mr N Holt (Director of Human Resources), Deputy Chief Constable T Melville, Chief Constable S Otter, Mr C Papworth (Interim Director of Finance and Resources), Assistant Chief Constable B Spencer.

P/2139 ELECTION OF CHAIRMAN

RESOLVED that Mr John Smith be appointed as Chairman.

P/2140 ELECTION OF VICE-CHAIRMAN

RESOLVED that Mr Mike Bull be appointed as Vice-Chairman.

P/2141 APOLOGIES FOR ABSENCE

There were no apologies received.

P/2142 CHAIRMAN'S ANNOUNCEMENT

The Chairman warmly thanked Mr Money for his contribution to the Police Authority during his time in office and made particular reference to the significant difficulties that had been overcome.

Mr Money thanked everyone for their support during his Chairmanship.

P/2143 DECLARATIONS OF INTEREST

The following declarations of interest were received:

P/2143 DECLARATIONS OF INTEREST (Cont'd)

Name	Minute Number	Type of Interest	Nature of Interest	Action
Mr Bryan Preston	P/2149 and P/2160 Reports of Committees – Human Resources Committee	Personal	Member of GMB	Spoke and voted.
Mr B Greenslade	P/2145 Exeter City Council Bid for Unitary Status.	Personal	Member of Devon County Council	Spoke and voted.

P/2144 ITEMS REQUIRING URGENT ATTENTION

The Chairman certified that having regard to the special circumstances pertaining in this matter – namely the potential impact on policing in Exeter, the Chairman was of the opinion that despite its non-inclusion on the Agenda, the matter of the bid by Exeter City Council for unitary status should be considered at the meeting as a matter of urgency.

P/2145 EXETER CITY COUNCIL BID FOR UNITARY STATUS

Consultation on the bid made by Exeter City Council for unitary status was due to end on 22 June. The Police Service – the Constabulary and the Authority, were stakeholders in this issue. Should the bid be successful, it was considered very likely it would have a negative impact on the delivery of policing in the City – not least because of the need to support an additional tier of local authority. It was suggested that the Authority should take the opportunity to discuss the issue, form a view and respond to the consultation.

Issues discussed during consideration of this item included:

- Cornwall County Council's bid for unitary status.
- The need for any opinion formed by the Authority on the bid to be well considered, and to be entirely focussed on provision of a policing service and not of a political bias.

RESOLVED to give delegated authority to the Police Authority seminar on 8 June 2007 to agree the Authority's submission to the bid by Exeter City Council for unitary status in the event that the Authority determine that a submission is required.

P/2145 MEMBERSHIP

The Chairman introduced and welcomed Mrs Lynne Dunn and Ms Joanna Norton to their first full Police Authority Meeting since appointment as Independent Members. Mike Bull and David Money were welcomed back following their re-appointment as Independent Members.

P/2146 MINUTES

The minutes of the meetings held on 16 February 2007 were signed as a correct record.

P/2147 CHIEF CONSTABLE'S REPORT

Members considered the report. An update to the report was tabled and presented by the Chief Constable.

Issues discussed during consideration of this item included:

- Provision of timely information to Members to enable them to respond appropriately at Police Authority Liaison Meetings. It was proposed that Members receive a briefing on the changes to Neighbourhood Policing at a future seminar.
- Traffic wardens and the provision of parking regulation, particularly within Barnstaple, during the transitional period leading up to local authority control.
- Concerns were raised about the effectiveness of some Neighbourhood Beat Managers.
- The green agenda, and the provision of video conferencing to reduce travelling costs and time.
- The Safety Camera Partnership and the methodology used for the re-distribution of fines.
- The procedures followed by the police in relation to young people accused of sexual abuse. It was proposed that Members receive a briefing on this subject at a future seminar.

RESOLVED to note the report.

P/2148 ANNUAL POLICING PLAN

At a previous meeting, Members had requested that a limited number of copies of the Annual Policing plan should be published in hard copy for distribution to certain organisations, for example libraries, within Devon and Cornwall and the Isles of Scilly.

RESOLVED to progress option 4 – print via press within reprographics.

P/2149 REPORTS OF THE COMMITTEES

The Authority received reports of the Committee meetings that had taken place since the last meeting of the Authority.

1. A meeting of the Corporate Governance Committee was held on 13 March 2007.

Members noted the items discussed by the Committee.

2. Human Resources Committee was held on the 9 May 2007.

The following recommendations arose as a result of the meeting:

P/2149 REPORTS OF THE COMMITTEES (Cont'd)

[HR/262] Job and Grading Review for Devon & Cornwall Police Staff – Pilot Review

RESOLVED

- (i) that the Greater London and Provincial evaluation scheme is adopted as the method of evaluating police staff jobs.
- (ii) the job descriptions for police staff are written in a similar way to those in the HAY scheme.
- (iii) A robust mechanism based upon the HAY scheme is used for the determination of the application of any market rates.

[HR/263] Fairness at Work Policy Amendment

RESOLVED that a Member of the Police Authority is included upon the Independent Panel convened to consider appeals on the outcome of Fairness at Work complaints either against or by members of the Chief Officers Group

[HR/264] Changes to the LGPS Regulations – Flexible Retirement

RESOLVED

- (i) that the Flexible Retirement Discretionary Policy be approved.
- (ii) that the Police Authority is consulted upon the financial implications to the organisation before any final decision is taken regarding cases which may be approved despite a cost to the Authority and the exceptional cases where actuarial reduction is waived; and
- (iii) that such consultation be with the Authority's Treasurer who in turn will consult the chair of the Authority's Human Resources Committee and the Authority's HR Advisor.

Note: Mr B Preston declared a personal interest as a lifelong member of GMB.

Members noted the items discussed by the Committee in open session. (Members considered a further briefing in closed session, later in the meeting).

3. A meeting of the Performance Management Committee was held on 27 March 2007. This item was considered later in the meeting.
4. A meeting of the Planning and Consultation Committee was held on the 22 March 2007.

Members noted the items discussed by the Committee.

5. A meeting of the Resources Committee was held on the 26 April 2007. This item was considered in Part II of the meeting.

P/2149 REPORTS OF THE COMMITTEES (Cont'd)

6. A meeting of the Standards Committee was held on the 24 April 2007. Members noted the items discussed by the Committee.

P/2150 STRATEGIC POLICE AUTHORITY

The Chief Executive presented the report. Members present at a seminar in January had considered the options as to how the Authority should operate in the future.

Issues discussed during consideration of this item included:

- The need for the Authority to revise how it operates and to move towards a more modern way of working.
- The composition of the proposed Management Board, and its separation from the Corporate Governance Committee.
- The abolishment of the Property Sub-Committee and the level of responsibility that would necessarily be placed onto the lead member for property and the need for this to be given careful consideration.
- The pros and cons of operating with an Executive and call-in procedures, and the non-Executive arrangements.
- Communication strategies and the need for every Member of the Authority to be involved.
- Police Authority inspections and questions around 'fit for purpose'.
- Business strategies and systems to ensure high-risk elements are not overlooked.
- The need for further discussion and decisions to be made in progressing the proposed new ways of working. Members were reassured that the process would be kept under constant review.
- The need to be stronger on performance management and to focus on the key requirement to ensure efficient and effective policing in Devon and Cornwall and the Isles of Scilly.

RESOLVED

- (i) that Option 1 in the report submitted be adopted and that a concluding report together with a draft constitution be submitted to the Authority at their meeting on 29 June 2007.
- (ii) that the current Property sub-committee be abolished and that the Resources Committee be given delegated powers to appoint a Lead Member to undertake this role.

P/2151 POLICE AUTHORITY – CHIEF EXECUTIVE

RESOLVED that the Authority's Chief Executive and Clerk be re-designated as Chief Executive.

P/2152 NEW CODE OF CONDUCT FOR POLICE AUTHORITY MEMBERS

RESOLVED

- (i) to receive training on the new Model Code of Conduct on a date to be arranged;
- (ii) to receive a draft code of conduct for approval and adoption at the next meeting of the Authority.

P/2153 DEVON AND CORNWALL POLICE AUTHORITY GENDER EQUALITY DUTY SCHEME

Members considered the draft Gender Equality Duty Scheme. A risk management approach had been taken in producing the scheme. It would be updated regularly through the committees that would monitor how the scheme was being applied.

RESOLVED to adopt the Gender Equality Duty Scheme.

P/2154 DIVERSITY SIX MONTHLY REPORT 2007 (INCORPORATING THE RACE EQUALITY SCHEME ANNUAL REPORT)

Members considered the report. In future, all diversity issues would be reported in the same report and presented to the Authority at six monthly intervals. The focus of the report presented was around consultation undertaken in relation to the various diversity strands.

Issues discussed during consideration of this item included:

- The format of the action plan and the need for more meaningful information in the 'current position' column.
- David Money reported he had taken the lead for Diversity.
- Members placed on record their thanks to the Consultation Officer, and the two Policy Officers.

RESOLVED to note the report.

P/2155 ASSOCIATION OF POLICE AUTHORITY MEETINGS

Members noted the meetings held by the Association of Police Authorities since the last meeting of the Police Authority. Those Members who attended the meetings were invited to share issues of interest that had been raised at them.

Issues discussed during consideration of the format of the report included:

- The Policing Review was the main topic at the recent APA Executive meeting attended by Mr Greenslade.
- The APA restructure.
- Capping following the recent council tax increases.

RESOLVED to note the report.

P/2156 POLICE AUTHORITY LIAISON MEETINGS

Members noted the meetings held since the last meeting of the Police Authority.

P/2156 POLICE AUTHORITY LIAISON MEETINGS (Cont'd)

Issues discussed during consideration of this item included:

- There had been two meetings held on an open 'drop in' basis since the last Authority meeting. The open meeting in Brixham held in the community college had been very successful in respect of the number of young people who attended. The open meeting held in Dawlish had attracted fewer young people.

RESOLVED to note the report.

P/2157 PERFORMANCE REPORT

1. Performance Management Committee.

A meeting of the Performance Management Committee was held on 27 March 2007.

Members noted the items discussed by the Committee.

2. Performance Report

The Deputy Chief Constable presented the report. Information on the current Force performance to targets for the period April 2006 to March 2007, and for April 2007 was tabled. In addition, the Deputy Chief Constable reported that target 6 -to increase the amount of assets recovered as part of the proceeds of crime act to a minimum of £1.53M had been exceeded, and target 16 – to increase the percentage of the population of Devon and Cornwall who are aware of either the names of staff within their local police team, or where they can find out this information had reached 27.8% against a target of 30%.

Issues discussed during consideration of this item included:

- Absence management and stress related absence. Stress absence was an issue across all sectors. The Constabulary planned to carry out a full stress audit.
- Violent crime consisted of many different crime types. Members were reassured that performance against each type of crime within the violent crime category was measured appropriately.

RESOLVED

- (i) to note the report.
- (ii) that the iQuanta presentation on performance to targets compared with family of forces be deferred to the Police Authority Seminar on 8 June 2007.

P/2158 CLOSED ITEMS - EXCLUSION OF THE PRESS AND PUBLIC

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

Minute number	Report title	Relevant Act	Relevant section
P/2159	Reports of Committees – Resources Committee	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)
P/2160	Reports of Committees – Human Resources Committee	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.
P/2161	Bodmin Project 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).
P/2162	Purchase of Replacement Force Helicopter	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)

P/2159 REPORTS OF COMMITTEES – RESOURCES COMMITTEE

A meeting of the Resources Committee was held on 26 April 2007.

The following recommendations arose as a result of the meeting:

[R/622] Treasury Management

RESOLVED

- (i) that a proportion of the earned income be set aside to ease future budgetary pressures.
- (ii) that the performance of the fund managers and the functioning of the Treasury Management Strategy be noted.
- (iii) that close monitoring of the Strategy continues in 2007/08 and that the Strategy be reviewed in the autumn 2007.
- (iv) to arrange a meeting with the fund managers in December 2007.

[R/630] Refurbishment of Sowton Vehicle Workshop

RESOLVED

- (i) that an increase in expenditure on the Sowton Vehicle Workshop refurbishment of £55,000 (revised total of £250,000) be approved.
- (ii) The cost is included within the capital programme for 2007-08, subject to the total capital programme being managed within the Police Authority set limit of £15.3m. This will reduce the revenue budget for maintenance in 2007-08.

Issues discussed during consideration of this item included:

- The proposal not to pay stage payments had been discussed fully and was considered the best option in light of the freehold situation.
- The arrangements for naming the building.

RESOLVED to

- (i) confirm the approval for the project to proceed at an increase to the budget of £580,000 which includes interest charges.
- (ii) not approve the inclusion in the construction contract of stage payments.

Members noted the items discussed by the Committee.

P/2160 REPORTS OF COMMITTEES – HUMAN RESOURCES COMMITTEE

Members considered the second briefing arising from a meeting of the Human Resources Committee held on the 9 May 2007.

P/2160 REPORTS OF COMMITTEES – HUMAN RESOURCES COMMITTEE (Cont'd)

The following recommendations arose as a result of the meeting.

[HR/256] The National Police Staff Council Handbook for Devon & Cornwall Police Staff

RESOLVED

- (i) to continue with the approach defined at the 8th December 2006 Police Authority meeting to conclude negotiations with the unions over the implementation of the Police Staff Council Handbook
- (ii) that the Force should seek to fund the additional costs of implementation from its budget by releasing funds by savings
- (iii) A full report on the likely costs together with savings proposals to finance them be presented for consideration to the next Resources Committee
- (iv) The Authority's position on the period of protection be reserved pending further legal advice
- (v) that the Chairmans' Group work with the Chief Constable to a) review fully the implications of this issue on budgets, operational practice and delivery and b) identify lessons to be learnt.

[HR/257] Revised Compulsory Redundancy Terms for Police Staff

RESOLVED

- (i) to agree the interim compulsory redundancy policy for police staff with more than two years' service of a two times multiplier of statutory redundancy pay with uncapped weekly earnings and no pension enhancements - this will not be a contractual entitlement
- (ii) that the redundancy policy is redrafted to encompass the principle stated in (i) above
- (iii) that the Police Authority is consulted upon the financial implications to the organisation before any final decision is taken regarding the redundancy of an individual; and
- (iv) that such consultation be with the Authority's Treasurer who in turn will consult the chair of the Authority's Human Resources Committee and the Authority's HR Advisor.
- (v) A report giving an advance view of workforce planning scenarios be presented to a future meeting of the Committee
- (vi) That the decisions made in accordance with the interim and revised policies be monitored and fed back to the Human Resources Committee one year after implementation.

[HR/258] Proposed Voluntary Severance Terms for Police Staff

P/2160 REPORTS OF COMMITTEES – HUMAN RESOURCES COMMITTEE (Cont'd)

RESOLVED

- (i) to agree to the principles of a voluntary severance scheme for Police Staff namely that voluntary severance is offered on the same terms as provided for in the Force's compulsory redundancy policy and on a targeted basis to defined "pools" of staff, pre-approved by the Force Director of Human Resources
- (ii) that the Police Authority is consulted upon the financial implications to the organisation before any final decision is taken regarding the redundancy of an individual; and
- (iii) that such consultation be with the Authority's Treasurer who in turn will consult the chair of the Authority's Human Resources Committee and the Authority's HR Advisor.
- (iv) That the decisions made in accordance with the interim and revised policies be monitored and fed back to the Human Resources Committee one year after implementation

Note – Mr B Preston declared a personal interest as a lifelong member of the GMB.

P/2161 BODMIN PROJECT REPORT

Members were asked to recognise the linking of site acquisition to proceeding with construction subject to planning and resultant commitment to full project expenditure and to approve the expenditure as detailed in the report.

Issues discussed during consideration of this item included:

- The key milestones provided in the report gave an indication of the earliest expected timescales.
- The project was included in the medium term financial plan.

RESOLVED

- (i) That full approval to progress the Bodmin Scheme be given with a pre-contract budget of £11.67m to include land purchase, construction of a type 2 station, type 5 vehicle workshop and a type 3 shop front based on an occupation date of January 2009. The type 2 & 5 buildings to occupy an edge of Town "green field" site and the type 3 to be located in or near the Town centre.
- (ii) To note the report and update that also includes details of previous Police Authority referrals for this project.
- (iii) That approval is given to manage the new build and disposal within a net cost of £10.47m, with delegated authority given to the Chair of Resources Committee and the Treasurer to increase the cost of the new build within this sum should the need arise.

P/2162 PURCHASE OF REPLACEMENT FORCE HELICOPTER

Members considered the report. A business case for a replacement helicopter had been considered by the Resources Committee and Members of that Committee had resolved to recommend to the Police Authority the purchase of the replacement as detailed in the report.

P/2162 PURCHASE OF REPLACEMENT FORCE HELICOPTER (Cont'd)

Issues discussed during consideration of this item included:

- Comparisons between the E135 and the E145 models.
- The location of the hangar and the possibility of temporary alternative bases.

RESOLVED

- (i)The Force purchase a Eurocopter EC 145 helicopter for delivery in FY 2009 / 2010, subject to confirmed receipt of the first part of Home Office Capital funding.
- (ii)The Force send a no obligation letter of intent to purchase an EC 145 helicopter to McAlpine Helicopters Limited.
- (iii)Subject to formal valuation, the Force agree to dispose of the BK 117 helicopter as detailed in the report.
- (iv)In consultation with McAlpine Helicopters Limited, Force staff draw up a full technical specification for an EC 145 helicopter.

P/2163 SPECIAL CONSTABULARY NATIONAL STRATEGY

The Chief Officer for the Special Constabulary in Devon and Cornwall, Buster Brown, presented a report on the Special Constabulary National Strategy. The strategy arose out of a desire to consider the future of the Special Constabulary and how it should support the new Neighbourhood Policing initiative.

Issues discussed during consideration of this item included:

- A national project board had been established to oversee the implementation of the national strategy.
- The national strategy fitted well with the objectives of neighbourhood policing within Devon and Cornwall.
- The need to make more effective use of the special constabulary, and for this to be consistent throughout the Force area.

The meeting closed at 13.30hrs.

Signed.....
Date.....