

## **WILTSHIRE POLICE AUTHORITY**

MINUTES of a MEETING held at POLICE HEADQUARTERS, DEVIZES, on FRIDAY 20<sup>TH</sup> JULY 2012

**PRESENT:** Mr C Hoare (Chairman), Mr J Ali, Mr R Britton, Mr C Caswill, Mr B Ford, Ms J Hillyer, Mr C Humphries, Mr A Johns, Mr A Macpherson, Mrs G Mortimer, Mrs C Soden, and Mrs G Stafford

**IN ATTENDANCE:** T/Chief Constable P Geenty, Mr M Bennion-Pedley, Mr K Kilgallen, Mr M Prince, and Miss S Kyte

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1. **Apologies** Apologies for absence were received from Mr Bluh, Mr Fishlock, Mr Rogers, Mr Sample, and Ms Tawiah.

2. **Public Questions** There were none.

3. **Declarations of Interest** There were none.

4. **Chairman's Announcements**

**Death in Service – Richard Baptiste**

The Chairman informed Members of the death of Mr Baptiste, a member of Police Staff. The Chairman and Members wished for their condolences to be recorded.

**Bluez 'n' Zuz**

The Chairman notified Members that Bluez and Zuz had been awarded the Queens Voluntary Award Service. The Chairman stated that, on behalf of Members, he would write to Supt Jerry Dawson congratulating them on this.

**Resolved:** 1) *To record the condolences of the Chairman and Members on the death of Mr Richard Baptiste.*

2) *That the Chairman would write to Supt Jerry Dawson congratulating Bluez and Zuz on being awarded the Queens Voluntary Award Service.*

5. **Minutes of the Meeting held on 14<sup>th</sup> June 2012**

*Minute 12, Page 4:* Mrs Stafford asked whether the T/Chief Constable would be responding more fully to the Authority in relation to Neighbourhood Policing Teams (NPTs) working bank holidays. The T/Chief Constable stated that although he believed this to be an operational matter he was happy to respond due to the impact on the public. The T/Chief Constable stated that the Authority and the Force were looking to reduce costs as quickly as possible and bank holiday working was very expensive. With regard to NPTs working bank holiday there was usually very little risk and threat to the public and was, therefore, not considered best use of resources. However, should intelligence / risk assessments suggest differently then NPTs for the highlighted area would obviously be required to work. Core emergency policing response would always be provided over bank holidays. The T/Chief Constable assured Members that he recognised the community issues in relation to this policy.

Mr Caswill suggested that this should be communicated to the public and that it would seem appropriate to do this at the time the outcome of the NPT review was announced.

- Resolved:
- 1) *To note the response by the T/Chief Constable in relation to bank holiday working.*
  - 2) *To agree to sign the minutes as a true and accurate record of the meeting held on 14<sup>th</sup> June 2012.*

## 6. **Outstanding Actions**

### **Police Authority**

*27<sup>th</sup> March 2012, Minute 12:* The Chief Executive informed Members that the Authority and Force were currently in negotiations with the National Police Air Service (NPAS) in relation to terms and start date. NPAS were happy for WPA to continue in its contract with Great Western Ambulance Service (GWAS) but at cost to WPA and whilst paying for the national contract. The Authority had responded asking NPAS to take over the contract and a response was currently awaited.

*27<sup>th</sup> March 2012, Minute 13.i.6):* The Chief Executive was asked to confirm that these contracts were now in place.

*19<sup>th</sup> April 2012, Minute 20.1):* The Chief Executive stated an agreed approach to the consultation was being worked on with the two WPA Councillor Members from the Salisbury area.

*14<sup>th</sup> June 2012, Minute 11.3):* The T/Chief Constable stated this had been done and that the action could be closed.

*14<sup>th</sup> June 2012, Minute 12.2):* The Chief Executive confirmed that Members comments had been taken on board but that the Joint Annual Report was yet to be published.

*14<sup>th</sup> June 2012, Minute 12.3):* This would be covered at Agenda Item 10.

*14<sup>th</sup> June 2012, Minute 19.4):* This had been done and the action may now be closed.

*14<sup>th</sup> June 2012, Minute 18):* The Chief Executive informed Members that the required amendments to the MEL questionnaire had been carried out and that details of cost were now awaited.

### **Strategy, Direction and Progress Committee**

*22<sup>nd</sup> May 2012, Minute 7):* Ms Hillyer stated that the Force action plan in response to the HMIC report Anti-Social Behaviour would be considered at the Value and Productivity Group meeting taking place on 25<sup>th</sup> July 2012.

*22<sup>nd</sup> May 2012, Minute 8):* This would be discussed at Agenda Item 10.

*22<sup>nd</sup> May 2012, Minute 9):* Cllr Caswill stated he would have welcomed a discussion with the Force on the staff survey in advance of the Force producing an action plan. The T/Chief Constable stated that he was looking to each business area to generate their own response to the staff survey with guidance from senior managers. The People Strategy was being designed to address some of those significant areas highlighted in the staff survey and the next pulse survey would be conducted at the end of August. The T/Chief Constable informed Members that current sickness levels were good with Police Officers 2.8% below national average and Police Staff 3.9% below. The Force would obtain this information in terms of days for distribution to Members.

22<sup>nd</sup> May 2012, Minute 10): The staff survey would be the method by which staff moral would be gauged.

Members raised the issue of reports missing for substantive items and not having adequate opportunity to read those reports circulated late. The T/Chief Constable responded that this did not mirror how the Force wished to present items of business but this was a time of busy operational matters. Whilst Members accepted this, some items, such as the Neighbourhood Policing Team (NPT) review, were long standing requests. The T/Chief Constable stated that the NPT review was not as extensive as he would like and further work needed to be done on this linking in with other areas of business and taking into account potential issues arising from the Comprehensive Spending Review (CSR2). NPTs are working well and effective in the current model and there was no intention to change this at this moment in time. Ms Hillyer stated that if this were the case then the Force needed to be clear on what was happening with regard to a strategic NPT review and implement a comms strategy to allay staff fears.

Resolved: 1) *That the T/Chief Constable would inform Members of current sickness levels in terms of days.*

2) *For the Force to note Member concerns about late or missing papers.*

3) *To note Member concerns in relation to the Neighbourhood Policing Team review.*

4) *To note the updates provided and to update the Outstanding Actions as detailed above.*

## 7. **WPA and Force Risk Register**

Cllr Caswill asked the Force what contracts does it currently have with G4S and were these performing satisfactorily? The Assistant Chief Officer stated that there are two contracts. One was to the value of £23k and related to the movement of detainees whilst Melksham custody unit was closed for refurbishment works. The second contract was initially with Essex Forensic Medical Services and had now moved to G4S. £847k had been spent on the contract in 2011 and was performing well. The Force stated that additional pressure on Force resources was expected due to the failure of G4S to provide the required number of security staff for the Olympics. The Home Office had asked for details on contingency plans but additional requirements were not yet known. The T/Chief Constable assured Members that additional resource for the Olympics could be supplied and the Force would still be able to maintain a service to the public.

### WPA Risk Register

There were currently 4 red risks on the WPA Risk Register:

- Risk 3.20 collaborative working is being hindered
- Risk 4.10 Estate management which does not deliver facilities with working environments for the Force which are healthy and safe as they should be
- Risk 11.10 Capacity of the Finance team
- and Risk 12.10 Loss of public money

Members asked that these be referred to the Committee / Group owner to be reviewed and to ensure the mitigating factors were being met. These should also be highlighted within the transition programme.

- Resolved:
- 1) *That the four red risks detailed on the WPA Risk Register be referred to the relevant Committee / Group owner to be reviewed ensuring the mitigating factors were being met, and that these be highlighted within the transition programme.*
  - 2) *To note the content of the WPA and the Force Risk Registers.*

8. **Capital Update** A report by the T/Chief Constable had been circulated. The Assistant Chief Officer stated that there was a centrally mandated programme run by the Home Office (Criminal Justice Efficiency Programme) and that, as part of this, there was a capital requirement to invest in video conferencing facilities. The business case for this had been considered at the Change Management Board where the Authority was represented. Whilst not attached to the report, the Assistant Chief Officer informed Members that the Business Case was available for them to view should they wish. Ms Hillyer stated that she noted the internal management requirement for video conferencing was on hold, but she would not want to see this unduly delayed and would like this progressed.

Five further projects were included within the Capital Plan where Authority approval was outstanding. Business cases for these projects would be submitted in due course.

Mr Caswill informed the Force that at the most recent meeting of the Professional Standards Committee, Members were informed that a business case was being formed with regard to CCTV coverage in custody units. Members of that Committee had felt capital funds should be used to bring CCTV coverage up to Home Office standards within the custody units wherever this need was identified.

- Resolved:
- 1) *To note the amended Capital Plan and to approve expenditure to £64k for video conferencing facilities as part of the Criminal Justice Efficiency Programme.*
  - 2) *To note that following the recent meeting of the Professional Standards Committee, Members felt that capital funds should be used to bring CCTV coverage up to date and in line with current Home Office standards and that a business case was being formed to support the works that were required.*

9. **Health and Safety Annual Report** A report by the T/Chief Constable had been circulated. Although there had been a 42% increase in police staff assaults the actual numbers was a rise from 7 in 2010-11 to 12 in 2011-12. Members wished to recognise the work of the Force Health and Safety Manager and the progress the Force had made in relation to Health and Safety matters in recent years.

Resolved: *To welcome the content of the report and to continue to support effective health and safety management within the Force.*

10. **Creating a Sustainable Policing Model for Wiltshire** The Assistant Chief Officer presented to Members an overview on the current position with regard to Vision Wiltshire and future appetite for additional savings. The presentation incorporated Neighbourhood Policing Review (Agenda Item 12) and IT projects (Agenda Item 13). The key points to note were:

- Comprehensive Spending Review 2012 would be due shortly and was expected to contain further significant challenges;
- Response to incidents and time out of station was good;

- Departmental savings and the 'squeezing' of resources had helped to achieve £8m savings so far;
- Further £6m in savings required – Human Resources and Operational Support Services were currently being reviewed and should yield approximately £2m savings;
- Now looking to redesign the 'customer experience' and consider how Neighbourhood Policing Teams fit into this;
- A list of key strategic choices had been developed where the appetite of the organisation and partners needed to be gauged and then prioritised.
- No decision was required to be made at this moment in time and information was shared with Members so they were aware of the current landscape.

Members responded as following:

- Cllr Caswill stated that there were some points within the presentation he would like to see debated;
- Members could not disagree with the key strategic choices listed but would want to ensure property consultation had taken place before the business case appeared to go in a particular direction of travel – what would be the process for writing a business case ensuring maximum consultation but minimum amount of angst for staff? Equally at what stage would the Authority be consulted?
- It was felt that a PCC would want all the listed key strategic choices explored further so any work carried out at this stage would not be wasted – Members were keen that work was not put on hold during this interim process;
- A major concern of Members sitting on the Change Management Board was the progress of IT projects – none of the proposals would be easy to implement without resolving the issues associated with IT. The relevant IT projects needed to be prioritised and there needed to be an understanding as to what was deliverable whilst making sure there was clear accountability for IT projects.

Resolved: *To note the content of the presentation delivered by the Assistant Chief Officer and that this matter would be discussed further at the Value and Productivity Group meeting to be held on 25<sup>th</sup> July 2012.*

11. **Special Constables** A report by the T/Chief Constable had been circulated. 235 Specials were currently in place with between 60-70 available for independent patrol. In the first six months of this year, Specials had carried out 9,500 hours of patrol (equating to £230k based on the same amount of hours being carried out by Police Officers). Specials had been heavily involved in Solstice and Olympic Torch events. Members expressed their view that the Force should ensure Specials were used to their maximum potential and considered a component part of deployable resources. They should feel included and part of the policing family.

Resolved: *To note the content of the report.*

12. **Neighbourhood Policing Review** Discussed at Agenda Item 6 and Agenda Item 10.

13. **IT Projects** Discussed at Agenda Item 10.

14. **Interim Governance Structure and Scheme of Consent** A proposed Interim Management Board Structure and draft Scheme of Consent had been circulated. It was felt that IT should be more visible on the structure and the T/Chief Constable asked for the Director of Finance to be listed as the Assistant Chief Officer. The Chief Executive informed Members that the Joint Strategic Board was due to meet following the rising of Police Authority to consider the latest transition matters. It was agreed that discussion on these items would be delegated to Joint Strategic Board and any proposed amendments would be returned to full Authority for Members' approval.

Resolved: *That the proposed Interim Management Board Structure and the draft Scheme of Consent would be considered at the next meeting of the Joint Strategic Board and that any proposed amendments would be returned to full Authority for Members' approval.*

15. **Financial and Contractual Regulations**

Resolved: *To defer this item to the September meeting of the Police Authority.*

16. **WPA and PCC Audit Committee** A report by the Chief Executive had been circulated.

Resolved: 1) *To ratify the decision of the Audit and Risk Committee to establish an independent Audit Committee as from September 2012.*

Resolved:

17. **Committee Reports**

<u>Meeting</u>	<u>Date</u>
Audit and Risk	25 <sup>th</sup> June 2012
Professional Standards	19 <sup>th</sup> July 2012

Resolved: 1) *To note the content of the minutes circulated.*  
2) *To note the update provided by Professor Johns on the Professional Standards meeting held on 19<sup>th</sup> July 2012.*

18. **Group Reports**

<u>Meeting</u>	<u>Date</u>
Joint Strategic Performance Board	28 <sup>th</sup> June 2012

The T/Chief Constable informed Members that all crime had reduced by 3% during the first quarter which was against the national trend.

Resolved: *To note the update provided by the T/Chief Constable.*

19. **Conferences and Meetings Attended by Members since the Previous Meeting, and Future Conferences / Seminars**

None have been attended.

20. **Dates of Police Authority Meetings in 2012**

**2012**

20<sup>th</sup> September

1<sup>st</sup> November

21. **Urgent Items** The Chairman agreed to take the following urgent items:

i. Wiltshire Police Voluntary Cadet Corps

A report by the T/Chief Constable had been circulated. The following points were raised by Members:

- Need to promote the initiative within NPTs so they are fully aware of the objectives;
- Need to ensure that the right resource is available to engage with the children;
- Consideration should be given to running a similar scheme in Wiltshire;
- There should be liaison with Area Boards / Localities particularly if the Cadet Corp were looking to promote schemes such as Duke of Edinburgh;
- That the Cadet Corps should consider submitting a grant application to the Community Foundation which distributes funds collected by the Authority as part of the Police Property Act.

Resolved: 1) *To agree to the proposal to introduce a Voluntary Cadet Corps and to pilot this in Swindon.*  
2) *That the Chairman would liaise with the T/DCC on the decision to pilot the scheme in Swindon and how it would link with communities.*

ii. People Change Programme

A report had been circulated by the T/Chief Constable. Ms Hillyer stated that this report would be considered at the Value and Productivity Group meeting to be held on 25<sup>th</sup> July. The one outstanding issue was the timeline for when delivery would commence on these projects but this was understood to be in hand.

Resolved: *To note the content of the report.*

22. **Exclusion of the Public**

Resolved: *In accordance with Section 100A (4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Items 23 and 24 below because it is likely that if a member of the public were present there would be disclosure to them of exempt information as defined in Paragraphs 3 and 4 of Schedule 12A to the Act.*

23. **Wiltshire and Swindon Road Safety Partnership** A copy of the report which had been submitted to and considered by the Wiltshire and Swindon Road Safety Partnership had been circulated. It was agreed to ask the author of the report to look at this issue again, considering the issues raised by Members and to include academic research that evidences the requirement for the establishment of a new safety camera unit.

Resolved: *To ask the author of the report to review the document, addressing the issues raised by Member, and to include information on academic research that evidences the requirement for the establishment of a new safety camera unit.*

24. **Pensions Administration** A report by the T/Chief Constable had been circulated.

Resolved: *To agree the recommendation contained within the report.*

25. **Confidential Urgent Item** The Chairman agreed to accept the following as a confidential urgent item.

Womad

The T/Chief Constable provided Members with an update on the current situation.

(Duration of Meeting: 10.00am to 1.15pm)