



## Police Committee

**Date:** THURSDAY, 3 APRIL 2014  
**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

**Enquiries:** Xanthe Couture  
tel. no.: 020 7332 3113  
[xanthe.couture@cityoflondon.gov.uk](mailto:xanthe.couture@cityoflondon.gov.uk)

Lunch will be served in the Guildhall Club at 1pm

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. **MINUTES**
  - a) To agree the public minutes and summary of the meeting held on the 28th February 2014.

**For Decision**  
(Pages 1 - 10)
  - b) To receive the public minutes and summary of the Performance Management and Resource Sub (Police) Committee meeting held on the 26th February 2014.

**For Information**  
(Pages 11 - 16)
  - c) To receive the public minutes and summary of the Economic Crime Board meeting held in the 28th February 2014.

**For Information**  
(Pages 17 - 20)
4. **OUTSTANDING REFERENCES**

Report of the Town Clerk (copy attached).

**For Information**  
(Pages 21 - 22)
5. **STANDARD ITEM ON THE SPECIAL INTEREST AREA SCHEME**
  - a) Community Engagement Update  
To receive a report of the Commissioner of Police.

(Pages 23 - 26)
  - b) Equality Diversity and Human Rights (EDHR) Update  
To receive a report of the Commissioner of Police.

(Pages 27 - 32)
  - c) Any Other Special Interest Area Updates

6. **ACCOMMODATION PROGRAMME UPDATE**

To receive a report of the Chamberlain.

**For Information**  
(Pages 33 - 38)

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

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

9. **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.

**Part 2 - Non-Public Agenda**

10. **NON-PUBLIC MINUTES**

- a) To agree the non-public minutes of the meeting held on the 28th February 2014.

**For Decision**  
(Pages 39 - 42)

- b) To receive the non-public minutes of the Performance and Resource Management Sub (Police) Committee held on the 26th February 2014.

**For Information**  
(Pages 43 - 44)

- c) To receive the non-public minutes of the Economic Crime Board meeting held on 28th February 2014.

**For Information**  
(Pages 45 - 48)

11. **LICENSING AND NIGHT TIME ECONOMY UPDATE**

To receive a report of the Commissioner of Police.

**For Information**  
(Pages 49 - 58)

12. **COMBINED OPTIONS APPRAISAL (GATEWAYS 3/4) MOBILE WORKING SERVICES: OPERATIONAL PLATFORM**

To consider a report of the Commissioner of Police.

**For Decision**  
(Pages 59 - 68)

13. **CITY OF LONDON POLICE - IT MODERNISATION SUMMARY AND UPDATE**

To receive a report of the Commissioner of Police.

**For Information**  
(Pages 69 - 78)

14. **OPTIONS APPRAISAL (GATEWAY 3) KNOW AND ACTION FRAUD PROJECT**

To consider a report of the Commissioner of Police.

**For Decision**  
(Pages 79 - 94)

15. **COMMISSIONER'S UPDATES**

Commissioner to be heard.

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

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

# Agenda Item 3a

## POLICE COMMITTEE Friday, 28 February 2014

Minutes of the meeting of the Police Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Friday, 28 February 2014 at 11.00 am

### Present

#### Members:

Deputy Henry Pollard (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

#### Officers:

Alex Orme	- Town Clerk's Department
Xanthe Couture	- Town Clerk's Department
Nagina Kayani	- Equalities, Diversity and Human Rights Manager
Suzanne Jones	- Chamberlain's Department
Chris Anderson	- Chief Technology Officer
Graham Bell	- Chief Information Officer
Steve Presland	- Department of the Built Environment
Peter Treadgold	- Department of the Built Environment

#### City of London Police:

Ian Dyson	- Assistant Commissioner
Wayne Chance	- Commander Operations
Eric Nisbett	- Director of Corporate Services
Hayley Williams	- Chief of Staff
Rhys Lovegrove	- Corporate Programme Office
Richard Woolford	- Chief Superintendent, Uniform Police Directorate

#### 1. APOLOGIES

Apologies for absence were received from the Deputy Chairman, the Commissioner of Police and the Commander of Economic Crime.

The Chairman welcomed the new Chief Superintendent of the Uniform Police Directorate, Richard Woolford.

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

There were no declarations of interest.

**3. MINUTES**

**3.a) The public minutes and summary of the meeting held on 17 January 2014 were approved as a correct record.**

**Matters Arising**

Item 7 - Police Innovation Fund

The Commander of Operations updated Members that the Police would be attending a meeting with the Home Office to help improve their bid in the future.

Lift at Bishopsgate Police Station

A Member updated the Committee that work on the elevator repairs were underway and was hoped be completed in the next several weeks.

**3.a) The public minutes and summary of the Professional Standards and Integrity Sub (Police) Committee meeting held on 7th February 2014 were received, subject to an amendment of the apologies.**

**4. OUTSTANDING REFERENCES**

Police Committee Workshops

The Chairman updated Members on upcoming Member workshops which included Action Fraud and the upcoming Police budget. The Town Clerk would send details to Members when they were confirmed.

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

**5.a) Community Engagement Update**

The Committee received a report of the Commissioner of Police which updated Members on recent community engagement activities, community priorities and forthcoming events.

The Chairman queried the success of Operation Fennel and the Commander of Operations informed Members that the Police were patrolling continuously and sign posting individuals who required support. A Member suggested that a good idea for a Member workshop may be a topic on rough sleeping.

Members discussed the Business engagement team survey and stated that it was important the topics covered in the survey did not lead the public to think there were issues arising with management of Police priorities.

**RESOLVED** – That the report be received and its contents noted.

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

The Committee received a verbal update from the Equalities, Diversity and Human Rights Manager, who advised that recruitment was underway for the Independent Advisory Group and would be advertised for a six week period. A further report back would be provided at the next meeting.

A meeting had taken place on the Stonewall Equality Index and Police benchmarking, and it was stated the activities the Police needed to undertake to meet these measures were of very little cost.

In response to a query from a Member on the costs associated with the Force implementing Stonewall Equality Index and the risk of tradeoffs needing to be made, the Assistant Commissioner clarified that costs would be discussed internally and reported back to Members at the April Committee.

**RESOLVED** – That the report be received and its contents noted.

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

There were no updates.

**6. BUDGET MONITORING REPORT TO END OF JANUARY 2014**

The Committee received a report of the Commissioner of Police which updated Members on the financial position of the Force to the end of January 2014.

Members raised concern over the fact that details of two Capital Programme funding initiatives -Intellectual Property Unit and Dedicated Cheque and Plastic Card Unit (page 24) had not been listed, the Director of Corporate Services undertook to liaise with the Town Clerk to circulate the details. The Assistant Commissioner stated that the reporting system for the Capital Programme had improved and going forward, there would be methods by which to monitor programme slippage. He added that the Athena Project had fallen behind timelines on a national scale, which the Force was subject to.

A Member also suggested that going forward, future budget monitoring reports include further detail of the nature of other expenses, such as non-payroll stationary.

The Chamberlain also stated that they were meeting with the Police on Budget Monitoring and were reassured by the progress being made.

**RESOLVED** – That the report be received and its contents noted.

**7. POLICE DESKTOP UPGRADE (TO FOLLOW)**

The Committee considered a report of the Commissioner of Police which asked Members to approve the Computer Estate Model detailed within the report, and

endorse the request for additional funding to enable the implementation of the optimum catalogue of devices across the City of London Police (CoLP).

At the request of the Committee, this report was moved to the public section of the meeting.

The Director of Corporate Services informed Members that the computer estate model was influenced by the Force's City Futures Initiative and the Accommodation project which both sought to improve the Force's IT structure and enhance digitisation. Part of this process required examining and improving upon the Force's existing ways of working and liaising with the Corporation to align network technology to enhance Force network access. Members were advised at the next meeting of the Committee, a further program of works would be presented.

The Director of Corporate Services advised that there was an error listed in the Computer Rationalisation Model (page 9), and the costs for screens and docking stations could be removed, which lowered the total cost over three years to £419,000.

The Chief Information Officer informed Members the Chamberlain's Department had engaged in robust discussions with the Police, to ensure Force IT provisions were aligned with Corporation IT where possible. The Chief Technology Officer added that the mix of devices the Force had originally requested, as part of the Gateway 4 report, had since been amended. Officers highlighted that a mixture of mobile devices and increased in scope was required, and the report included the purchase costs for tablet devices and laptop computers as opposed to fixed desktop computers.

Members expressed their concern that devices for mobile working were costly and not necessarily required, and also that placing large orders of devices such as tablets should lower the per item cost. The Chief Technology Officer replied that set office space was not required, which lowered the overall office space required, and in many instances across the Force and given the nature of roles, many required their own individual devices which permitted remote working.

A Member expressed concern over the security of mobile IT devices, and the fact that they could be left in unsecure locations. The Chief Technology Officer reassured Members that due to the Force's IT security systems and the nature of levels of information security, it could be the case that some restricted information would not be accessible from certain mobile devices and that information security had been considered at the highest level and factored in as a key consideration.

**RESOLVED** – That,

- a) the computer estate model outlined in the report be approved as follows –
  - i. the computer estate be reduced from 1600 to approximately 1200 by April 2013, and approximately 900 by the end of 2014 to coincide with the CoLP Mobile Data Project;



- ii. 450 tablet devices be purchased for front line police officers, to provide mobile devices for operation policing requirements working within a mobile environment; and
- b) the request for additional funding of £558,500 to enable implementation of the optimum catalogue of devices across the CoLP be approved.

## 8. ROAD DANGER REDUCTION UPDATE

The Committee received a joint report of the Director of Built Environment and the Commissioner of Police which updated Members on the twice-yearly progress report in relation to the City's Road Danger Reduction Plan (RDR Plan).

The Chairman remarked that he was happy with this report, which presented the joined up working the Corporation and the Police were undertaking with regard to road safety.

The Commander of Operations stated that the number of total accidents had decreased by 15%. The 20 mile per hour would be agreed by Planning and Transportation and would be effective from the 20<sup>th</sup> July 2014.

Members and officers discussed the provisions for two way cycle roads and it was stated that at the time Upper and Lower Thames Street would be included on a temporary basis and would be agreed on a permanent basis in the future. A Member stated that it was important that cycle lanes be well signed with white lines painted to assist cyclists and traffic flow. The Transportation & Public Realm Director of Built Environment stated that cycle lanes were well sign posted and there were efforts to channel cyclists on to less busy roads within the City. The Chairman remarked that the City's Safer City Partnership was also doing work in the area of road safety.

**RESOLVED** – That the report be received and its contents noted.

## 9. CORPORATE GOVERNANCE - SCHEME OF DELEGATIONS AND STANDING ORDERS

The Committee considered a report of the Town Clerk which set out the Scheme of Delegation to the relevant Chief Officer relevant to this Committee, in this case the Commissioner of the City of London Police.

Members discussed the details of the Scheme of Delegation, and it was agreed that a minor amendment was required to state delegations to officers were within agreed budgets, and further specification was sought on whether the delegations relating to human resources were within the remit of the City of London Corporation or the Police.

**RESOLVED** – That,

- a) subject to the approval of the Policy and Resources Committee of the overall Scheme of Delegation, the delegations relating to the Commissioner of Police Head be approved; and

- b) the proposed amendment to Standing Orders relating to the declaration of operation property assets which are surplus to requirements be noted.

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

Questions were raised as follows –

Barbican Highwalk CCTV– a Member queried into the status of CCTV at the Barbican Highwalk, due to concerns around security. Members of the Police Committee, who were also Members of the Barbican Residents Association, stated given the security risks and need to ensure safety they were supportive of this measure.

Members discussed the possibility of a survey to canvas Barbican residents on introducing CCTV on the Barbican Highwalk, but there were concerns raised that from past experience, response rate could be low and it was important that measures be taken to ensure security and safety of residents and the public.

Members agreed to note their support measures for CCTV installation on the Barbican Highwalk and the Town Clerk undertook to explore the possible options for the installation of CCTV on the Barbican Highwalk and provide an update at the next meeting.

Passes for external Members – A Member requested the Town Clerk address the lack of City of London passes for external Members of the Committee.

Economic Crime Member's Briefing – the Chairman of Policy and Resources, who was also a Member of the Committee, updated Members on the successful Member's Briefing held on the Police's role as lead force for economic crime, which enhanced their knowledge and detail of the Force's work in this area.

Police Road Closures - Members raised the recent Police closures with the Police with regard to how decisions were taken in implementing road closures and deciding the area affected, given the recent closure at Bishopsgate due to the investigation of a crime scene. Members raised concerns over the cost implications of these closures and the need to ensure wherever possible closures could be minimised, such as the timing of Old Bailey sentencing in instances of high profile trials.

A Member updated the Committee that they had been in discussion with the Commander of Operations on the communication of the road closure with the business community, and would be liaising in the future to ensure good communication to reach all businesses affected by road closures was undertaken.

The Assistant Commissioner informed Members that due to the fluid nature of the crime scene, investigation had been ongoing and had required the whole

area to be secure. The Assistant Commissioner would take on board the concerns of Members for debrief within the Force.

The Chairman also raised that road closures had been in effect during a trial recently at the Old Bailey and a Member added that the risk of public disruption could have been minimised if the sentencing had occurred at a different time of day. The Assistant Commissioner advised that due to a particular set of conditions, including many groups assembling outside the Old Bailey meant that it was a unique situation which had required extra security measures. It was agreed it would be useful for the Town Clerk to liaise with the Secondary with regards to future court dates.

Barbican event cancellation – a Member raised the recent decision and communications around the cancellation of an event that had been scheduled to take place at the Barbican Centre, and the Chairman of Policy and Resources advised that the Chairman of the Police Committee and the Chairman of the Barbican Centre Board would be speaking to ensure this situation did not occur in the future. It was noted that the Town Clerk would undertake a review to ensure that lessons were learned.

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

The following items of urgent business were raised –

Project Servator

The Commander of Operations provided an update to Members, upon the request of the Chairman, which updated Members of Project Servator which involved specially training officers and improved methods of policing the City's entry points. There had been many stops within the first week of operations, with an overwhelming positive response from the community and the involvement of City businesses.

A Member queried if Project Servator would reduce stop and search procedures, to which the Commander of Operations explained that the Police were subject to regular inspections and reports by the HMIC and College of Policing and was in good standing.

Force Accommodation Project

The Chamberlain updated Members that the Force would be moving into Guildhall Yard East in late 2014 and the Chamberlain and City Surveyor would be briefing to the Police Committee lead Member, and the Chairman and Deputy Chairman of the Police Committee, Finance Committee and Projects Sub Committee on the progress being made. Issues were being closely examined, such as the location of custody suites and the firing range, and were not affecting costs of the project.

A written report would be received at the next meeting of the Police Committee.

12. **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 the Schedule 12A of the Local Government Act.

<b>Item No.</b>	<b>Exempt Paragraphs</b>
<b>12a)</b>	<b>3</b>
<b>12b)</b>	<b>1, 2 &amp; 5</b>
<b>13</b>	<b>3</b>
<b>14</b>	<b>7</b>
<b>16</b>	<b>3</b>
<b>17</b>	<b>3</b>
<b>18</b>	<b>3 &amp; 7</b>

13. **NON-PUBLIC MINUTES**

13.a) **The non-public minutes of the meeting held 17 January 2014 were approved as a correct record. .**

13.b) **The non-public minutes of the Professional Standards and Integrity Sub (Police) Committee held on 7 February 2014 were received, subject to the following amendments as follows -**

- Item 9.a) – Statistical Information, to revise the section under Action Fraud to state a meeting had been postponed by the IPCC; and
- Item – Any Other Business, to revise that IPCC funding was being re-allocated from the Home Office.

14. **ACTION FRAUD SERVICE TRANSFER FROM THE NATIONAL FRAUD AUTHORITY TO THE CITY OF LONDON POLICE**

The Committee considered a report of the Commissioner of Police that updated Members on the transfer of the Action Fraud service from the National Fraud Authority to the City of London Police.

15. **CITY OF LONDON POLICE ENGAGEMENT WITH US AGENCIES**

The Committee received a report from the Commissioner of Police which summarised a recent trip to the United States taken by the Commissioner and the Commander of Economic Crime.

16. **DECISIONS TAKEN UNDER URGENCY PROCEDURES**

The Committee received a report of action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman since the last meeting of the Committee.

17. **QUARTERLY ECONOMIC CRIME UPDATE**

The Committee received a quarterly report of the Commander of Economic Crime which updated Members on economic crime matters.

The Assistant Commissioner provided the report update on behalf of the Commander of Economic Crime.

**18. COMMISSIONER'S UPDATES**

The Assistant 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 items or urgent business.

**The meeting ended at 12.51 pm**

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Chairman

**Contact Officer: Xanthe Couture  
tel. no.: 020 7332 3113  
xanthe.couture@cityoflondon.gov.uk**

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## **PERFORMANCE AND RESOURCE MANAGEMENT SUB (POLICE) COMMITTEE Wednesday, 26 February 2014**

Minutes of the meeting of the Performance and Resource Management Sub (Police) Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 26 February 2014 at 11.30 am

### **Present**

#### **Members:**

Deputy Douglas Barrow (Chairman)  
Deputy Keith Knowles  
Kenneth Ludlam  
Don Randall

#### **Officers:**

Alex Orme	- Town Clerk's Department
Xanthe Couture	- Town Clerk's Department
Neil Davies	- Town Clerk's Department
Suzanne Jones	- Chamberlain's Department
Jeremy Mullins	- Chamberlain's Department

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

Ian Dyson	- Assistant Commissioner
Eric Nisbett	- Director Corporate Services
Hayley Williams	- Chief of Staff
Stuart Phoenix	- Head of Strategic Planning

### **1. APOLOGIES**

Apologies for absence were received from Alderman Ian Luder and Alderman Alison Gowman.

### **2. DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING**

There were no declarations of interest.

### **3.a) The inquorate note and summary of the meeting held on the 16 November 2013 were received.**

### **3.b) The public minutes and summary of the meeting held on 9 September 2013 be approved as a correct record.**

4. **OUTSTANDING REFERENCES**

The Sub Committee received a report of the Town Clerk which updated Members on outstanding items arising from the last meeting.

Business Continuity-post ECIS

The Chairman remarked that there had been concerns around the Force's IT provisions that would be addressed at the Police Committee meeting on 28<sup>th</sup> February 2014.

A Member asked if the IT risk report received at the Force's Risk Assurance Group would be presented to Members, and the Assistant Commissioner replied that this strategic risk was overseen as part of the Force's corporate risk monitoring process included in the Force's Risk Register received at Committee separately twice a year. The Chairman requested that it be received for information at the next relevant Sub Committee meeting, likely to be the September 2014 meeting.

**RESOLVED** – That the report be received its content noted.

5. **CITY OF LONDON POLICE-HEALTH AND SAFETY MANAGEMENT PERFORMANCE UPDATE**

The Sub Committee received a report of the Commissioner of Police which updated Members on the progress made in developing and applying Health and Safety policy throughout the Force since September 2013.

Following comments from the Chairman, the Town Clerk and officers undertook to ensure that future tables presented as part of reports be of a larger print size for readability.

Members asked to view trends to compare to the Force current sickness rate, and the Assistant Commissioner stated the Force was below the national average at 7 days per year. There were some cases included which were cases of protracted long term sickness, and accounted for 50 percent of sickness absence recorded. The Town Clerk noted that there were 5.95 sickness absences days per calendar year within City of London Corporation staff. Going forward, officers advised that long term sickness absence would be noted within reporting.

The targets listed as Amber, the Assistant Commissioner advised were on track to be met and the Chairman was satisfied with the progress being made.

**RESOLVED** – That the report be received and its contents noted.

6. **INTERNAL AUDIT UPDATE REPORT**

The Sub Committee received a report of the Chamberlain which updated Members on the current work being undertaken by Internal Audit.

The Chairman queried if the Chamberlain was on track to meet the 25 audit days remaining in the financial year to which the Chamberlain was satisfied that



this would occur. The Chamberlain's Department had additional staff working on the Force's Internal Audit and reporting would be completed by the 31<sup>st</sup> March 2014. The past issues related to staff absence had also been resolved and there were now plans in place to assure processes could be agreed despite potential staff leave periods.

The Chamberlain advised they could circulate the report that would be received at the Audit and Risk Committee that outlined the risk assessment undertaken to decide the number of audit days, and the Town Clerk undertook to do so.

The Assistant Commissioner remarked that he was satisfied with the Chamberlain's audit programme and was in line with the Force Risk Register. He explained that the integrity dashboard was also able to collect monitoring information relevant to the risk register.

Officers informed the Sub-Committee that not all crime reporting was monitored through Internal Audit, but through HMIC independent national scrutiny functions and there was an annual inspection of data quality undertaken. The Director of Corporate Services informed the Sub Committee that further Gateway project reports to update on the accommodation project would be considered at the Police Committee, and he had been meeting with the Chamberlain on progress to date. It was hoped that final plans for Force accommodation would be received at Grand Committee in the next six months, and a verbal update at the next meeting of the Police Committee.

**RESOLVED** – That the report be received and its contents noted.

7. **HMIC SCHEDULE 2014-15**

The Sub Committee received a report of the Commissioner of Police, which had been completed at the request of the Chairman and informed Members of the schedule of current inspections and the consultation proposals for inspections in 2014-2015.

Members and the Assistant Commissioner discussed the HMIC inspection of the Force and the Chairman and Members were supportive that the process was constructive and the Force had a strong dialogue with the HMIC.

**RESOLVED** – That the report be received and its contents noted.

8. **HMIC STOP AND SEARCH INSPECTION UPDATE**

The Sub Committee received a report of the Commissioner of Police which updated Members on the Force's position with regards to the national HMIC Stop and Search inspection.

The Assistant Commissioner reassured Members that the Force had completed significant work around Stop and Search, and the Force had established the Stop and Search Community Scrutiny Group since the last report to the Sub Committee in November 2013. The Assistant Commissioner informed Members

that intelligent policing methods were being used and it was important they were used properly to effectively tackle street crime.

**RESOLVED** – That the report be received and its contents noted.

9. **VICTIM SATISFACTION**

The Sub Committee received a report of the Commissioner of Police which informed Members on the Force initiatives to improve performance against the Victim Satisfaction Policing Plan target, and the Chairman gave his support for this planning and work in this area.

The Assistant Commissioner advised Members that although the Force was not going to meet the 90 percent satisfaction victim satisfaction target, it was rated in the top three Forces nationally for victim satisfaction. The Force had established an action plan internally and was reviewing the service to ensure there was a victim focused approach within the process.

The Chairman and the Assistant Commissioner discussed the Force's recommendations to improve the service for victims of crime, which included that an Officer in Case was now assigned to provide meaningful updates to the victim. In response to a query from the Chairman on whether this was the best use of officer resources, the Assistant Commissioner advised this activity would be monitored against cost implications and number of police posts.

A Member queried the victim of crime satisfaction response rate, of which figures were listed in the non-public Third Quarter Performance in the Policing Plan 2013-16, and Members sought to be informed of the number of individuals surveyed.

**RESOLVED** – That the report be received and its contents noted.

10. **VALUE FOR MONEY (VFM) UPDATE**

The Sub Committee received a report of the Commissioner of Police which informed Members of steps taken since the last meeting to provide independent scrutiny of the Value for Money (VfM) process in the Force.

The Assistant Commissioner explained that meetings were planned with the HMIC, to support developing a new methodology for assessing VfM. Proposals had also been received from three external companies, with one selected that would submit a further cost proposal to the Force, to explore alternative approaches to developing VfM benchmarking of services. The Chamberlain was confident the external company would provide a service bespoke to the Force and the Chairman was pleased to know the process was moving forward.

**RESOLVED** – That the report be noted and its contents received.

11. **THIRD QUARTER PERFORMANCE AGAINST TARGETS IN THE POLICING PLAN 2013-16**

The Sub Committee received a report which summarised performance against Policing Plan targets for the second quarter of 2013-14 financial year. 24 of the targets were on track to be met (green), two were graded as amber and two had been graded as red.

The Assistant Commissioner noted that the levels of victim-based acquisitive crime (1.4.1b) had improved and reduced 2.7% against the same period last year. There was also a plan in place to deal with seizing uninsured vehicles and unlicensed drivers in the City and the target would be achieved by year end.

**RESOLVED** – That the report be noted and its contents received.

12. **POLICING PLAN MEASURES 2014-15**

The Sub Committee considered a report which presented the proposed measures to support delivery of the 2014 -15 Policing Plan.

The Assistant Commissioner noted the Policing Plan had been considered at the Police Committee and the measures were now for approval by the Sub Committee.

The Assistant Commissioner would advise on the outcomes of crimes recorded for 2014, and the figures listed in Appendix D (page 119) acted as a baseline comparator.

The Chairman thanked the Force for their work in this area and it was asked that the Town Clerk circulate a previous report the Force had completed on the policy around charity workers who sought street donations in the City of London.

**RESOLVED** – That Members consider and approve the measures attached at Appendix A as the policing plan measures for 2014-15.

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

There were no other questions.

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

The following items of urgent business was raised –

Charity collectors - A Member queried the CoL and Police's policy around aggressive street charity collectors in the City, and it was noted previous work had been done in this issue, which the Police's Chief of Staff explained was not a Police matter and had been addressed in previous reports. The Town Clerk undertook to circulate the relevant reports to Members via email.

15. **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 the Schedule 12A of the Local Government Act.

<u>Item</u>	<u>Paragraph</u>
17	3
18	7

16. **THE NON-PUBLIC MINUTES OF THE MEETING HELD ON 9 SEPTEMBER 2013 BE APPROVED AS A CORRECT RECORD.**

17. **THIRD QUARTER PERFORMANCE AGAINST TARGETS IN THE POLICING PLAN 2013-16 APPENDIX**

The Sub Committee received the appendix to the Third Quarter Performance against Targets in the Policing Plan 2013-16.

18. **THE NATURE OF VIOLENT CRIME IN THE CITY OF LONDON**

The Sub Committee received a report of the Commissioner of Police which provided Members with a detailed overview of the nature and type of violent crime being committed in the City.

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

There were no other questions.

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

There were no items of urgent business.

**The meeting ended at 1.15 pm**

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Chairman

**Contact Officer: Xanthe Couture**  
**tel. no.: 020 7332 3113**  
**xanthe.couture@cityoflondon.gov.uk**

## **ECONOMIC CRIME BOARD OF THE POLICE COMMITTEE Friday, 28 February 2014**

Minutes of the meeting of the Economic Crime Board of the Police Committee held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Friday, 28 February 2014 at 1.45 pm

### **Present**

#### **Members:**

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

#### **Officers:**

Alex Orme - Town Clerk's Department  
Xanthe Couture - Town Clerk's Department

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

Stephen Head - Commander, Economic Crime  
Lisa Campbell - Detective Sergeant and Staff Officer

#### **In attendance:**

Deputy Henry Pollard, Police Committee Chairman

#### **1. APOLOGIES**

There were no apologies.

The Chairman welcomed Lisa Campbell, Staff Officer to the Commander of Economic Crime, who would be attending future meetings of the Sub-Committee.

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

There were no declarations of interest.

#### **3. MINUTES**

The public minutes and summary of the meeting held on 23 September 2013 were approved as a correct record.

#### **4. ECONOMIC CRIME UPDATE - NATIONAL FRAUD CAPABILITY PROGRAMME**

The Sub Committee received a report of the Commissioner of Police that updated Members on the National Fraud Capability Programme.

The Commander of Economic Crime updated Members that the National Fraud Capability Programme was on track and Regional Fraud Teams would be established by the end of March 2013, and it was intended quarterly meetings would take place with each team.

The Chairman queried if Regional Organised Crime Units (ROCU's) would be centrally funded, and the Commander of Economic Crime replied that there would be ongoing discussions with the Home Office, the Metropolitan (Met) Police and MOPAC on funding arrangements. Specific meetings were also taking place with the Met Police on funding for cybercrime, for which they were the lead Force.

The Chairman of the Police Committee and the Chairman of Economic Crime Board noted it was important strategies were developed with the Home Office and Met Police in this area to ensure the London Regional Fraud Team was properly resourced.

**RESOLVED** – That the report be noted and its contents received.

5. **NATIONAL LEAD FORCE: THIRD QUARTER PERFORMANCE REPORT**

The Sub Committee received a report of the Commissioner of Police updating on the third quarter performance of the 2013/14 achievement of the national Lead Force (NLF) against its agreed Key Performance Areas (KPASs) and Key Performance Indicators (KPIs).

The Commander of Economic Crime remarked on KPI 3.3, which had decreased and was listed as Amber due to a change in the methodology with disruptions now only awarded on conviction.

The Commander noted the performance figures were cumulative and reported on a quarterly basis. Members discussed the results of the latest stakeholder satisfaction survey with NLF economic crime services, which included victims and partners in industry. It was agreed future survey reports would include the standard deviation, the number of stakeholders surveyed, the previous survey results, and the categories of different stakeholders surveyed to provide a more detailed analysis of the results.

**RESOLVED** - That the report be noted and its contents received.

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

There were no items of urgent business.

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

There were no questions.

8. **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 the Schedule 12A of the Local Government Act.

<u>Item</u>	<u>Paragraph</u>
9	3
10	3
11	3

**9. NON-PUBLIC MINUTES**

The non-public minutes and summary of the meeting held on the 23 September 2013 were approved.

**10. ACTION FRAUD SERVICE TRANSFER FROM THE NATIONAL FRAUD AUTHORITY TO THE CITY OF LONDON POLICE - UPDATE**

The Sub Committee receive a report of the Commissioner of Police which presented Members with an update on the transfer of the Action Fraud Service from the National Fraud Authority to the City of London Police.

**11. FRAUD TRAINING ACADEMY UPDATE**

The Sub Committee received a report of the Commissioner of Police which presented Members with an update on the Force's Fraud Training Academy.

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

There were no questions.

**13. 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 2.35 pm**

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Chairman

**Contact Officer: Xanthe Couture**  
**tel. no.: 020 7332 3113**  
**Xanthe.Couture@cityoflondon.gov.uk**

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# Agenda Item 4

## POLICE COMMITTEE 3 APRIL 2014

### OUTSTANDING REFERENCES

<b>Meeting Date &amp; Reference</b>	<b>Action</b>	<b>Owner</b>	<b>Status</b>
6/12/2013 Item 11 Police Property Act Fund	A report be presented to the Committee to review the current process and arrangements for management of this fund.	Town Clerk	<b><i>In progress</i></b> 4 July 2014
6/12/2013 Item 3 Public Minutes, Matters Arising	Police Committee Workshops	Town Clerk	<b><i>In progress</i></b> Action Fraud Workshop, 17 <sup>th</sup> June 9:00am-11:00am  Police Budget Workshop, 30 <sup>th</sup> September 10:00am – 12:00pm
17/01/2014 Item 4	To report on Police resourcing levels to meet demands of the night-time economy.	Commissioner of Police	<b><i>Completed</i></b> 3 April 2014
17/01/2014 Item 5.c)	To report on Force's work in responding to Stonewall recommendations.	Commissioner of Police	<b><i>Completed</i></b> 3 April 2014
28/02/2014 Item 10	To explore the possible options for the installation of CCTV on the Barbican Highwalk.	Town Clerk	<b><i>In progress</i></b> Email to be sent to Members by 2 April 2014
28/02/2014 Item 10	Passes for external Members	Town Clerk	<b><i>Completed</i></b> Email sent to relevant Members 11 March 2014
28/02/2014 Item 14	To report on the Force's IT programme of works.	Commissioner of Police	<b><i>Completed</i></b> 3 April 2014

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<b>Committee:</b> Police Committee	<b>Date:</b> 3 <sup>rd</sup> April 2014
<b>Subject:</b> Community Engagement Update	<b>Public</b>
<b>Report of:</b> Commissioner of Police Pol 25/14	<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 team have continued to deal with issues of rough sleepers on the estates and have provided crime prevention advice to residents in relation to preventing burglaries. A male has recently been arrested following a burglary in Golden lane.

The Business team have been working with gyms in the city to provide advice and a visible policing presence to reduce the number of thefts from lockers, regular crime prevention messages are being sent via Twitter.

The team also provided advice and visible reassurance to businesses affected by a demonstration outside the Old Bailey following the sentencing as a result of the trial in relation to the murder of Lee Rigby.

Community engagement officers have supported a number of events supporting minority groups within the community.

The Force has recruited an additional sixteen volunteer Police cadets and existing cadets are continuing to support a number of initiatives alongside regular officers.

## **Recommendations**

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

## Main Report

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

1. Additional patrols have been occurring on the Golden Lane Estate and Community Officers have been giving Crime Prevention advice to residents

in response to a priority around burglaries. Posters have been developed and once printed will be placed around the estate. A suspect has recently been arrested and admitted to having committed a burglary on the estate.

2. Officers from the Residential Engagement team have successfully dealt with a long term rough sleeper on the Barbican Estate who was subject to numerous complaints from residents. The male has now moved into hostel accommodation in Middle Street.
3. Officers have conducted a comprehensive crime reduction survey of the Middlesex Street Estate in order to identify how to prevent rough sleepers accessing the car park area of the estate. The survey has been submitted to the Estate Manager with a number of recommendations.

## **Section B – Business Engagement**

4. In response to a demonstration planned to coincide with the sentencing following the trial into the death of Lee Rigby, Community Engagement officers liaised with businesses likely to be affected providing advice to minimise any impact. During the demonstration officers provided a link between businesses and protestors and dealt with issues as they arose. Police ensured timely messages were sent in relation to crowd numbers and road closures. Positive feedback was received.
5. The Business Engagement Team will be providing a number of lunchtime events providing friendly and informal interactions with staff whilst raising awareness of safer cycling in the City and sensible alcohol consumption.
6. The operation to tackle aggressive begging affecting small businesses (Operation Fennel) continues to deliver results with a number of beggars now interacting with outreach services. In relation to six persistent beggars that have refused to engage with the programme, Anti Social Behaviour Orders have been issued by Magistrates. A senior lawyer visiting from Australia was so impressed with the Operation she will be recommending Police in Melbourne adopt the initiative as best practice.
7. Community Engagement Officers continue to work with gyms in the city to provide advice regarding the increasing number of thefts from lockers, particularly at lunch times. Crime prevention messages reminding gym goers to protect their property are being regularly sent out via twitter.

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

8. Officers attended the first event ever held by a Sikh Organisation at St Paul's Cathedral. The City Sikh's Network together with St Paul's organised a flagship interfaith event of 2014, an evening of short inspirational talks and a

panel discussion given by women from four different faith traditions. The topic of 'Women in faith' highlighted the central role women have played in various religions and the personal challenges female faith leaders have encountered whilst practicing and preaching their beliefs.

9. Community Engagement Officers had a stall at the City of London Academy careers fair, providing information and guidance to year ten and eleven students in relation to the careers options available in the Police. Attendees showed a keen interest in a potential career within the Police Service.
10. Officers took part in an International Mother Language day (Bhasha Divas) at the London Metropolitan University Campus in Moorgate. A leading Bangladeshi academic delivered a speech on the influence of language on life, and a number of speakers highlighted the contribution the Bengali community have made to British life and society.
11. The Force has welcomed a further sixteen teenagers into the Volunteer Police Cadets they will begin their training on 29<sup>th</sup> March. Two existing cadets have been nominated to undertake the Metropolitan Police Service Senior Cadet Leaders course in May. Five cadets were in uniform supporting and assisting at the recent International Women's Day event at the Guildhall.

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

14. Police continue to work with the Safer City Partnership to provide information for hotel managers providing advice on the management of bomb calls, how to preserve crime scenes until police arrival, and how to deal with reports of fraud. This will be presented to the next meeting of Hotel Watch which will be held in the last week of March.
15. Police are working closely with the housing team within the Corporation of London to revise the long standing rough sleepers operation (Op Poncho) in order to follow a similar approach to that used to deal with begging. The new Operation (Op Acton) will be implemented from April 2014 to tackle the increase in the number of rough sleepers in the City.

## **Conclusion**

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

### **Contact:**

*Supt Norma Collicott*

*Uniformed Policing Directorate*

*020 7601 2401*

[norma.Collicott@cityoflondon.pnn.police.uk](mailto:norma.Collicott@cityoflondon.pnn.police.uk)

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<b>Committee:</b> Police Committee	<b>Date:</b> 3 <sup>rd</sup> April 2014
<b>Subject:</b> EDHR Update	<b>Public</b>
<b>Report of: Commissioner of Police</b> Pol 28/14	<b>For Information</b>

## Summary

This paper provides your Committee with an update of Equality, Diversity and Human Rights (EDHR) related activities conducted by the Force since the previous report to your Committee. The areas covered by this report are:

1. **Disability Equality Standard** – an interim evaluation report will be submitted to the Quality of Service Board on 10<sup>th</sup> April with a future report to be submitted to your Committee following full evaluation.

2. **Resilience and Mental Health** – during February the Force hosted an event for all police forces supporting awareness of mental health and general well being.

3. **Equality Survey** – full analysis still to be completed, initial highlight results indicate: people from all backgrounds (with the exception of transgender) are readily accepted; just over half of the respondents feel there is a real commitment to equality and diversity; 92% felt the Force had made adjustments for them to accommodate disability or other health needs; and 32% felt they had suffered or were suffering or had witnessed bullying or harassment.

4. **Stonewall Equality Index** – a benchmarking meeting was held in Force on 27<sup>th</sup> February which highlighted a number of recommendations for further improvement that the Force should consider implementing to improve its Stonewall employer ranking. Details of those recommendations are contained within the body of the report. The development of a delivery plan will be an agenda item at the next QoS/EDHR Board. Committee are represented at this meeting by the member with responsibility for the EDHR portfolio.

### **Recommendation**

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

## **Main Report**

### **Background**

At your January meeting the Commissioner undertook to provide Members with a comprehensive written update on matters relating to the Equality, Diversity and Human Rights Portfolio and specifically in relation to the Stonewall Index.

### **Disability Equality Standard**

1. Following a presentation by the Disability Standard Advisor at the Business Disability Forum, leads have been assigned for the various performance areas and evidence gathering is now underway.
2. An interim report will be presented to the Force Quality of Service (QoS)/EDHR Board on 10<sup>th</sup> April 2014 to advise the board of work completed to date together with any emerging results.
3. A further report will be submitted to your Committee following the completion of a full evaluation of results and consideration of the Force's response to the identified areas for improvement.

### **Resilience and Mental Health**

4. On 25<sup>th</sup> February 2014 the Force, in partnership with one of Europe's leading disability and diversity consultancies hosted an event at CH Rolph Hall for all police forces to support awareness of mental health issues and general wellbeing.
5. The event was well attended and looked additionally at the impact of some of the Winsor recommendations, particularly around pay whilst on restricted duties, as well as recent Employment Tribunal cases that forces should consider when developing policies and practice.
6. An e-forum has been set up for attendees to facilitate the sharing of good practice and for forces to provide mutual support.

### **Equality Survey**

7. The Force conducted an on-line equality survey between January and early February 2014 in which nearly 300 staff participated. The survey consisted of ten questions that covered areas such as acceptance of difference, organisational commitment to EDHR, bullying and harassment, flexible working and barriers to progression.
8. Although detailed analysis of the responses (including responses broken down by protected characteristics) is yet to be completed, however, initial findings include:



- 67% - 80% of people from the various categories of different backgrounds felt readily accepted. The exception is gender reassignment, indicating that some work is required to improve understanding of transgender and transsexual people.
- 51% of respondents felt there is a real commitment to improve performance around equality and diversity issues. 30% expressed no opinion, which was a higher proportion than those who disagreed. Clearly, more work is required to increase staff confidence in this area.
- 92% of respondents agreed that the Force had made adjustments for them in respect of disability, health issues or caring responsibilities. This is an excellent reflection on the Force as a supportive employer.
- 32% of respondents had experienced and/or witnessed bullying and harassment. Only 43% of respondents felt that their complaint of bullying and harassment would be professionally and efficiently dealt with and only 23% felt that making a complaint would not adversely affect their career development. These responses need to be examined in greater details and the underlying issues addressed.

9. Your Committee will be updated on actions developed to address the findings of the full analysis when completed.

### **Stonewall Equality Index**

10. A meeting was held on 27<sup>th</sup> February 2014 between the relationship manager from Stonewall and the Force to provide feedback on work that could be undertaken to improve the Force's Stonewall ranking.

11. Prior to the meeting, an online survey had been conducted with Force Lesbian, Gay and Bisexual (LGB) staff, the results of which contribute towards the overall rating for an organisation. Given the size of the Force, Stonewall considered the response rate was good. The high level results can be summarised as follows:

- 69% of LGB staff are out to all staff at all levels (higher than the national average);
- 86% felt the workplace culture is inclusive of LGB people (above national average);
- 77% said they would feel confident reporting anti-gay bullying in the workplace (below national average);
- 81% felt their heterosexual colleagues were well informed on LGB issues (despite the high score, this is below the national average).

12. The following subjects were discussed in detail:

- **Policies:** policies need to be reviewed to ensure that they remain current and meet the requirements of the Equality Act 2010 and reflect recent

changes to legislation, such as the introduction of gay marriage, and EDHR staff and staff support networks should be more involved in policy reviews. Stonewall considers it essential that a same sex partner or spouse is explicitly mentioned at least once in each (relevant) policy/SOP to make its inclusivity explicit.

- **Training:** A number of recommendations were made, including better use of technology /media to enhance training and remind staff and managers of their responsibilities and facilitate the reporting of bullying or harassment. Supervisor training should include managing a diverse workforce, supported by guidance materials.
  - **Monitoring:** Better monitoring and data capture of sexual orientation should be taking place at all stages-of the employment relationship (recruitment, promotion, exit, grievance reporting, and disciplinary action) to ensure that potential issues of disproportionality are identified and addressed. It was also recommended that victims of crime satisfaction surveys should capture sexual orientation (voluntarily) to identify how the CoLP deals with LGB victims and to establish whether there is any disproportionality in satisfaction rates.
  - **Supplier policy:** Stonewall recommended that the Force should check the equality commitment of all suppliers and companies it outsources to and proactively requests details of any equality-related complaints (external or internal) made about them.
  - A number of more general recommendations were made across a range of areas including: promotion and career progression of LGB staff, senior staff engagement (including the appointment of a chief officer 'champion'); identification and promotion of LGB role models; development of a 'straight allies' programme (where colleagues help challenge LGB inequality); improved communication around LGB issues; and further development of engagement with LGB communities in order to better understand the issues affecting them and the Force's commitment to addressing those issues.
13. The development of a delivery plan will be an agenda item at the next QoS/EDHR Board. Police Committee are represented at this meeting by the Lead Member with responsibility for the EDHR portfolio, Alderman Alison Gowman.

### **Consultation**

14. A copy of this report has been sent to the Lead Member for consultation purposes.

## **Conclusion**

15. The Force continues to work on EDHR issues, with strong oversight through the QoS/EDHR Board. Acting on the feedback from the external benchmarking exercises assists the Force to incorporate best practice into its processes.
16. Regular reporting to your Committee ensures a rigorous scrutiny process is in place that holds the Force to account on its performance in this important area.

### **Contact:**

T/Supt Tony Cairney

T/ Head of Strategic Development

020 7601 2098

[Anthony.cairney@cityoflondon.pnn.police.uk](mailto:Anthony.cairney@cityoflondon.pnn.police.uk)

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Committee: Police	Date: 3 <sup>rd</sup> April 2014
Subject: Accommodation Programme Update	Public
Report of: Chamberlain	For Information
<b>Summary</b>	
<p>The governance for the Police Accommodation Programme falls under this Committee in its capacity as the Police Authority. The officer governance structure is led by the Chamberlain with a Steering Board supported by a Programme Board and the Force's Accommodation Strategy Board.</p> <p>Progress remains on track with much of CoLP's requirements being actually or close to finalisation. This will enable the residual accommodation requirements which are not covered by the use of Guildhall Yard East (GYE) and Wood Street to be finalised and the optimum location to be finalised.</p> <p>Work on GYE will commence, subject to the agreement of the Gateway 5 report by Projects sub-Committee, on 2<sup>nd</sup> June 2014 with expected completion of October 2014 to allow for operational testing before CoLP commence the move in early 2015.</p> <p>The appointment of the project team to manage the Wood Street and other locations associated with the programme is anticipated in May 2014</p> <p>The Programme overall has a current green status meaning that whilst there are risks in the programme, these are actively being managed and there are no issues that need to be escalated to this Committee.</p>	
<b>Recommendation</b>	
<p>Members are asked to receive this report and note that the programme remains on track and within budget.</p>	

## Main Report

### **Background**

1. At your meeting on 28<sup>th</sup> February 2014, a verbal report was given on the progress on the accommodation programme. This paper sets out the current progress and the issues which are currently being discussed by the Police and also by the Programme Board.
2. There has been no change in the ambition to modernise and reduce the overall City of London Police estate to 150,000 sq ft. This equates to a

reduction of 100,000 sq ft across the current entire Police estate. This plan will provide a new vastly improved modern estate for the Force whilst also enhancing its presence and public engagement facilities with the general public via satellite locations. Upon completion of this modernisation programme the proposal is to subsequently dispose of inefficient corporate assets to fund the majority of the overall costs of the accommodation programme.

### Current Position

3. The summary position for the overall programme is summarised below.

Programme status	Green
Timetable	<ul style="list-style-type: none"> <li>• Guildhall Yard East main refurbishment works June – Oct 2014</li> <li>• Police Mobilisation Works Oct – Dec 2014</li> <li>• Police Occupation of Guildhall Yard East Jan – March 2015</li> <li>• Decant and surrender of New Street lease Oct 2016</li> <li>• Overall current analysis suggests overall programme completion 2018-2019</li> </ul>
Total estimated cost	Currently the programme remains as originally reported £40M (+/- 20% and including Wood Street infill)
Estimated capital receipts from surplus assets	Currently remains as originally reported up to £27M subject to further evaluation
Overall programme risk	Amber

4. Corporate programme governance for this project is with the Police Committee, an Officer Steering group chaired by the Chamberlain, a Police Accommodation Programme Board chaired by the Business Support Director and also a City of London Police Accommodation Board chaired by the Commissioner. In addition to these main boards there are also a number of sub – groups comprising Corporation officers including external specialist support and the City of London Police Accommodation Programme Team.

5. A key element of the programme items overseen by these Boards is the main development proposals for the new estate portfolio. This remains a huge challenge for the Force due to the overall impact the actual reduction in the estate will have both operationally and culturally as new ways of working are implemented to make the estate more efficient. The

current status of the portfolio of developments is set out in the following paragraphs.

### **Guildhall Yard East**

6. Concept design stages have been completed for the utilisation of this new building. This has now entered the detailed design phase and this is close to completion with the main contractor selected by the Corporation, namely Willmott Dixon. The CoLP Accommodation Team and Corporation officers have worked closely together to ensure the scope of requirements remain in line with the original proposals for the Programme, whilst also meeting the challenges and requirements for the operational Police estate.
7. Subject to agreement of the Gateway 5 report (authority to commence work) by the Projects sub-Committee, the main refurbishment works are scheduled to commence on the 2<sup>nd</sup> June 2014, with an estimated completion date of the 31<sup>st</sup> October 2014. Elements of Force specific works that can be completed concurrently within the main works programme are being implemented by the main GYE project team however there will be elements of Force installations required post the main works programme along with commissioning and testing of the operational facility. This is scheduled to commence on the 1<sup>st</sup> November 2014, with estimated completion by 31<sup>st</sup> December 2014. The relocation of Force personnel moving into GYE is scheduled to commence in early January 2015 to be completed by March 2015, or earlier if possible.

### **Wood Street**

8. The design plan is underway for Wood Street. The current best fit model for Wood Street is, as of March 2014, 85% completed including the addition of incorporating Custody within the ground floor of Wood Street. This is predicated on being able to undertake works to enclose the current quadrangle.
9. A detailed scope of works for all other Directorates potentially relocating to Wood Street is under review with an estimated completion date for concept design of June 2014.
10. A Schedule of Heritage Significance report exists for the Wood Street building. The overall design proposals are working as closely as possible to the parameters within this report. The ambition is to ensure the best operational use of the building to achieve a modern operational professional environment whilst remaining within the parameters of English Heritage documents. An initial site visit was completed by English Heritage on Friday 7<sup>th</sup> March, where a positive response was provided by the officer relating to the draft proposals being recommended for the modernisation of Wood Street. A final report is awaited and will form part of ongoing design development proposals with the Corporation's Conservation officers.
11. The appointment of the external project team to manage and deliver the Wood Street and other locations is scheduled for May 2014

12. Detailed work has been completed between Corporation and the Force Accommodation Programme team to drive this element of the design forward as there remain significant challenges to be overcome prior to moving to detailed design phase. The plan for Wood Street is to ensure that the key operational and sensitive activities that must be contained within a highly secure environment are mapped in a cohesive way within what will actually be the main operational Force facility.

### **Remaining Accommodation requirements**

13. Once the plan for the occupation of these two sites is complete, this will determine the final requirements for remaining space. Up until this point the expectation has been that this will be accommodated at Walbrook Wharf with a potential extension to the existing building.
14. The detailed work that has been carried out and the increased occupation density which has been agreed for Guildhall Yard East means that the remaining requirements may be better accommodated in a different way or in a different location to Walbrook Wharf. No final decision has been made and other options are currently being considered. Once a proposition has been formulated for the remaining provision, this will be reported again to this Committee.
15. There still remain some key challenges within this scoping of requirements including the potential development of a Firearms Range. Alternative solutions for the provision of this facility continue as the overall need for and cost of developing this facility in isolation is rightly being challenged. It is essential that alternative acceptable arrangements are in place prior to any final decision to ensure that operational capacity of the City of London Police in respect of its Firearms capability are not put at risk.

### **Satellites**

16. Ongoing work surrounding community engagement and options for the future access to the City of London Police via satellites, mobility options and IT evolution all form part of an ongoing project stream now being developed within the Programme. The final scoping of these requirements is longer term and will be determined as a direct result of the final mapping of other services across the estate. In the interim, option proposals and appraisals are currently being developed for future evaluation.

### **Programme workstreams**

17. As previously reported there are a number of key projects and activities that all support the overall Accommodation Programme and will provide a highly professional flexible working environment for the future of the City of London Police. Currently, all of these projects are evaluated as 'Green' (ie, remain on target for completion within agreed parameters). The following is purely a snapshot of these projects and further information can be provided upon request for detailed analysis of any project;
  - Mobile Technology
  - Joint Contact & Control Centre
  - Property Storage
  - Digitisation



- Business Continuity
- Clothing Stores Service Remodel
- Custody
- Estates
- Flexible Working
- Telephony
- Lockers / Storage
- Museum
- Parking
- Vehicle Pound
- Firing Range
- Satellites
- Secure Environments

18. In addition the Force IT Modernisation Programme has a range of projects that will enable key drivers within the programme and are essential to the successful outcome of the Accommodation Programme. Details of the IT Modernisation Programme are subject to a separate report to your Committee. Consideration has been given to the early identification of required immediate outcomes of the IT Modernisation Programme to facilitate the identified clear plan of our expected objectives and outcomes for the future of IT within CoLP against the requirements sought prior to our occupation of Guildhall Yard East.
19. A detailed project specific risk register for GYE has been developed and an overall programme risk register is being updated reflecting what we currently know on the risks associated with the remainder of the programme.

## **Conclusions**

20. Collaboration between the CoLP and Corporation officers in developing a detailed and cohesive Accommodation Programme remains strong. As is evident from the information within this report, this is a complex and far reaching programme that has significant implications for the Force. The modernisation of the estate against a background of operational reviews, changes and enhancements are all vital components in ensuring the successful conclusion of the strategy. Excellent progress has been made to date and the various programme / project teams remain committed to providing the delivery of all aspects of the entire programme.
21. The Programme is progressing as expected with no significant risks that are not currently under control.

### **Contact:**

**Suzanne Jones**

Business Services Director

T: 0207 332 1280

E: [suzanne.jones@cityoflondon.gov.uk](mailto:suzanne.jones@cityoflondon.gov.uk)

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# Agenda Item 10a

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of the Local Government Act 1972.

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# Agenda Item 10b

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# Agenda Item 10c

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# Agenda Item 11

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# Agenda Item 14

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