



## Police Committee

**Date:** FRIDAY, 5 JULY 2013  
**Time:** 11.30am  
**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL  
**Members:** Deputy Henry Pollard (Chairman)  
Deputy Douglas Barrow (Deputy Chairman)  
Mark Boleat  
Simon Duckworth  
Alderman Alison Gowman  
Brian Harris  
Deputy Keith Knowles  
Alderman Ian Luder  
Vivienne Littlechild  
Helen Marshall  
Deputy Joyce Nash  
Don Randall  
Deputy Richard Regan

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Lunch will be served for Members in the Guildhall Club at the rising of the Committee

John Barradell  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **PUBLIC MINUTES**
  - a) To agree the public minutes and summary of the meeting held on 24 May 2013 (copy attached).

**For Decision**  
(Pages 1 - 10)
  - b) To receive the public minutes and summary of the Performance and Resource Management Sub-Committee held meeting held on 30 May 2013 (copy attached).

**For Information**  
(Pages 11 - 16)
  - c) To receive the public minutes and summary of the Economic Crime Board meeting held on 7 June 2013 (copy attached).

**For Information**  
(Pages 17 - 20)
  - d) Outstanding References  

**For Information**  
(Pages 21 - 22)
4. **THE INDEPENDENT POLICE COMPLAINTS COMMISSION (IPCC)**  
The Chairman to welcome Dame Anne Owers, Chair of the IPCC.
5. **ANNUAL REPORT ON PROFESSIONAL STANDARDS ACTIVITIES - 2012/13**  
Joint Report of the Town Clerk and the Commissioner of Police (copy attached).

**For Information**  
(Pages 23 - 34)
6. **STANDARD ITEM ON THE SPECIAL INTEREST AREA SCHEME**
  - a) Community Engagement Update  
Report of the Commissioner (copy attached).

**For Decision**  
(Pages 35 - 38)

b) Equality Diversity and Human Rights (EDHR) Update

c) Any Other Special Interest Area Updates

7. **ANTI-SOCIAL BEHAVIOUR, CRIME AND POLICING BILL**

Report of the Remembrancer (copy attached).

**For Information**

(Pages 39 - 46)

8. **REVENUE AND CAPITAL OUTTURN 2012/13**

Joint report of the Chamberlain and the Commissioner of Police (copy attached).

**For Information**

(Pages 47 - 56)

9. **STAKEHOLDER ENGAGEMENT PROJECT UPDATE**

Report of the Commissioner (copy attached).

**For Information**

(Pages 57 - 64)

10. **ROAD SAFETY - SIX-MONTHLY UPDATE**

Report of the Commissioner of Police (copy attached).

**For Information**

(Pages 65 - 90)

11. **SALE OF SURPLUS POLICE HOUSE**

Report of the Commissioner of Police (copy attached).

**For Decision**

(Pages 91 - 94)

12. **DECISIONS TAKEN UNDER URGENCY PROCEDURES**

Report of the Town Clerk (copy attached).

**For Information**

(Pages 95 - 96)

13. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

15. **EXCLUSION OF THE PUBLIC**  
MOTION - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part I of the Schedule 12A of the Local Government Act.

<b>Item No.</b>	<b>Exempt Paragraphs</b>
16 -18	3
19 - 20	-

## **Part 2 - Non-Public Agenda**

16. **NON-PUBLIC MINUTES**

- a) To agree the non-public minutes of the meeting held on 24 May 2013 (copy attached).

**For Decision**  
(Pages 97 - 98)

17. **GATEWAY 3 PROGRESS UPDATE POLICE ACCOMMODATION STRATEGY**  
Report of the Chamberlain.

**For Decision**  
(Pages 99 - 128)

18. **COMMISSIONER'S UPDATES**  
The Commissioner of Police to be heard.

19. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

20. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

## POLICE COMMITTEE

Friday, 24 May 2013

**Minutes of the meeting of the Police Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Friday, 24 May 2013 at 11.00 am**

### **Present**

#### **Members:**

Deputy Henry Pollard (Chairman)  
Deputy Douglas Barrow (Deputy Chairman)  
Simon Duckworth  
Alderman Alison Gowman  
Brian Harris  
Vivienne Littlechild  
Alderman Ian Luder  
Helen Marshall  
Deputy Joyce Nash  
Don Randall  
Deputy Richard Regan

#### **Officers:**

Xanthe Couture	- Town Clerk's Department
Alex Orme	- Town Clerk's Department
Ignacio Falcon	- Town Clerk's Department
Nagina Kayani	- Equalities and Diversity Manager
Suzanne Jones	- Chamberlain's Department
Steve Telling	- Chamberlain's Department

#### **City of London Police:**

Adrian Leppard	- Commissioner
Ian Dyson	- Assistant Commissioner
Eric Nisbett	- Director of Corporate Services
Hayley Williams	- Chief of Staff
Stephen Head	- Commander, Economic Crime

#### **1. APOLOGIES**

Apologies were received from Deputy Keith Knowles.

#### **2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

There were no declarations of interest.

#### **3. ORDERS OF THE COURT OF COMMON COUNCIL**

The Committee received the Orders of the Court of Common Council of 25 April 2013 appointing the Committee and approving its Terms of Reference.

RESOLVED.

4. **ELECTION OF CHAIRMAN**

The Committee proceeded to elect a Chairman in accordance with Standing Order No.29. The Town Clerk read a list of Members eligible to stand and Deputy Henry Pollard, being the only Member who expressed his willingness to serve, was duly elected as Chairman of the Committee for the ensuing year and took the chair.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30. The Town Clerk read a list of Members eligible to stand and Deputy Doug Barrow, being the only Member who expressed his willingness to serve, was duly elected as Deputy Chairman of the Committee for the ensuing year.

6. **MINUTES**

a) **The public minutes and summary of the meeting held on 12 April 2013 were agreed.**

**Matters Arising:-**

**(Item 4) Community Engagement Update**

The Town Clerk confirmed that an updated list of the Police engagement teams had been circulated to Members. It was noted that the information would also be updated on the City of London Police (CoLP) website, including photographs and contact details of relevant Police Officers.

**(Item 8) Regulation of Investigatory Powers Act – Collaboration Agreement**

The Town Clerk informed that the Comptroller & City Solicitor was settling suitable terms for the collaboration agreement to be established between the City Police and Metropolitan Police as part of the Regulation of Investigatory Powers Act (RIPA). One issue which had arisen recently was the need to bed down the governance of the agreement, which should, in the City's case, include the requirement that the Commissioner would report on the operation of this and other agreements at least once a year. It was proposed that this be set out in a letter from the Comptroller to MOPAC, also outlining the expectation that they would establish similar arrangements to comply with s22c of the Police Act 1996. The Committee endorsed this approach.

**Item 9 – COTAG Passes**

The Town Clerk provided an update on COTAG passes explaining that the messages they contained on the reverse relating to access to incident sites had been superseded by modern incident-management arrangements. The Commissioner undertook to work with the Town Clerk to ensure that the passes featured the appropriate information.

b) **The public minutes and summary of the Professional Standards and Complaints Sub-Committee held on 12 April 2013 were received.**

c) **Outstanding references**

**East Coast Information Services (ECIS)**

The Director of Corporate Services informed the Committee that there had been difficulties in the negotiations to join the East Coast Information Services (ECIS) which meant that the City Police was no longer in a position to join. He advised the Committee that he was now working with the Chamberlain to consider future options for the upgrade of the IT service.

7. **APPOINTMENT OF SUB-COMMITTEES, ECONOMIC CRIME BOARD AND REPRESENTATIVES**

The Committee received a report of the Town Clerk setting out the appointment of the Committee's two Sub Committees and Economic Crime Board. This included the election of Chairmen, composition, terms of reference and appointment to internal and external bodies.

RESOLVED – That:-

- a) the Terms of Reference be noted;
- b) the appointment of the two Sub Committees and the Economic Crime Board be agreed as follows:-

**Economic Crime Board**

Mark Boleat  
Simon Duckworth  
Brian Harris  
Helen Marshall  
Deputy Richard Regan  
Alderman Neil Redcliffe (co-opted Member)

**Professional Standards and Integrity Sub-Committee**

Alderman Alison Gowman  
Vivienne Littlechild  
Helen Marshall  
Deputy Joyce Caruthers Nash  
Deputy Richard Regan  
A co-opted Member to be agreed by the Membership of the Sub-Committee.

**Performance and Resource Management Sub-Committee**

Deputy Douglas Barrow  
Alderman Alison Gowman  
Deputy Keith Knowles  
Alderman Ian Luder  
Kenneth Ludlam (co-opted Member)  
Don Randall

- c) the Chairmen for the two Sub-Committees and Economic Crime Board be appointed as follows:

**Economic Crime Board**  
Simon Duckworth

**Professional Standards and Integrity Sub-Committee**  
Deputy Joyce Caruthers Nash

**Performance and Resource Management Sub-Committee**  
Deputy Douglas Barrow

- d) the appointments to various internal and external bodies be agreed as follows:

**Streets and Walkways Sub Committee**  
Alderman Alison Gowman

**Safer City Partnership**  
Deputy Henry Pollard

**Association of Police and Crime Commissioners**  
Simon Duckworth

8. **SPECIAL INTEREST AREA SCHEME 2013/14**

The Committee considered a joint report of the Town Clerk and Commissioner of Police setting out proposed arrangements and appointments for the Police Committee Special Interest Area (SIA) Scheme for 2013/14. Members agreed the proposed changes which took account of the SIA Scheme priorities for 2013/2014 and were designed to distribute the Committee's workload more evenly amongst Members.

It was agreed that a Member would not be appointed to the City First area of the SIA Scheme, as it was now in the implementation phase.

RESOLVED – That:-

(a) the achievements set out in the respective area reports for the year 2012/13 be noted, and the key priorities identified for the year 2013/14; and

(b) lead Members be appointed for the below areas in the Scheme as follows:-

**Business Improvement and Performance Management** - Deputy Doug Barrow

**Professional Standards and Integrity** - Deputy Joyce Caruthers Nash

**Equality, Diversity and Human Rights** - Alderman Alison Gowman

**Counter Terrorism** - Simon Duckworth

**Strategic Policing Requirement Overview** - Henry Pollard



**Economic Crime / Fraud** - Simon Duckworth

**Accommodation** - Keith Knowles

**Community Engagement** – Vivienne Littlechild

**Public Order and Road Safety** - Alderman Alison Gowman

**Independent Custody Visiting Panel** – Vivienne Littlechild

**Anti-Social Behaviour** – Don Randall

9. **STANDARD ITEM ON THE SPECIAL INTEREST AREA SCHEME**

a) **Community Engagement Update**

The Committee received a joint report of the Town Clerk and Commissioner which provided an update on recent community engagement activities, community priorities and forthcoming events.

It was noted that the Baroness Thatcher's funeral was successful in terms of the security arrangements and business engagement. It was agreed that in future a debrief will take place in order to ensure best practices are carried forward and issues resolved.

In addition, the response to the Woolwich incident tested the CoLP engagement strategy, which proved to be fast and efficient in communicating the appropriate messaging.

RESOLVED: That the report be received and its content noted.

b) **Equality Diversity and Human Rights (EDHR) Update**

The Equality and Diversity Manager advised of the good progress being made in the area, and that a second training session would be scheduled with the Town Clerk. It was agreed an update report would follow.

Alderman Gowman, the Committee's Lead Member on EDHR, provided an update to the Committee on a recent session that she had attended at the Home Office concerning the role of the police in dealing with detainees who required medical and mental health care.

RECEIVED.

c) **Any Other Special Interest Area Updates**

There were no other reports.

10. **INDEPENDENT CUSTODY VISITING SCHEME - ANNUAL REPORT**

The Committee received a report of the Town Clerk providing an update on the work of the City of London's Independent Visiting Custody Scheme (ICV).

Deputy Nash, the Lead Member in 2012/13, commented that one of the issues regularly raised at Panel meetings was the ease of access to the Custody Suite. The Panel's preference was for visitors to go to suites unaccompanied and to ensure that they were not being delayed so as to maximise the purpose of their visits. The Commander explained that immediate access was not always possible owing in order to guarantee the safety, the Panel was currently seeking clarification about their rights of access and for the Force to standardise access arrangements.

Clare Chadwick and Greg Moore were thanked for their work in supporting the work of the ICV Panel over the past year and Peter Tihanyi was thanked for his work as Chairman of the ICV Panel.

RECEIVED.

**11. CITY OF LONDON POLICE - ANNUAL REPORT 2012/13**

The Committee considered a report of the Commissioner submitting the Force's draft Annual Report for comments. The Annual Report was the publication that set out the achievements of the City of London Police for the past financial year.

The Commissioner highlighted that the report was in draft form and that minor changes to wording, listing appropriate representatives and information were being considered. As such, any comments and changes from Members were to be submitted to the Town Clerk's Department by 3 June 2013.

Members noted that an amendment would be made to total expenditure figures in regards to outturn in 2011/12 and the latest approved budget.

RECEIVED.

**12. FEES AND CHARGES 2013/14**

The Committee considered a report of the Commissioner seeking approval for the schedule of fees and charges for the financial year 2013/14.

Approval was also sought for the continued use of the same hourly charge rates for the private services of the Police which were calculated by the Metropolitan Police Service (MPS), and the adoption of the schedule of rates determined by the MPS for the provision of non-competitive market activities. Members noted that these charges had increased since 2012/2013 to take account of changes to Policy Pay and Conditions.

The Director of Corporate Services provided assurance to Members that the charges set out would cover the Force's costs.

RESOLVED – That:-

a) appendix 1 of the report be agreed, thereby giving explicit approval to the continued use of the hourly charge rates for the private services of the Police as calculated by the Metropolitan Police Service (MPS);

b) appendix 2 to the report be agreed, thereby implementing the schedule of rates for the provision of market non-competitive activities and agreeing to follow the MPS scale of charges for 2013/14; and,

c) appendix 3 in relation to miscellaneous Force fees and charges be agreed.

**13. RING OF STEEL - VISION AND ASPIRATIONS - UPDATE**

The Committee received a report of the Commissioner providing an overview of the history, vulnerabilities and aspirations for the future of the 'Ring of Steel', which provided protection and reassurance to those who resided, visited and worked in the City of London.

The Commissioner stated the current system was outdated, with far better technology available such as a CCTV and ANPR system. A Programme Board and Project Team had been set up which was a partnership between the City of London Corporation and the City of London Police (CoLP), to explore options for the future.

Members noted that although the project costs may be high, the results would be beneficial with City businesses supportive of the additional security. In addition, improved CCTV quality monitoring would assist in successfully prosecuting more crimes and would help increase victim satisfaction.

The timescale for the project could take longer than original estimates, due to the requirements to work alongside privacy regulations and many stakeholders. The Commissioner undertook to keep Members up to date as the project developed, which included soft market testing with City of London procurement over the summer of 2013.

RECEIVED.

**14. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

**Anti-social Behaviour, Crime and Policing Bill Report**

A Member queried whether a report would be submitted by the Remembrancer with details of the impact of the Anti-social Behaviour, Crime and Policing Bill, recently referenced in the Queen's Speech. The Town Clerk undertook to liaise with the Remembrancer to ensure a report was presented to Committee in due course.

**Domestic Abuse Report**

The Chairman asked the Commissioner what mechanisms were in place to respond to the occurrences of domestic abuse. The Commissioner explained that the Force was a centre of excellence in this area with a high number of

cases resulting in judicial process and a multi-agency approach considered a gold standard for other Forces throughout the UK.

A Member commented that the Safer City Partnership was active in this field, with domestic abuse and violence against young women and children being one of their key priorities for 2011-14. The Safer City Partnership provided a toolkit to City businesses to educate on the potential for incidences of domestic abuse amongst their employees. The Equality and Diversity Advisor also commented that LGBT Liaison Officers worked in this field on incidences related to same-sex domestic abuse.

The Chairman requested that a joint report from the Safer City Partnership and the Police be submitted to this Committee outlining the services provided to victims of domestic abuse.

### **Accumulated Leave Strategy**

A Member expressed concern about policing officers accumulating high levels of outstanding leave and thus being able to retire at short notice once they reached 30 years' service. The Assistant Commissioner commented that there was a detailed piece of work being conducted and that there was evidence that a historic problem was now being addressed.

## **15. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

The Chairman agreed to one item of urgent business being considered:-

### **Mutual Aid – Collaboration**

The Town Clerk was heard in connection with the Force's upcoming provision of mutual aid to the Police Service of Northern Ireland, which involved the deployment of thirty City Police officers between the 10<sup>th</sup> and 20<sup>th</sup> of June to support heightened security requirements and respond to potential protest groups at the G8 summit in Enniskillen.

The Commissioner had accepted the invitation issued by ACPO and one of the issues to resolve concerned the arrangement for dealing with any potential complaints which may arise as a result of the operations. The Home Office wrote to all PCCs, MOPAC and the City Corporation proposing that the Police Ombudsman for Northern Ireland be placed in charge of the investigation all relevant complaints, which was preferable from a logistical perspective. The Committee was therefore requested to approve an agreement under section 60 of the Police (Northern Ireland) Act 1998 between the City of London Corporation and the Police Ombudsman for Northern Ireland. A draft agreement had already been drafted and reviewed by the Comptroller & City Solicitor

RESOLVED – That:-

- a) an agreement under section 60 of the Police (Northern Ireland) Act 1998 between the City of London Corporation and the Police Ombudsman for

Northern Ireland to allow the latter to be placed in charge of the investigation all relevant complaints arising from the G8 police operations be approved; and

- b) the Comptroller & City Solicitor be instructed to draw up and sign the necessary paperwork.

### **Dates 2013/14**

The Town Clerk undertook to circulate the revised meeting dates for 2013/14 as well as other key dates such as Commendation ceremonies, etc.

#### **16. EXCLUSION OF THE PUBLIC**

RESOLVED – That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involved the disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

<b><u>Item No.</u></b>	<b><u>Exempt Paragraphs</u></b>
17	1 & 3
18	1, 2 & 7

#### **17. NON-PUBLIC MINUTES**

- a) **The non-public minutes of the meeting held on 12 April 2013 were approved.**

- b) **The non-public minutes of the meeting of the Professional Standards and Complaints Sub-Committee held on 12 April 2013 were received.**

#### **18. COMMISSIONER'S UPDATES**

The Commissioner of Police was heard concerning on-going and successful operations undertaken by the City of London Police.

#### **19. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

#### **20. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no urgent items of urgent business.

**The meeting ended at 12.55 pm**

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Chairman

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## PERFORMANCE AND RESOURCE MANAGEMENT SUB (POLICE) COMMITTEE Thursday, 30 May 2013

Minutes of the meeting of the Performance and Resource Management Sub (Police) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 30 May 2013 at 12.30 pm

### Present

#### Members:

Deputy Douglas Barrow (Chairman)  
Alderman Alison Gowman  
Deputy Keith Knowles  
Kenneth Ludlam

#### In attendance:

Deputy Henry Pollard

#### Officers:

Alex Orme	- Town Clerk's Department
Xanthe Couture	- Town Clerk's Department
Neil Davies	- Head of Corporate Performance and Development
Paul Nagle	- Head of Audit and Risk Management, Chamberlain's Department
Ian Dyson	- Assistant Commissioner
Eric Nisbett	- Director of Corporate Services
Hayley Williams	- Chief of Staff

#### 1. APOLOGIES

Apologies were received from Don Randall and Alderman Luder.

#### 2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations received.

#### 3. MINUTES

RESOLVED – That the public minutes and the summary of the meeting held on 8 February 2013 be approved.

#### 4. PERFORMANCE AGAINST POLICING PLAN TARGETS (APRIL 2012 TO MARCH 2013)

The Sub-Committee received a report of the Commissioner summarising the performance against the Policing Plan 2012-15 for the period between April 2012 and March 2013.

The Chairman stated that the Force's performance in the 2012-13 financial year had been a successful one – with all 18 policing plan targets achieved. While

crime reduction continued to be a challenge, the target was still met. It was discussed that with the implementation of City First Change Programme there were still some changes that will take time to be fully implemented.

The Assistant Commissioner stated that the City of London Police (CoLP) would remain focused on the target of a 95% response rate to 999 calls within 12 minutes (97.4% response rate achieved). In response to a Member's query, the Assistant Commissioner stated he would obtain the average call response time and stated he would consider analysing the call response time between the MET switchboard and the CoLP to improve response times, for next year's Policing Plan.

The Force were continuing work to reduce the levels of victim based violent crime and in 2012-13 we have seen a reduction compared to 2011-12, but this is slightly above the three year average. The Chairman requested that all future performance reports should provide 3 years of data for each indicator to enable Members to look at trends and patterns.

An increase in victim based theft from April 2012 was also a concern raised by Members, particularly with regard to instances of non-dwelling burglaries which had increased by 26.1%. In response to this rise it was explained the CoLP had deployed dedicated detectives and the number of non-dwelling burglaries should begin to decline. Historically, non-dwelling burglaries had occurred in multiple occupant spaces which affected more than one business.

Members went through Appendix A of the item and made a number of comments:

**Dedicated Ring of Steel patrols** - the Chairman expressed concern over a checkpoint at the northern gate of the City that seemed to be unmanned and rundown. The Assistant Commissioner advised that he would investigate the checkpoint but that these were not always staffed because officers were deployed based on risk and threat.

A member asked how many officers were currently deployed in the City at the moment and the Assistant Commissioner estimated the number at around 15 to 20 officers.

**Major Events - Olympic & Paralympic Games iModus survey 2012** - Members were informed that although the response rate was low, this was considered credible by survey provider, iModus.

**Community engagement** - the Assistant Commissioner agreed that the Force needs to maintain or even improve the current satisfaction rates for victim of crimes and there is a plan to set a higher performance target for 2014-15.

**Reduce collisions resulting in injury** - a Member advised that the road safety data source would be reviewed for next year as City of London data would be used as opposed to Transport for London data, which is currently collated and compiled for the calendar end rather than the end of the financial year.



The Chairman stated that the Force needs to be mindful of anti-social behaviour (ASB) and raised resident concerns about noise from clubs and licensed premises. The Chairman reminded the Force of their pledge in the policing plan 2013-14 that states “the Force will with our partners in the Safer City Partnership tackle anti-social behaviour by using all tools and powers available to us”

The Chairman stated that the Force must continue to ensure that the policing plan targets are both stretching and challenging and help drive Force improvement. The Assistant Commissioner explained that with the loss of additional police officers in the coming year, any target will be a challenging target to achieve. With police officer reductions, there may be some impact on services and these will have to be taken into account.

RECEIVED.

**5. HUMAN RESOURCES - MONITORING INFORMATION (APRIL 2012 TO MARCH 2013)**

The Sub-Committee considered a report of the Commissioner setting out the Force’s Human Resources monitoring data from the period 1<sup>st</sup> April 2012 to 31<sup>st</sup> March 2013.

The Chairman suggested that the proposed future appointments will provide the Force with an opportunity to make the workforce more representative of its community.

The Chairman stated that the contextual commentary giving the reasons for high sickness levels for support staff was very helpful. The Chairman asked that more comparative information be provided in future HR monitoring reports, for example, grievance levels and sickness levels.

The Director of Corporate Services intimated that Members may have a concern over sickness management, and the number of sick days taken by support staff. The average working days lost are 7.5 days for staff and 5.4 days for officers. He explained that the Force will be undertaking a review of how it managed sickness absence and developing an action plan. In addition, sickness policies would be reviewed with the support of the Corporation’s HR Department and an escalation process will be instituted for more difficult cases. The Force will be writing to those on long term sickness to offer help and support.

RECEIVED.

**6. HMIC INSPECTION RECOMMENDATIONS - FORCE PROGRESS REPORT**

The Sub-Committee received a report of the Commissioner updating Members on the CoLP response to HMIC inspection reports for the 2012/13 financial year.

It was agreed that the report was a useful progress update on the CoLP response to the recommendations of the three separate 2012/13 HMIC inspections. The Assistant Commissioner explained that the CoLP had produced actions plans in relation to Anti-Social Behaviour, Custody and Integrity and that the delivery of these actions is robustly monitored by the relevant Directorate Head.

Members and officers agreed that the HMIC Inspections Update was an important item that brought together all the outstanding actions from each of the HMIC inspection reports. It was decided that a further HMIC Inspection Progress Report be produced as an item at the next meeting of the Sub-Committee, as many of the outstanding actions detailed in the plan would have been achieved.

RESOLVED – That an update report of the CoLP’s completion of HMIC Inspections recommendations be produced for the next meeting of the Sub-Committee.

#### **7. INTERNAL AUDIT UPDATE REPORT**

The Sub-Committee received a six monthly report of the Chamberlain providing details of internal audit reviews undertaken in the financial year ending March 2013.

The Chairman expressed his disappointment with the level of audit activity in 2012-13 – with only 13 internal audit days completed out of the planned 80 days. Members were informed that although the service was moving forward positively, the level of progress had been affected by a number of factors including staff turnover and audit re-prioritisation. The Assistant Commissioner added that he was satisfied with the work of the Internal Audit going forward

Members sought assurance that Internal Audit would deliver its Force Internal Audit programme for 2013-14 and requested an update on the recommendations from the following future audit reviews - Police Fleet Management and the Police Use of Third Party Payments (including consultants).

It was also requested that that Internal Audit provide a detailed outline of the audit and inspection framework to ensure that audit coverage provided by the HMIC is not being duplicated by the planned audit work programmed by Internal Audit

RESOLVED – That a report be produced for the next meeting that sets out the audit and inspection framework to ensure audit duplication was not occurring with HMIC.

**8. HMIC VALUE FOR MONEY PROFILES 2012 - FURTHER ANALYSIS OF COSTS**

The Sub-Committee received a report of the Commissioner providing further analysis of the original submission of the HMIC VfM Profiles 2012 presented at the previous meeting of the Sub-Committee.

The Assistant Commissioner explained that the CoLP's high cost of services and salaries allied to a small population will always position it as an outlier in comparison with forces nationally, as population is a key comparator used by the HMIC. The HMIC VfM Profiles also do not take into account the Force's growing national economic crime responsibilities which the subsequent increase in support costs and supervision ratios.

The Assistant Commissioner stated that the VfM Profiles are a snapshot in time and past figures did not capture the reduced cost of policing borne across many functional areas as part of City First Change Programme.

The Assistant Commissioner assured Members that the CoLP did offer value for money and the budget position for the coming year and 2014-15 will show the Force is in a much stronger position to sustain the current policing model within the current budget constraints.

The Chairman noted the reputational impact of the Force appearing as a persistent outlier, where no context is provided. It was agreed that the Force would work with the Chamberlain to undertake a joint review of the Force's service costs – both to identify more meaningful comparators and to develop a robust means of benchmarking the CoLP's costs in the future.

RESOLVED – That a joint review be undertaken by the Chamberlain's Department in partnership with the Force to benchmark Police Services and that the outputs be presented to the November 15<sup>th</sup> 2013 meeting of the Sub-Committee.

**9. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

**10. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

In response to concern from the Chairman over the effectiveness of meetings, the Town Clerk undertook to establish future meetings of the Sub-Committee with lunch in the Guildhall Club as opposed to a working lunch while the committee meets.

**11. EXCLUSION OF THE PUBLIC**

Motion – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

**12. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE WHILST THE PUBLIC ARE EXCLUDED**

There were no questions.

**13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT WHILST THE PUBLIC ARE EXCLUDED**

There were none.

**The meeting ended at 2.15 pm**

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Chairman

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## **ECONOMIC CRIME BOARD OF THE POLICE COMMITTEE** **Friday, 7 June 2013**

Minutes of the meeting of the Economic Crime Board of the Police Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Friday, 7 June 2013 at 2.30 pm

### **Present**

#### **Members:**

Simon Duckworth (Chairman)  
Mark Boleat  
Brian Harris  
Helen Marshall  
Deputy Richard Regan

#### **Officers:**

Alex Orme	- Town Clerk's Department
Xanthe Couture	- Town Clerk's Department
Hayley Williams	- Chief of Staff
Stephen Head	- Commander, Economic Crime
Adrian Leppard	- Police Commissioner

#### **1. APOLOGIES**

Apologies were received from Alderman Neil Redcliffe.

#### **2. MEMBER'S DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**

There were no declarations of interest.

#### **3. MINUTES**

RESOLVED – That the minutes of the inquorate meeting held on 6 February 2013 be agreed as an accurate record.

RESOLVED – That the minutes of the meeting held on 14 September 2012 be agreed as an accurate record.

#### **4. FRAUD TRAINING ACADEMY: PROGRESS REPORT**

The Sub Committee received a report of the Commissioner outlining the progress of the Economic Crime & Fraud Training Academy.

The Commissioner explained that Academy continues to build on its excellence to develop a national, international and global brand. Members were informed that the next meeting of the Gold Group will discuss a market testing paper covering costing, pricing and programme content options for the Fraud Academy. It was stated that the Chamberlain's Department had been attending the meetings of the Gold Group and it was hoped that interested Members would also attend future meetings. The Force would be sending out an invite for Members to attend future meetings.

Members were informed about the proposed Academy training package being delivered to specialist fraud officers in Nigeria. The potential profit generated from providing the training was discussed and it was agreed that a cost/revenue/profit analysis would be produced and would be included in the Academy Business Plan for 2014/15-2016/17. The Business Plan was provisionally agreed to be brought forward to Members at the next meeting.

The Chairman sought assurance that all courses delivered by the Fraud Academy would be properly resourced in order to maximise the benefits to the clients and to maintain service quality.

The Commissioner added that further items to be included in the Academy Business Plan include a summary of where the current operations of the Academy stand along with costs, a strategy for return on investment and a national marketing plan.

The Commissioner advised that Members could attend future events of the British Standards Institution (BSi). The Force and Town Clerk undertook to provide details of future events to Members.

RESOLVED – That the Fraud Academy Business Plan be produced for the next meeting of the Sub Committee.

**5. ECONOMIC CRIME UPDATE - NATIONAL CAPABILITY PROGRAMME**

The Sub Committee received a report of the Commissioner updating on the progress to date and planned strategies to develop a Regional Fraud Team (RFT) capability and secure future funding as part of the National Capability Programme.

The Commander of Economic Crime explained that the numbers of reported fraud, reported through Action Fraud, are increasing and expected to increase more. A Member expressed concern over the fact that only around 10% of the 25% of reported crime allocated back to forces for investigation based on current case acceptance criteria were actually being investigated. It was suggested that the low levels of investigation could result in a significant increase in complaints from unsatisfied victims over time. This would have implications for the City of London Police as many of the complaints will be logged as the Force's through Action Fraud. It was agreed that more information on this area of concern would be brought to the Sub Committee at a future meeting.

RECEIVED.

**6. NATIONAL LEAD FORCE: YEARLY PERFORMANCE REPORT 2012/13**

The Sub Committee received a report of the Commissioner updating on the final performance report summarising the 2012/13 annual achievement of National Lead Force (NLF) against its agreed Key Performance Areas (KPA) and Key Performance Indicators (KPI).

The Commissioner advised that the CoLP/Crown Prosecution Services Central Fraud Division (CFD) joint initiative to measure the quality of NLF investigations will be implemented in the first quarter of 2013-14. The Commander of Economic Crime added that discussions had been held with the Crown Prosecution Services (CPS) around establishing targets related to the quality of cases presented. A Member raised a question in regards to the value of fraud (KPI 3.1) and the Commander of Economic Crime stated that the value of fraud can vary, and as a result there is now a focus in case criteria to focus more on damage caused by fraud rather than on the value of the fraud committed.

RECEIVED.

**7. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

The Chairman raised the issue with Members on the timings of the Sub Committee meetings to ensure quorum, as this occurrence continued to be a concern. Members and officers agreed that the meetings should take place to coincide with Police Committee meeting dates, except when preceded by meetings of another Police Sub Committee.

The Chairman stated he would be in contact with Members to ensure that the meeting times were suitable for them to attend. The Town Clerk undertook to amend all future 2013 and 2014 meeting dates of the Sub Committee.

**8. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There were no items of urgent business.

**9. EXCLUSION OF THE PUBLIC**

RESOLVED - That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

**Item No.**

**Exempt Paragraph(s)**

10

3

**10. NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 14 September 2012 were considered.

**11. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

**12. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There were no items of urgent business.

**The meeting ended at 3.43 pm**

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Chairman

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**POLICE COMMITTEE  
FRIDAY, 5 JULY 2013**

**OUTSTANDING REFERENCES**

<b>Meeting Date &amp; Reference</b>	<b>Action</b>	<b>Owner</b>	<b>Status</b>
11/07/2012 Item 23	To present a future options paper for the upgrade of the IT services	Director of Corporate Services	<b>In progress</b> <i>Provisional target date: January 2013</i>
24/5/2013 Item 14	To provide a report on the impact of the Anti-Social Behaviour, Crime and Policing Bill	Remembrancer	<b>Completed</b> <i>Item on the agenda</i>
7/12/2012 Item 3b	To compile and present an annual report on Professional Standards and Complaints statistics to the Police Committee.	Assistant Commissioner	<b>Completed</b> <i>Item on the agenda.</i>
24/5/2013 Item 10	To clarify and standardise the rights of access arrangements for Independent Custody Visitors	Commander of Operations	<b>In progress</b> <i>Target date: 23/9/2013</i>
12/4/2013 Item 4(a)	To update the City of London Police (COLP) website with the photographs and contact details of the Police Engagement Teams	Commander of Operations	<b>In progress</b> <i>Target date: 23/9/2013</i>
12/4/2013 Item 9	To recall and reissue COTAG Passes with the appropriate information	Town Clerk	<b>In progress</b> <i>Target date: 23/9/2013</i>
12/4/2013 Item 9	To circulate information on Police Cautions	Town Clerk	<b>Completed</b> <i>Information emailed to Members on 11/6/2013</i>

24/5/2013 Item 14	To present a joint report outlining the services provided to victims of Domestic Abuse	Head of Resilience and Community Safety/Commander of Operations	<b><i>In progress</i></b> <i>Target date: 23/9/2013</i>
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<b>Committee:</b>	<b>Date:</b>
Police Committee	5 July 2013
<b>Subject:</b> Annual Report on Professional Standards Activity – 2012/13	<b>Public</b>
<b>Report of:</b> Town Clerk and Commissioner of Police	<b>For Information</b>

## Summary

This report provides a comprehensive overview of activities relating to Police Professional Standards over the year 2012/13, giving an account of both the work of your Professional Standards and Integrity Sub-Committee and of the Force's Professional Standards Directorate (PSD) during this period.

Your Sub-Committee discharges an essential role of oversight and scrutiny of the Force's handling of complaint and conduct matters. It also provides invaluable support to the work of the OLF and is now leading on the work to develop the Force's Integrity Strategy.

This report also provides a summary of performance statistics which are submitted annually to the Independent Police Complaints Commission (IPCC). Generally, overall numbers of complaint cases recorded are stable, and are low relative to the number of interactions with the public and to the complaint figures for other Forces. Whilst there has been a small increase in the total number of complaints received relative to 2011/12 figures, this is attributable to additional complaints owing to the fact that the remit of Action Fraud, the fraud reporting authority run by the Force, has recently expanded.

Data is monitored and regularly analysed by PSD, and action is taken when repeated complaints against an officer start to raise concern about conduct. Where it appears that an officer may be subject to high numbers of allegations of a specific nature, measures are put in place to address the issue or follow more formal misconduct proceedings.

The City Police's PSD performs well in terms of recording complaint cases within the target of 10 days (89% against a national average of 81%). The time the Force takes to complete an investigation is also lower than the national average (111 days compared to the national average of 124 days).

The City Police also operates an Organisational Learning Forum (OLF) that monitors trends identified as potential concerns and where action such as changes to operational procedures or specific training might drive service improvements. In the past year, for example, the OLF proposed a number of changes to procedures, including those related to Use of Police Vehicles, Officers Note taking and Long Term Bail.

*NB: For the benefit of Members, a glossary of technical terms has been included as an Appendix.*

### **Recommendations**

That the report be received and its contents noted.

## **Main Report**

### **The Professional Standards and Integrity Sub-Committee**

1. The Professional Standards and Integrity Sub-Committee have responsibility for providing detailed oversight over professional standards in the City of London Police. During 2012/13, it received statistical updates on complaint cases and was able to identify trends relating to (a) the nature of allegations in complaints, (b) the means by which those allegations are resolved, and (c) the ethnic origin of complainants. In the last year, the Sub-Committee also continued to perform a highly detailed scrutiny function which was to examine the casework of every single complaint recorded by the Force – this is unique among all Offices of Policing and Crime Commissioners and local policing bodies.
2. In 2012/13 the Sub-Committee continued to look at matters of conduct; it received updates on all misconduct meetings and hearings which had been dealt with by the Force and Police Appeals Tribunals cases managed by the Town Clerk's Department (these are the proceedings to deal with appeals by officers who have been dismissed from the police service). The Sub-Committee also started receiving updates on Unsatisfactory Performance Procedures, which concern performance or attendance issues (as opposed to misconduct). Finally, it began receiving six-monthly updates by the Comptroller & City Solicitor on Employment Tribunal cases concerning ex-police officers and staff. These outlined the nature of claims and the outcome of cases.
3. Last year, the Sub-Committee continued to support the Force in ensuring that emerging themes identified in complaint or conduct cases are looked at as matters which may be better dealt with as issues of Organisational Learning. The Force's Organisational Learning Forum (OLF), chaired by the Assistant Commissioner, includes representation from all Force directorates and has a series of working groups focusing on specific areas of organisational learning, such as Custody or Public Order. The Chairman of the Sub-Committee attended several meetings of the OLF in 2012/13, and the Sub-Committee received a digest of highlighted areas/themes of learning at every meeting.

### **The Work on Police Integrity**

4. Police Integrity continued to feature prominently on the national policing agenda over 2012/13. HM Inspectorate of Constabulary (HMIC) conducted two nationwide reviews of police integrity - one in mid-2011 and again one in June 2012. HMIC included the City of London in the review programme and, as well as representatives from the Force, inspectors interviewed the Chairman of the Committee, the Chairman of the Sub-Committee, and officers from the Town Clerk's Department.
5. There were a few issues for the force arising from the HMIC inspections, (recording of declined hospitality, review of the number of corporate credit cards, introduction of drug testing and the need to enhance counter corruption capability); all of which are being addressed. In September 2012, the Police Committee considered a number of themes identified by HMIC in an initial 'Force Feedback' document issued immediately after the review, and the Committee took a decision that the Sub-Committee would start to receive updates of ACPO

Hospitality/Gifts Register, Business Interests of officers and staff, corporate credit card use, contacts with the media, and when it is introduced in the force, drug testing.

6. In subsequent discussions between ACPO officers and Police Committee leadership, it has been agreed that, in response to the increased public focus on integrity, there would be benefit for audit and public accountability for all issues that relate to the integrity of the force personnel to be drawn together into one overarching strategy and performance framework. This would allow Force managers as well as the Professional Standards & Integrity Sub-Committee to have a clear route into identifying where performance against stated values and standards of integrity were vulnerable, and where the force was most at risk.
7. This overarching strategy is currently being developed in consultation with the Professional Standards Sub-committee supported by the Town Clerks office. A suite of performance measures will support this strategy. It is intended that a quarterly progress report of these measures in the form of an 'integrity dashboard' will be regularly provided to the Sub-Committee in the future. To reflect this increased emphasis on integrity, the Professional Standards and Complaints Sub-Committee was re-named in April 2013 as Professional Standards and Integrity Sub-Committee.

### **Professional Standards in the City of London Police**

8. The City of London Police is the smallest territorial police force in the United Kingdom with a residential community of approximately 9,000 people and a daily working population in excess of 300,000. Many complainants to the City Police are transient which makes handling complaints and liaising with complainants somewhat more difficult than in other forces.
9. The City of London Police is the acknowledged lead force within the UK for economic crime investigation. Within the Economic Crime Directorate, there are two departments with a nation-wide remit; the Insurance Fraud Enforcement Department (IFED) and the National Fraud Intelligence Bureau (NFIB) where intelligence from Action Fraud (the reporting centre for all national cases of Fraud) is gathered. This has an impact in terms of users who may lodge complaints arising from their interaction with our officers working in Economic Crime. This risk should be highlighted, not least because of the development of the Intellectual Property Office and the Fraud Academy which might expand the nation-wide profile of the City Police.

### **The relationship with the Independent Police Complaint Commission (IPCC)**

10. The IPCC collects complaint data from all 43 Forces in England and Wales and produces a quarterly statistical bulletin. Each Force is provided an individual Bulletin containing complaint data, data compared to the "most similar force" (which the Force does not actually have given its unique size and remit) and national data. The IPCC also report on its own performance. It produces an Annual Report on Complaint statistics which allows Forces to see all national Force data together, and outlines any national trends on the reporting, investigation and appeals to the IPCC.

11. The Police Reform and Social Responsibility Act 2011 introduced a number of changes to complaint recording in November 2012. To coincide with these, the IPCC introduced an IT upgrade that would allow it to adapt to these changes. Because of this upgrade, the IPCC has not been able to provide a City of London Police Bulletin for Q3 (Oct – Dec 2012) although they did provide an Interim Bulletin for Q4 (Jan – March 2013). It is the IPCC's intention to provide a full Bulletin for Q4 and an annual report for 2012-13 later this year.
12. In some specific cases, the IPCC takes the lead in conducting investigations, particularly if these relate to high profile cases. Currently, the City Police has one IPCC 'Independent' investigation (that is, fully administered by its officers) and one IPCC 'Managed' investigation (that is, one where the Force takes directions from the IPCC).

## **Analysis of data**

### Recorded Complaints

13. Generally, overall numbers of complaints cases received by the Force are stable, and are low relative to the number of interactions with the public and to the figures for other Forces. During the period of 2012/13, the Force recorded 121 complaint cases (within which there was a total of 196 separate allegations) from 120 complainants. During 2011/12 there were 108 complaint cases (containing 200 allegations) recorded by 110 complainants. The Force has seen a slight increase on both the number of complaints cases and number of complainants, although it has actually seen a decrease on the number of allegations within the cases recorded. Looking further back to 2010/11, these three figures are broadly similar.
14. Five cases recorded during the last year contained an allegation of Discriminatory Behaviour. Three of which, following a PSD investigation, were 'Not Upheld' - that is, the Force found that the officers involved had no case to answer. One was withdrawn by the complainant, and one is still ongoing as the case is Sub-Judice due to the complainant being criminally investigated.

### Allegations Recorded

15. A total of 196 allegations were recorded in 2012/13. In terms of nature of allegations, the highest categories were (1) Incivility – 28 (14%), (2) Other – 26 (13%) (3) Other irregularity in procedure - 24 (12%) and (4) Oppressive Conduct – 17 (9%).
16. Of the 28 allegations concerning 'Incivility', 11 (39%) were locally resolved, 10 (36%) were Not Upheld following a PSD investigation, and 2 (7%) were Upheld following a PSD investigation. The remaining numbers were either granted Dispensation by the IPCC, were withdrawn by the complainant or are still under investigation by PSD.
17. Nationally, the top five allegations recorded are (1) Incivility, (2) Oppressive Conduct, (3) Other Assault, (4) Unlawful/unnecessary arrest, and (5) Other neglect or failure in duty. One area to highlight is that, when compared to the

national average, Neglect of duty is much lower in the City of London Police. The Force recorded 7% versus the national 30%. Contributory factors could be less volume crime within the City, and the good customer service that is reported through the Victim of Crime surveys.

18. Compared to 2011/12 figures, 'Incivility' and 'Other irregularity in procedure' are at similar levels in the City Police. 'Other Assault' has seen an increase by 60% (it jumped from 6 to 15), but Oppressive Conduct, Unlawful arrest and Other neglect of duty have all seen a decrease in recorded allegations (30%, 50% and 43% respectively).

### Finalised Allegations

19. In the last year, the PSD finalised investigations on a total of 170 allegations. 120 of which were locally investigated within PSD (71%) as opposed to by the department from which the officer originates. Of the cases locally investigated by PSD only 10% were upheld (national average 2011/12 was 12%). This is a decrease from the last reporting period where 17% were upheld. A total of 30 allegations were finalised by means of Local Resolution taken by either PSD or by the various departments (18%). This is an increase of 3% on the previous year.
20. PSD are in the process of reviewing the use of Local Resolution and has appointed a 'Local Resolution Champion' in an attempt to increase Local Resolution as a means to finalise allegations. It should also be noted that allegations that were finalised because they were Withdrawn, Discontinued or Dispensed of are at similar levels to the previous year.

### **Complainant Ethnicity**

21. Within PSD there is a huge scope to record data relating to the ethnicity of complainant. However, meaningful data is difficult to collect as complainants would need to self-identify and are often reluctant to provide such information. Also, partial data is recorded if individuals do not have personal contact with the police and are, say, only communicating by email. If investigating officers conduct enquiries by phone, complainants are often unwilling to provide private information. PSD investigators do attempt to gather as much data as possible in the circumstances, and in all cases a survey is sent out with response letters, but most are not returned.
22. Of the total number of complainants in 2012/13, 118 were individual complainants and 2 were recorded as companies. Of the individuals 84 stated they were male, 24 female and in 10 cases this is unknown. Most complainants do not state age, but from what the Force has recorded, the highest category is 30-39 years of age. 74 out of the 118 complainants (63%) did not state their ethnicity. The highest category recorded is White British, 24 complainants have self-defined their ethnicity within this group (20%).
23. PSD complaint diversity data is published on the external City of London Police website and is monitored by the Quality of Service & Equality, Diversity & Human Rights Units within ACPO Strategic Development. PSD will continue to make efforts to gather more data in this area.

## Organisational Learning Forum

24. Learning issues are central to the work of PSD. Complainants often express that they want the officer/organisation to acknowledge what went wrong, and how the Force will ensure that issues will not happen again. An Organisational Learning Forum (OLF) has been operating for six years now and meets on a quarterly basis. .
25. The work of the OLF cuts across the organisation, and its activities are reported directly to the Force's Senior Management Board. The OLF has the responsibility of the strategic overview of learning across all directorates. Thanks to this, the OLF has been able to implement tactical groups focusing on Custody User Group, Public Order Working Group and Professional Standards Directorate Working Group to tackle learning on a local level.
26. The Professional Standards Directorate Working Group (PSDWG) is attended by the Chairman of the Professional Standards and Integrity Sub-Committee for independent oversight. Any identified PSD learning issues that need to be addressed at a more strategic level are elevated to the OLF. The Working Group also looks closely at useful 'Learning the Lessons' bulletins issued regularly by the IPCC and ensures that lessons contained within them are taken on board and disseminated across the Force.
27. The Working Group took a lead on a number of topics identified as areas for organisational learning, for example:-
- a) The Use of Police Vehicles.  
A number of complaints had been received about police vehicles being left parked in the marked police bays in Middlesex Street, but which should have been removed for the operation of the market at weekends. These issues have now been dealt with.
  - b) Officer's quality of Notes.  
Training and supervision were highlighted to the OLF as recurring trends from PSD investigators. A training package to address issues of poor quality of notes/evidence taken by officers is now available.
  - c) Long term Bail.  
Long term bail is an option often available for complex fraud cases. The Single Point of Contact (SPOC) within the Economic Crime Directorate reviewed bail cases and created an action plan to expedite any that were still awaiting decisions or actions. The outcome of this review will be reported to the OLF at the next meeting in July 2013.

## Misconduct

28. During the reporting period 2012/13, 24 misconduct cases were recorded with the PSD. A total of 19 misconduct cases were finalised during the reporting period (some of these cases had been carried over from 2011/12). Sixteen misconduct



cases remain live investigations. Of the nineteen cases finalised during the reporting period the outcomes<sup>1</sup> were as follows:-

- a) Misconduct Hearings  
There were three Misconduct Hearings held. One officer was dismissed without notice. Two officers received written warnings.
- b) Misconduct Meetings  
There were three Misconduct Meetings held. Two officers received written warnings and one officer had no further action taken.
- c) Management Action  
In nine cases the officers were given formal management action.
- d) No Action  
In four cases there was No Case to answer and no further action was taken against the officer.
- e) Resignation  
Two officers resigned prior to Formal Misconduct proceedings. One for Drink Drive & one for Honesty & Integrity matters.

### **Criminal Investigations**

- 29. In 2012/13, one officer was arrested under Operation Weeting (relating to payments & media disclosure). This is an IPCC Independent investigation and is ongoing. The officer is no longer on police bail or on restricted duties, but remains under investigation.
- 30. A PCSO received a Police Caution for Fraud on grounds of false representation for inappropriately signing a passport. The PCSO attended an HR Misconduct Hearing and the outcome was no further action.
- 31. One officer resigned after being accused of driving under the influence of alcohol. The officer resigned prior to the start of Misconduct Proceedings. The officer was found guilty at court and given a suspended jail sentence of 12, and was disqualified from driving for three years.

### **Employment Tribunals and Unsatisfactory Performance Procedures**

- 32. During the reporting period five Employment Tribunals took place. The Force lost one, settled one with no admission of liability and three were withdrawn.
- 33. Unsatisfactory Performance Procedures (UPP) were used on four occasions.

### **Conclusion**

- 34. The number of complaints against police officers remains relatively low<sup>3</sup> given the high numbers of interactions with members of the public, often in challenging

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<sup>1</sup> Some cases involve more than one officer & those involved may receive different disciplinary outcomes

<sup>3</sup> CoLP recorded 149 allegations per 1000 employees, National Average 213 allegations per 1000 employees 2011/12

circumstances. The increased emphasis on learning has led to some significant changes within the Force, both in terms of improved operational procedures and in positive changes in officer behaviour.

**Background Papers:**

*None*

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## **Appendix A**

### **Glossary of Terms**

**Allegation** An allegation may concern the conduct of a person serving with the police or the direction and control of a police force. An allegation may be made by one or more complainants about the conduct of one or more people serving with the police. There may be one or more allegations that are linked within one complaint case.

**Allegations Withdrawn** A complainant may decide to withdraw their complaint or allegation, or that they wish no further action to be taken in relation to their complaint or allegation. If written notification to that effect is received from a complainant or his or her representative, the force should record the withdrawal or the fact that the complainant does not wish further steps to be taken.

**Appeals** An appeal offers a final opportunity to consider whether the complaint could have been handled better at a local level and, where appropriate, to put things right. The responsibility for determining appeals is shared between the IPCC and chief officer.

**Cases** A complaint case may contain multiple allegations and complainants relating to a set of circumstances.

**Complainant** A member of the public who was either adversely affected, is a witness to an incident which leads to a complaint or is acting on someone's behalf.

**Disapplication (previously dispensation)** There are certain limited circumstances in which a recorded complaint does not have to be dealt with under the Police Reform Act 2002. This is called disapplication and means that an appropriate authority may disapply the complaint. The appropriate authority may instead handle a recorded complaint in whatever manner it thinks fit, including taking no action on it. Disapplication can only be used for recorded complaints that:

- Have been referred to the IPCC and it has referred the complaint back to the appropriate authority;
- Have been referred to the IPCC and it has determined the form of investigation; or
- Are not required to be referred to the IPCC

Grounds for disapplication are as follows:-

- More than 12 months have elapsed between the incident, or the latest incident, giving rise to the complaint and the making of the complaint and either that no good reason for the delay has been shown or that injustice would be likely to be caused by the delay.
- The matter is already the subject of a complaint made by or on behalf of the same complainant.
- The complaint discloses neither the name and address of the complainant nor that of any other interested person and it is not reasonably practicable to ascertain such a name or address.

- The complaint is vexatious, oppressive or otherwise an abuse of the procedures for dealing with complaints.
- The complaint is repetitious.
- It is not reasonably practicable to complete the investigation of the complaint

There is a right of appeal against any decision by the appropriate authority to disapply (except where the complaint relates to a direction and control matter or where the IPCC gave permission for the disapplication).

**Discontinuance** An allegation which is discontinued ends an ongoing investigation into a complaint, conduct matter or death or serious injury (DSI) matter. It can take place only in certain limited circumstances set out in the Police (Complaints and Misconduct) Regulations 2012. Appropriate authorities must satisfy themselves that one of the grounds applies before discontinuing an investigation or applying to the IPCC for permission to discontinue. The complainant has a right of appeal against a decision to discontinue. Grounds for discontinuance are:-

- The complainant refuses to co-operate to the extent that it is not reasonably practicable to continue the investigation;
- Where the appropriate authority has determined the complaint is suitable for local resolution;
- The complaint or matter is vexatious, oppressive or otherwise an abuse of procedures for dealing with complaints, conduct matters or DSI matters;
- The complaint or conduct matter is repetitious;
- It is not reasonably practicable to proceed with the investigation

### **Investigation Type**

- Independent – IPCC investigation
- Managed – IPCC lead and Force PSD investigation
- Supervised – IPCC and Force PSD led investigation.
- Local – Force PSD investigation.

**Local Resolution** Local resolution is a flexible process that can be adapted to the needs of the complainant. This is a process which focuses on resolving the complaint in the most appropriate way, and which therefore allows the appropriate authority to work with a complainant and can be done in the first instance often with an Inspector or can be done by a PSD investigator.

**Sub Judice** Where the complainant is also subject of criminal proceedings and the facts of the complaint are similar to those of the criminal matter, the investigation of complaint will be suspended until after the conclusion of criminal proceedings and if the facts of the complaint are not similar, then the investigation will continue.

**Misconduct** A breach of the Standards of Professional Behaviour

**Gross Misconduct** A breach of the Standards of Professional Behaviour so serious that dismissal would be justified

**Management Action** A way to deal with issues of misconduct other than by formal action. They can include improvement plans agreed with officers involved.

**Misconduct Meeting** A type of formal misconduct proceeding for cases where there is a case to answer in respect of misconduct, and where the maximum outcome would be a final written warning.

**Misconduct Hearing** A type of formal misconduct proceeding for cases where there is a case to answer in respect of gross misconduct or where the police officer has a live final written warning and there is a case to answer in the case of a further act of misconduct. The maximum outcome at a Misconduct Hearing would be dismissal from the Police Service.

**Unsatisfactory Performance Procedures (UPP)**

Procedures which are available to deal with performance and attendance issues. They are not, as such, dealt with by Professional Standards, but by the Force's Human Resources Department,

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# Agenda Item 6a

<b>Committee:</b> Police	<b>Date:</b> 5 <sup>th</sup> July 2013
<b>Subject:</b> Community Engagement Update	<b>Public</b>
<b>Report of:</b> Commissioner of Police POL 28/13	<b>For Information</b>

## Summary

This report contains details of issues raised at Ward Level and the Force response since the last Community Engagement report was presented to your Committee.

The Residential Engagement Team continues to attend a wide range of community events, the recent focus of attention being around crime prevention advice for elderly residents particularly in relation to current fraud trends.

The Force received excellent feedback in relation to the community engagement approach following the murder of Lee Rigby in Woolwich.

Business Engagement has focussed upon a number of protests both planned and spontaneous. Officers responded quickly to information relating to a protest outside the Old Bailey by the English Defence League (EDL) and ensured relevant businesses were given information and advice in person. Business Engagement has also been focussed upon the events in relation to the G8 summit and the impact upon London, with a stakeholder meeting being held at the Guildhall which was well attended.

The Force continues to host events organised by the City Sikhs group with an event on 22<sup>nd</sup> May attended by over 100 members of the community. In addition, the Community Team have also given input to the World Hajj and Umrah Convention to give advice on how to prevent Hajj fraud.

## **Recommendations**

It is recommended that this report be received and its contents noted.

## **Main Report**

### **Section A – Residential Engagement**

1. A bespoke workshop was arranged for the 50+ club who meet on the Mansell Street Estate and provided key messages focussing on Crime Prevention and personal safety. This was in response to a number of concerns that residents were being targeted by fraudsters.
2. Officers from the Residential Engagement Team had a stand at the Golden Lane market day where they provided crime prevention advice, and leaflets, and were available to address residents concerns. They have also given input to a coffee morning at Tudor Rose Court, the Tuesday Club at the Barbican and individual residences in Little Britain. The Community Engagement stall at the Artizan Street Library is also proving to be increasingly popular with residents.
3. Residential officers spent a night duty responding to the concerns of a group of taxi drivers who felt they had been previous targets of Islamaphobia. Over 50 individuals benefited from the officers' time and were able to voice their concerns. Individuals were advised to report current or historic incidents to Police or via the 'Tell Mama'<sup>1</sup> project.
4. Officers responded quickly to events surrounding the murder of Lee Rigby in Woolwich. Key community leaders were notified in person, additional patrols were arranged over the subsequent days, and officers were available to address community concerns. The Force received excellent feedback for both the speed and appropriateness of the response which the community found reassuring.

### **Section B – Business Engagement**

5. Community Engagement officers conducted face to face visits with Security Managers in all premises in the environs of the Central Criminal Court between 5<sup>th</sup> and 7<sup>th</sup> June. This was in response to information relating to a planned demonstration by the English Defence

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<sup>1</sup> TELL MAMA Project-(Measuring Anti-Muslim Attacks)- MAMA is a public service for measuring and monitoring anti-Muslim attacks. <http://tellmamauk.org/>



League (EDL) outside the Court. A business advice bulletin was prepared and relevant and timely community messages were issued to consolidate information given at the face to face contacts.

6. The Superintendent Community Engagement chaired a face to face briefing with key stakeholders likely to be affected by the G8 week of action. Attendees were given up to date information in relation to known planned protests, and advice in dealing with any spontaneous incidents that may occur. The policing response available during the week was outlined and contact details for key personal were shared with the business community. The new Lead Member for Community Engagement, Vivienne Littlechild, attended the briefing.
7. A survey was conducted by Vocal in order to gauge the effectiveness of community messaging in relation to the funeral of Baroness Thatcher. In relation to the question “Overall how satisfied were you with the information we sent you about Baroness Thatcher’s funeral?” 155 businesses responded to the question, with 92.9% indicating that they were either satisfied or very satisfied.
8. The City of London Crime Prevention Association (CoLCPA) AGM was held on the 17<sup>th</sup> May where members of the Association received a joint presentation by the Commissioner and the Chairman, Henry Pollard. This covered current matters relating to policing performance and the Safer City Partnership.

### **Section C – Hard to reach groups.**

9. The Force hosted an event organised by the City Sikhs on 22<sup>nd</sup> May focussing on spirituality in the City, this event attracted over 100 attendees.
10. On 20<sup>th</sup> May officers attended the ‘Women in Business’ event at the London Metropolitan University organised by the National Black Women’s Network. Officers spoke about the work the Force does in relation to the Government ‘Prevent’ initiative, which is part of the National counter terrorism CONTEST strategy, and gave general crime prevention advice.
11. Officers attended the World Hajj and Umrah Convention to give advice relating to Hajj fraud. The presentation was given to over 150 attendees and officers were available to answer questions raised.

## **Section D – Transient Community and / Visitors**

12. Officers have liaised with the Tourist Information centre in order to gauge any current issues affecting visitors in the run up to the summer months.
13. Following a number of arrests of individuals posing as Police Officers in the area of St Paul's cathedral, there have been no further incidents of tourist being targeted in this way however, officers continue to monitor this situation.
14. In response to complaints of illegal street trading by Ice cream vans in key tourist areas, the Force is working closely with the City of London Corporation Licensing Team to gather evidence to support injunctions against offenders.

### **Consultation**

15. The Lead Member for Community Engagement, Vivienne Littlechild has been consulted in the preparation of this report.

### **Conclusion**

16. This report informs Committee members of residential and business community engagement activity undertaken by the Force.

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<b>Committee:</b>	<b>Date:</b>
Police	5 <sup>th</sup> July 2013
<b>Subject:</b> Anti-social Behaviour, Crime and Policing Bill	<b>Public</b>
<b>Report of:</b> Remembrancer	<b>For Information</b>

### Summary

This report informs the Committee of the relevant provisions of the Anti-social Behaviour, Crime and Policing Bill currently before Parliament.

The Bill will replace the various measures currently available to tackle anti-social behaviour with a new set of powers, intended to provide a simpler and more streamlined framework. It will introduce new mechanisms with the aim of giving victims and local communities a greater say in the treatment of anti-social behaviour and low-level crime, and it will strengthen the ability of landlords to terminate tenancies on grounds relating to anti-social behaviour.

The Bill will confer new commissioning powers on local policing bodies (including the Common Council), create a new framework for reviewing police officers' terms and conditions of service, and make other changes to police standards and governance.

The Bill will make various modifications to the criminal justice system, including in respect of matters such as low-value shoplifting, the supervision of the Serious Fraud Office, and firearms control.

### **Recommendation**

The Committee is invited to note the contents of this report.

### Report

1. The Anti-social Behaviour, Crime and Policing Bill was introduced in Parliament following the Queen's Speech in May. Its main purpose is to reform the powers available to local authorities, the police and other bodies to tackle anti-social behaviour. Some 19 separate remedies—including the notorious 'ASBO'—are to be replaced with a simpler framework comprising six broad powers. The Bill also provides the vehicle for a number of less

fundamental reforms in the field of crime and policing. The general direction of the Bill is not expected to meet with significant parliamentary controversy, although the Opposition have criticised some of the reforms as ‘watering down’ the fight against anti-social behaviour.

### **Anti-social behaviour**

2. The Bill will introduce six new powers to control anti-social behaviour, as set out below:

- Injunctions to prevent nuisance and annoyance. An injunction may be granted where a court is satisfied to the civil standard of proof that a person has engaged in (or is threatening to engage in) behaviour capable of causing nuisance or annoyance to another person. The injunction may include prohibitions or positive requirements for the purpose of preventing or reducing the likelihood of such behaviour. Injunctions may be accompanied with a power of arrest without warrant, and breach of an injunction will be punishable as a contempt of court. Local authorities, police forces, private providers of social housing and certain other public bodies will all be able to apply for injunctions. An injunction must specify a person or body responsible for supervising compliance, and that person or body must be consulted about the appropriateness of the measures in the injunction.
- Criminal behaviour orders. An order may be granted on the application of the prosecution when a person is convicted of a criminal offence, if it is proved beyond reasonable doubt that the person has engaged in behaviour which caused or was likely to cause harassment, alarm or distress to someone outside his household. Orders may include prohibitions or positive requirements for the purpose of preventing or reducing the likelihood of such behaviour. Breach of an order will be an imprisonable offence. An order must specify a person or body responsible for supervising compliance, and that person or body must be consulted about the appropriateness of the measures in the order.
- Dispersal powers. A police officer of the rank of inspector or above will be able to authorise the use of dispersal powers in a specified locality for up to 48 hours, for the purpose of preventing harassment, alarm or distress to the public, or preventing crime or disorder. Where dispersal powers are in force, a uniformed constable (or a community support officer designated by the chief officer of police) will be able to direct persons to leave the specified area (so long as they do not live or work there) if necessary to prevent the relevant outcome. Failure to comply with a direction will be an imprisonable offence.

- Community protection notices. A local authority or constable will be able to issue a notice to a person whose unreasonable behaviour (or unreasonable behaviour on whose premises) is having a persistent and continuing detrimental effect on the quality of life of those in the locality. The notice may impose such requirements as are reasonable to prevent or reduce the detriment. An order will only be made after written warning is given, and will be subject to a right of appeal to the magistrates' court. Failure to comply with a notice will be an offence punishable with a fine or by a fixed penalty notice. Local authorities will be given certain powers to carry out remedial work to mitigate failures to comply with notices.
  - Public spaces protection orders. A local authority will be able to make an order if activities are (or are likely to be) carried on in a public place in its area which are unreasonable, are persistent or continuing, and have a detrimental effect of the quality of life of those in the locality. An order will be able to include prohibitions or requirements for the purpose of preventing or reducing the detriment. The police and community representatives will have to be consulted before an order is made. Orders may last for up to three years at a time. Breach of an order will be punishable by a fine or fixed penalty notice. Orders will replace any byelaws covering the same subject-matter for the period during which they are in force.
  - Closure of premises associated with nuisance or disorder. A local authority or police officer of the rank of inspector or above will be able to issue a closure notice if necessary to prevent nuisance or disorder arising from the use of premises. Closure notices will be able to restrict access to the premises (other than by persons who live in or own the premises) for a period of up to two days, and must (unless first cancelled) be followed by an application to the magistrates' court for a closure order. A closure order will be able to prohibit access to the premises (other than by persons who live in or own the premises) for a period of up to three months. The relevant local authority or police force will be able to secure the premises against entry, and breach of a closure notice or order will be an imprisonable offence.
3. The new powers will replace an array of existing powers, including anti-social behaviour orders and injunctions, drinking banning orders, individual support orders, litter clearing notices, defacement removal notices, 'section 30' dispersal orders, premises closure orders, gating orders and dog control orders.

4. The Bill will introduce two new mechanisms to give local communities a greater say in the treatment of anti-social behaviour and low-level crime. Each local policing body (*i.e.* police and crime commissioners, the Mayor's Office for Policing and Crime, and the Common Council) will have to prepare a 'community remedy document' setting out actions which it might be appropriate to require those guilty of anti-social behaviour or low-level crime to perform as an alternative to court proceedings or a caution, or as conditions to a caution. Examples might include repairing damage or paying compensation. Where a police officer or prosecutor decides on an out-of-court disposal, the victim or victims must be consulted about whether the offender should be required to carry out any of the actions in the community remedy document, and the offender must be invited to comply with any appropriate suggestion rather than face the possibility of formal proceedings.
5. The other community mechanism in the Bill is the so-called 'community trigger'. This will require local councils, police forces, clinical commissioning groups and certain social housing providers to make arrangements for reviewing the response to anti-social behaviour where a certain number of complaints about the behaviour have been received and where an application for a review has been made. The Bill sets the number of complaints needed to engage the 'trigger' at three, but the arrangements will be able to specify a higher number.
6. The Bill will also provide new grounds for possession in relation to secure tenancies (the form of tenancy usually granted by local authority or social landlords). Conviction of certain serious criminal offences or infringement of certain controls on anti-social behaviour (including the injunctions, criminal behaviour orders and closure powers introduced by the Bill) will become a mandatory ground for possession available to landlords. Two new discretionary grounds of possession will also be created, namely conduct causing nuisance to landlords and conviction of an offence connected with rioting. Similar provision will be made in relation to assured tenancies in the private sector.

#### **Police commissioning, standards and remuneration**

7. The Bill will confer a wide power on local policing bodies (*i.e.* police and crime commissioners, the Mayor's Office for Policing and Crime, and the Common Council) to commission services from external providers. Such services may be commissioned to assist crime prevention and reduction, to support victims and witnesses, or for such other purposes as the Government may determine.

8. The Bill will abolish the Police Negotiating Board, which is made up of representatives of those governing, managing and serving in police forces, and which negotiates recommendations to put to the Government about police officers' terms and conditions of service. The functions of the Board in advising about remuneration and other terms of service will be transferred to a newly established, independent Police Remuneration Review Body.
9. The Bill will confer statutory functions on the recently established College of Policing (which is intended to replace and expand upon the work of the soon-to-be-abolished National Policing Improvement Agency). The College will take on the Secretary of State's functions of drawing up regulations about the ranks, qualifications, probationary periods and personal records of police officers, and of issuing codes of practice about the discharge of functions by chief officers of police. Police officers above the rank of chief superintendent will be eligible for appointment to the College.
10. The Bill will strengthen the role of the Independent Police Complaints Commission. The Government will be authorised to confer additional powers on the Commission of the sort usually used in criminal investigations, such as the questioning of witnesses and the searching of premises. The Commission will be able to require any person to provide it with information, and its ability to make recommendations will be extended to cases of unsatisfactory performance falling short of misconduct. A duty to respond to recommendations of the Commission will be introduced in cases of institutional or systemic failure. The Government will be empowered to extend the jurisdiction of the Commission to contractors employed by police forces.

### **Criminal justice**

11. The Bill will require that low-value offences of shop-lifting (involving goods worth up to £200) be tried summarily (*i.e.* in a magistrates' court and with a maximum sentence of 51 weeks' imprisonment) unless the defendant opts for a trial in the Crown Court. This is intended to facilitate the police-led prosecution of such offences.
12. The Serious Fraud Office will be brought within the jurisdiction of the Chief Inspector of the Crown Prosecution Service. The right to compensation for miscarriages of justice will be limited to cases where innocence is shown beyond reasonable doubt. Police forces will be empowered to make protection arrangements for any person appearing to be at risk from criminal conduct, as opposed to the limited categories of person (such as witnesses and jurors) currently eligible for such arrangements.

13. Penalties for manufacturing, selling, transferring or illegally importing firearms will be strengthened. Greater safeguards will be placed on powers to detain for counter-terrorism purposes persons entering the UK, and technical modifications will be made to extradition procedures. The criminal law governing dangerous dogs will be extended to cover private property, and stronger penalties will be imposed where a guide dog is attacked by another dog. New offences will be created in relation to forced marriage.

### **Application to the City Corporation**

#### *Anti-social behaviour*

14. In its capacity as the local authority for the City, the Common Council will be able to apply for injunctions to prevent nuisance and annoyance, and to exercise the new powers for community protection, public spaces protection and (subject to the control of the magistrates' court) the closure of premises associated with nuisance or disorder. It will have to participate in arrangements for reviewing the response to anti-social behaviour where the 'community trigger' is engaged.
15. In its capacity as the police authority for the City, the Common Council will be required to prepare a community remedy document setting out actions which it might be appropriate to require those guilty of anti-social behaviour or low-level crime to perform as an alternative to court proceedings or a caution, or as conditions to a caution.
16. The City Police will be able to apply for injunctions to prevent nuisance and annoyance and will be able to exercise the new powers for dispersal, community protection and (subject to the control of the magistrates' court) the closure of premises associated with nuisance or disorder. It will have to use the Common Council's community remedy document, in consultation with victims, when deciding on out-of-court disposals. It will have to participate in arrangements for reviewing the response to anti-social behaviour where the 'community trigger' is engaged.
17. In its capacity as a provider of social housing, the Common Council will be able to make use of the new powers to evict tenants who are guilty of crime or anti-social behaviour. Discussions are taking place with officials about the extent to which the Corporation will be permitted to make use of the new injunctions to prevent nuisance or annoyance in respect of its social housing outside the City.
18. The City Corporation is currently entitled to make dog control orders in respect of its open spaces. These orders will be among those abolished by the Bill. Discussions are taking place with officials about the extent to which



the Corporation could be permitted to make use of the new powers for the protection of public spaces in respect of its open spaces outside the City.

### *Policing and criminal justice*

19. The provisions on policing and criminal justice have no special application to the City, although they will affect the operation of the City Police in the same way as other police forces.

### **Consultation**

20. The Commissioner of Police has been consulted on this report and has commented as follows:

*“The City of London Police and the City of London Corporation are already working together to assess the impact that the new legislation is likely to have on the City of London. The multi-agency Anti-social Behaviour (ASB) Strategic Group and Tactical Group are monitoring the progress of the Bill and are engaged in preparing for the new legislation once enacted.”*

21. The Town Clerk, the Director of Children’s and Community Services and the Director of Open Spaces have also been consulted in the preparation of this report.

### **Recommendation**

22. The Committee are invited to note the contents of this report.

### **Background Papers**

- *Anti-social Behaviour, Crime and Policing Bill: Explanatory Notes, published by The Stationery Office by the authority of the House of Commons.*
- *Home Office, ‘Putting victims first: More effective responses to anti-social behaviour’, White Paper, May 2012.*
- *Home Office, ‘Community Remedy: Consultation Response’, April 2013.*
- *Ministry of Justice, ‘Getting it right for victims and witnesses: the Government response’, July 2012.*
- *Chief Constable Peter Neyroud QPM, ‘Review of Police Leadership and Training’, April 2011.*
- *Tom Winsor, ‘Independent Review of Police Officer and Staff Remuneration and Conditions’, March 2012.*

- *House of Commons Home Affairs Select Committee, 'Independent Police Complaints Commission', Eleventh Report of Session 2012-13.*

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# Agenda Item 8

<b>Committee:</b> Police	<b>Date:</b> 5 <sup>th</sup> July 2013
<b>Subject:</b> Revenue and Capital Outturn 2012/13	<b>Public</b>
<b>Report of:</b> The Chamberlain and The Commissioner of Police (POL 29/13)	<b>For Information</b>
<b><u>Summary</u></b>	
<p>As a result of a number of savings initiatives, the Force's 2012/13 revenue outturn has enabled a net transfer to Police Reserves of £1.4m. This represents an overall "positive" movement of £3.5m compared to the final agreed budget which envisaged the need to draw some £2.1m from reserves. The balance of the Police General Reserve is £15.262m as at 31 March 2013.</p> <p>This positive movement, which should be considered in the context of a turnover of some £100m, was mainly due to:</p> <ul style="list-style-type: none"><li>• increased budgeted salary savings from vacant posts (£2.8m);</li><li>• lower than expected expenditure on crime reduction initiatives (£0.9m) arising from the planned Force Change Programme;</li><li>• reduced expenditure on National Fraud Capability projects (£0.3m);</li><li>• a contingency for police staff redundancies not being required (£0.3m);</li><li>• reduced expenditure on premises (£0.5m);</li><li>• a delay in implementing the Cyber Crime project (£0.4m); partly offset by</li><li>• reduced income from external funding streams due to savings incorporated above £2.0m.</li></ul> <p>The improved position will mitigate future risks to the Force's budget. These risks include the following:</p> <ul style="list-style-type: none"><li>• the budget settlements for 2014/15 onwards have not yet been confirmed;</li><li>• the Home Office funding formula and damping mechanism are under review;</li><li>• Dedicated Security Posts (DSP)/Capital City funding is under review (for 2013/14 the City's settlement is again protected); and</li><li>• the withdrawal of other external funding at relatively short notice.</li></ul> <p><b>Recommendations</b></p> <p>It is recommended that this revenue and capital outturn report is noted.</p>	

## Main Report

### Budget Position for 2012/13

- The original revenue budget for 2012/13 envisaged a transfer from the Police Reserve of £3.8m in order to keep to the cash limit provision of £62.597m. The transfer was reduced to £2.1m in the final budget mainly due to additional DSP Funding of £1.5m compared to the original budget assumption.

### Outturn for 2012/13

#### *Revenue*

- The final budget was predicated on a prudent assessment of the Force's ability to achieve its saving targets mainly relating to staff reductions. In the event, the Force succeeded in realising its targets earlier than anticipated. This resulted in a net transfer to Police Reserves of £1.375m (£1.465m to the General Reserve and £0.09m from the Proceeds of Crime Act (POCA) Reserve); i.e. an overall "positive" movement of £3.482m compared to the assumption in the final agreed budget. In the tables, figures in brackets indicate income or in hand balances, increases in income or decreases in expenditure.

<b>Table 1: Summary Comparison of 2012/13 Outturn with Final Agreed Budget</b>			
<b>CITY FUND</b>	<b>Final Agreed Budget £000</b>	<b>Outturn £000</b>	<b>Variations Increase/(Reduction) £000</b>
<b>Local Risk</b>			
Commissioner of Police			
Expenditure	105,276	99,823	(5,453)
Income	(43,656)	(41,720)	1,936
	61,620	58,103	(3,517)
City Surveyor	534	465	(69)
<b>Central Risk</b>			
Revenue Funding of Capital	75	0	(75)
<b>Central Support Services</b>	2,475	2,654	179
<b>Net Expenditure before Transfer to/(from) Reserve</b>	64,704	61,222	(3,482)
<b>Transfer to/(from) Reserve</b>			
Proceeds of Crime Act	(1,000)	(90)	910
General	(1,107)	1,465	2,572
<b>Total</b>	62,597	62,597	0

Table 2 summarises the main variations:

Table 2	<b>£'000</b>
Savings on police officer and staff salaries due to higher than expected leavers	(2,809)
Lower expenditure on crime reduction initiatives	(910)
Reduced expenditure on National Fraud Capability project	(270)
Redundancy Reserve not required	(250)
Ill Health Pension Lump Sum not required	(150)
Reduced requirement for revenue funding of Capital Programme	(75)
City Surveyor Works Programme	(69)
Savings on energy costs	(204)
Reduced expenditure on rent and rates	(254)
Delay in Cyber Crime project (rolled forward to 2013/14)	(427)
Reduced income from external funding streams due to savings incorporated above	1,977
Higher than anticipated income from fees and charges	(41)
	<b>(3,482)</b>

3. Most of these savings were realised during the third and fourth quarters of 2012/13.
4. Savings on salaries were achieved in the last two quarters due to higher than anticipated police officer leavers against a reduced establishment. Also, to maximise the number of posts available during the redeployment of support staff for the City First Change Programme, the Force elected to only fill vacancies if there was a high operational risk. This also meant the Redundancy Reserve was not required. Delays in recruitment to externally funded posts led to savings which in turn reduced the income received.
5. Fewer bids for overtime related crime reduction initiatives, which are funded from the Proceeds of Crime Act Reserve, were submitted to the Resource Allocation Board with increasing deployments achieved through 'normal' time deployments and partnership working.
6. Provision was included in the budget to supplement Home Office funding of £1.4m for the National Fraud Capability project. However, the Home Office did not confirm funding until September which led to a delay in recruiting the required staff and the Force's planned contribution to the project for 2012/13 was not required.
7. There were delays in implementing the new computer systems required for the Cyber Crime project, which is funded by the Home Office. However, it has been agreed this underspend can be rolled forward to 2013/14.
8. Annex A provides more details of significant variations.

## *Capital*

9. The Home Office has now confirmed that unspent Capital Grant allocations can be rolled forward between financial years. Therefore, due to a substantial Capital programme in 2013/14, it was decided not to spend the full grant of £0.9m in 2012/13 and roll the unspent portion of £0.5m forward. There was also slippage to some Capital schemes, mainly due to procurement and delivery timescales coupled with a deliberate hold on some initiatives during the City First Change Programme.
10. Annex B provides details of Capital expenditure for the year.

## **Reserves**

11. The balance on the Police General Reserve is £15.262m following the transfer back to Reserves of £1.465m in 2012/13.
12. The Force spent £0.283m on crime reduction initiatives authorised by the quarterly Resource Allocation Board. This was funded through £0.193m of income from the incentivisation scheme received during the year, and a contribution of £90,000 from the POCA Reserve. As at 31 March 2013 the POCA Reserve balance is £1.510m.
13. The Home Secretary's announcement of the full financial settlement for the 2014/15 financial year is expected during the next few weeks. The Home Office is also undertaking a review of the Police Funding Formula and damping mechanism, which the City of London has provided a response to. There are varying predictions of the Government cuts likely in 2015/16 onwards. Figures suggesting a 10% cut for policing during the next CSR period have been suggested from 3<sup>rd</sup> party sources but as yet there is no sound indication from the government.
14. The Force benefits from substantial amounts of external funding from a wide variety of sources, however funding is normally only agreed on a short term basis (1 to 3 years). Approximately £20m of the salaries budget relates to externally funded posts, and of this £8.7m has yet to be confirmed for 2013/14. Furthermore, the DSP/Capital City grant is under review and for 2013/14 the City's settlement is again protected through a one off damping mechanism.
15. All of these factors present significant risks to the organisation and the increase in the General Reserve will provide a degree of mitigation. It will also allow for recruitment of Probationers and specialist Officers to meet particular requirements, whilst still working towards the aim of reducing the overall Force establishment.

16. Table 3 provides a comparison of the final outturn for 2012/13 with forecasts of the budget settlements for 2013/14 to 2015/16. It incorporates an assumed increase in income from the Business Rate Premium of £1.5m from 2014/15 and savings from the planned reduction in officer numbers.

<b>Table 3</b>	<b>£m</b>			
	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
Formula Grant	(57.6)	(57.8)	(54.7)	(52.7)
Business Rate Premium				
Core	(4.1)	(4.1)	(5.6)	(5.6)
Contribution to NLF	(1.0)	(1.0)	(1.0)	(1.0)
Specific Grants/Income	(41.7)	(39.2)	(35.1)	(35.1)
<b>Total Cash Limit</b>	<b>(104.4)</b>	<b>(102.1)</b>	<b>(96.4)</b>	<b>(94.4)</b>
Actual Expenditure 2012/13	102.9	102.9	102.9	102.9
Less planned reduction in supernumerary Police Officers	-	(0.8)	(3.0)	(3.0)
<b>(Surplus)/Deficit</b>	<b>(1.5)</b>	<b>0</b>	<b>3.5</b>	<b>5.5</b>

17. The deficit position outlined in Table 3 also anticipates a reduction of some £6.6m in specific grants/income including the complete loss of the protected element of the DSP Grant which amounts to £3.4m. The deficit position will therefore be mitigated to the extent that:-
- expenditure on activities funded from specific grants reduces, albeit not necessarily in proportion to reductions in funding; and
  - any part of the protected element of the DSP Grant is retained
18. Nevertheless, Table 3 illustrates that whilst the Force achieved higher than anticipated savings in 2012/13, which resulted in a transfer to reserves, expenditure still needs to reduce from 2013/14 onwards to achieve a balanced budget.

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**POLICE COMMITTEE - COMPARISON OF 2012/13 REVENUE OUTTURN WITH  
FINAL AGREED BUDGET**

	<b>Final Agreed Budget £000</b>	<b>Revenue Outturn £000</b>	<b>Variations Increase/(Decrease) £000</b>	<b>Reasons</b>
<b>LOCAL RISK</b>				
The Commissioner of Police				
Economic Crime Directorate	8,389	7,243	(1,146)	1
Uniformed Policing Directorate	25,488	24,272	(1,216)	2
Intelligence & Information Directorate	10,667	9,461	(1,206)	3
Crime Investigation Directorate	11,784	10,325	(1,459)	4
Corporate Services Directorate	12,758	11,895	(863)	5
Central	(8066)	(5,564)	2,502	6
Recoverable	0	0	0	
Pensions	600	471	(129)	7
Total Commissioner of Police	61,620	58,103	(3,517)	
The City Surveyor	534	465	(69)	8
<b>TOTAL LOCAL RISK</b>	<b>62,154</b>	<b>58,568</b>	<b>(3,586)</b>	

Reasons for Significant Variations

1. Lower than budgeted expenditure on employees of £0.974m due to staff vacancies in City funded posts. Underspends in Supplies and Services of £0.104m, arising from a reduced requirement for external consultants in the Fraud Academy and Business Performance Team (£0.067m); and a delay in purchasing of a new training management system (£0.028m). There was also a reduction in expenditure on premises, mainly due to lower than anticipated energy costs and less requirement for the hire of external premises for training.
2. The variation is entirely due to lower than anticipated expenditure on employees attributable to the holding of vacant posts in anticipation of redeployments of support staff, and the freeze on Police Officer recruitment.
3. Reduced expenditure on employees of £0.929m due to the holding of vacancies in anticipation of the implementation of the City First Change Programme. Supplies and services were under spent by £0.246m, mainly due to the Metropolitan Police not charging for the provision of emergency call services (£0.164m). Another underspend relates to the use of professional services (£0.06m) by the Force Intelligence Bureau due to a change in procedure.
4. Expenditure on employees reduced by £1.183m due to the holding of vacancies in anticipation of the implementation of the City First Change Programme. Lower than anticipated expenditure was incurred on forensics (£0.073m), equipment (£0.026m) and overtime associated with Officers based with the Metropolitan Police Explosives team (£0.025m). Income was higher than anticipated due to an agreement reached late in the financial year for the Force to receive a proportion of income from speed awareness courses (£0.092m).



5. Lower than anticipated expenditure on employees of £0.723m due to holding of vacancies in anticipation of the implementation of the City First Change Programme. The remainder of the savings were due to an underspend on the vehicle maintenance contract, for which it was unclear whether savings would actually be realised until year end.
6. The vacancy factor for salary budgets is held centrally totalling £4.179m. This budget has no actual income or expenditure against it during the year, and therefore appears as an over spend at year end is offset against the underspends within the Directorate salary budgets. There were underspends on salaries held in the Central budget of £0.421m, due to vacant posts. The Commissioner also took the decision in 2012/13 not to continue to accrue for potential charges that could have been invoiced by the Metropolitan Police, releasing £0.336m. As posts were held vacant for redeployments under the City First Change Programme, the redundancy reserve was not required (£0.25m). The budgets for Special Priority and Bonus Payments are held centrally, with actual costs charged to the Officer's department cost centre, therefore this appears as an underspend against Central of £0.224m. A large number of other reduced requirements totalling £0.446m mainly within employees accounted for the remainder of the variation.
7. Lower than anticipated pension expenditure of £0.129m due to the budget for ill health lump sum payments not being required (£0.150m), offset by slightly higher than anticipated payments for injury awards.
8. Expenditure on repairs and maintenance (mainly breakdown and cyclical works) carried out on police buildings was lower than anticipated.

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<b>City of London Police CAPITAL PROGRAMME</b>			
Scheme	2012/13 Final Budget	2012/13 Actual	Variation increase / (decrease)
	£000	£000	£000
<b>Expenditure</b>			
Vehicle Replacement Programme	269	150	(119)
Airwave Radios	33	34	1
Interview Recording	31	21	(10)
NSPIS Custody and Case Prep Upgrade	160	157	(3)
Business Continuity	1	1	0
ANPR Back Office Upgrade	98	6	(92)
IT Infrastructure Refresh	231	130	(101)
HOLMES 3 Upgrade	52	54	2
In Car ANPR	247	12	(235)
Mobile ANPR	58	0	(58)
SSU Equipment Forensics	0	43	43
<b>Total Expenditure</b>	<b>1,180</b>	<b>608</b>	<b>(572)</b>
<b>Financed by:</b>			
HO Capital Grant*	(951)	(432)	519
NPIA Grant re NSPIS Custody and Case Prep Upgrade	(154)	(157)	(3)
Capital Receipts/Reimbursements	0	(19)	(19)
	<b>(1,105)</b>	<b>(608)</b>	<b>497</b>
<b>TOTAL NET CAPITAL EXPENDITURE</b>	<b>75</b>	<b>0</b>	<b>(75)</b>

	2012/13 Final Budget	2012/13 Actual	Variation increase / (decrease)
	£000	£000	£000
<b>*Note:</b>			
<b>Home Office Capital Grant</b>			
Unspent 2011/12 Grant b/fwd 01/04/12	15	15	0
2012/13 Grant received	936	936	0
Grant applied in 2012/13	(951)	(432)	519
<b>Unapplied balance c/f 31/03/13</b>	<b>0</b>	<b>519</b>	<b>519</b>

The unspent balance of Home Office Capital Grant will be carried forward to meet future capital expenditure

ure.

<b>Committee:</b> Police	<b>Date:</b> 5 <sup>th</sup> July 2013
<b>Subject:</b> Stakeholder Engagement Update	<b>Public</b>
<b>Report of:</b> Commissioner of Police POL 30/13	<b>For Information</b>
<p style="text-align: center;"><b>Summary</b></p> <p>The City of London Police (CoLP) delivery of stakeholder engagement has evolved over many years. Engagement and community messaging are key elements in ensuring good levels of satisfaction and whilst engagement has been effective in many ways, some areas for improvement have been identified.</p> <p>The Force already engages with the community in a number of ways including community messaging, day to day engagement through corporate communications such as newsletters, social media and the CoLP App. The Force Directorates also engage through the various established networks that they have built up over the years.</p> <p>However, the Commissioner has commissioned a project to improve the coordination, consistency, quality and governance of stakeholder engagement. There are a number of strands to this project which include; maximising the use of the Vocal /Imodus system (outside service provider/ operating platform); developing a centralised Customer Relations Management database; further developing the Cross-sector Safety and Security Communications (CSSC) concept; developing an improved authorising process for consistent community messaging and finally, increasing use of the App and social media.</p> <p>This is being managed through a formal project board and delivery plan which has five phases culminating in the implementation. Phase three-designing the operational requirement is currently taking place.</p> <p>There are other potential benefits to be further explored which include working in partnership with the City of London Corporation to integrate the keyholder database.</p> <p><b>Recommendations</b></p> <p>It is recommended that this report be received and its contents noted.</p>	

## **Main Report**

### **Background**

1. The City of London Police (CoLP) delivery of stakeholder engagement has evolved and improved within the Force over many years. Whilst community and stakeholder engagement has improved significantly in the recent past, there is a need to further improve corporacy and co-ordination in order to provide cohesive messaging to the community. Members may wish to note that the Force achieved all of its 2012/13 policing plan targets in relation to messaging following major events.
2. In order to ensure good levels of satisfaction it is essential to maintain and improve the methods and co-ordination of community messaging. There is overwhelming support for the current system within the community, but there have been some ad-hoc reports of dissatisfaction relating to inconsistency in the manner in which messages are delivered to different sections of the Community.
3. Corporate Communications play a major role in supporting Force engagement with stakeholders and in the current economic climate, it is imperative that all forms of duplication and inefficiency in processes are eliminated.
4. In order to improve the quality of engagement delivery and governance across the Force in relation to the outside service provider, Vocal, the Commissioner commissioned a project. One of the anticipated outcomes of the project will be to enable the Force to fully exploit the Vocal system to its full potential which will enhance the capability to improve messaging consistency and delivery for City and Pan -London events.
5. A report was submitted to the Force's Strategic Management Board in October 2012 making recommendations to improve the processes in the Force. A decision was made to engage further with Vocal, using their expertise in the open market, to deliver a bespoke customer relations management (CRM) system.

### **Current position – What day to day business looks like**

6. CoLP approaches engagement in two ways:

- Messaging is delivered through Vocal and the Imodus platform<sup>1</sup> , and also;
- Day to day contact with business and residents through social media, including a The City of London Police (CoLP) iOS application<sup>2</sup>, e-mails, briefings, telephone calls, newsletters and meetings.

### ***Community messaging***

7. CoLP has a contractual arrangement, until 2015, with Vocal to provide a facility to send messages via e-mail and by way of text message to the community, known as Imodus alerts. The facility works effectively and is tried and tested in the business world. Vocal provide two services; general messaging and another facility enabling picture messaging. Whilst the actual system works effectively, some of the processes, training and management of the system need to improve.
8. During the Olympic period the Force worked with partners to operate the Cross-sector Safety and Security Communications (CSSC) concept which delivered all messaging for that period. This has been well received by industry and there may be an opportunity for the Force to provide messages across the wider London area, into regions and nationally. This could in the future be an opportunity for the Force with its National Lead Force status for Fraud to develop this concept further, to reach regional hubs which are currently being developed for national fraud investigation. However, CoLP is mindful that this is only one stakeholder group within the wider community, and small/medium enterprises in the City and City residents must also be a priority and part of the longer term and wider engagement plan.

### ***Day to Day Engagement***

9. Currently the Force provides newsletters and e-mails to specific groups within the community which is supported by the Force's Corporate Communications Dept. Many individuals within the Force build relationships with key stakeholders and meet with key community contacts regularly and there is a need to ensure that this level of engagement is documented in order to assess community needs, confidence and satisfaction.

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<sup>1</sup> Vocal and Imodus - this refers to a third party contractual agreement which has evolved from the introduction of the first 'pager alert' scheme in the 1990's

<sup>2</sup> iOS Application- CoLP smartphone app

## ***Social Media***

10. In the last 6 months significant improvements have been made to the Force's use of social media through the new Head of Corporate Communications. CoLP has various social media accounts operated by Corporate Communications and departments such as Community Policing. However there is scope to improve the use of social media and develop a standard approach as to how it is utilised across the Force to improve intelligence and engagement. The Force is exploring further technologies that will allow it to both monitor and use social media more effectively.

## ***CoLP iOS App***

11. This was developed more recently by the Force's Emergency Planning Team, working with 'Socioncal' to develop a smartphone application for the Lord Mayors Show. This monitors crowd movements on a heat sensor map and is reliant upon subscribers to download and send information into CoLP. Currently there are 600 members and it is the Force's intention to grow the membership further. A full report on this App was submitted to your Committee in September 2012 (Pol 58/12 refers).
12. The App has been developed further and has many other benefits including messaging, locating police stations, access to street crime data, contact details for fraud victims and current news. Twitter is linked to the App which has recently provided information on the Olympics and police good news stories.

## ***Stakeholder Management & Databases***

13. Each Directorate in the Force has a collection of key contacts, residents, businesses and other police forces/agencies. Records have historically been kept locally by management teams in spreadsheets. In most areas section heads maintain local databases feeding Senior Management Team records. However this approach is now being cross-coordinated to ensure that CoLP does not work in five different ways, through five separate networks to engage with the community. The aforementioned project is bringing this valuable information to the centre in a central database (CRM), thereby streamlining records and avoiding duplication.



## **Challenges for CoLP**

14. There are numerous challenges facing CoLP in order to deliver effective customer relations management including, identifying an effective system, mindful of financial constraints and ease of use; developing a stakeholder database which streamlines and filters information from all Directorates; fully understanding what impacts on the community, (e.g. Anti Social Behaviour, crime, protest, terrorism and security); developing a suitable process, including grading and authority levels for messages that are sent to the community. This is a key area, and consideration must be given to the use of holding messages and automated prompts for update and closure.

## **The Way Forward**

*Develop the use of Imodus/Vocal to deliver stakeholder management and improve messaging for the force.*

15. This will keep the Force within contract and provides the opportunity to build other areas into the Vocal system. Vocal are developing both stakeholder engagement and messaging for CoLP into a single web based system linking current directorate records into a single database.

## ***Customer Relations Management System***

16. The development of a suitable CRM system is crucial. Security filters will be included in the system. This will ensure the Force complies with Data Protection requirements. Identified SPOCS within Directorates will be afforded higher priority to enter restricted areas where other staff will be provided with access to the general database.
17. A key area for consideration is the inclusion of a high priority section for key stakeholders, for example, the City of London Crime Prevention Association (CoLCPA), Sister Banks and Police Committee. This option is web based allowing for high priority stakeholders to develop their own profiles and update their list of contacts within their business and what affects them. Current stakeholder records in the Force can be integrated into the system which will identify the category of customer, priority levels and all of their issues.
18. This system will provide a diarised events timeline for the Force which will gauge the level of engagement with the whole community. It provides the

opportunity for high priority stakeholders to post inbound questions into SPOCs across the directorates.

19. In relation to Small and Medium Enterprises (SME's) they will benefit from 'IContinuity', a system which Vocal use nationally, free of charge for SME network engagement. Residents will have the capability to engage through the website and their own bespoke e-mail.
20. The new system will ensure the Force understands the issues faced by all sections of the public and is able to respond in a timely and effective way.

### ***Community Messaging***

21. Improvements within messaging will be achieved through the introduction of an authorising process for spontaneous, pre-planned City events and wider events across London.
22. Developing the CSSC concept will ensure there is a joined up partnership to events across London and improvements to message templates for the control room will negate the opportunity for any adverse criticism from the community. Holding messages and automated prompts from within the system will post reminders for updates at timed intervals and deliver closure messages to control room inspectors for action.
23. There will be provision for businesses to post their own messages for spontaneous events into the system, which can be shared with their own key contacts and our own Control Room. This is beneficial where spontaneous protest takes place. Instant messaging informs the police and other affected stakeholders ensuring local security arrangements are implemented without delay.
24. Additional benefits for CoLP also include customer satisfaction monitoring managed by Vocal on our behalf, generating management reports, sending out survey messages and ensuring connection to social media and App. Results from surveys can be collated into a single report on a weekly or monthly basis which gives a reflection of how well all our communities feel the service is being delivered. Results will be broader and more accurate.

### **Delivery Plan**

25. There is a phased approach to implementation, this is broadly broken down into 5 phases:

Phase 1 –project management. This has been completed; Phase 2 - Internal and external consultation. Internal consultation and core requirements has been initiated, a second internal day is planned. An external consultation event was held on 31<sup>st</sup> May 2013; Phase 3 – design the operational requirement. Currently ongoing; this will be followed by Phase 4 – system development and user acceptance testing and finally Phase 5 – implementation.

## **Opportunities for the Future**

26. Moving forward there are other potential benefits to be explored which could deliver efficiencies for the Force:

- The Keyholder databases<sup>3</sup> can be held in one area, working closely with the City of London Corporation to integrate this into a new mapping system;
- A link to companies through CSSC creating a City profile within this system, and;
- Link to Mosaic Experian<sup>4</sup> to provide up to date household data on city residents and other stakeholders.

## **Conclusion**

27. A need to improve on the previously ‘siloes’ approach to stakeholder engagement in the Force was identified and this project has been developed with the cooperation of all Force Directorates. The intention is to build a future proof system which will deliver a corporate approach to engagement and provide fine detail on our stakeholders; location, issues they face, the ability to understand their concerns and ultimately deliver the correct level of service.

### **Contact:**

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<sup>3</sup> A database containing named key holders for all premises in the City of London

<sup>4</sup> Mosaic Experian- a system for the classification of UK households

[http://en.wikipedia.org/wiki/Mosaic\\_\(geodemography\)](http://en.wikipedia.org/wiki/Mosaic_(geodemography))

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<b>Committee:</b> Police	<b>Date:</b> 5 <sup>th</sup> July 2013
<b>Subject:</b> Road Safety- Casualties and Collisions- Update	<b>Public</b>
<b>Report of:</b> Commissioner of Police Pol 31/13	<b>For Information</b>

### Summary

At your Committee in June 2012, the Commissioner undertook to bring a report on Road Safety issues to your Committee twice yearly. The first of these reports was submitted to your committee in December 2012 (Pol 76/12 refers). This is therefore the second update report. The objective of the report is to inform Members in relation to road traffic casualties and collisions along with measures in place to mitigate the risks of these. The report also includes updates around the Force's partnership working and outcomes.

Statistics indicate that road traffic collisions and casualties within the City of London have decreased in the last 12 months when compared to the 2011/12 Financial Year.

Vulnerable road users are involved in the majority (79%) of collisions that occur within the City of London and also form the vast majority of casualties. There are strict definitions applied by the Department for Transport regarding severity of injuries which are detailed in the report.

The number of personal injury collisions reported to the City of London Police in the 2012/13 Financial Year was 364, with 401 people being injured as a result of the collisions. That compares to 395 reported collisions and 465 casualties in 2011/12.

Police education and enforcement activities continue to work towards impacting on a reduction in collisions and casualties. Current activity includes a recent Advanced Stop Line education and enforcement campaign, Operation Atrium<sup>1</sup>, Capital City Cycle Safe<sup>2</sup>, Operation

<sup>1</sup> The Force's long term initiative in response to offences and ASB committed by cyclists

<sup>2</sup> This is a diversion scheme developed in partnership with the MPS and AA Drivetech to give cyclists an opportunity to avoid court by electing to take part in a computer based on line training programme.

Coachman<sup>3</sup>, Operation Giant<sup>4</sup>, the BikeSafe Scheme for motorcyclists and other initiatives targeting pedestrians. However, it is widely believed that a more long-term strategy linking into the Regional and National Road Safety agenda is required. The strategy for reducing collisions and casualties requires long-term partnership collaborations adopting a problem solving approach.

The Force continues to develop a structured working partnership with the City of London to help reduce the number of casualties and collisions. The aim is to establish a formal partnership working group- Roads Policing Strategic Group – to be chaired by Commander (Ops)- that will work on local strategies to fit in with the regional and national framework which will enable effective management of partnership working and resource tasking.

The Force is working with the City of London to implement and support their Road Danger Reduction plan.

### **Recommendation**

It is recommended that this report be received and its contents noted.

## **Main Report**

### **Background**

1. At your Committee in June 2012, the Commissioner undertook to bring a report on road safety issues to your Committee twice yearly to update Members in respect of road traffic collisions and casualties, along with measures in place to mitigate the risks of these. This report provides that information and includes updates around the Force's partnership working and outcomes.
2. Collisions and casualties have risen steadily over the last decade. Those classed as vulnerable road users (pedestrians, cyclists and motor-cyclists) are involved in the most collisions, and make up 79% of the reported casualties. Pedestrian movement is not monitored accurately but their numbers are believed to have

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<sup>3</sup> This operation targets foreign passengers who are provided with a multi lingual document that reminds them to look right and not left when crossing the road. Drivers of large commercial vehicles are provided with a document that reminds them to look out for cyclists.

<sup>4</sup> This operation targets unlicensed or uninsured drivers through an ANPR based operation

remained relatively constant throughout the last decade, whilst the number of Cyclists riding in the City has increased year on year.

## Current Position

3. The Force Policing Plan target (2012 – 13) in relation to collisions was to have a reduction in overall *collisions resulting in injury* compared to the year 2011 – 2012, in which year there were 395. A collision is categorised as follows: damage only (where there is no injury but there is damage to vehicles), slight injury, serious injury or fatal. In addition, it should be noted that more than one person could be injured in one collision, for example, if a bus full of passengers is involved in a collision.
4. The collision and casualty figures quoted in this report are derived from the number of reports received by this Force relating to collisions that happened within the City of London categorised into severity class according to Department for Transport guidance. A summary of that guidance is at Appendix A.

The table below shows the number of collisions and casualties for the full year-to-date period (April 2012 to March 2013), the same data for 2011/12, and the percentage changes between those figures.

CLASSIFICATION	TOTAL FOR MONTHS OF: April 2012 to March 2013				April 2011 to March 2012				% change			
	FATAL	SER.	SLIGHT	TOTAL	FATAL	SER.	SLIGHT	TOTAL	FATAL	SER.	SLIGHT	TOTAL
PEDESTRIANS	2	24	77	103		16	96	112	200	50	-20	-8
PEDAL CYCLES		21	124	145	1	25	134	160	-100	-16	-7	-9
POWERED 2 WHEEL		12	58	70		11	64	75		9	-9	-7
CAR OR TAXI		1	58	59		2	78	80			-25	-26
P.S.V.		2	19	21		1	22	23			-14	-9
GOODS			3	3		1	10	11			-70	-73
OTHER				0			4	4				-100
<b>TOTAL</b>	<b>2</b>	<b>60</b>	<b>339</b>	<b>401</b>	<b>1</b>	<b>56</b>	<b>408</b>	<b>465</b>	<b>100</b>	<b>7</b>	<b>-17</b>	<b>-14</b>
<b>PI Collisions</b>	<b>2</b>	<b>60</b>	<b>302</b>	<b>364</b>	<b>1</b>	<b>55</b>	<b>339</b>	<b>395</b>	<b>100</b>	<b>9</b>	<b>-11</b>	<b>-8</b>

Total KSI change is +9%

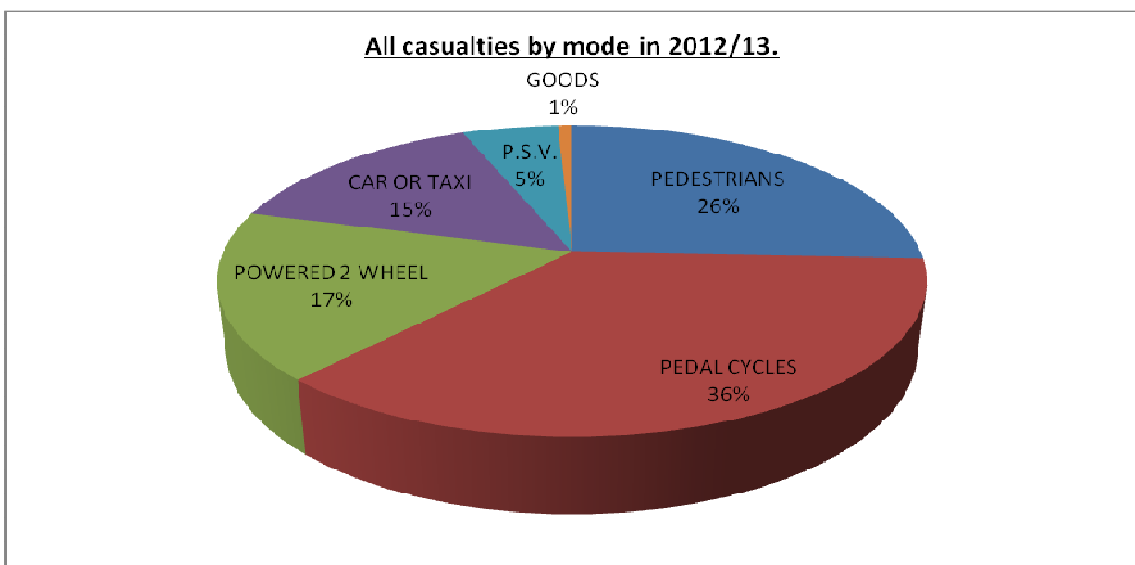
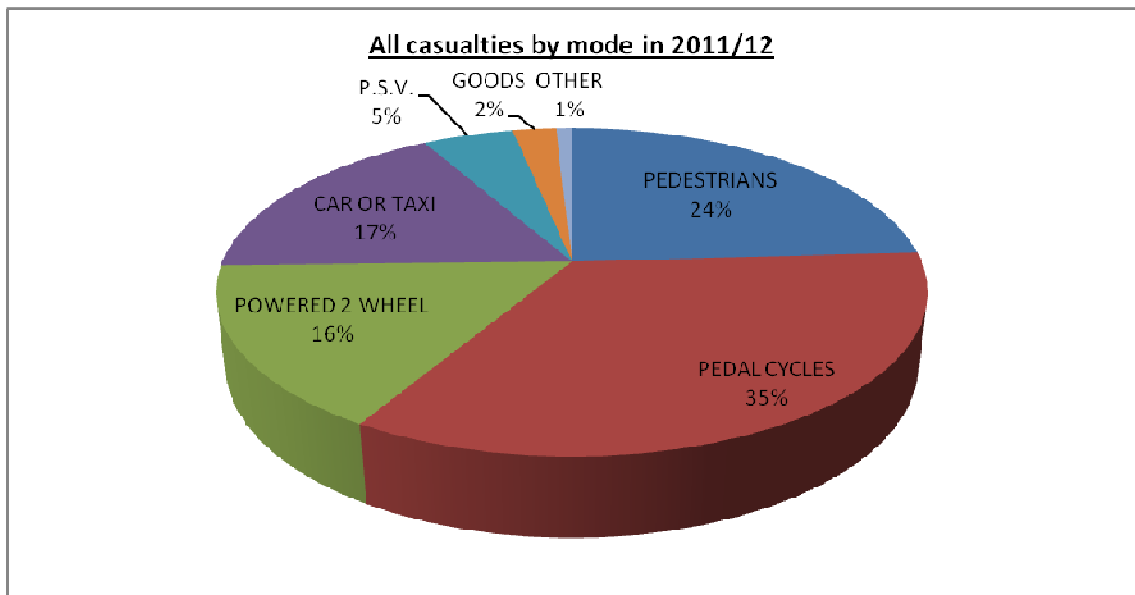
The Force target for 2012 – 13 was to reduce the number of collisions resulting in a person being injured, and the overall number of collisions and casualties for the 2012/13 Financial year are down 8 and 14 percent respectively.

Slight collisions and casualties show a reduction of 11 and 17 percent respectively.

Serious collisions and casualties have increased by 9 and 7 percent, with the overall figure for those having been Killed or Seriously Injured (KSI) having increased by 9%.

Pedestrian Serious casualties have increased by 50%, whilst Serious Cyclist casualties have decreased by 16%.

Cyclists continue to be the road user group most often injured in collisions, followed by Pedestrians.





5. The number of cyclists in London has risen greatly in the past few years. The Local Implementation Plan (LIP) states that in 1999 the count of daily cycle journeys was 7664, yet in 2010 it had increased to 24,888. The City of London Corporation's longer-term target (2020) is to increase cyclist journeys to 62,800.

## **Current Activity**

### **Cyclists**

#### **Operation Atrium**

6. Operation Atrium continues as the Force's long term initiative aimed at cyclists that is primarily aimed at education and enforcement, with regard to offences and anti social behaviour committed by this group. This initiative also serves to assist in addressing community priorities identified by residents in the City. The statistics indicate that a cyclist turning left is *not* among the main causation factors of collisions, however, the purpose of Op Atrium is to make them aware of the dangers of left turning heavy goods vehicles (HGV's) and educating them about positioning themselves safely in the proximity of such vehicles, so as to reduce the number of collisions between HGVs and cyclists. It is this manoeuvre that has a high Killed Seriously Injured (KSI) / fatality rate.

#### **Capital City Cycle Safe**

7. This is a diversion scheme, the first of its type for cyclists in the country. This was developed in partnership with the Metropolitan Police Service and AA Drivetech to give cyclists an opportunity to avoid court by electing to take part in a computer based on line training programme. This supports the national strategy of diverting offenders away from the criminal justice system and into education and awareness. It is recognised that this has a more beneficial long term effect on offending, as opposed to a fine. Once the individual is seen committing an offence they are offered the opportunity to elect for the online training and pay £16 rather than £30 penalty notice. In 2012 – 13 165 notices were issued to cyclists and one of the performance measures for 2013-14 is to increase this number – ensuring more cyclists receive computer based training aimed at making them safer whilst using the roads.

## **Commercial Vehicles**

8. Commercial Vehicles play a significant part in a number of serious collisions and continue to pose a threat to all road users. As a result, the Force undertakes a number of enforcement and education activities that specifically target drivers and owners of this mode of transport. It is the enforcement of legislation such as un-roadworthy vehicles and 'driver hours' offences that contribute to the casualty reduction aim of the CoLP.
9. When undertaking these targeted activities it should be noted that officers also use this opportunity of interaction with drivers to deliver road safety messages. On Operation Coachman, foreign coach passengers are provided with a multi lingual document that reminds them to look right and not left when crossing the road. Drivers of goods vehicles are provided with a document that reminds them to look out for cyclists and they are even provided with Fresnel<sup>5</sup> lenses to assist with the view from their cab.
10. A "goodies" bag has been developed in conjunction with the City of London Corporation Road Safety Team who have provided funding and ideas for the initiative. Once a HGV is stopped they will be provided with a bag and its contents, all of which are of use to a HGV driver and contain safety messages and advice.

## **Pedestrians**

11. The overall number of Pedestrian casualties has reduced by 8% over last year, although the number of Pedestrians Seriously injured has increased by 50%. This continues to be a problematic group to target as there is no enforcement element, and the difficulty is getting the message to 350,000 people within the City that road safety is an issue for them.
12. One of the main reasons for pedestrian casualties is lack of attention to the environment. Operational responses have included police patrols outside stations at peak times with officers delivering a set message to a high volume of people, to developing a corporate message that is used through community e-mail

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<sup>5</sup> [http://en.wikipedia.org/wiki/Fresnel\\_lens#Uses](http://en.wikipedia.org/wiki/Fresnel_lens#Uses)

requesting companies to provide a road safety message for their employees.

13. The introduction of 20mph speed restrictions (in the whole, or part of the City) as recommended in the City's Road Danger Reduction Plan is intended to reduce the severity of casualties by reducing impact speeds, which should reduce the recent increase in Serious Pedestrian casualties. This is supported by us.
14. Transport hubs are also targeted in an attempt to remind commuters to take care when crossing the City's roads. This however may not represent the most effective use of resources in the long term and a more permanent change to the street environment might better mitigate the risks in the longer term. Highway improvements being planned by the City of London, such as the removal of the Aldgate Gyratory, and those currently being implemented such as the Holborn Circus scheme are intended to improve the safety of all road users in those areas.

## **Motor Vehicles**

15. There are a number of Operations that are undertaken that seek to enforce rather than educate:

### Operation Giant

Targeting unlicensed or uninsured drivers through an ANPR based operation. This ensures that such drivers and vehicles are removed from the roads thus making them a safer place for other road users. This is a current priority for the Force with the number of seizures rising month on month since June. A £150 fee is charged which is set by Statutory Instrument. This fee is paid by the driver / owner of the vehicle for release of the vehicle. In addition, there is another fee of £20 for 24 hrs storage of a vehicle. As the Force stores the vehicles on-site and does not engage contractors for this- the monies are retained in Force. For the 2012 -13 period the City of London Police seized 479 vehicles for no insurance and / or being driven without a licence which resulted in income generation of £100,699.

The target for 2013-14 is to increase the number of vehicles seized.

### National campaigns

The Force supports a number of national campaigns as directed by agencies such as the Public Carriage Office, the Highway Agency (HA) and Vehicle Operating Standards Agency (VOSA). These have included seat belt, speed, drink / drug drive enforcement campaigns.

### Bikesafe

The Force supports the promotion of the London Bikesafe scheme and after a period of not being actively involved is re-establishing links with TfL and the MPS to bring the promotion of Bikesafe to the business community within the City of London. This is a result of an increase in powered two wheeler casualties over the past two years, compared to previous years. This will be a new area of work for the coming period.

### ASL Campaign

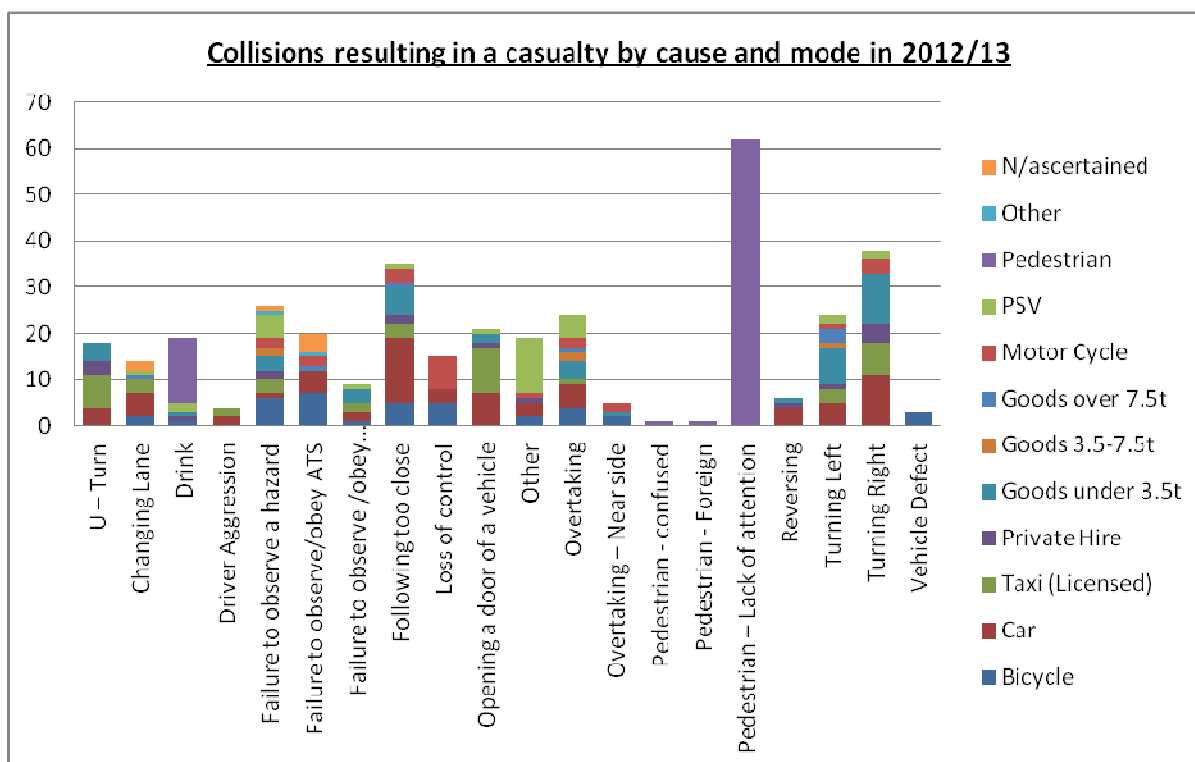
On 3<sup>rd</sup> June TfL launched a pan London advertising campaign highlighting the misuse of Advanced Stop Boxes by motor vehicles. The City of London Police will start their engagement phase of this operation on 24<sup>th</sup> June with an enforcement phase starting on 8<sup>th</sup> July. Alderman Gowman and Deputy McGuinness will be invited to witness the enforcement phase.

## **Partnership working with the City of London Corporation**

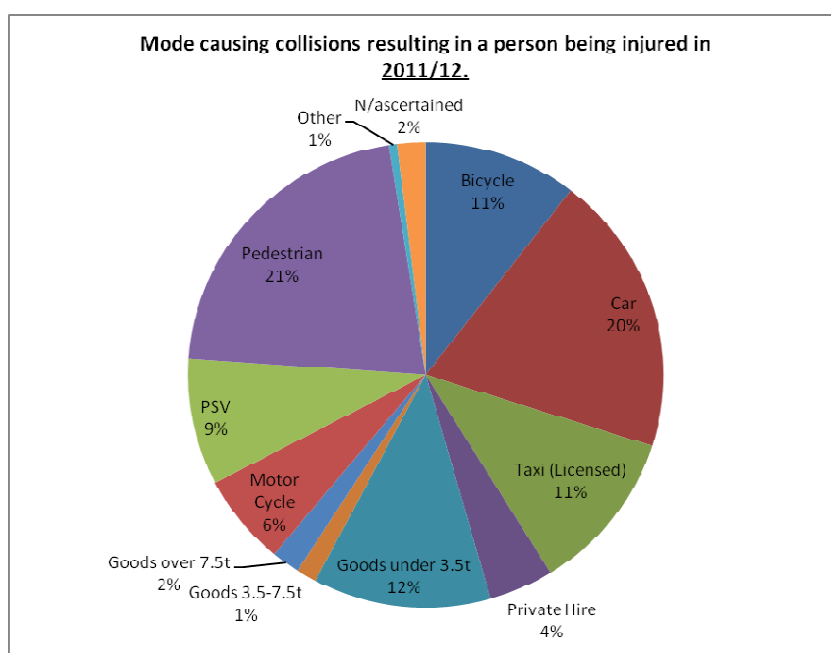
16. Partnership working continues to be key to delivering long-term and sustainable reductions in collisions and casualties. The police have a major role to play in enforcing legislation and road safety but cannot deliver against this important area of public safety alone. Partnership working occurs at many levels between the City of London Corporation in relation to road safety and casualty / collision reduction. The City of London Police also has a formal partnership with TfL, for which in return for £1.2 million funding it undertakes to deliver a number of activities around transport safety. An example of some of the activity performed as a direct result of TfL funding can be seen at Appendix C.

17. Other partnership working includes the Public Carriage Office, in order to identify offenders using licensed Hackney Carriages and Private Hire Vehicles, the Highway Agency (HA) and Vehicle Operating Standards Agency (VOSA) in relation to Goods Vehicles. This allows offences to be detected on Goods Vehicles that would not otherwise be possible without the relevant expertise. Other potential partnerships include the London Road Safety Council and the Mayor of London's Road Safety representative body.
18. The City of London Police works closely with the Metropolitan Police Service in a number of areas including joint working with the MPS Automatic Number Plate Recognition (ANPR) teams as an example. These operations can be effective in tackling other crime types, as the vehicles stopped for the original report on ANPR (such as no insurance etc) can sometimes contain evidence of different types of criminality such as drug use for example.
19. The Force continues to work with the City of London Corporation (CoL) Road Safety Officers on operations such as Op Atrium (cycle safety and education). CoL engage in the satisfaction surveys and bike marking activities and also supply a number of road safety items such as Oyster Card holders for officers to give out to promote safety. There are 12 Operation Atriums per year, each running for approximately 14 days.
20. Officers have combined with the Road Safety Team to deliver road safety and personal safety messages at individual company Health and Safety days. These have received positive feedback from the companies involved and so it is important to continue to work together to identify opportunities for the delivery of these important messages.
21. The City of London Police is also represented at the Streets and Walkways Sub Committee. This meeting addresses street scene improvements and the police are consulted about recommendations and suggestions and the effect that any changes might have on policing or public safety. This meeting approves road safety related plans by the CoL and, as a partner in relation to enforcement and education initiatives for road safety, the Force is able to make comment and answer questions from Members at this Sub Committee.

## Analysis and causation factors



Pedestrians caused the most collisions at 22%, with car drivers causing 20%, and small Goods vehicles under 3.5 ton causing 12%. Heavy Goods Vehicles caused 2%.



## **Key anticipated risks for the future**

- The Mayor of London aims to increase the number of cyclists within London by 400%.
- The developments of Crossrail and the Thames Tideway will increase the number of Goods Vehicles in the City for a number of years to come.
- Information from the City of London states that redevelopment of office space in the City of London will see an increase in the daytime working population of nearly 100,000 people by 2026, which is likely to affect crime and public safety.

## **Future Proposals and Strategies**

- a. Since the last report the City of London Police and the City of London Corporation have held an initial meeting with internal stakeholders to identify how best to develop a working partnership.
- b. Other partnerships have been identified and the group leadership will visit these to identify best practice and strategies that would most appropriate to deliver in an area such as the City.
- c. The City of London Police has made the improvement of road safety a Force Priority and this is included in the Force Plan 2013 – 2016. The outcomes are shown as:
  - Making the City roads safer
  - Engaging effectively with our partners
  - Effectively enforcing the law
- d. The key measures to support the priority at C are:

- To deliver enforcement and educational activities for road users.
  - To increase the number of vehicles seized for being driven whilst uninsured and / or being driven by an unlicensed driver (based on 2012-13 data)
  - To increase the number of referrals to the Capital City Cycle Safe scheme and the NDORS Driver Alert Scheme (based on 2012-13 data).
- e. The Mayor for London recently launched his vision for cycling, which may result in significant changes to the TLRN road in the City with potentially reduced traffic lanes, more cycle facilities, and reduced vehicle speeds. This will inevitably create some enforcement challenges for the Force and we will work with them on their vision.
- f. The City of London Road Danger Reduction Plan has been developed by the City of London to improve public safety by making changes to many City roads and to improve road user behaviour. The primary change is the suggestion that a 20mph speed restriction is introduced across the entire City of London, and to include the Transport for London Roads if they are agreeable. The level of enforcement that will be required to make this scheme a success will depend on how it is implemented, and how successful the City of London is through any education or other initiative at convincing drivers and riders that 20mph is an appropriate speed.
- g. On July the 1<sup>st</sup> the police will be able to issue Endorsable Fixed Penalty Notices for low level offences of Careless Driving which will enable officers to deal with minor offending which, previously, they have tended not to do. To do this the Force will need to be able to provide two NDORS (National Driver Offending Retraining Scheme) courses called *Driving 4 Change* and *What's Driving Us* and the City of London Police are exploring the options of providing these.
- h. A draft communication strategy has been developed by the City of London Police and the City of London Corporation will be consulted on this very shortly so a joint strategy can be



developed to address the key issues around casualty reduction and road safety.

## **Consultation**

22. The Lead Member for Road Safety, Alderman Alison Gowman, has been consulted in the preparation of this report and has been an active participant in the development of the partnership and a reliable and interested critical friend in many areas of road safety and policing activity.

## **Conclusion**

23. The creation of the partnership group with the City of London Corporation will be important in addressing the key issue of developing a holistic approach to casualty reduction.
24. Extensive Police activity to reduce collisions and casualties has been accompanied by a small but significant reduction in the overall numbers in the last 12 months. It is anticipated that the greater working partnership and changes made by the Highway Authorities to their roads will enable an increased reduction, and a lower percentage of casualties who are Killed or Seriously Injured.

## **Appendices**

Appendix A – Explanation of the Collision and Casualty statistical information used in this document.

Appendix B - DfT Guidance on Casualty classifications.

Appendix C – TfL Executive Summary – May 2013

## **Contact:**

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## Appendix A

Information that a collision has occurred, or that a person has been injured in a collision, comes to Police attention either because an officer attends the scene shortly after the crash has occurred and writes a collision report book, or from a report from another person who sends a self report form to us at a later date.

Information from those two types of reports are recorded on a collision recording management programme (CRS) by our Criminal Justice Unit Staff. That programme is primarily a tool to assist in the investigation process and is not intended to provide statistical information, although it does give headline figures for the current position in the Calendar Year.

To provide the statistical information required by the Department of Transport and Transport for London our CJU send paper copies of the records to the Metropolitan Police who put the details onto another computer system which provides the information to Transport for London (ACCSTATS) and the DfT who publish annual reports based on the Calendar year.

The information published by TfL and the DfT is different to that on the CRS system for a number of reasons, such as:

- The officer taking the original report has given the collision the wrong classification in relation to the injury sustained as classified by the DfT. The DfT classifications (As at Appendix B) are not particularly logical and are open to different interpretations. Examples of this are that a 'suspected broken bone' is a Slight, whilst if the report just says 'broken bone' it is classified as Serious.
- The location is not in the City of London
- The location is on the City boundary and is allocated to another London Borough
- The location is on the City boundary, has been reported to the Metropolitan Police, and is allocated to the City of London
- Mis-keying by the person inputting in either our CJU or the Metropolitan Police (or sometimes by both).
- The report has been sent in by someone involved in the collision, as opposed to being reported by Police, and the information is either incorrect, such as at a location that does not exist (Bishopsgate junction with Fleet Street), or there is insufficient information (such as the time and date) provided for the report to be validated and accepted onto the ACCSTATS system.
- Collisions that have occurred in the City are reported to other Police Forces and can take some time to arrive here.
- A collision reported more than 30 days after the incident are not accepted by the DfT but appear on our CRS system.
- A person who dies more than 30 days after the collision has occurred is not recorded as a Fatal by the DfT, but is by us. (The DfT show it as a Serious collision and injury!).

- A collision that occurs in the City this month will generally appear on our CRS system within a week of it being reported/being received by this Force, but will not appear on ACCSTATS for 3 or 4 months, which is not helpful, but we have no control over this. The only way to provide recent collision and casualty information is to add a rationalised (correcting any obvious miss keying, classification of injury, or location errors etc) version of the recent information on our CRS system to the older published information on ACCSTATS.
- Collisions that involve a City Police vehicle at any location in the Country are recorded on the CRS system, but are not relevant to the City of London casualty statistics.

An example of the above is where the driver of a motor vehicle recently crashed into a building as a result of having a bleed to the brain. It was recorded as a Serious collision and injury on our CRS system, but is not classed as a Personal Injury collision by the DfT as the injury occurred before, and unrelated to the crash, and will therefore not appear in the DfT statistics.

Later this year this Force is supposed to be obtaining the national 'CRASH' computerised recording system which is intended to reduce the inputting incidence to one occasion, and then sends the information direct to TfL and the DfT, which should enable correct information for statistical purposes to be obtained in a short period of time.

**The identical process has been used to create the Collision and Casualty information for the 2011/12, and 2012/13 years, in this report. That process was to include:**

**All the reports that appear on the Force CRS system that have an injury recorded in accordance with one of the DfT categories of Fatal, Serious or Slight, as they would be recorded by the DfT irrespective of the categorisation given to it by our CJU staff or the Metropolitan Police.**

**To include all reports from other Forces of collisions that occurred within the City of London and in accordance with the above criteria.**

**To exclude all collisions on the CRS system that have been incorrectly recorded, or contain insufficient information regarding essential matters such as location or injuries.**

**To exclude all CRS records for locations outside the City of London boundary.**

**The data for each financial year has then been analysed in exactly the same way to produce reliable trend patterns for the overall figures, and the individual modes.**

## Appendix B

### Definitions, symbols and conventions

*Accident:* Involves personal injury occurring on the public highway (including footways) in which at least one road *vehicle* or a *vehicle* in collision with a *pedestrian* is involved and which becomes known to the police within 30 days of its occurrence. One accident may give rise to several *casualties*. "Damage-only" accidents are not included in this publication.

*Adults:* Persons aged 16 years and over (except where otherwise stated).

*Agricultural vehicles:* Mainly comprises agricultural tractors (whether or not towing) but also includes mobile excavators and front dumpers.

*Built-up roads:* *Accidents* on "built-up roads" are those which occur on roads with *speed limits* (ignoring temporary limits) of 40 mph or less. "Non built-up roads" refer to speed limits over 40 mph. *Motorway accidents* are shown separately and are excluded from the totals for built-up and non built-up roads.

*Buses and coaches:* Buses or coaches equipped to carry 17 or more passengers, regardless of use.

*Cars:* Includes *taxis*, estate cars, three and four wheel cars and minibuses except where otherwise stated (i.e. Tables 22, 27, 28, and 40). Also includes motor caravans prior to 1999.

*Casualty:* A person *killed* or *injured* in an *accident*. *Casualties* are sub-divided into *killed*, *seriously injured* and *slightly injured*.

*Children:* Persons under 16 years of age (except where otherwise stated).

*Darkness:* From half an hour after sunset to half an hour before sunrise, i.e. "lighting-up time".

*Daylight:* All times other than *darkness*.

*DfT:* Department for Transport

*Drivers:* Persons in control of *vehicles* other than *pedal cycles*, *motorcycles* and ridden animals (see *riders*). Other occupants of *vehicles* are *passengers*.

*Failed breath test:* *Drivers* or *riders* who were tested with a positive result, or who failed or refused to provide a specimen of breath (see note on Table 11 in "Notes to individual tables" for the coverage of breath test data).

*Fatal accident:* An accident in which at least one person is *killed*.

*Goods vehicles:* These are divided into two groups according to vehicle weight. They include tankers, tractor units without their semi-trailers, trailers, articulated vehicles and pick-up trucks.

*Heavy goods vehicles (HGV):* Goods vehicles over 3.5 tonnes maximum permissible gross vehicle weight (gvw).

*Light goods vehicles (LGV):* Goods vehicles, mainly vans (including car derived vans), not over 3.5 tonnes maximum permissible gross vehicle weight.

*Injury accident:* An *accident* involving human injury or death.

***Killed:* Human casualties who sustained injuries which caused death less than 30 days (before 1954, about two months) after the *accident*. Confirmed suicides are excluded.**

***KSI: Killed or seriously injured.***

*Light Goods Vehicle (LGV):* see *Goods vehicles*

*Motorcycles:* Two-wheel motor vehicles, including mopeds, motor scooters and motor cycle combinations.

*Motorways:* Motorway and A(M) roads.

*Other roads:* All B, C and unclassified roads, unless otherwise noted (i.e. Tables 5a-c).

*Other vehicles:* Other motor *vehicles* include ambulances, fire engines, trams, refuse *vehicles*, road rollers, *agricultural vehicles*, excavators, mobile cranes, electric scooters and motorised wheelchairs etc, except where otherwise stated (i.e. Tables 28 and 40). Other non motor *vehicles* include those drawn by an animal, ridden horse, wheelchairs without a motor, street barrows etc, except where otherwise stated (i.e. Tables 28 and 49). In certain tables "*other vehicles*" may also include *buses and coaches* and/or *goods vehicles*, as indicated in a footnote.

*Passengers:* Occupants of *vehicles*, other than the person in control (the *driver* or *rider*). Includes pillion passengers.

*Pedal cycles:* Includes tandems, tricycles and toy cycles ridden on the carriageway. From 1983 the definition includes a small number of cycles and tricycles with battery assistance with a maximum speed of 15 mph.

*Pedal cyclists:* *Riders* of *pedal cycles*, including any *passengers*.

*Pedestrians:* Includes children riding toy cycles on the footway, persons pushing bicycles, pushing or pulling other *vehicles* or operating pedestrian-controlled *vehicles*, those leading or herding animals, children in prams or buggies, and people who alight safely from *vehicles* and are subsequently injured.

*Riders:* Persons in control of *pedal cycles*, *motorcycles* or ridden animals. Other occupants of these *vehicles* are *passengers*.

*Road users:* Pedestrians and vehicle riders, drivers and passengers.

*Rural Roads:* Major roads and minor roads outside urban areas and having a population of less than 10 thousand. *Motorways* in rural areas are shown separately and (with the exception of Tables 23a, b and c) are excluded from the totals for rural roads.

**Serious accident:** One in which at least one person is seriously injured but no person (other than a confirmed suicide) is killed.

**Serious injury:** An injury for which a person is detained in hospital as an “in-patient”, or any of the following injuries whether or not they are detained in hospital: fractures, concussion, internal injuries, crushings, burns (excluding friction burns), severe cuts, severe general shock requiring medical treatment and injuries causing death 30 or more days after the accident. An injured casualty is recorded as seriously or slightly injured by the police on the basis of information available within a short time of the accident. This generally will not reflect the results of a medical examination, but may be influenced according to whether the casualty is hospitalised or not. Hospitalisation procedures will vary regionally.

**Severity:** Of an accident; the severity of the most severely injured casualty (either fatal, serious or slight). Of a casualty; killed, seriously injured or slightly injured.

**Slight accident:** One in which at least one person is slightly injured but no person is killed or seriously injured.

**Slight injury:** An injury of a minor character such as a sprain (including neck whiplash injury), bruise or cut which are not judged to be severe, or slight shock requiring roadside attention. This definition includes injuries not requiring medical treatment.

**Speed limits:** Permanent speed limits applicable to the roadway.

**Taxi:** Any vehicle operating as a hackney carriage, regardless of construction, and bearing the appropriate district council or local authority hackney carriage plates. Also includes private hire cars.

**Users of a vehicle:** All occupants, i.e. driver (or rider) and passengers, including persons injured while boarding or alighting from the vehicle.

**Urban Roads:** Major and minor roads within an urban area with a population of 10 thousand or more. The definition is based on the 1991 Office of the Deputy Prime Minister definition of urban settlements. The urban areas used for this bulletin are based on 2001 census data. Motorways in urban areas are shown separately and (with the exception of Tables 23a, b and c) are excluded from the totals for urban roads.

**Vehicles:** Vehicles (except taxis) are classified according to their structural type and not according to their employment or category of licence at the time of an accident.

**Vehicles involved in accidents:** Vehicles whose drivers or passengers are injured, which hit and injure a pedestrian or another vehicle whose driver or passengers are injured, or which contributes to the accident. Vehicles which collide, after the initial accident which caused injury, are not included unless they aggravate the degree of injury or lead to further casualties. Includes pedal cycles ridden on the footway.

### **Symbols and conventions used**

**Rounding of figures:** In tables where figures have been rounded, there may be an apparent slight discrepancy between the sum of the constituent items and the total as shown.

*Symbols:* The following symbols have been used throughout:

0 = nil or negligible (less than half the final digit shown).

.. = not available/applicable.

*Conversion factor:* 1 mile = 1.6093 kilometres.

Appendix C  
TFL - Executive Summary – May 2013

Date	Event	Location	Op Order	Result
1 <sup>st</sup> – 31 <sup>st</sup> May	Operation Rubystar – Leaflet campaign - reduce KSI's (38 Worsfold) <b>At 0800hrs - 0930hrs and 1630hrs - 1800hrs Wednesday – Fridays.</b>	Mainline train Stations during morning and evening rush hours		<b>1100 x</b> Oyster / educational cards issued at peak rush hours and another <b>1100 x STAN</b> leaflets given at the same time.
1 <sup>st</sup> – 31 <sup>st</sup> May	Operation Regina – enforcement of PHV's / HC	City Area		For full breakdown – see monthly report produced by PC Dave Clark
Fri 3 <sup>rd</sup> May	TFL - Operation Regina (38 Worsfold)	FARRINGDON STREET, EC4	13/00165	HACKNEY CARRIAGES 30 x inspected 6 x Fail to wear badges 2 x Advisories PRIVATE HIRE VEHICLES 19 x inspected 1 x EFPN – tyre cord exposed 1 x EFPN – tyre insufficient tread 8 x Fail to wear badges 2 x Unfit 3 x Advisories TOTAL = 49 VEHICLES 16 x DWP enquiries
7 <sup>th</sup> – 23 <sup>rd</sup> May	TFL - Operation Atrium - Cycle Awareness and Enforcement (38 Worsfold)	City Area		<b>271 x</b> NEFPT's issued to pedal cyclists through enforcement campaign
Wed 8 <sup>th</sup> May	Op CUBO / Op Giant - National Joint operation with MPS (38 Worsfold)	City Area		13 activations <b>1 x vehicle seized</b> 1 x EFPN – no insurance



				1 x process – no insurance (vehicle was insured at the roadside as young child on board)
<b>Thu 9<sup>th</sup> May</b>	TFL – Advanced Stop Lines - mini op test  Joint Met / TFL campaign to run from 24 <sup>th</sup> June – educational leaflets / from 8 <sup>th</sup> July - enforcement	London Wall West and Moorgate North  St Martin Le Grand J/W Cheapside South and West and Newgate St J/W King Edward Street North and East  Newgate J/W Old Bailey		3 x EFPN – ASLs  4 x EFPN – ASLs  21 x verbal warnings
<b>Thu 9<sup>th</sup> May</b>	TFL - Operation Regina (38 Worsfold)	Farringdon Street EC4, Mansell Street, E1	13/00166	HACKNEY CARRIAGE 26 x inspected 3 x Fail to wear driver badges 3 x Fail to display vehicle identifications 2 x Tyre advises 1 x VDRS – vehicle defects 2 x Unfit  PRIVATE HIRE VEHICLES 19 x inspected 8 x Fail to wear driver badges 1 x lighting defect 1 x Fail to provide documents 1 x tyre advise  16 x DWP driver enquiries  TOTAL VEHICLES = 45
<b>Wed 15<sup>th</sup> May</b>	TFL - Operation Giant (38 Worsfold)	City Area		284 PNCS conducted 14 x activations 10 x No trace 4 x Vehicles stopped and satisfactory, no offences 1 x V79 2 x EFPN – mobile phones

				2 x NEFPN – Atrium
<b>Thur 16<sup>th</sup> May</b>	TFL – Advanced Stop Lines – second mini op test Joint Met / TFL campaign to run from 24 <sup>th</sup> June – educational leaflets / from 8 <sup>th</sup> July - enforcement	Newgate J/W Old Bailey		6 x EFPN – ASLs 19 x verbal warnings 1 x NEFPN - Atrium
<b>Thur 16<sup>th</sup> May</b>	TFL – Operation Port – taxi touts	City Area		2 x arrests – ATM skimming Cheapside
<b>Fri 17<sup>th</sup> May</b>	TFL - Operation Regina (38 Worsfold)	Mansell Street, E1, Long Lane EC1, Farringdon Street EC4.	13/00167	HACKNEY CARRIAGE 21 x inspected 3 x fail to wear driver badge 5 x Unfit, vehicle defects PRIVATE HIRE VEHICLES 30 x inspected 5 x advice on tyres 3 x Fail to wear driver id badges 1 x PCO vehicle discs expired and removed from vehicle  DWP 23 x drivers inspected  (1 x EFPN – defective tyre found on non PCO vehicle – PC 789) TOTAL VEHICLES = 51
<b>Mon 20<sup>th</sup> May</b>	TFL – External Presentation to business	Fleet Place		Cycle Safely / Bike safe / STAN presentations to approx 30 members of staff
<b>Tue 21<sup>st</sup> May</b>	TFL – Op Mermaid (PS Smallwood)			30 LGV's stopped 19 x offences including drivers hours, no MOT, document offence and seatbelt offences. One intel report for VOSA on tachograph discrepancies

<b>Wed 22<sup>nd</sup> May</b>	TFL - Operation Regina (38 Worsfold)	Farringdon Street, (x2), Bevis Marks, Liverpool St Stn / Bishopsgate	13/00168	<p>HACKNEY CARRIAGES  24 x inspected  2 x Fail to wear badges  2 x Unfit vehicles  2 x Expired Bills surrendered  1 x No Vehicle IDS displayed with passengers on board</p> <p>PRIVATE HIRE VEHICLES</p> <p>16 x inspected  1 x advise ref tyre  2 x Fail to wear badges  2 x No badges present  1 x Disclosure to PCO ref conviction  16 x DWP enquiries</p> <p>TOTAL VEHICLES = 40</p>
<b>Wed 22<sup>nd</sup> May</b>	TFL - Invite - Cycle Safety Road Show (38 Worsfold)	Wood Street Police Station	13/00314	2 x cyclists attended Debrief – mid June
<b>Thur 23<sup>rd</sup> May</b>	TFL – External Presentation to business	Fleet Place		Cycle Safely / Bike safe / STAN presentations to approx 30 members of staff
<b>Thur 23<sup>rd</sup> May</b>	TFL – Operation Port – taxi touts	City Area		<b>2 x taxi touts summons / process</b>
<b>Fri 24<sup>th</sup> May</b>	TFL - The Cycle Road Safety Show (38 Worsfold)	Dowgate Hill Fire Station	13/00018	<b>108 x</b> pedal cyclists attended and had their fixed penalty ticket rescinded <b>42 x</b> bikes marked <b>3 x</b> invited guests
<b>Sat 25<sup>th</sup> May</b>	TFL - Operation Giant (38 Worsfold)	City Area	13/00384	<b>3 x vehicle seizures – no insurance</b>

				<p>568 x PNC checks  33 x ANPR activations  7 x direct action stops  34 x vehicles stopped  6 x no trace  12 x satisfactory stops  3 x process – Driver records / no insurance and no driving licence and no MOT / Dangerous condition  4 x EFPN (2 x mobile phone / 2 x No Insurance)  2 x NEFPN (1 x overweight / 1 x no VEL)  6 x HORT/1  1 x HGV HORT/1  2 x 386's  3 x V79  9 x negative alcos  2 x Section 1 searches  1 x Section 23 search  1 x Cannabis warning with seizure of drugs  1 x intel report</p>
<b>Tue 28th May</b>	TFL - Operation Giant (38 Worsfold)	City Area	13/00383	<p>5 x ANPR Activations  453 x PNC Checks  7 x Direct Actions  1 x EFPN - no insurance  7 x NEFPN - (6 x weight / 1 x Bus Lane)  5 x HGV Forms  1 x 386</p>
<b>Thur 30<sup>th</sup> May</b>	TFL - Operation Regina (38 Worsfold)	City Area		<p>45 x HC and PHV's stopped (offences – fail to wear badge / photocopied Bill / vehicle identifiers)</p>

	UP Working Night Duty with PCO Night Enforcement Team			1 x Sec23 drugs search NT
<b>Thur 30<sup>th</sup> May</b>	TFL – Operation Port – taxi touts	City Area		<b>1 x arrest</b> – drink drive

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<b>Committee:</b> Police	<b>Date:</b> 5 <sup>th</sup> July 2013
<b>Subject:</b>  Sale of Surplus Police House	<b>Public</b>
<b>Report of:</b> Commissioner of Police  POL 33/13	<b>For Decision</b>

### Summary

The purpose of this report is to obtain approval to transfer the remaining police house to the City of London (CoL) to sell and invest the proceeds in the City of London Capital Development Programme.

In 1997 the police managed 48 police houses. The majority had been purchased by officers under the right to buy scheme during 1997/98 and the remainder apart from one had been sold on the open market as and when officers retired or moved out for other reasons. All proceeds had been retained by the CoL.

The officer in occupation of the remaining house will be retiring and is currently in the process of purchasing a property elsewhere. He and his family intend to vacate the property on the 5<sup>th</sup> July 2013.

This property is an identified asset for disposal under the CoL Asset Realisation Programme.

### **RECOMMENDATIONS**

It is recommended that Members:

Agree the property is surplus to Police requirements and approves the transfer to the City of London Property Investment Board.

## **MAIN REPORT**

### **Background**

1. In 1997 the City of London commenced reduction of the police housing stock by offering police officers the properties they occupied under the right to buy scheme. A great majority of officers took up the offer to purchase at a discounted price to market value. The stock at that time was 48 houses. Vacant houses have been offered for sale through local estate agents. A few officers have decided not to purchase and remain in occupation until retirement, others moved out in later years for personal reasons.
2. The last and only remaining occupied police house is a circa 1930's 3 bedroom brick built end of terrace located near Catford, London SE6. For reasons of confidentiality the occupant's name and full address are not given in this report. The property is in good repair and has been occupied by the same officer and his family since 6<sup>th</sup> June 1987.

### **Future of the Property**

3. The current occupant has declared his intention to retire from the Force and is in the process of purchasing a property elsewhere with an exchange of contracts date given as 28<sup>th</sup> June 2013 and release of the police house on 5<sup>th</sup> July.
4. If Committee agrees, the property once vacant will become a surplus asset to police requirements.
5. The property is an identified asset for disposal under the Asset Realisation Programme and receipts from the sale will be used to fund the City of London Capital Development Programme.
6. Subject to Police Committee approval the property will transfer to the City of London Property Investment Board to manage and prepare for sale.



7. An estimate of sale value (source Zoopla) is based on a similar 3 bed terraced house which sold for £237,500 on 12<sup>th</sup> Sept 2012; therefore this end of terrace could realise a figure in excess of £247k to invest in future development projects.

## **Recommendation**

8. It is recommended that Members:

Agree the property is surplus to Police requirements and approves transfer to the City of London Property Investment Board.

### **Contact:**

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<b>Committee:</b>	<b>Date:</b>
Police	5 July 2013
<b>Subject:</b> Decisions taken under Urgency Procedures	<b>Public</b>
Report of: <b>Town Clerk</b>	<b>For Information</b>
<b><u>Summary</u></b>	
<p>This report advises Members of action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman since the last meeting of the Committee, in accordance with Standing Order No. 41(a).</p>	
<p><b>Recommendation</b> Members are asked to note the action taken since the last meeting of the Committee.</p>	

## **Main Report**

1. The following action has been taken under Urgency Procedures, Standing Order No. 41(a), since the last meeting of the Committee:-

### **Tax Changes – Bernard Morgan Section House**

2. During a review of the treatment of income, the City of London's VAT consultant identified that the VAT applied to police officers residing at Bernard Morgan House had been incorrectly calculated.

It was therefore necessary to make small adjustments to the tariffs agreed by the Police Committee in September 2012 and to agree the revised tariff in compliance with HMRC VAT regulations for introduction on 1<sup>st</sup> July 2013 and before the autumn annual review of charges.

### **Recommendation**

3. It was recommended that: -
  - i) The tariff be revised to comply with HMRC VAT regulations for introductions on 1<sup>st</sup> July and before the autumn review of annual charges
  - ii) Consequently, the terms were approved by the Town Clerk, in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order No. 41(a) on 14 June 2013.

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# Agenda Item 16a

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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# Agenda Item 17

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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