



## Police Committee

**Date:** FRIDAY, 14 SEPTEMBER 2012  
**Time:** 1.45pm  
**Venue:** COMMITTEE ROOMS, WEST WING, GUILDHALL  
**Members:** Henry Pollard (Chairman)  
Simon Duckworth (Deputy Chairman)  
Deputy Doug Barrow  
Mark Boleat  
Bob Duffield  
Alderman Alison Gowman  
Brian Harris  
Deputy Keith Knowles  
Alderman Ian Luder  
Helen Marshall  
Deputy Joyce Nash  
Don Randall  
Deputy Richard Regan

**Enquiries:** Gregory Moore  
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Lunch will be served for Members in the Guildhall Club at 1pm

Chris Duffield  
Town Clerk and Chief Executive

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **DECLARATIONS BY MEMBERS OF PERSONAL OR PREJUDICIAL INTERESTS IN RESPECT OF ITEMS TO BE CONSIDERED AT THIS MEETING**
3. a) **MINUTES**  
To agree the public minutes and summary of the meeting held on 11 July 2012 (copy attached).  

**For Decision**  
(Pages 1 - 8)
- b) **PROFESSIONAL STANDARDS AND COMPLAINTS SUB-COMMITTEE MINUTES**  
To receive the public minutes and summary of the meeting held on 11 July 2012 (copy attached).  

**For Information**  
(Pages 9 - 12)
4. **CITY OF LONDON POLICE SMARTPHONE APPLICATION**  
Presentation and report of the Commissioner (copy attached).  

**For Information**  
(Pages 13 - 18)
5. **STANDARD ITEM ON THE SPECIAL INTEREST AREA SCHEME**
  - a) **Community Engagement** (copy attached).  

**For Information**  
(Pages 19 - 30)
  - b) **Standard Item on Equality, Diversity and Human Rights**
  - c) **Any other Special Interest Area Updates**
6. **ECONOMIC CRIME BOARD: APPOINTMENT OF CO-OPTED MEMBER**  
To confirm the appointment of Alderman Neil Redcliffe as the co-opted Member to the Economic Crime Board.  

**For Decision**
7. **MOPAC CHALLENGE APPOINTMENT**  
Report of the Town Clerk (copy attached).  

**For Decision**  
(Pages 31 - 34)

8. **HMIC INTEGRITY RE-INSPECTION**  
 Joint report of the Town Clerk and Commissioner (copy attached).  
**For Decision**  
(Pages 35 - 40)
  
9. **ACPO PORTFOLIOS AND CHIEF OFFICER RECRUITMENT UPDATE**  
 Report of the Commissioner (copy attached).  
**For Information**  
(Pages 41 - 50)
  
10. **THE STRATEGIC POLICING REQUIREMENT**  
 Report of the Commissioner (copy attached).  
**For Decision**  
(Pages 51 - 56)
  
11. **BUDGET MONITORING FIRST QUARTER 2012/13**  
 Report of the Commissioner (copy attached).  
**For Information**  
(Pages 57 - 62)
  
12. **BERNARD MORGAN HOUSE: ANNUAL REVIEW OF CHARGES**  
 Report of the Commissioner (copy attached).  
**For Decision**  
(Pages 63 - 72)
  
13. **FEES AND CHARGES 2012/13 - UPDATE**  
 Report of the Commissioner (copy attached).  
**For Decision**  
(Pages 73 - 78)
  
14. **RISK REGISTER UPDATE**  
 Report of the Commissioner (copy attached).  
**(N.B. Please see also Non-Public Appendix - Item 22 on the Non-Public agenda)**  
**For Information**  
(Pages 79 - 82)
  
15. **HEALTH AND SAFETY MANAGEMENT PERFORMANCE 2011/12**  
 Report of the Commissioner (copy attached).  
**For Information**  
(Pages 83 - 88)
  
16. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
  
17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

18. **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>
19a	3
19b	1, 2 & 5
20	7
21	4
22	7
25	1

**Part 2 - Non-Public Agenda**

19. a) **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 11 July 2012 (copy attached).

**For Decision**  
(Pages 89 - 92)

b) **PROFESSIONAL STANDARDS AND COMPLAINTS SUB-COMMITTEE MINUTES**

To receive the non-public minutes of the meeting held on 11 July 2012 (copy attached).

**For Information**  
(Pages 93 - 96)

20. **COMMISSIONER'S UPDATES**

Commissioner to be heard.

**For Information**

21. **CITY FIRST CHANGE PROGRAMME- FORCE RE-STRUCTURE**

Report of the Commissioner (copy attached).

**For Information**  
(Pages 97 - 110)

22. **RISK REGISTER: NON-PUBLIC APPENDIX**

Non-public appendix to Item No.14, report of the Commissioner (copy attached).

**For Information**  
(Pages 111 - 112)

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

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

### **Part 3 - Confidential Agenda**

25. **CONFIDENTIAL MINUTE**

To agree the confidential minute of the meeting held 11 July 2012 (copy attached).

**For Decision**

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## POLICE COMMITTEE

WEDNESDAY, 11 JULY 2012

Minutes of the meeting of the POLICE COMMITTEE held at Guildhall, EC2, on WEDNESDAY 11 JULY 2012, at 11.00am.

### Present

#### Members

Henry Pollard (Chairman)	Alderman Alison Gowman
Simon Duckworth (Deputy Chairman)	Helen Marshall
Mark Boleat	Deputy Joyce Nash
Brian Harris	Don Randall

#### Officers

Gregory Moore	- Town Clerk's Department
Ignacio Falcon	- Town Clerk's Department
Jennifer Mason	- Town Clerk's Department
Steve Telling	- Chamberlain's Department
Paul Chadha	- Comptroller & City Solicitor's Department
Jon Averbs	- Environmental Health & Public Protection Director
Nagina Kayani	- Equalities, Diversity and Human Rights Manager
Paul Double	- City Remembrancer
Sam Cook	- Remembrancer's Department
Karen Wilson	- City Surveyor's Department

#### City of London Police

Frank Armstrong	- Assistant Commissioner
Ian Dyson	- Commander
Eric Nisbett	- Director of Corporate Services
Hayley Williams	- Secretariat Manager, CoLP
Theresa Russell	- Commissioner's Staff Officer
Jon Parker	- Head of Corporate Communications, CoLP

### **1. APOLOGIES**

Apologies for absence were received from Deputy Doug Barrow, Robert Duffield, Deputy Keith Knowles, Alderman Ian Luder, and Deputy Richard Regan.

The Chairman took the opportunity to advise Members that he had recently spoken with the Commissioner, who was hoping to return to work shortly following an accident. On behalf of the Committee, the Chairman expressed his best wishes to both the Commissioner and his wife, wishing them both a speedy recovery.

**2. DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**

There were none.

**3. MINUTES**

The public minutes and summary of the meeting held on 1 June 2012 were approved and agreed as a correct record, subject to one typographical error.

**MATTERS ARISING**

(1) **Charity Collections** (p2) – It was noted that a report on the issue would be considered at item 16 on today's agenda.

(2) **Cyclists in the City** (p2) – The Assistant Commissioner confirmed that a report would be coming to the December meeting of the Committee.

(3) **Letters to ICVs** (p3) – The Chairman advised that letters of appreciation had been sent to the Custody Visitors.

**4. PERFORMANCE AND RESOURCE MANAGEMENT SUB-COMMITTEE MINUTES**

The public minutes and summary of the meeting held on 25 May 2012 were received.

The Chairman noted that Kenneth Ludlam had now been appointed as the Audit & Risk Management Committee's representative to the Sub-Committee.

**5. ECONOMIC CRIME BOARD MINUTES**

The public minutes and summary of the meeting held on 13 June 2012 were received.

**6a. COMMUNITY ENGAGEMENT UPDATE**

The Committee received a report of the Commissioner providing an update on recent community engagement activities, community priorities and forthcoming events.

With regard to a recent murder in the City, a Member expressed disappointment that it had taken quite some time for a message to go out to the local resident and business communities, adding that they hoped this would be done quicker in future.

A Member made reference to the section detailing engagement with business, observing that no feedback from the businesses was listed and asking that this be included in future, even if it was just a line to say none was received.

The Chairman expressed surprise that the report stated there were no concerns in the East Area (Portsoken Ward), commenting that he had been made aware by the Ward's Alderman of concerns around officer visibility in the area. The Commander advised that he had met the Members for Portsoken Ward earlier that week to provide reassurance over this issue, giving detail about the new patrolling plan which had been implemented and adding that the Force would be including information in the next Ward newsletter to provide reassurance to the community.



In response to queries about the Volunteer Police Cadets, the Commander felt that the initiative was developing well and confirmed that they had been involved in policing operations during the Diamond Jubilee celebrations. He also advised that the numbers of Cadets the Force was able to have was limited only by the capacity within the organisation to manage them, as it was dependent on staff volunteers.

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

**6b. QUALITY OF SERVICE & EQUALITY, DIVERSITY AND HUMAN RIGHTS**

The Committee received a report of the Commissioner providing an update on progress made in the combined areas of Quality of Service & Equality, Diversity and Human Rights.

The Lead Member advised that the full action plan appended to the report would not be presented in its entirety to this Committee in future, adding that there was a need to show the impact associated with each action more clearly and succinctly. A Member expressed concern that many of the actions listed as “amber” should in fact be marked as “green” by the definitions provided; officers were asked to update the action plan accordingly.

RECEIVED.

**7. REVIEW OF THE GOVERNANCE ARRANGEMENTS IMPLEMENTED IN 2011**

The Committee considered a report of the Town Clerk on behalf of the Post Implementation Governance Review Working Party seeking comments, if any, from each Committee on the governance arrangements introduced last year and the impact that they may have had on the operation of the Committee.

Given that the only change made to the Police Committee as part of the Governance Review was to extend the length of time for which a Chairman could serve, combined with the fact that the Police Committee’s governance had been reviewed as part of a discrete and more recent process, Members were in agreement that there was nothing they wished to report back to the Working Party.

RESOLVED: That no representations be made to the Working Party on the revised governance arrangements in respect of this Committee.

**8. PROTECTION OF FREEDOMS ACT**

The Committee received a report of the Remembrancer summarising the provisions of the Protection of Freedoms Act which are of potential interest to the work of the Committee.

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

**9. REVENUE AND CAPITAL OUTTURN 2011/12**

The Committee received a joint report of the Chamberlain and the Commissioner of Police relative to the revenue and capital outturn for 2011/12.

Previously, it been anticipated that a transfer from reserves of £4million would be necessary for the 2011/12 financial year; however, the Chamberlain was able to advise that a transfer of only £400,000 has ultimately been required owing to a variety of factors including higher than anticipated savings arising from unfilled posts. The relief created by this smaller transfer would undoubtedly be useful if further austerity measures were introduced.

RECEIVED.

**10. CITY OF LONDON POLICE ANNUAL REPORT 2011-12**

The Committee considered a report of the Commissioner of Police representing the achievements of the City of London Police for the past financial year.

The Chairman thanked Members for the comments received to date and asked that any further feedback be relayed to the Town Clerk by Friday 20 July.

A Member noted that the usage of tenses in the document made it read somewhat confusingly, with the fact it was written as if it were 31 March 2012 meaning that it referred to events which had since passed as if they were still in the future. Whilst it was easy to understand why this was the case, it nonetheless lessened the impact of the document as it made it appear out of date. The option of shortening the timetable of production and presenting it to the Court of Common Council at an earlier date to minimise this was discussed, as was the possibility of writing the foreword from the point of view of the date of presentation to achieve a similar effect. The Assistant Commissioner took Members comments on board, commenting that a review of the process surrounding the production of the Annual Report would be undertaken.

RESOLVED: That:-

- a) the contents of the draft Annual Report be noted, and that any comments upon them be forward as stated in the report; and,
- b) authority be given to the Town Clerk, in consultation with the Chairman and Deputy Chairman, to approve the final draft for publication.

**11. NATIONAL POLICE AIR SERVICE**

The Committee considered a report of the Commissioner of Police relative to a proposal for a National Police Air Service.

The report referred to a new legal requirement for all police forces to formally collaborate in the National Police Air Service by means of an agreement under section 22a of the Police Act 1996.

RESOLVED: That:-

- a) the legal requirement for all police forces to enter into a collaboration agreement for the National Air Service be noted; and
- b) the Comptroller and City Solicitor be instructed to sign the Section 22a Collaboration Agreement on behalf of the authority.

**12. COLLABORATION – CITY FIRST CHANGE PROGRAMME**

The Committee received a report presenting a specific update on the collaboration elements of the City First Change Programme, the City of London Police change programme, and outlining the next steps.

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

**13. HMIC REPORT ‘A STEP IN THE RIGHT DIRECTION’**

The Committee received a report of the Commissioner of Police considering the progress made from the 2010 Anti-Social Behaviour Inspection.

It was noted that the fuller report had been considered by the Performance & Resource Management Sub-Committee in May, hence the report presented here was a more concise document.

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

**14. STOP AND ACCOUNT**

The Committee received a report of the Commissioner of Police relative to national changes recommended for the recording of Stop and Search and Stop and Account by the Home Office.

The Assistant Commissioner drew attention to the lower incidence of stop and account procedures compared with previous reports, adding that efforts were also underway to make the process less bureaucratic and more consistent with the stop and account procedures used by the Metropolitan Police and British Transport Police.

The Equalities, Diversity and Human Rights Manager stated that she was encouraged to see that the issue was continuing to be monitored as it helped with reporting with regard to equality duties, as well as increasing transparency.

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

**15. CITY OF LONDON POLICE: RISK REGISTER**

The Committee received a report of the Commissioner of Police relative to the risk register for the City of London Police.

Members expressed concern at the likelihood ratings of risks SR04 and SR05 – relating to Economic Crime and Staff Morale, respectively – being classified as “High”. If the likelihood for these risks was indeed high then the Force would be in a position of unacceptable risk which would demand immediate remedial/mitigating action. The assessment was simply felt to be inaccurate.

The Assistant Commissioner gave assurances that the Force would look again at the risk profile in line with Members’ comments and would re-submit the report in September.

RESOLVED: That the Committee note the position of the risks listed within the register and their current assessment levels.

**16. CHARITY COLLECTIONS**

The Committee received a report of the Director of Markets & Consumer Protection outlining the legislative requirements for charitable collections and how it affects the increasingly common practice of charities stopping people in the street.

The Environmental Health & Public Protection Director drew attention to the legal advice received from the Comptroller & City Solicitor and Leading Counsel which, unfortunately, made it clear that the current legislation did not provide for any action to be taken in respect of the practice of “chugging”.

In view of this, the Chairman suggested that one way to approach the issue could be to contact relevant charities to highlight the nuisance which aggressive charity collections cause. It would be important to stress that the practice can affect businesses, particularly small retailers.

This view was echoed by other Members, including the Chairman of the Policy & Resources Committee, and it was agreed that, being an issue within that Committee’s remit, the matter should be referred to the Policy & Resources Committee for consideration.

RESOLVED: That the Policy & Resources Committee be asked to consider what action could be taken to discourage charities from the practice of aggressive charity collections.

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

**Economic Crime Board: Co-opted Member**

A Member enquired as to the progress made to date in co-opting someone on to the Economic Crime Board; the Chairman of the Board advised that it had been agreed the appointment should be a Member of the Court of Common Council and that an individual had been identified, whom it was hoped would be appointed at the Board’s next meeting.

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

There were no urgent items.

**19. EXCLUSION OF THE PUBLIC**

RESOLVED--That under Section 100A 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>Item No.</b>	<b>Exempt Paragraphs</b>
20	7
21-22	3
23-24	4

25  
28

4  
1

**SUMMARY OF MATTERS CONSIDERED  
WHILST THE PUBLIC WERE EXCLUDED**

**20. NON-PUBLIC MINUTES**

The Committee approved the non-public minutes of the meeting held on 1 June 2012.

**21. COMMISSIONER'S UPDATES**

The Commissioner was heard on various issues.

**22. OLYMPIC AND PARALYMPIC GAMES UPDATE**

The Committee received a report of the Commissioner of Police updating the Committee on Olympic activity since June 2012.

**23. FUTURE INFORMATION TECHNOLOGY PROVISION**

The Committee agreed a report of the Commissioner of Police relative to the future provision of information technology to the City of London Police.

**24. OCCUPATIONAL HEALTH CONTRACTS**

The Committee agreed a report of the Commissioner of Police informing Members on the progress that has been made in awarding contracts for the Occupational Health, Safety and Welfare Service of the City of London Police.

**25. BISHOPSGATE STATION: USE OF OFFICE ACCOMMODATION**

The Committee agreed a report of the City Surveyor relative to the use of the office accommodation at Bishopsgate Station by the British Transport Police.

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

There were no questions.

**27. 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.

**SUMMARY OF MEMBERS ONLY ITEMS**

**28. CONFIDENTIAL MINUTE**

The Committee approved the confidential minute of the meeting held on 1 June 2012.

**29. ANY OTHER BUSINESS WHICH THE CHAIRMAN CONSIDERS URGENT AND THE COMMITTEE AGREE SHOULD BE CONSIDERED IN THE MEMBERS ONLY SESSION OF THE MEETING**

There was one urgent item.

**The meeting closed at 12.40pm**

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**CHAIRMAN**

**Contact Officer: Gregory Moore**

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## THE POLICE PROFESSIONAL STANDARDS AND COMPLAINTS SUB COMMITTEE

WEDNESDAY, 11 JULY 2012

**Minutes of the meeting of the POLICE PROFESSIONAL STANDARDS AND COMPLAINTS SUB COMMITTEE held at Guildhall, EC2, on WEDNESDAY, 11 JULY 2012 at 9.45 am.**

**Present:**

**Members:**

Deputy Joyce Nash (Chairman)  
Alderman Alison Gowman  
Vivienne Littlechild  
Helen Marshall  
Henry Pollard

**Officers:**

Ignacio Falcon  
Rashmi Chopra

Town Clerk's Office  
Comptroller & City Solicitor's

City of London Police

Assistant Commissioner Frank Armstrong  
T/Supt John Hyams  
Chief Inspector Norma Collicott

} Professional Standards  
Directorate

**1. APOLOGIES**

Apologies were received from Richard Regan.

**2. DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**

There were none.

**3. MINUTES**

The public minutes and summary of the meeting held on 27 April 2012 were agreed, subject to Alderman Gowman being included the list of Members present.

**4. TERMS OF REFERENCE**

The Sub-Committee received its Terms of Reference.

In response to a Member's question relating to the Sub-Committee's role in general horizon scanning, the Head of Professional Standards undertook to

report back to the next meeting of the Sub-Committee on the upcoming changes to the Police Complaints system.

**5. QUESTIONS**

There were none

**6. URGENT ITEMS**

There were none.

**7. 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>Item No.</b>	<b>Exempt Paragraphs</b>
8	1, 2 & 5
9	1
10	1

**SUMMARY OF ITEMS CONSIDERED WHILST THE PUBLIC WERE EXCLUDED**

**8. NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 27 April 2012 were agreed.

**9. EMPLOYMENT TRIBUNAL CASES**

The Committee received a report of the Comptroller & City Solicitor.

**10. STANDARD ITEM ON PROFESSIONAL STANDARDS ACTIVITY**

The Committee considered reports on Professional Standards activity for the period 1 April to 30 June 2012, as follows:-

(a) **Statistical Information (for the period 1 April to 30 June 2012)**

The Sub-Committee received a report of the Commissioner of Police.

(b) **Organisational Learning Forum**

The Sub-Committee received a report of the Commissioner of Police.

(c) **Complaints Information Bulletin**

The Sub-Committee received a report of the IPCC.

(d) **Summary of Cases**

(e) **Misconduct Hearings**

The Sub-Committee received a report of the Commissioner of Police.

(f) **Misconduct meetings**

The Sub-Committee noted that there were no Misconduct meetings dealt with during the period.



(g) **Conduct and Complaint Cases**

The Sub-Committee received a report of the Commissioner of Police.

**11. QUESTIONS**

There were no questions considered whilst the public were excluded.

**12. URGENT ITEMS**

There were none.

**The meeting closed at 11.20 am.**

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**CHAIRMAN**

**Contact Officer: Iggi Falcon**

**tel. no. 020 7332 1405**

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# Agenda Item 4

<b>Committee(s):</b> Police	<b>Date(s):</b> 14 <sup>th</sup> September 2012
<b>Subject:</b> City of London Police Smartphone Application (App)	<b>Public</b>
<b>Report of:</b> Commissioner of Police POL 58/12	<b>For Information</b>
<p style="text-align: center;"><b><u>Summary</u></b></p> <p>Members were given a verbal presentation at your July Committee, introducing the City of London Police (CoLP) Application (App). Members raised some concerns regarding certain aspects of launching the App and requested a presentation and report to your September Committee.</p> <p>As a result of attending a presentation CoLP worked with members of the Socionical<sup>1</sup> Project team to develop a bespoke App for the Force at no cost to the Force. It was used successfully as pilot for the Lord Mayor's Show in 2011. All legal aspects were considered and the City Solicitors were consulted as part of the development process. This was monitored through the governance of the Force Digital Media Group and the Assistant Commissioner gave approval for the live launch in July 2012. A non-disclosure agreement has been signed by the Socionical Project team and the City of London Police.</p> <p>A comprehensive communications strategy and action plan encompassing social media, traditional media and general publicity has been drawn up and launched by Corporate Communications.</p> <p>The main objective of the App is to share real-time information with the people in the City of London; to warn and inform and enhance Community Engagement.</p> <p><b>Recommendation</b> It is recommended that Members note the content of this report.</p>	

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<sup>1</sup> Socionical is a four year European project funded by the European Commission with the aim of helping scientists and policy makers better understand how the applied use of new technology can benefit society.

## **Main Report**

### **Background**

1. Members were given a verbal presentation at your July Committee, introducing the City of London Police App. Members raised some concerns regarding certain aspects of launching the App and requested a presentation and report to your September Committee.
2. In early 2011 City of London Police (CoLP) Emergency Planning Section attended a presentation organised by the City of London Corporation. The presentation was given by members of the Socionical Project team. Socionical were seeking partners to work with them to test the smart phone application (app) technology they were developing. The CoLP Emergency Planning team recognised its potential and, on the authority of the Directorate Chief Superintendent, worked with the Socionical team during the development of the app for the 2011 Lord Mayor's Show.
3. The Lord Mayor's Show app provided information about the Show and the City of London to the phone user, and also provided information to the project team about crowd density and movement during the Show and Fireworks display.
4. As a result of this joint working, Socionical offered to develop an app for the City of London Police for use on smart phones at no cost to the Force. A paper describing the app was presented to the Force's Digital Media Group chaired by the Assistant Commissioner in January 2012 and, together with the Force Corporate Communications Department, Emergency Planning began work with Socionical to develop a City of London Police app.

### **Legal considerations**

5. Members should be reassured that all legal aspects have been considered. It was recognised that as the App would have the capability to collect information from Smartphones, safeguarding the App users' privacy was of paramount importance. The below points cover the measures taken:
  - A comprehensive paper was submitted in February 2012 to the City of London Corporation Comptroller and City Solicitors outlining the App proposal, its capabilities and the safeguards that were to be built in. Additional recommendations made by the Solicitors as to appropriate safeguards were incorporated into the City of London Police App. The City of London Corporation Solicitors are now satisfied that the App proposal meets the legal requirements.

- As a European Commission funded information and communication technologies research project, the project team developing the app technology had to satisfy stringent European Commission standards.
  - The Ethics Committee of the London School of Economics (LSE) (the LSE are one of the Socionical Project partners) also had to be satisfied appropriate safeguards were in place.
  - The Socionical Project Team had lengthy discussions with the Force Information Manager regarding the collection, storage and security of the app generated data. The Force Information Manager was satisfied with the protocols agreed.
6. This was monitored through the governance of the Force Digital Media Group and the Assistant Commissioner gave approval for the live launch in July 2012. A non-disclosure agreement has been signed by the Socionical Project team and the City of London Police. The agreement states that in return for the support and assistance provided by the City of London Police the Project grants us free access and use of its software. It also means that the City of London Police will not disclose details of the software to a third party.

### **Current Position**

7. The iPhone version of the App has been developed and is available for free through the Apple App store. An android version will be available in due course, possibly before the end of the year.
8. The Force has not incurred any cost in the App's development. Current prices for app development range from £3000-£5000 for a simple App, which this is not, to £50,000 to £150,000 for a complex app. These figures are quoted for single platform Apps and do not include costs of future upgrades. To date (as at 10<sup>th</sup> August 2012) there are 500 subscribers to the App.
9. A comprehensive communications strategy and action plan encompassing social media, traditional media and general publicity has been drawn up and launched by Corporate Communications. This includes targeting App specialist media, making a video demonstrating how the App works for 'YouTube' and directly targeting our business and residential communities. The plan includes a second push of activity in September/October to continue to publicise the App and to encourage businesses and commuters to download.

## **Objectives/functionality of the App**

10. The main objective of the App is to share real-time information with the people in the City of London; to warn and inform and enhance Community Engagement. Anyone installing the App on their Smartphone will get access to information on:
  - Street level crime information, navigable maps showing police stations, London Underground transport links and iconic sites/ points of interest.
  - Links to the latest City of London Police news and live @CityPolice twitter feed, plus the force's website
  - Enhancing Community Engagement by making available useful information about the City of London Police, including its community policing teams and role as the police service lead for tackling economic crime.
  - Information on how to be prepared in the event of an emergency/ major incident.
11. There is also an additional key feature that will help the force to assess and monitor crowd density during large scale events, which works when people who have installed the App agree to share their location data. When the force 'switches' on this crowd sourcing capability during big events or gatherings, people with the App installed receive a message asking if they are prepared to 'opt into' the service.
12. People who agree will share their location. This information is used anonymously by the City of London Police to provide greater clarity on the movement of crowds during events and will allow the force to send relevant warning and informing messages to people through the App, on twitter and through the force website.
13. In order to demonstrate the viability of the crowd dynamics feature of the App the Force plans to activate the feature on the 10<sup>th</sup> September 2012. On this date there is a parade of British athletes starting at the Guildhall and travelling through the City towards Buckingham Palace. Utilising it on this date would enable the Force to examine spectator movements overlaying the normal City business population movements on what would be the first "normal" day after the finish of the Paralympics.

## **The future**

14. The Force is in the process of developing an area for Community Engagement which will give App users information about how the Force provides services. In addition, 'Police.UK' has confirmed that they are happy for CoLP Corporate Communications to embed their mobile site pages into the CoLP App. This means that the App user's experience in the community engagement section will be far better than simply accessing an area that just 'points' to the 'Police.UK' domain. Users will also be able to link through to 'Police.UK's' mobile website enabling them to see:

- Who their ward officers are
- When their next Community Partnership /Panel meeting is
- How to get in touch with community policing (for interactive community engagement to help inform the force of community concerns and priorities)
- A breakdown of crime in their area (similar to the crime map function already on the App, but showing content differently)

15. The Force needs to first identify exactly what services the App should provide for community engagement and is in the process of doing this.

## **Conclusion**

16. As a result of collaboration during the Lord Mayor's Show 2011 the City of London Police now has an App which utilises technology not used by any other police force with continuing support and upgrades. Whilst CoLP has officers and cameras that can give the Force information from the ground this technology allows the Force to have an overview of crowds that can aid decision making processes and will improve community engagement in the future. In addition this App puts the City of London Police in peoples' pockets. The Force can communicate with the community for free without either party having to pay for the privilege. The only caveat is that we may have to pay a fee for data collection in the future.

### **Contact:**

*Frank Armstrong*

*Assistant Commissioner*

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<b>Committee:</b> Police	<b>Date:</b> 14 <sup>th</sup> September 2012
<b>Subject:</b> Community Engagement Update	<b>Public</b>
<b>Report of:</b> Commissioner of Police POL 60/12	<b>For Information</b>

**Summary**

This report is a regular update to your Committee on Community Engagement. Members will be aware that the format of this paper has been problematic previously in addressing the needs and interests of all Members and this report outlines steps that are being taken to present data on engagement activity in a manner that meets Members needs and also reflects future legislative requirements.

In order to comply with the legal obligations of the Police Reform and Social Responsibility Act 2011, and in response to actions within the force Quality of Service and EDHR Action Plan, this report will identify engagement undertaken within defined communities under the headings of a) Residents, b) Businesses (including Small and Medium Enterprises SMEs), c) hard to reach groups and d) Transient/visiting community.

The Superintendent responsible for Community Engagement is currently implementing a system to enable engagement across the force to be recorded centrally under these four core headings above. Policing activity is focused on the issues raised and new systems will specifically record action taken and outcomes achieved.

This report details specific engagement with residents and the IAG around the City First Change Programme; an update on engagement re: licensed premises; engagement that took place as a result of a recent murder in the Smithfield area; and an update on satisfaction levels with engagement during the Diamond Jubilee. Wards concerns are detailed at Appendix A and upcoming engagement meetings are listed at Appendix B. The Business Engagement section focuses on details of the Cross-sector Safety and Security Communications partnership (CSSC) and how this acted as a bridge between the police, business and industry during the Olympics.

The force has undertaken considerable engagement with harder to reach groups throughout Ramadan and crime prevention advice has been given to vulnerable residents regarding bank card scams.

Officers from the Roads Policing Unit were involved in an awareness campaign, advising foreign visitors and tourists to the City of road safety issues particularly during the Olympic Games.

### **Recommendations**

It is recommended that

- i) This report be received and its contents noted.
- ii) Your committee note and agree the proposed changes to future reporting format.

## **Main Report**

### **Introduction**

1. In order to meet the legal obligations of the Police Reform and Social Responsibility Act 2011, and in response to actions within the force Quality of Service and EDHR Action Plan, this report will identify engagement undertaken within defined communities under the headings of a) Residents, b) Businesses (including Small and Medium Enterprises SMEs), c) hard to reach groups and d) Transient/visiting community.
2. The above groups are also defined within the joint City of London Corporation and City of London Police Community Engagement Strategy 2012-2015.
3. The Superintendent responsible for Community Engagement is currently implementing a system to enable engagement across the force to be recorded centrally under these four core headings above. Policing activity is focused on the issues raised and new systems will specifically record action taken and outcomes achieved. It is intended that this will provide a detailed report to your committee in the future and identify how the Force is delivering against its published Engagement Strategy.
4. Notwithstanding the need to reduce staff numbers in some departments, the complementary challenge that the Commissioner has set all Directorates as part of the City First Change Programme, is to deliver policing services in a 'smarter' intelligence led and focused manner.

5. The Wards Policing team as redefined within the City First Change Programme will have three teams dedicated to Residential Engagement, Business Engagement and Intervention, the latter being responsible for working with partners to identify and engage with hard to reach groups and deal with issues raised at Ward level in respect of anti-social behaviour, begging, rough sleeping and other priority issues. This new structure will enable the Force to meet the Legal obligations above and the responsibilities identified within the Engagement Strategy. It is therefore proposed to report to your Committee using this format as set out below.
6. The engagement element for the Economic Crime Directorate largely comprises the relationships developed with the private sector and government departments. Within this specialist area, the engagement necessary to meet stakeholder expectations and enhance the reputation of the force is wide ranging. It is therefore proposed to report this more comprehensively through your Economic Crime Board

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

7. Specific engagement has taken place regarding the City First Change Programme. The Commander, together with the Chief Superintendent of Uniformed Policing Directorate and the Superintendent responsible for Community Engagement met with the Alderman and Deputy for Portsoken Ward to discuss their concerns regarding the future staffing levels within Wards Policing after the implementation of the Change Programme. Reassurance was given that all residential areas would continue to have dedicated named Police Officers and PCSOs in the new structure.
8. The Commander together with the Superintendent responsible for Community Engagement attended the Independent Advisory Group (IAG) meeting at the Guildhall to discuss their concerns regarding the impact on the residential community of the City First Change Programme and the delivery of services to vulnerable groups with reduced staff. A number of issues were raised and have not yet been resolved. A further meeting with the Chair and Deputy Chair of the IAG together with the Commander and Superintendent responsible for Community Engagement is scheduled for 31<sup>st</sup> August 2012 to further address these concerns.
9. The IAG have also been a member of the Olympic Strategic Group and have been kept up to date in relation to the policing of the Olympics by the Chief Superintendent Uniformed Policing.

10. Members of the Police Licensing team together with the Director and Assistant Director of the Environmental Health and Public Protection Department met with residents in Carter Lane to hear their concerns in relation to a series of issues arising from night time activity in the vicinity of licensed premises. Residents were informed of the process required for reviews of licensed premises and how they could contribute to building up evidence. The residents were also reassured in relation to the work being undertaken by both the Police and the Environmental Health Department in relation to the premises in question. There was very positive feedback in relation to this meeting and the situation is being monitored and consideration being given to imposing Early Morning Restriction Orders in the area under new powers available from October if the relevant criteria are met.
11. In response to a Murder within the environs of Smithfield Market, and a stabbing in Gresham Street, comprehensive community impact assessments were completed in consultation with the IAG. Communication strategies identified appropriate information to be communicated in relation to the incidents and the impact upon local residents, in accordance with the operational requirements of the Senior Investigating Officer. Ward Policing officers worked closely with key stakeholders within the affected Wards to ensure minimal disruption to businesses and local residents as a result of Police Investigations, and to provide visible reassurance.
12. City of London businesses and residents were surveyed to ascertain the level of satisfaction with Force communications relating to the Queens Diamond Jubilee arrangements. 37 responses were received from residents and 181 from businesses. 91.2% of residents answered that they were either satisfied or very satisfied with the information sent to them around the jubilee celebrations, and 95.1% of business respondents answered that they were either satisfied or very satisfied in response to the same question.
13. Owing to the Olympic period there have been no Ward Panel meetings during this reporting period. However, the Force has continued to address those priorities identified at the previous meetings under local level 1 tasking (National Intelligence Model Level 1 relates to local issues). These include anti social /rowdy behaviour and begging / rough sleeping (Operation Poncho which runs in partnership with the City of London Corporation's preferred charity –Broadway). Numbers of incidents for these and other issues raised at ward level are appended to this report. (See Appendix A for full Ward breakdown for April, May and June 2012. Upcoming engagement meetings are listed at Appendix B).

## **Section B – Business Engagement**

14. During the Olympic Games, the City of London Police have worked closely with the Metropolitan Police and Business community as part of our commitment to engaging with the community during this period where the attention of the world is on the UK, leading to unprecedented levels of demands on policing.
15. The engagement has been multi-layered, servicing the needs of the residential and business communities within the Square Mile, building upon the pre-Olympic engagement work with the community undertaken by various areas across the organisation.
16. Officers have been deployed to the MPS Special Operations Room in Lambeth and the Cross Sector Safety and Security (CSSC) Hub at Palestra House, Blackfriars Road under Bronze Community. This has enabled the Force to disseminate fast-time, accurate information to residents and businesses through various means including, daily bridge calls with Industry Sector Leads, providing bespoke safety and security messaging through community email and, providing general travel and transport advice through our internet site and social media feeds.
17. The close working relationship between the Metropolitan Police and business sector, has served to facilitate a more rapid exchange of information in a formalised, audited and managed way. It has also served to ensure that City priorities were raised through the MPS command structure and appropriate support and resources secured. This was evidenced when a large quantity of counterfeit cash was found close to the marathon route in the City of London, suspected to have the aim of disrupting the event and also, in the lead up to and during the Games, when several protests were planned to occur in the City. During the Paralympic Games, this close working partnership will continue, ensuring the City's' residents and businesses are fully engaged and its interests protected.
18. The Counter Terrorism security Advisors (CTSA's) continue to run Project Griffin days for company Security Staff on the first day of every month. This involves giving a security briefing and input on dealing with suspect packages and cordons. The July event had 75 attendees. The section has also conducted 8 Op. Argus tabletop exercises during this period, 7 being to retail premises and 1 to a Hotel. There have also been 51 separate briefings to 25 businesses.

19. The Force Counter Terrorism (CT) and Crime Directorate has a target to have delivered a programme to improve the quality and coverage of engagement with Small and Medium Sized Enterprises (SMEs). Work towards this target is continuing and the CT Section has liaised with the Corporation to provide greater integration between their complimentary engagement strategy. By the end of the first quarter links to 350 SMEs had been established, and a series of personal briefings and engagement with SMEs has been undertaken by the CT section. A bespoke 'business focus' newsletter has been developed, the first edition was circulated to approximately 220 businesses in May (however not exclusively SMEs). Unsolicited feedback, so far, has been positive. The third edition of the newsletter was circulated in July to an audience of approximately 370 businesses. A survey has been prepared, ready to be circulated in September which will assess engagement to date and also inform the Force of the preferred methods for future engagement. A video product to provide a briefing about hostile reconnaissance is being developed in close liaison with Corporate Communications.

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

20. Throughout Ramadan Wards Police have engaged with Imams at two public prayer spaces in Tudor Street and Golden Lane to offer support in relation to the increase in people attending. A further visit to the St Bartholomew's Hospital prayer space is scheduled this week. Police have also attended pre Ramadan events at Deloittes and an event at the Inter Firm Islamic Network. All Ward Officer visits were received positively, but no specific issues were raised.
21. There have been meetings with two University campuses, the City University and London Metropolitan University in order to finalise the engagement plan for the forthcoming semester and attendance at Freshers week as part of the 'prevent' engagement programme.
22. The Youth & Schools Officer with assistance from the Volunteer Police Cadets attended a community event at Middlesex Street Estate in support of 'National Play Day'. The event was led by commissioned services on behalf of the City of London. The attendance of the Volunteer Police Cadets provided a value added resource in addition to encouraging positive leadership and good citizenship and promoted a practical interest in Policing to young people.
23. As a result of a number of crimes where elderly victims have been targeted as part of a scam by individuals posing as Banking Officials and

encouraging them to hand their bank cards to motorcycle couriers, a crime prevention message was sent to City of London residents advising them of the scam and action to take. Wards officers followed this up with visits to vulnerable residents where appropriate.

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

24. Officers from the Roads Policing Unit were involved in an awareness campaign, advising foreign visitors to the City of London of road safety issues and providing leaflets offering road safety advice to foreign tourists. Ongoing operations continue regarding giving advice and better awareness to cyclists under Operation Atrium. The Force has run three of these roadshows during July and August, at which cyclists who have committed an offence, attend to receive advice and awareness particularly in relation to Heavy Goods Vehicles (HGVs).
25. Wards Policing Officers gave crime prevention and reduction advice to the Visiting Olympics teams from Belgium, staying at the Middle Temple and France staying at Billingsgate. Both sites were reviewed in terms of security and advice given to reduce the risk of crime.

### **Consultation**

26. The Lead Member for Community Engagement was consulted in the development of this report.

### **Conclusion**

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

### **Contact:**

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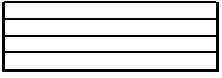


Community Concerns By Ward	Rowdy/Inconsiderate Behaviour Alcohol Related (Actual Incidents)			How Many Issues Raised By Community			Rowdy/Inconsiderate Behaviour Non-Alcohol Related Actual Incidents			How Many Issues Raised By Community			Begging/ Vagrancy (Actual Incidents)			How Many Issues Raised By Community			Violence Against Person (s) (Actual Incidents)			How Many Issues Raised By Community			Malicious Communication (Actual Incidents)			How Many Issues Raised By Community			Noise (Actual Incidents)			How Many Issues Raised By Community			Drugs (Actual Incidents)			How Many Issues Raised By Community			TOTAL ASB CAD's	TOTAL COMMUNITY RAISED CAD's	
	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June						
<b>Month</b>	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June	April	May	June			
Aldersgate	0	0	1	0	0	1	0	0	4	0	0	4	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	6	6			
Bassishaw	0	0	0	0	0	1	0	0	1	0	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	2			
Bishopsgate	12	7	10	12	7	10	10	3	9	10	3	9	2	7	8	2	7	8	0	1	0	0	0	0	0	0	0	0	0	0	1	1	1	1	1	1	0	0	0	72	72	72			
Broad Street	1	0	0	1	0	0	1	2	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	4			
Coleman Street	0	3	0	0	3	0	1	2	1	1	2	1	2	0	1	3	0	1	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	11	11			
Cripplegate	5	1	1	5	1	1	9	10	5	9	10	5	0	1	1	0	1	1	0	1	0	0	0	0	0	0	0	1	1	1	2	1	0	2	1	0	1	0	1	40	40	40			
Billingsgate	0	0	2	0	0	2	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	3	3			
Bread Street	0	1	2	0	1	2	0	1	2	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7	6	6			
Bridge	0	0	0	0	0	0	1	0	0	0	0	0	2	3	0	0	3	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	7	4	4			
Candlewick	1	1	0	1	1	0	0	1	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	2	2			
Cheap	1	1	0	1	1	0	2	1	1	0	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	1	0	1	0	0	0	0	0	0	9	5	5			
Cordwainer	1	0	1	1	0	1	0	0	0	0	0	0	2	1	1	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	7	6	6			
Cornhill	1	2	2	1	2	2	3	2	0	3	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11	8	8			
Dowgate	0	0	0	0	0	0	0	0	0	0	0	0	4	0	1	4	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	6	6	6			
Langbourn	0	2	2	0	2	2	1	2	0	1	2	0	2	0	1	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	12	10	10			
Queenhithe	0	0	1	0	0	1	1	2	0	1	2	0	1	2	2	1	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	9	9			
Vintry	0	0	0	0	0	0	2	3	0	2	3	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	6	6			
Walbrook	2	0	1	2	0	1	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	4	4			
Castle Baynard	4	2	7	4	2	7	1	1	1	1	1	1	1	3	1	1	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21	21	21			
Farringdon Within	2	2	2	2	1	2	1	2	8	1	2	8	4	1	0	4	1	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	1	0	0	0	0	0	24	23	23			
Farringdon Without	0	1	1	0	0	1	1	0	1	1	0	1	0	1	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	7	6	6			
Aldgate	1	0	3	1	0	3	0	1	0	0	1	0	2	1	5	2	1	5	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0	0	0	0	0	14	14	14			
Lime Street	0	2	0	0	2	0	0	1	1	0	1	1	0	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	6	6			
Portsoken	4	2	0	4	2	0	2	0	3	2	0	3	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	13	13	13			
Tower	1	1	5	1	1	5	3	5	4	2	5	4	5	2	5	3	2	5	0	1	1	0	0	0	0	0	0	0	0	0	2	0	0	2	0	0	0	0	0	35	32	32			
Total ASB CAD's Per Month																																													
April (11/04/12-11/05/12)	36						40						28						0						2						4						1			111					
May (12/05/12-11/06/12)		28					38						24						3						3						9						0			105					
June (12/06/12-11/07/12)			41				41						35						3						2						1					1				124					
Total Community Raised CAD's Per Month																																													
April				36						36						22						0						2						4					1			101			
May					26					38					23						3						3					9				0			102						
June						41					41				34													2					1			1			123						

Total ASB CAD's  
340

Total Com. Raised CAD's  
326

Area Key NorthSouthWestEast



## Appendix B- Upcoming engagement meetings

<p><b>West Area</b> Community Partnership Meeting 1800hrs 25.09.12 Grange St Paul's Hotel</p>	<p>Surgery Canteen St Bart's Hospital 1230-1330hrs every Wednesday</p>
<p><b>South Area</b> Community Partnership Meeting 1400hrs 04.10.12 Venue to be confirmed at this time.</p>	
<p><b>North Area</b> Residential Community Partnership Meeting 1400hrs 04.10.12 Venue to be confirmed</p>	<p>Business Community Partnership Meeting Engagement is currently ongoing with panel chair and community to establish a mutual date end of September/start of October when the businesses have returned to normal post Olympics.</p>
<p><b>East Area</b> Business Community Partnership Meeting Due to the Olympics the panel asked that the next meeting be postponed until after the Olympics when they know when they will return to business as usual.</p>	<p>Residential Community Partnership Meeting Due to the Olympics panel asked for arrangement for the next meeting to be postponed until after the Olympic period. However there is still ongoing meetings with the community through the Middlesex Street and Mansell Street Residents committees and the below surgeries. Surgery Middlesex St Estate Community Centre Every Wednesday 1700-1900hrs  Petticoat Sq Estate Office Every Wednesday 1800-1900hrs</p>
<p><b>CoLCPA Meetings</b> Tuesday 11<sup>th</sup> September 2012 Subject: MPS Explosive Ordnance Disposal Unit Drapers Hall, Throgmorton Avenue, London EC2N 2DQ</p>	<p>Date: Wednesday, 24<sup>th</sup> October Subject: Special Event Security Venue: Carpenter's Hall, Throgmorton Avenue, London EC2N 2JJ</p>
<p>Date: Friday, 23<sup>rd</sup> November Subject: SIA Update and the Future of Accreditation Venue: Fishmongers Hall, London Bridge, London EC4R 9EL</p>	<p>Date: 13<sup>th</sup> December 2012 Event: Festive Evening Meeting Venue: Wakefield Mess, Wood Street</p>

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# Agenda Item 7

Committee:	Date:
Police Committee	11 July 2012
Subject: MOPAC Challenge - Appointment	Public
Report of: Town Clerk	For Decision

## **Summary**

The Mayor's Office for Policing and Crime (MOPAC) has formally invited the City of London to nominate a representative to join the Deputy Mayor for Policing and Crime (DMPC) to take part in MOPAC Challenge. MOPAC Challenge is described as "the principal mechanism through which the MOPAC will hold the Met Commissioner to account".

Attached is the letter from Stephen Greenhalgh, the current DMPC, which details the objectives which MOPAC Challenge hopes to achieve. Further information has been requested from the Mayor's office and, if received in time, will be reported verbally to the Committee.

This report asks the Police Committee to consider whether the invitation should be accepted and, if so, appoint a Member as a representative.

## **Recommendations**

That the Committee consider whether the invitation by the DMPC to appoint a City representative to MOPAC Challenge should be accepted and, if so, that a Member be appointed to that end.

**Contact:**

*Ignacio Falcon | [ignacio.falcon@cityoflondon.gov.uk](mailto:ignacio.falcon@cityoflondon.gov.uk) | 020 7332 14405*

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**Henry Pollard**

Police Committee Chairman  
Members' Room  
PO Box 270  
Guildhall  
London  
EC2P 2EJ

30 August 2012

Dear Henry

I have established MOPAC Challenge as the principal mechanism through which the Mayor and I will hold the Met Commissioner to account. Consistent with the remit of the new Mayor's Office for Policing and Crime, it will also provide a platform to shine a light on performance across the wider criminal justice system in London.

We have hosted an excellent preliminary Challenge on the subject of Seeking Justice for Victims, and now hope to build upon the model further by inviting local representations with the requisite expertise to assist me in performing these functions. For this reason, I would like to invite the City of London to put forward one nominated individual to join me at MOPAC Challenge on a monthly basis.

I believe that the City has a key role to play in MOPAC Challenge. I intend to drive the Met to achieve greater public confidence and know that the City have a wealth of knowledge to bring to the table. MOPAC Challenge will drive the crime and policing agenda to ensure that London remains a safe and competitive global city.

For your information, I am writing separately to London Councils to invite the nomination of three further members. The challenges we face in fighting crime in London, promoting its economy, and improving opportunities for all its communities cannot be addressed by a silo-approach. MOPAC Challenge will help remove barriers.

I will shortly be appointing a number of Non-Executive Advisers to provide their expertise in relation to specific portfolios of activity and these individuals will also be invited to participate at MOPAC Challenge.

Thank you in advance for your assistance on this matter. I look forward to working with you on this exciting enterprise.

Yours sincerely



Stephen Greenhalgh  
**Deputy Mayor for Policing and Crime**

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<b>Committee(s):</b> Police	<b>Date(s):</b> 14 <sup>th</sup> September 2012
<b>Subject:</b> HMIC Integrity Re-Inspection 2012	<b>Public</b>
<b>Joint report of:</b> Town Clerk and the Commissioner of Police (Pol 66/12)	<b>For Decision</b>

### Summary

Last year, HM Inspectorate of Constabulary (HMIC) conducted a nationwide review of police relationships in the aftermath of high-profile allegations about police integrity, including the 'phone hacking' scandal. The review's findings, published in December 2011, were reported to your Committee in April 2012. HMIC conducted a second review of all forces and police authorities in June 2012 which included the City of London.

Although no formal recommendations have yet been published, there were a number of issues identified by HMIC in an initial 'Force Feedback' document (attached) which the Force is now proposing to address:-

- Oversight by the Police Authority of the declaration of declined gifts;
- Reviewing Corporate Card use and introducing stringent control measures around issue and monitoring;
- Review the requirement to introduce mandatory random drug testing for police officers, reporting to SMB in October 2012.
- Review resourcing for the Force's Counter Corruption Unit

The review also considered how the Police Authority scrutinised the Force over aspects of integrity. As a result of the process, a need has been identified for Members to receive quarterly updates at the Professional Standards and Complaints Sub-committee of the following information:-

- The ACPO Team's Hospitality/Gifts Register
- Register of Business Interests (Secondary Employment) declared by Police Officers and agreed by the PSD/ACPO.
- Corporate Credit cards – statistics on number of users, purpose of usage, etc.
- Where drug testing is introduced, a summary of the test results.
- Register of Media Contacts

### **Recommendations**

That the measures being introduced by the Force and the Committee to strengthen the mechanisms to monitor and manage issues concerning police integrity, as outlined in the report, be noted and endorsed.

## Main Report

### Background

1. In July 2011, following the high profile 'phone hacking' scandal, the Home Secretary asked HM Inspectorate of Constabulary (HMIC) to conduct a review of instances of undue influence, inappropriate contractual arrangements and other abuses of power in police relationships with the media and other parties, and to make recommendations.
2. The review's findings, published under the title 'Without Fear or Favour' in December 2011, were general rather than for each individual Force. The findings were reported to your Committee in April 2012 and they included four main recommendations:-
  - **Forces and authorities should institute robust systems to ensure risks arising from relationships, information disclosure, gratuities, hospitality, contracting and secondary employment are identified, monitored and managed.**
  - **Forces and Authorities should be clear concerning boundaries and thresholds in relation to these matters. Such limits should be consistent and Service wide.**
  - **Training courses (including Strategic Command Courses) should include appropriate input in relation to integrity and anti-corruption.**
  - **Chief Officer teams should review their corporate governance and oversight arrangements to ensure that those arrangements are fulfilling their function in helping promote the values of their force.**
3. In the Committee report, the Force outlined the key aspects of the City Police's Standard Operational Procedures (SOP) in respect of Notifiable associations, Gifts and Hospitality, Business Interests, Disclosure of Information, Purchase Card Usage and Media Relations. Members were informed that the Force had made use of a self-assessment tool produced by HMIC to identify areas of vulnerability attached at Appendix B) . This has now become the on-going Integrity Improvement Plan for the Force.
4. Members were also informed that there would be a second inspection later in the year and that the Force was awaiting the publication of national guidance to identify further opportunity to strengthen its systems. The Commissioner undertook to report back following the second round of inspection.

### Current Position

5. On 10th and 11th June 2012, HMIC re-inspected the Force and the Police Authority on the issue of Integrity. The Force interviewed senior members of the Force and representatives from the Professional Standards Directorate

(PSD) as well as the Town Clerk, the Policy Officer for Police, the Chairman of the Committee, and the Chairman of the Professional Standards and Complaints Sub-Committee.

6. The interviews centred largely on the Force's systems to monitor integrity issues and how the Police Committee scrutinised those systems. The focus was on:-
  - Officers' relationship with Media and the Force's systems to record such contacts.
  - The levels of acceptability relating to Hospitality / Gifts received
  - The Force's and the City Corporation's systems to ensure compliance with regulation and best practice in respect of procurement
  - The Force's policies on the use of Corporate Credit Cards
  - Information available on Police Officers having a Secondary Employment / Business Interests
7. HMIC provided a draft 'Force Feedback' on 17 July 2012 (attached at Appendix B). Overall, the HMIC draft report confirms that the City of London Police have made good progress in many of the areas outlined within the report. Out of the seven inspected areas, four of them ('Governance and Oversight', 'Relationships with the media and others', 'Information Disclosure' and 'Additional employment') were reported on favourably and no recommendations for improvement were issues. Some of the areas for improvement are outlined further below, alongside proposed measures to address these.
8. Turning to the Police Authority, the document highlighted that "*the Corporation Committee is intrusive and challenges cases and decisions made by PSD at the quarterly meeting.*" The document does comment about the City Corporation's practice of not recording declined gifts and hospitality. The views expressed during the inspection was that keeping records of declined hospitality could amount to a considerable administrative burden. HMIC suggests that there was an "*absence of understanding*" (Point 4, bullet point 4) in the Corporation of the importance of recording declined gifts/hospitality.
9. The City Corporation fully accepts HMIC's view that police officers and staff need to account for any sensitive external relationships, such as those with the media, contractors, etc. and that this may be achieved through recording declined as well as accepted offers. As to the Police Authority, there is an expectation on all Members of the Common Council (and external members) to observe the City of London's Code of Conduct, which includes mechanisms to declare personal and prejudicial interest where these arise. These mechanisms continue to be effective and proportionate, and are consistent with the systems which other authorities have in place.
10. There were no perceived matter of factual inaccuracy within the draft report presented by HMIC, and it is therefore expected that the final HMIC report will remain unchanged. Although the usual approach would be to wait until final HMIC report prior to taking any action, the Force recognises the importance of

taking immediate steps to address the issues raised within the report. The Chairman of the Committee and the Chairman of the Professional Standards Sub-Committee have also agreed with the Town Clerk that it would be appropriate to introduce measures to strengthen the monitoring of the Force's systems.

### **Measures being introduced by the Force**

11. There are several areas within the report where the City of London Police recognise that immediate action is required:-

- a. **Declined Gifts** (Point 4 – Gifts and Hospitality – bullet point 2) *“All gifts and hospitality should be recorded onto the IT Sharepoint central register but the recording of declined gifts and hospitality is not mandated [by the Force].”*

The Force's Response:- A new electronic Hospitality/Gifts Register introduced late 2011 does allow for staff to declare 'declined' gifts. The SOP defines the term 'gift' and provides guidance to staff on when they can be accepted or when they should be declined. The policy quite clearly states, "All such gifts should nonetheless be subject of a declaration in the Force register". In light of the comments made by the HMIC concerning the Corporation's response to registering declined hospitality, the Force has also taken steps to reinforce its own existing policy on this issue through further communication with Staff. This message will be reinforced by the use of CityNet (City of London Police intranet) and will be incorporated in the regular PSD messages sent to staff. PSD will provide quality assurance that staff are recording declined gifts.

- b. **Corporate Credit Cards** (Point 5 – Procurement and contracts – bullet point 2 & 3) *“The force does not complete additional vetting of staff who are issued with cards and it was apparent that the process to obtain one was relaxed. There has not been any profiling of units that would need them or the limits that should be placed on individual cards. Many card holders had credit limits which they had never, and were unlikely to ever reach. In a Force of approximately 1,210 staff there are currently 378 cards issued (approximately 31% of the Force) and comment was made several times that having a card was seen as a 'status symbol' or 'as part of the job'.*

The Force's Response:- In addition to a review of all corporate credit/purchase card issue, the Force recognised in 2011 that it needed to provide additional governance around card management and introduced an audit process to quality assure staff activity and spend. Additional measures were introduced, whereby staff are not automatically re-issued with cards when they expire and where a card has not be used for a period of time it is automatically withdrawn. Where staff fail to reconcile statements on time, their card is cancelled.

The Force accepts that policing the City of London is quite different to the rest of the UK and there may be a need for some specialist areas of the Force to have a larger percentage of their staff issued with cards. However, the Force does agree with HMIC that there needs to be more governance over initial issue and has committed that by the end of September 2012, all Directorate Heads will be asked to review their list of staff issued with cards to confirm whether a card is necessary. The Policy/SOP will be changed to introduce new criteria for issue, which will be more stringent and will require Directorate Heads to agree a business case for more junior members of staff to be issued with cards. Shared Services is leading on this action, reporting to the Director of Corporate Support.

- c. **Counter Corruption Unit** (Point 7 – Proactivity- bullet 1) – “The force CCU exists within PSD but is small and has a lack of resilience”  
The Force’s Response:- Resourcing of the City of London Police Counter Corruption Unit has been raised for further consideration through the City First Change Programme Director and is being addressed in discussion with the Assistant Commissioner.
- d. **Random Drug Testing** (Point 7 – Pro-activity – bullet 3) – “CoLP does not undertake drug testing.”

The Force’s Response:- Random drug testing has previously been discussed and discounted for City of London Police support staff (being City of London Corporation employees). A somewhat complicated draft policy had been prepared by PSD for drug testing police officers, within the last two years, which met opposition from union representatives and progress on this area has slowed. The Force recognises the benefit in introducing testing for police officers and will research other Forces, identify good practice and introduce a system, which will be easy to administer and manage. An options paper will be prepared for the October Strategic Management Board. Staff consultation and full Equality Impact Assessment will need to be undertaken prior to the introduction of any new procedures. This work will be lead by HR Services, reporting to the Director of Corporate Services.

### **Measures being introduced by the Police Committee**

12. As a result of preparing for this inspection, the Town Clerk, in consultation with the Chairman of the Police Committee, the Chairman of the Professional Standards Sub-Committee (all of whom were interviewed by HMIC) agreed on a number of measures to strengthen the Police Committee’s monitoring of the Force’s systems. Some of these, for example the reporting of Hospitality Registers, had already been identified by the Committee as areas where systematic monitoring by Members could contribute to more consistent improvement at Force level.

13. Therefore it is proposed that the following data is presented quarterly, in the form of an update report, to the Professional Standards and Complaints Sub-Committee:-

- The ACPO Team's Hospitality/Gifts Register
- Register of Business Interests (Secondary Employment) declared by Police Officers and agreed by the PSD/ACPO.
- Corporate Credit cards – statistics on number of users, purpose of usage, etc.
- Where drug testing is introduced, a summary of the test results.
- Register of Media Contacts

14. The Head of Professional Standards is consequently intending to submit the above reports to the next meeting of the Sub-Committee in November.

### **Corporate and Strategic Implications**

15. The Police must demonstrate transparency in the delivery of policing services. The reputational risks associated with any breach of conduct in respect of integrity are high, and robust systems must be in place to provide public confidence.

### **Conclusion**

16. In the aftermath of high-profile allegations about corruption and media relationships nationwide, Police integrity remains very much a sensitive issue. HMIC has conducted a second round of inspections in all forces and police authorities in June 2012, and feedback has been received for the City of London. Both the Force and the Authority have taken the view that measures should be implemented arising from the process and those are outlined in this report.

### **Appendices**

Appendix 'A' – Draft HMIC Integrity Re-inspection 2012 – Force Feedback report

Appendix 'B' – Force 'Without Fear or Favour' self-assessment Action Plan.

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<b>Committee:</b> Police	<b>Date:</b> 14 <sup>th</sup> September 2012
<b>Subject:</b> ACPO Portfolios and Chief Officer Recruitment Update	<b>Public</b>
<b>Report of:</b> Commissioner of Police POL 61/12	<b>For Information</b>

## SUMMARY

This report provides Members with an update on changes to the City of London Police ACPO portfolios following a Force review. It also provides information regarding ongoing recruitment plans (both short and long term) to fill positions created by the retirement of Assistant Commissioner Frank Armstrong and successful promotion of Commander Ian Dyson and for an additional ACPO Commander (Economic Crime) position.

Portfolios have been realigned to follow similar command structures in other forces and to provide a more appropriate alignment of skills and experience to command responsibilities.

The portfolio of the Assistant Commissioner has been amended to allow the momentum initiated under the City First Change Programme for business change development to have a more strategic focus and lead once the Programme has been concluded.

The success of Force proposals within the national Economic Crime arena and Force capabilities have necessitated the creation of an additional Commander position which will include national Economic Crime responsibilities. The Commander (Operations) portfolio has been realigned in line with the new City First model and key strategic operational requirements.

Short timescale recruitment plans for the interim period to temporarily appoint to the two vacant Commander positions whilst funding and Home Office appointment arrangements are clarified, are detailed. For the longer term it is the Force's intention to recruit to these two positions with substantive officers by means of one full recruitment/promotion process.

## **RECOMMENDATIONS**

That Members receive this report and note its' the contents.

## **MAIN REPORT**

### **BACKGROUND**

1. The Force has undertaken a review of the existing ACPO portfolios. This follows the decision by Assistant Commissioner Frank Armstrong to retire and the successful appointment of Commander Ian Dyson into this position. In addition, there are ongoing developments by the Force for the future of the Economic Crime capability to consider. This has included a review of portfolios and number of Chief Officers, to ensure that individuals appointed can appropriately lead force business and the structure is more aligned to reflect that demonstrated in other forces across the country. In support of these changes, plans have been formulated for the recruitment of appropriate officers to fulfil these roles both in the interim and on a permanent basis.

### **CURRENT POSITION**

2. The current ACPO Team consists of four members, the Commissioner, the Assistant Commissioner, the Commander and the Director of Corporate Services who each have specific responsibilities and portfolios. However, there are a number of factors (in addition to the promotion of Commander Ian Dyson to Assistant Commissioner), which have necessitated a review of their current content.
3. The success of the Force's proposals for enhancing its national fraud capabilities means that there is a need for an additional Chief Officer at Commander level to be added to the existing City of London Chief Officer Team – Commander (Economic Crime). This officer will be the national co-ordinator for fraud and will lead on national capability growth. However, this will be subject to funding. This role will remove a significant part of the existing Commander's portfolio.
4. The City First Change Programme (subject of separate reports to your Committee) is now moving into the implementation phase and at some point will reach a conclusion. Notwithstanding this, the Force will need to continue to maintain the momentum of business change and have a strategic lead which is currently happening under the auspices of the City First change programme.



5. Finally, to ensure that the Commissioner is able to focus on strategic stakeholder engagement, which is an increasingly significant part of the Force's national capability proposals, realignment of portfolios to relieve him of some of the responsibilities for the day to day management of the Force is required.

## **UPDATED POSITION**

6. Attached as Appendix 1 is a diagrammatic view of the revised ACPO portfolios (to be implemented on the appointment date for Commander Dyson to Assistant Commissioner – 1<sup>st</sup> September 2012).
7. In summary portfolio responsibilities are as follows:

### ***COMMISSIONER***

***Adrian Leppard***

Strategic lead for the Force providing the following:-

- Direction/Vision
- Leadership
- Stakeholder Engagement
- Political Relationships

The Commissioner will attend Grand Committee of the Police Committee.

The Commissioner will chair the following internal meetings:-

- Diamond and Diamond Plus (Diamond plus includes Directorate Heads)
- Strategic Management Board (SMB)
- City First Change Programme Board (whilst constituted)

### ***ASSISTANT COMMISSIONER***

***Ian Dyson***

This post will have responsibilities around the following:-

- Performance
- Risk
- Business Change

- Professional Standards
- Diversity and Quality of Service
- Collaboration
- Strategic Development

The Assistant Commissioner will attend the following Police Committee meetings:-

- Grand Committee
- Professional Standards and Complaints Sub Committee
- Police Performance and Resource Management Sub Committee
- Police Economic Crime Board

The Assistant Commissioner will chair the following internal meetings:

- Performance Management Group (PMG)
- City First Implementation Board (whilst constituted)
- Quality of Service and Equality Diversity and Human Rights Meeting (QoS and EDHR)
- Risk Assurance Group
- Organisation Learning Forum (OLF)
- Digital Media Group

***COMMANDER (OPERATIONS)***  
***(Substantive Vacancy)***

This post will be responsible for leading on the operational side of the business of the Force. It will have line management responsibility for three operational Directorates (Uniform Policing Directorate, Crime Directorate and the Information & Intelligence Hub).

The Commander Operations (Ops) will have the following key strategic responsibilities:

- Operations (including where appropriate, operational authorities)
- Community Safety
- Counter Terrorism
- Licensing
- Intelligence/Tasking & Co-ordinating

Commander Ops will attend the following Police Committee meetings:

- Grand Committee

Commander Ops will chair the following internal meetings:

- Security Group
- Force Tasking and Co-ordination Group (FTCG)
- Protective Services (Strategic Policing Requirement)
- Safer City Partnership Strategy Group
- London Criminal Justice Partnership Board (LCJPB)

And attend the following external meeting for the Force

- Security Review Committee (SRC)

***COMMANDER (ECONOMIC CRIME)***  
***(Vacancy)***

Commander (Economic Crime) will be the national co-ordinator for Fraud and lead on national capability growth. The post will also have line management responsibility for the Force Economic Crime Directorate Head.

The Commander (Economic Crime) will attend the following Police Committee meetings:

- Police Economic Crime Board

***DIRECTOR OF CORPORATE SERVICES***  
***Eric Nisbett***

This post has responsibilities around the following:

- HR
- Finance
- General Services including Accommodation
- Shared Services
- IT

The Director of Corporate Services will attend the following Police Committee meetings:-

- Grand Committee

- Police Performance and Resource Management Sub Committee

The Director of Corporate Services will chair the following internal meetings:

- Resource Allocation Board (RAB)
- Income Generation Board
- Strategic Fleet Management Group
- Organisational Change Board (OCB)
- HR Strategic Committee
- Force Health & Safety Committee

## **WAY FORWARD**

8. Following the appointment of Commander Ian Dyson to the role of Assistant Commissioner the existing Commander role was left vacant (with effect from 1<sup>st</sup> September 2012).
9. In the past there was a need to liaise with the Home Office Senior Appointments Panel (SAP) for appointments to the ACPO Chief Officer team but this process will change after the election of Police and Crime Commissioners (PCCs) in November. Although the Corporation of London Police Committee will continue to operate outside of the PCC's process the City have been advised not to make a substantive appointment at Commander rank until November at the earliest and instead should consider appointing at this rank on an Acting or Temporary basis.
10. As can be seen from the revised Chief Officer portfolios there is in fact a need to appoint to two Commander posts. However, in addition to the reason stated in paragraph 9, the opportunity to make a substantive appointment to the Commander (Economic Crime) role cannot be pursued until the funding arrangements are clarified and formally agreed. It is hoped this position will be resolved by the end of the financial year. Both of these roles are key to the leadership and management of the Force and therefore interim solutions have been progressed (involving the Chairman of Police Committee) until such time as the Force is able to run one selection process to appoint substantively to these two positions.
11. In the interim the Force has appointed Detective Chief Superintendent (DCS) Steve Head to the position of Temporary Commander (Economic Crime). DCS Head is qualified for promotion to ACPO rank and is able to provide the skills required to fulfil this position on a Temporary basis.

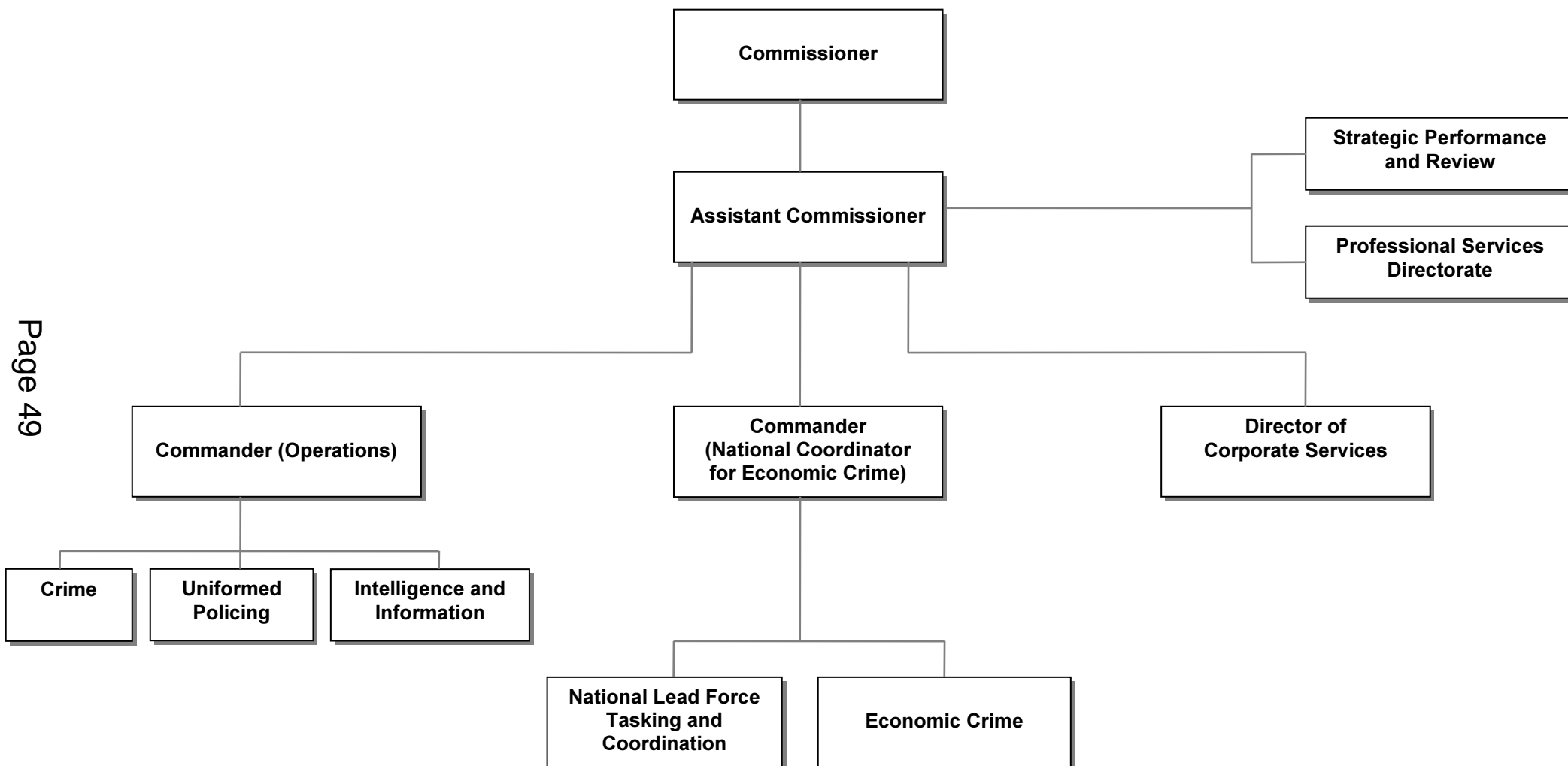
12. A short timescale recruitment process to appoint to the Commander (Operations) role on a temporary basis for a period of six to nine months has commenced. This is in order to ensure that resilience and management at Chief Officer level is maintained. Although there is another officer within Force qualified for promotion to ACPO rank it was decided on this occasion to advertise the position both internally and externally to widen the pool of potential candidates. An advert was placed on the ACPO website with a closing date of 22<sup>nd</sup> August with interviews scheduled for 28<sup>th</sup> and/ or 31<sup>st</sup> August. The selection panel includes both the Commissioner and the Chairman of Police Committee. It is hoped that the successful candidate will be in post by the middle of October 2012 at the latest.

## **CONCLUSION**

13. As a consequence of both the retirement of the Assistant Commissioner, Frank Armstrong and ongoing developments in the strategic direction of Force business the Force has taken the opportunity to review all the portfolios and number of ACPO officers.
14. Existing portfolios have been updated including the creation of a Commander (Economic Crime) position and necessary recruitment plans for both the short and long term have been developed for two Commander vacancies.

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<b>Committee(s):</b> Police	<b>Date(s):</b> 14 <sup>th</sup> September 2012
<b>Subject:</b> The Strategic Policing Requirement	<b>Public</b>
<b>Report of:</b> Commissioner of Police Pol 59/12	<b>For Decision</b>
<p style="text-align: center;"><b><u>Summary</u></b></p> <p>The Strategic Policing Requirement (SPR) was published on 31<sup>st</sup> July 2012 and defines a limited number of high-risk areas of policing that require national consistency of approach and interoperability between forces and other partners. It replaces the Shadow SPR that was published as an interim measure last November. The Home Secretary will ‘look to all forces and their local policing bodies to have regard to this SPR when exercising their responsibilities, as set out in the Police Reform and Social Responsibility Act (2011) and the Police Protocol.’</p> <p>The SPR gives details under headings of :</p> <p>i) Capacity and contribution ii) Capability iii) Consistency and iv) Connectivity.</p> <p>Further details of these headings are in the main body of the report.</p> <p>Having considered the best way of meeting the requirements of the SPR, the Force proposes to introduce a strategic framework, which will allow us to evidence and challenge ourselves against the requirement. Forces have been given operational independence to decide how best to achieve this, and therefore the Assistant Commissioner will introduce a new programme of work specifically aimed at assessing Force compliance with the SPR. A scoping exercise will be undertaken to identify how best to document and pull out the relevant themes within the SPR. There will clearly be cross over with the existing Protective Services framework, which the Force has assessed itself against since the publication of the revised Protective Service Minimum Standards in 2010. In addition to this, the soon to be launched ACPO Authorised Professional Practice<sup>1</sup> website will be available to provide definitive guidance on many of the key policing functions. The SPR Working Group will replace the Protective Services Strategic Group upon which Deputy Chairman Simon Duckworth sat as a Lead Committee Member and a new Terms of Reference will be agreed.</p>	

<sup>1</sup> APP to be launched September 2012, consolidating ACPO guidance .

It is probable that HMIC will introduce a programme of work to assess Force compliance with the SPR at some stage in the future.

### **Recommendation**

- i) For Police Committee to endorse the Force's proposal to set up a working group to assess and direct activity.
- ii) For Police Committee to identify a Lead Member for the SPR Working Group, which will serve to involve the Police Authority in providing independent scrutiny and challenge.

## **Main Report**

### **Background**

1. The Strategic Policing Requirement (SPR) resulted from the coalition government's changes to how policing in England and Wales is governed, principally those aspects relating to localism, and the election of Police and Crime Commissioners (PCC's) replacing police authorities as the principal mechanism through which police forces will be accountable to their communities.
2. Despite the emphasis on local priorities, the government accepts that there are threats that transcend force boundaries and which impact on the country as a whole; terrorism and serious organised crime being two such examples. The SPR seeks to assist chief officers and police and crime commissioners in balancing their local and national responsibilities.

### **Current Position**

3. On 31<sup>st</sup> July, the Home Secretary published the current statutory strategic policing requirement. This replaces the shadow strategic policing requirement issued in November 2011, and will come into effect in November 2012.
4. As in the shadow SPR, Part A sets out the national criminal and terrorist threats and other civil emergencies, but also adds large-scale cyber crime, border security and economic crime as having organised crime dimensions. It also notes that large-scale major events (the current Olympic and Paralympic games are cited as examples) may require cross force cooperation and coordination.

5. Part B outlines the requirement to counter those threats, in terms of capacity and contribution, capability, consistency and connectivity. However, in the capacity section, the new SPR also sets out the responsibilities of PCCs and chief constables. In the capability section, it adds the requirement for forces to have the knowledge, skills and equipment to operate effectively at specialist levels and a requirement for the service to understand location and availability of assets to mobilise at very short notice. In the consistency section, it refers to national standards to be developed by the new Police Professional Body (i.e. the College of Policing ) from 2013.
6. Looking at each of those terms in more detail:
  - i. “Capacity and contribution” sets out the combined capacity of response that is required at the national level to counter the identified threats in Part A. This effectively is the obligation to collaborate with other forces and partners in a way that makes operational sense and is affordable. Specific examples are cited, including delivering the outcomes of the CONTEST<sup>2</sup> strategy and the Organised Crime strategy, “Local to Global”. The section goes on to say that forces should have sufficient capacity to respond to spontaneous and planned events, and to deal with civil emergencies requiring a national response.
  - ii. “Capability” sets out the requirements needed to achieve the outcomes described immediately above. Whilst it is envisaged many forces will deliver such capabilities locally, there ought to be the ability to brigade separate forces’ capabilities when the demand dictates. Again, this alludes to the need to collaborate when needed, but this is on a more ad hoc basis and might be mandated and co-ordinated nationally on a needs basis by a national organisation such as the National Crime Agency. The types of capabilities this refers to includes:
    - a) the ability to identify and understand the threats, risk and harm to ensure an appropriate response;
    - b) gather, assess and report intelligence, across force boundaries when required;
    - c) conduct complex investigations, across force boundaries when required;

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<sup>2</sup> CONTEST Strategy- the strategy to reduce the risk from terrorism to the United Kingdom and its interests overseas.

- d) provide trained, competent command and control to major operations including co-ordination of a multi-agency response;
  - e) provide armed support where necessary;
  - f) provide police support to major events such as the Olympic games
- iii. “Consistency” refers to those areas of policing where the government considers there must be a level of interoperability across forces and “blue-light” partners. The functions cited are: public order; firearms; surveillance (including technical surveillance); and response to CBRN incidents.
  - iv. “Connectivity” refers to the need for police forces to be connected effectively at a local level (i.e. internally), at force level (i.e. between BCUs), collaboratively across force boundaries and with the national level, specifically with the National Crime Agency once it is introduced. Specific emphasis is placed on communications arrangements with other emergency service providers for the management of critical incidents and civil emergencies.
7. The Force has been using the Protective Services Minimum Standards framework, originally introduced in 2006 and further revised in 2008 and 2010, to assess Force competence and compliance across a wide range of functional areas (Public Order, Serious & Organised Crime, Counter Terrorism etc). A recent internal review, in June 2012, of Protective Services found that the Force was at least 95% compliant across all of the functions. This work will help to position the Force favourably in terms of evidencing capacity, capability and connectivity under the SPR.
  8. In September 2012 ACPO will launch the Authorised Professional Practice interactive website, which aims to streamline existing policy and guidance into one place. Many of the guidance documents relate to key functions that will be relevant to the SPR. These documents will be extremely useful in helping the force to set the framework for the SPR working group.

## **Proposals**

9. The Force recognises the importance of being able to evidence how we meet the requirements of the SPR, together with the Police Authority and other partner agencies. Although the Force feels confident that its previous

work on Protective Services will provide a body of evidence to support the requirement, there is likely to be some gaps and issues that will need to be considered and addressed at a strategic level. Therefore, due to the importance of this work, the Assistant Commissioner will introduce a new programme of work specifically aimed at assessing Force compliance with the SPR.

10. A scoping exercise will be undertaken to identify how best to document and pull out the relevant themes within the SPR. There will clearly be cross over with the existing Protective Services framework, which the Force has recently successfully used to assess capability on key policing functions. The SPR Working Group will replace the Protective Services Strategic Group (PSSG) and a new Terms of Reference will be agreed. Deputy Chairman Simon Duckworth was the Lead Member for this work stream and attended a number of the PSSG meetings to provide Committee scrutiny and oversight.
11. The Force recognises the benefit of involving the Police Committee and other partner agencies in this work and the Force would therefore welcome the involvement of a Lead Member nominated from the Police Committee, to provide independent scrutiny and challenge to the process.

### **Financial Implications**

12. At this stage there are no additional financial implications for the Force. Clearly the working group will require staff commitment which will result in an opportunity cost and time to participate in meetings and deal with any actions/tasks emerging from the working group.

### **Strategic Implications**

13. The SPR sets out the framework for Forces to consider the Home Secretary's view of the national threat and the national policing capabilities required to counter those threats. The Home Secretary has been keen to state that she respects Force's operational independence, and that the SPR provides strategic advice on what forces need to achieve, but not how this will be achieved, leaving this very much to local delivery.
14. It is likely that HMIC will be tasked, in the medium term, to assess how Forces have reacted to the SPR. HMIC's new approach will be to risk assess Forces on a variety of areas and only inspect further where Forces are not able to provide reassurance around compliance. Taking the proposed approach will provide reassurance that the Force and Police

Committee have taken a pro-active approach to consider and embed the new SPR.

## **Conclusion**

15. The Force recognises the importance of positioning itself to meet the requirements of the SPR. The Force will achieve this by taking a pro-active approach to define what the SPR means for the City of London Police, understand the Force's current position, identify any 'areas for improvement' and scope and cost the requirement to fully meet the SPR, in line with the new and evolving policing model under the City First Change Programme. The Assistant Commissioner will lead on this work and would welcome representation from a Lead Member of Police Committee.

## **Background Papers:**

*Strategic Policing Requirement.*

## **Appendices**

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<b>Committee(s):</b> Police	<b>Date(s):</b> 14 <sup>th</sup> September 2012
<b>Subject:</b> Budget Monitoring First Quarter 2012/13	<b>Public</b>
<b>Report of:</b> Commissioner of Police POL 65/12	<b>For Information</b>
<p><b><u>Summary</u></b></p> <p>This report is presented for the information of Members in accordance with a decision of the Chief Officers' Group that each department should provide quarterly information on financial performance to its service committee, and that composite reports should be presented to the Finance Committee. We have augmented this with a brief statement on the capital budget position.</p> <p>This report advises Members that:</p> <p>At the end of Quarter 1 the Force's net revenue expenditure is £1.359M (9%) over profile.</p> <p>At the end of the first quarter the Force's capital expenditure is £0.435M, which all relates to slippage from projects agreed in 2011/12.</p> <p><b>Recommendations</b></p> <p>It is recommended that Members note the contents of this report.</p>	

## **Main Report**

### **Background**

1. A joint report of the Chamberlain and Commissioner of Police on the Revenue and Capital Budgets 2012/13 was presented and agreed by this Committee on 5<sup>th</sup> December 2011. As part of the agreed financial reporting cycle, financial performance at the end of Quarter 1 is monitored against the agreed Revenue and Capital budget.

## **Current Position**

2. Details of revenue expenditure and income against profiled budget as at the end of Quarter 1 are set out in the attached Appendix A. Members will note that the Force's local risk is £1.359M (9%) over spent. This is due to a reduction in the level of recorded counter terrorism activity, leading to a reduction in the grant claim for quarter 1 of £1.5M. Following a review of the recorded data, a revised return has been submitted for the full amount of the grant.
3. This reduction in income was offset by salary savings being above the required vacancy factor for the first quarter by £0.194M. The Force is on track to achieve its required efficiency savings by the end of the financial year, and remains on budget overall in all other areas.
4. At the end of the first quarter the Force's capital expenditure is £0.435M (Appendix B), which all relates to the completion of projects agreed in 2011/12. The total proposed Capital Programme for 2012/13 is currently some £2.9M, including the forecast contribution to the East Coast Information Services (ECIS) Consortium. However, a number of these projects are still to be approved by the Force's Senior Management Board and/or your Committee.

## **Conclusion**

5. The Force Revenue budget is over spent by £1.359M as at the end of Quarter 1. Capital expenditure is £0.435M to date.

## **Appendices**

Appendix A – Comparison of Local Risk Revenue Budget with Actual Income and Expenditure for the period 1 April to 30 June 2012

Appendix B – Capital Programme Monitoring – Position at 30 June 2012.

### **Contact:**

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**Comparison of Local Risk Revenue Budget with Actual Income and Expenditure for the period 1st April to 30 June 2012**

(Income and favourable variances are shown in brackets)

Quarter 1	3 months to 30 June 2012			3 months to 30 Sept. 2012	3 months to 31 Dec 2012	3 months to 31 Mar 2013	Cumulative 3 months to 30 June 2012				Forecast for the Year 2012/13				
	Budget for Q1	Actual plus commitments for Q1	Variance for Q1	Budget for Q2	Budget for Q3	Budget for Q4	Budget for YTD	Actual plus commitments YTD	Variance YTD	% of Budget for YTD	Budget for Year as at 30 September	Forecast Outturn for Year	Forecast Over(Under) spend for Year		
	Net £'000	Net £'000	Net £'000	Net £'000	Net £'000	Net £'000	Net £'000	Net £'000	Net £'000	Net £'000	%	Net £'000	Net £'000	Net £'000	%
<b>Local Risk</b>															
<b>CITY FUND</b>															
Economic Crime	2,129	2,018	(111)	3,385	2,559	37	2,129	2,018	(111)	(5.2)%	8,110	8,023	(87)	(1.1)%	
Intelligence and Information	2,528	1,860	(668)	2,395	2,440	2,595	2,528	1,860	(668)	(26.4)%	9,958	9,334	(624)	(6.3)%	
Specialist Support Directorate	6,388	5,989	(399)	6,430	6,308	6,218	6,388	5,989	(399)	(6.2)%	25,344	24,979	(365)	(1.4)%	
Crime Investigation Directorate	2,925	2,736	(189)	3,050	2,948	2,804	2,925	2,736	(189)	(6.5)%	11,727	11,470	(257)	(2.2)%	
Corporate Services Directorate	4,530	4,103	(427)	4,075	4,026	4,258	4,530	4,103	(427)	(9.4)%	16,889	16,432	(457)	(2.7)%	
Central	(3,336)	(144)	3,192	(2,622)	(3,141)	(4,169)	(3,336)	(144)	3,192	95.7%	(13,268)	(11,655)	1,613	12.2%	
Recoverable	0	0	0	0	0	0	0	0	0	0.0%	0	0	0	0.0%	
Pensions	150	111	(39)	(9,317)	150	9,617	150	111	(39)	(26.0)%	600	561	(39)	(6.5)%	
<b>Total City Fund</b>	<b>15,314</b>	<b>16,673</b>	<b>1,359</b>	<b>7,396</b>	<b>15,290</b>	<b>21,360</b>	<b>15,314</b>	<b>16,673</b>	<b>1,359</b>	<b>8.9%</b>	<b>59,360</b>	<b>59,144</b>	<b>(216)</b>	<b>(0.4)%</b>	
<b>Total Local Risk</b>	<b>15,314</b>	<b>16,673</b>	<b>1,359</b>	<b>7,396</b>	<b>15,290</b>	<b>21,360</b>	<b>15,314</b>	<b>16,673</b>	<b>1,359</b>	<b>8.9%</b>	<b>59,360</b>	<b>59,144</b>	<b>(216)</b>	<b>(0.4)%</b>	

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City of London Police					
CAPITAL PROGRAMME MONITORING - Position at 30 June 2012					
Scheme	Original Programme to Police Cttee	Latest Budget	Committed/ Spent	Balance	Notes
<u>Slippage from 2011-12</u>					
Vehicle Journey Data Recorders	0	0	105	(105)	
IMPACT 2010-11	0	0	2,025	(2,025)	Agreed in 2011-12
Business Continuity	0	1,150	1,150	0	Agreed in 2011-12
Vehicle Replacement 2011/12	0	26,459	26,459	0	Agreed in 2011-12
Airwave Radios in Vehicles	0	32,000	29,795	2,205	Agreed in 2011-12
NSPIS Custody and Case Prep Upgrade	0	185,000	162,793	22,207	Agreed in 2011-12
Interview Recording	0	15,000	15,720	(720)	
Cyber Crime	0	197,377	197,377	0	
	0	456,986	435,424	21,562	
<u>2012-13 Programme</u>					
Security Zone/ANPR CCTV Upgrade	250,000	0	0	0	First project approved
Vehicle Replacement 2012/13	250,000	0	0	0	Awaiting SMB approval
Crime Recording and Intelligence System	300,000	0	0	0	To be dealt with under ECIS
Control Room Refurbishment	200,000	0	0	0	Not proceeding in 2012/13
Unidentified Schemes		839,004			
	1,000,000	1,295,990	435,424	21,562	
<b>Funded by</b>					
Home Office Capital Grant	(1,000,000)	(935,613)			
NPIA Capital Grant for NSPIS		(163,000)			
Cyber Crime Jome Office funding		(197,377)			
	(1,000,000)	(1,295,990)			

**NOT PROTECTIVELY MARKED**

<b>Committee(s):</b> Police	<b>Date(s):</b> 14 <sup>th</sup> September 2012
<b>Subject:</b> Bernard Morgan House- Annual Review of Charges	<b>Public</b>
<b>Report of:</b> Commissioner of Police POL 63/12	<b>For Decision</b>

### Summary

In September 2011 your Committee endorsed proposals for increasing charges at Bernard Morgan House (BMH) (Pol 49/11 refers), with a view to reducing the subsidy required to maintain the provision of facilities. This report outlines the benefits that BMH provides to the Force over and above accommodation, which includes storage and meeting facilities.

The total income generated for 2011/12 was £506,628, which was £49 less than in 2010/11. Expenditure, excluding capital charges, incurred for 2011/12 was £554,489 (2010/11 £669,514).

However, there is a hidden benefit in not incurring costs for force storage and hotel fees, should BMH not be available for duty purposes, (estimated at £386k).

The report considers three options:

- To retain current charges
- To increase charges by 2.6%
- To increase charges higher than 2.6%

### **Recommendations**

It is recommended that:

Members note the content of this report and approve the increase in charges by 2.6% with effect from 1<sup>st</sup> November 2012.

## Main Report

### **Background**

1. The primary function of Bernard Morgan House (BMH) is to provide secure and affordable accommodation to City London Police Officers and Support Staff, so facilitating the Force's operational activities.
2. The Force wide benefits on offer by BMH include: welfare benefits, training/meeting facilities, archive and major incident storage.
3. Storage provides archiving for crime files with the added protection of 24/7 security and CCTV monitoring. Storage is also provided for Major Incident equipment, making it easily accessible. The site is also used for museum and cycle storage. The cost of this storage/archive facility, should it be out sourced, is estimated at £96k per annum based on a rate of £7.85 per sq metre per week.
4. The meeting room is used by members of other Force buildings and is also a draw to other forces when booking rooms. The Force reduced meeting rooms within the Police estate and there is therefore an increased demand for this facility at BMH. The meeting room also allows for confidential meetings/interviews to take place away from operational police buildings.
5. Other forces attending the Bishopsgate Police Training Centre use BMH for overnight accommodation. As host, a charge to the other force is made for the training provided or classrooms used. Should overnight accommodation not be readily available to other forces, attendance at these training courses may reduce.
6. BMH reception staff also provide a 24-hour helpdesk facility for breakdown maintenance matters. This is essential to maintain operational facilities such as Custody and the Control Room and it also provides a single point of contact for all staff within police occupied buildings.
7. The need for Bernard Morgan House is being reviewed as part of the accommodation review of the campus with reference to the Windsor Report into overnight accommodation for officers.

### **Current Position**

8. As consideration is being given to the future use of the Bernard Morgan House site, very little has been spent over the last few years other than

essential repairs. Until the outcome is known for BMH, the fabric of the building will continue to deteriorate and will continue to become a less attractive rental option for customers. Therefore, to charge a rental equivalent to a night stay in a low budget hotel is unlikely to increase total revenue. Importantly the fact that the rooms do not have en suites bathroom facilities means the standard is basic.

9. The total income generated for 2011/12 was £506,628, which was £49 less than in 2010/11. However, expenditure, excluding capital charges, incurred for 2011/12 was £554,489 down from £669,514 (2010/11). The closure of the canteen last year delivered a saving of £42,495 p.a. which has contributed towards this reduction in expenditure.
10. As mentioned in similar reports to your committee the police service saves substantial sums in storage and hotel fees through the use of Bernard Morgan House. These costs are estimated to total £386k, (£95,556 – storage and £290,628 – hotel fees). Hotel fees are based on current BMH usage 81 single rooms for duty purposes and cost of overnight accommodation in a local City budget hotel (Internet search best deal) at £69 per week x 52 weeks = £290k.
11. The charging system for Bernard Morgan House has been devised to take account of the different categories of visitor and resident who stay there. Residents as at July consist of 23 City Police Officers, 8 Police/City of London Support staff, 9 other Police Forces and 2 others MoD/Ex CoLP. There are 108 rooms with a typical occupancy level of 70 to 80% per night.
12. Charges were increased as per your Committee recommendation by 2.5% on 1<sup>st</sup> November 2011. Current and proposed (2012/13) 2.6% increase in charges are as shown at Appendix A.

### **Options**

13. Retain current charges

All residents and visitors would welcome this.

14. Increase charges by 2.6%

The Force must continue with the strategy to maximise income from fees and charges and whilst it cannot be guaranteed that an increase in charges will increase total income, there is no evidence that current charges are currently at a level to reduce occupancy and therefore reduce revenue.

There is some debate as to what constitutes the current rate of inflation particularly in respect of housing. Given that the Retail Price Index (RPI) is 2.8% and Consumer Price Index (CPI) is 2.4% as at June 2012, and taking into account that main users Police Officers/CoL Support Staff have not received pay increases, a reasonable increase in charges is considered to be the average of the two indices 2.6%.

15. Increase charges above the level of 2.6%

The charges for those staying overnight appear to have been pitched competitively, in that the level of occupancy now appears to have stabilised. At this time, any significant increase in charges would undoubtedly drive away long-term residents and deter overnight visitors from staying in accommodation that is not en suite.

### **Recommendation**

16. For the reasons stated in previous paragraphs, and to increase the current level of income, it is proposed that rental charges are increased by 2.6% above the current level, for the period until the next review.

17. The net effect of increasing current prices by 2.6% should increase total income generated from BMH provided current occupancy figures do not fall significantly.

### **Consultees**

18. The proposed draft increase in charges is currently displayed at BMH reception and had been for over a month. The BMH Manager had also provided the Resident Representative details of the proposed new charges and allowed a period for discussion and feedback. No adverse comments had been received.

19. The matter was presented to the Force Strategic Management Board in August. Some members felt that a stay on an increase in charges might be appropriate in view of the fact that there is a pay freeze in place currently



for police officers and civilian staff. However, balanced against the cost of maintenance and increases in utilities costs this was not pursued.

## **Conclusion**

20. BMH continues to offer the Force operational and welfare benefits. However, in light of straitened financial circumstances, it is important that the Force continues to maximise income. This requires a judgement as to the amount by which fees can be increased without inducing a disproportionate fall in demand and as a consequence, a fall in total income generated. Given the proposed increase in fees of 2.6%, it is hoped that this level of increase will not deter overnight visitors, or discourage long-term residents from remaining at BMH.

## **Background Papers:**

*Bernard Morgan House-Review of Charges- POL41/10 17<sup>th</sup> September 2010*  
*Bernard Morgan House-Review of Charges- POL49/11 16<sup>th</sup> September 2011*

## **Contact:**

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**Existing Charges and Proposed 2.6% increase in Charges.**

<b><u>Resident Rates</u></b>	Current Charges £ per <u>month</u> . (includes VAT)	<b>Proposed Nov 2012 Increase.</b>
Parking Charge	42.5	<b>43.60</b>
M/Bike Storage	31.79	<b>32.62</b>
Non City Police Residents	552.82	<b>567.19</b>
Probationer Residents	412.30	<b>423.02</b>
Confirmed Residents	438.97	<b>450.38</b>

As can be seen, the Police Residents charges are lower than those for non-city residents, as the latter are paying a competitive rate (i.e. compared with the rates charged by other police forces, YMCA, local budget hotels).

<b><u>Nightly Rates</u></b>	Current Charges £ per <u>night</u>	<b>Proposed 2011 Increase.</b>
Non City Police double room	54.35	<b>55.73</b>
Non City Police single room	40	<b>41.04</b>
Nightly single rate for stays over a week	33.84	<b>34.72</b>
Nightly double rate for stays over a week	44.10	<b>45.25</b>
City Police single room	33.84	<b>34.72</b>
City Police double room	44.10	<b>45.25</b>

Short-term visitors nightly rates are based on market rates for similar accommodation and take account that none of the Bernard Morgan House rooms have en suite facilities.

**GENERAL FEES AND CHARGES**

Item	Detail	CoLP 2011/12 Charge	Proposed 2012/13 Charge
<b>Copies</b>			
EAB, CRB & Collision Report	Incident and Collision Report Books/Bk 124A (Evidence & Actions Book)	£131.00	£135.80
EAB, CRB & Collision Report	In excess of 25 pages per incident	£3.60	£3.70
Statements	Other than in IRB or (including typed)	£31.00	£32.10
Witness statements	Copy of witness statement (witness does not agree to disclosure of personal details)	£47.00	£48.70
Witness statements	Copy of witness statement (witness does agree to disclosure of personal details)	£36.00	£37.30
Plan	Copy of plan (other in IRB or CARB)	£36.00	£37.30
Self Reporting/minor accident form	Provision of copy of self reporting/minor accident report	£31.00	£32.10
Other	All other copies	£3.60	£3.70
1-10 Photographic Prints (Non digital and digital contained on the CoL photographic imaging database)	1-10 photographs from same or different image	£26.00	£27.00
	Cost per Album	£9.00	£9.30
Photograph: (Non Digital and Digital contained on the CoLP photographic imaging database) 1-10 images on CD	First Compact Disc (CD) containing 1-10 images	£17.50	£18.10
	Each subsequent Compact Disc containing 1-10 images	£4.00	£4.10
1-10 Negatives/Prints that require scanning onto CoLP database	Cost of scanning additional 1-10 negatives/prints that are not contained in CoLP Photographic imaging database	£18.00	£18.70
Audio Tapes	Audio Tapes	£37.00	£38.40
Video Tapes/DVDs	Video Tapes/DVDs	£170.00	£176.30
Fatals - reconstruction videos/DVDs	Provision of copy of Fatal - reconstruction video/DVDs	£170.00	£176.30
Photocopies	Medical Reports and Personal Records	£0.50	£0.50
Fatals - accident investigation report	Provision of copy of fatal - accident investigation report	A composite charge based on the number of pieces of documentation that are provided	
Police vehicle examination report	Copy of police vehicle examination report (unless provided as part of full extract)		
Collision reconstruction report per page	Copy of collision reconstruction report (unless provided as part of a full extract) per page (max £50)		
Rough Data	Copy of rough data per page	£23.50	£24.40
<b>Searches</b>			
Limited Particulars	Search for Limited Particulars (Road Traffic Act details)	£31.00	£32.10
<b>Cancellation Charges</b>			
Prior to Search	Cancelled prior to search commencing	No Charge	No Charge
Prior to Dispatch	If search is made prior to cancellation	£49.00	£50.80
Documents Copied	If search is made and documents ready for dispatch	Full Fee	Full Fee
<b>Charges for Civil Cases</b>			
Statements	Request for a statement to be written by a Police Officer	£134.00	£139.00
Interview	Interview with a member of the City of London Police in a civil case	£134.00	£139.00
Witness allowance	Attendance at court in Civil Actions	£35.75	£35.75

**NOT PROTECTIVELY MARKED**

Witness allowance	Attendance at court in Civil Actions	£71.50	£71.50
<b>Payroll Administration</b>			
All wage and salary related costs	For paying salaries of non CoLP personnel	Full Cost	Full Cost
Administration Fee		£15.00	£15.00

**NOT PROTECTIVELY MARKED****ACPO CALCULATED FEES AND CHARGES**

Item	Detail	CoLP 2011/12 Charge	Proposed 2012/13 Charge
<b>Alarms</b>			
Registration	Registration by Central Alarms	£52.18	£52.18
<b>Subject Access (Data Protection)</b>			
Search	Data Protection/criminal record search	£10.00	£10.00
<b>Memorandum of Understanding (2009), ACPO and Lloyd's Market Association</b>			
Appendix D (a)	Supply of information [crime/lost property ref. No, date & time offence reported, reporting person] where there is a specific reason to check a claim	£20.00	£24.00
Appendix D (b)	Supply of information [additional to the above] where there is a specific reason to check a claim	£75.00	£90.00
<b>Requests for Disclosure of information from a Regulatory or Governing Body</b>			
Request for Information	Request for disclosure of information from regulatory or governing body - up to 2 hours work	£75.00	£77.30
Request for Information	Request for disclosure of information from regulatory or governing body - each subsequent hours work after initial 2 hour period	£20.00	£25.80
<b>Overseas Visitors</b>			
Nominal Registration	For citizens of countries in the registration scheme	£34.00	£34.00
Fingerprints	Fingerprinting of persons wishing to obtain visas and/or clearance certificates etc - First set	£63.00	£70.50
Fingerprints	As above - each subsequent set	£32.00	£35.20

**NOT PROTECTIVELY MARKED**

**CHARGES SET BY STATUTE OR LEGISLATION**

Item	Detail	CoLP 2011/12 Charge	Proposed 2012/13 Charge
<b>Pedlars' Certificates (Variation of Fee) Order 1985</b>			
Grant of Certificate	On grant of a pedlar's certificate	£12.25	£12.25
<b>Seconded Officers</b>			
All wage and salary related costs (including pension contributions @ 24.2% of Basic Pay, London Weighting, Competency Related Threshold Payments)		Full Cost	Full Cost
Administration Charge		5%	5%
<b>Firearms Certificates</b>			
Issue	On grant of firearms certificate	£50.00	£50.00
Renewal	On renewal of firearms certificate	£40.00	£40.00
Variation	Variation where no. of weapons is increased	£26.00	£26.00
Replacement	On replacement of lost or destroyed certificate	£9.00	£9.00
Table 1 or 2 full	Reissue because table 1 or 2 full	No Charge	No Charge
<b>Shotguns Certificates</b>			
Issue	On grant of shotgun certificate	£50.00	£50.00
Renewal	On renewal of shotgun certificate	£40.00	£40.00
Replacement	On the replacement of a shotgun certificate	£8.00	£8.00
<b>Explosives Certificates</b>			
Various	Various	Various	Various
<b>Museum (Firearms Amendment Act 1988)</b>			
Issue	On grant of a museum license	£200.00	£200.00
Renewal	On renewal of a museum license	£200.00	£200.00
Extension	On extension to additional premises	£75.00	£75.00
<b>Firearms Dealers</b>			
Issue	Certificate of Registration	£150.00	£150.00
Renewal	Renewal of certificate	£150.00	£150.00
Fairs and Exhibitions	In respect of game and table fairs and exhibitions	£12.00	£12.00
<b>Visitors Permit (Shotgun and Firearm)</b>			
Issue unit	On the grant of a visitors permit	£12.00	£12.00
Issue group	On the grant of a group visitors permit (6 or more)	£60.00	£60.00
<b>Coterminous Certificate (Shotgun &amp; Firearm)</b>			
Discount	Reduced charge for shotgun certificate	£10.00	£10.00
Issued	Granted at the same time	£60.00	£60.00
Renewed	Renewed at the same time	£50.00	£50.00
<b>Vehicle Removals (As per the Removal, Storage and Disposal of Vehicles (Prescribed Sums and Charges) Regulations 2008)</b>			
Removal	Removal of vehicle in contravention of RTRA 1984, PRA 2002 or RTA 1988	Various (as per 2008 regulations)	Various (as per 2008 regulations)
Storage	Storage of vehicle per day in contravention of RTRA 1984, PRA 2002 or RTA 1988	Various (as per 2008 regulations)	Various (as per 2008 regulations)
Disposal	Disposal of vehicle in contravention of RTRA 1984	Various (as per 2008 regulations)	Various (as per 2008 regulations)
<b>Freedom of Information</b>			
Prescribed Costs	Where processing of FOI request (e.g. locating, extracting, redacting) exceeds 18 hours. Cost is for labour per hour.	£25.00	£25.00
Disbursement Costs	Additional Cost (above £20.00) to provide information e.g. printing, photocopying or postage).	Full Cost	Full Cost

<b>Committee(s):</b> Police	<b>Date(s):</b> 14 <sup>th</sup> September 2012
<b>Subject:</b> Fees and Charges 2012/13 - Update	<b>Public</b>
<b>Report of:</b> Commissioner of Police POL 64/12	<b>For Decision</b>
<p><b><u>Summary</u></b></p> <p>Further to the report submitted to your Committee on 1<sup>st</sup> June 2012, the Mayor's Office for Policing and Crime have approved an increase of 3.7% to charges made under the Police Reform and Social Responsibility Act 2011, to reflect the Retail Prices Index rate of annual inflation as at February 2012. This approval was given on 22<sup>nd</sup> June 2012.</p> <p>The revised charges are contained within Appendix 1. This appendix has been split into the following sections, to reflect the basis of the charges: General Fees and Charges; Charges set by Statute or Legislation; and ACPO Calculated Fees and Charges.</p> <p><b>Recommendations</b></p> <p>It is recommended that your Committee:</p> <ul style="list-style-type: none"> <li>• Agrees the revised charges contained in Appendix 1.</li> </ul>	

**Contact:**

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**GENERAL FEES AND CHARGES**

<b>Item</b>	<b>Detail</b>	<b>CoLP 2011/12 Charge</b>	<b>Proposed 2012/13 Charge</b>
<b>Copies</b>			
EAB, CRB & Collision Report	Incident and Collision Report Books/Bk 124A (Evidence & Actions Book)	£131.00	£135.80
EAB, CRB & Collision Report	In excess of 25 pages per incident	£3.60	£3.70
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1-10 Photographic Prints (Non digital and digital contained on the CoL photographic imaging database)	1-10 photographs from same or different image	£26.00	£27.00
	Cost per Album	£9.00	£9.30
Photograph: (Non Digital and Digital contained on the CoLP photographic imaging database) 1-10 images on CD	First Compact Disc (CD) containing 1-10 images	£17.50	£18.10
	Each subsequent Compact Disc containing 1-10 images	£4.00	£4.10
1-10 Negatives/Prints that require scanning onto CoLP database	Cost of scanning additional 1-10 negatives/prints that are not contained in CoLP Photographic imaging database	£18.00	£18.70
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Video Tapes/DVDs	Video Tapes/DVDs	£170.00	£176.30
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Photocopies	Medical Reports and Personal Records	£0.50	£0.50
Fatals - accident investigation report	Provision of copy of fatal - accident investigation report	A composite charge based on the number of pieces of documentation that are provided	
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<b>Searches</b>			
Limited Particulars	Search for Limited Particulars (Road Traffic Act details)	£31.00	£32.10
<b>Cancellation Charges</b>			
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Witness allowance	Attendance at court in Civil Actions	£35.75	£35.75

**NOT PROTECTIVELY MARKED**

Witness allowance	Attendance at court in Civil Actions	£71.50	£71.50
<b>Payroll Administration</b>			
All wage and salary related costs	For paying salaries of non CoLP personnel	Full Cost	Full Cost
Administration Fee		£15.00	£15.00

**NOT PROTECTIVELY MARKED****ACPO CALCULATED FEES AND CHARGES**

Item	Detail	CoLP 2011/12 Charge	Proposed 2012/13 Charge
<b>Alarms</b>			
Registration	Registration by Central Alarms	£52.18	£52.18
<b>Subject Access (Data Protection)</b>			
Search	Data Protection/criminal record search	£10.00	£10.00
<b>Memorandum of Understanding (2009), ACPO and Lloyd's Market Association</b>			
Appendix D (a)	Supply of information [crime/lost property ref. No, date & time offence reported, reporting person] where there is a specific reason to check a claim	£20.00	£24.00
Appendix D (b)	Supply of information [additional to the above] where there is a specific reason to check a claim	£75.00	£90.00
<b>Requests for Disclosure of information from a Regulatory or Governing Body</b>			
Request for Information	Request for disclosure of information from regulatory or governing body - up to 2 hours work	£75.00	£77.30
Request for Information	Request for disclosure of information from regulatory or governing body - each subsequent hours work after initial 2 hour period	£20.00	£25.80
<b>Overseas Visitors</b>			
Nominal Registration	For citizens of countries in the registration scheme	£34.00	£34.00
Fingerprints	Fingerprinting of persons wishing to obtain visas and/or clearance certificates etc - First set	£63.00	£70.50
Fingerprints	As above - each subsequent set	£32.00	£35.20

**NOT PROTECTIVELY MARKED**

**CHARGES SET BY STATUTE OR LEGISLATION**

Item	Detail	CoLP 2011/12 Charge	Proposed 2012/13 Charge
<b>Pedlars' Certificates (Variation of Fee) Order 1985</b>			
Grant of Certificate	On grant of a pedlar's certificate	£12.25	£12.25
<b>Seconded Officers</b>			
All wage and salary related costs (including pension contributions @ 24.2% of Basic Pay, London Weighting, Competency Related Threshold Payments)		Full Cost	Full Cost
Administration Charge		5%	5%
<b>Firearms Certificates</b>			
Issue	On grant of firearms certificate	£50.00	£50.00
Renewal	On renewal of firearms certificate	£40.00	£40.00
Variation	Variation where no. of weapons is increased	£26.00	£26.00
Replacement	On replacement of lost or destroyed certificate	£9.00	£9.00
Table 1 or 2 full	Reissue because table 1 or 2 full	No Charge	No Charge
<b>Shotguns Certificates</b>			
Issue	On grant of shotgun certificate	£50.00	£50.00
Renewal	On renewal of shotgun certificate	£40.00	£40.00
Replacement	On the replacement of a shotgun certificate	£8.00	£8.00
<b>Explosives Certificates</b>			
Various	Various	Various	Various
<b>Museum (Firearms Amendment Act 1988)</b>			
Issue	On grant of a museum license	£200.00	£200.00
Renewal	On renewal of a museum license	£200.00	£200.00
Extension	On extension to additional premises	£75.00	£75.00
<b>Firearms Dealers</b>			
Issue	Certificate of Registration	£150.00	£150.00
Renewal	Renewal of certificate	£150.00	£150.00
Fairs and Exhibitions	In respect of game and table fairs and exhibitions	£12.00	£12.00
<b>Visitors Permit (Shotgun and Firearm)</b>			
Issue unit	On the grant of a visitors permit	£12.00	£12.00
Issue group	On the grant of a group visitors permit (6 or more)	£60.00	£60.00
<b>Coterminous Certificate (Shotgun &amp; Firearm)</b>			
Discount	Reduced charge for shotgun certificate	£10.00	£10.00
Issued	Granted at the same time	£60.00	£60.00
Renewed	Renewed at the same time	£50.00	£50.00
<b>Vehicle Removals (As per the Removal, Storage and Disposal of Vehicles (Prescribed Sums and Charges) Regulations 2008)</b>			
Removal	Removal of vehicle in contravention of RTRA 1984, PRA 2002 or RTA 1988	Various (as per 2008 regulations)	Various (as per 2008 regulations)
Storage	Storage of vehicle per day in contravention of RTRA 1984, PRA 2002 or RTA 1988	Various (as per 2008 regulations)	Various (as per 2008 regulations)
Disposal	Disposal of vehicle in contravention of RTRA 1984	Various (as per 2008 regulations)	Various (as per 2008 regulations)
<b>Freedom of Information</b>			
Prescribed Costs	Where processing of FOI request (e.g. locating, extracting, redacting) exceeds 18 hours. Cost is for labour per hour.	£25.00	£25.00
Disbursement Costs	Additional Cost (above £20.00) to provide information e.g. printing, photocopying or postage).	Full Cost	Full Cost

<p><b>Committee(s):</b> Performance and Resource Management Sub-Committee</p> <p>Police Committee</p>	<p><b>Date(s):</b> 5<sup>th</sup> September 2012</p> <p>14<sup>th</sup> September 2012</p>
<p><b>Subject:</b> City of London Police: Risk Register update</p>	<p><b>Public</b></p>
<p><b>Report of:</b> Commissioner of Police POL 54/12</p>	<p><b>For Information</b></p>
<p><b><u>Summary</u></b></p> <p>At your July Committee, whilst considering the update report (Pol 42/12 refers) on the Strategic Risk Profile and in particular, Strategic Risk 04 (SR04) “ Loss of Economic Crime Lead Force”, Members raised concerns that the ‘Likelihood’ had been assessed as ‘High’and asked for an update on this position at your next Committee.</p> <p>On 8<sup>th</sup> August 2012 the latest meeting of the Risk Assurance Group was held. During this meeting Economic Crime raised SR 04 as a risk for discussion as they had assessed that the wording of the risk no longer reflected the current position the Force found itself in. A decision was taken to change the wording of SR 04 from Loss of Lead Force Status to “<i>Failing to deliver as Lead Force for Economic Crime</i>” to reflect the changing position of the City of London Police (CoLP) as lead Force.</p> <p>Since this meeting the risk has been re-evaluated with Economic Crime to give the following assessment based on the likely causes of the risks and the current controls in place.</p> <p>Impact: HIGH</p> <p>Likelihood: MEDIUM</p> <p>Traffic Light Colour: AMBER</p> <p>The amber position of this risk is reflected in the position of the controls currently in place and their level of maturity. The controls are detailed in Appendix A in the restricted section of the agenda.</p> <p><b>RECOMMENDATION</b></p> <p>It is recommended that Members note the content of this report.</p>	

## Main Report

### BACKGROUND

1. At your July Committee, whilst considering the update report (Pol 42/12 refers) on the Strategic Risk Profile and in particular, Strategic Risk 04 (SR04) “ Loss of Economic Crime Lead Force”, Members raised concerns that the Likelihood had been assessed as “High” and asked for an update on this position at your next Committee.
2. The Force Risk Assurance Group had discussed the Force risk profile every quarter since May 2011, with a total of six meetings having taken place to date.
3. Since May 2011 (Strategic Risk Register version 3.6) SR 04 has been scored with the Impact, Likelihood and Control Score assessments. This scoring has remained consistent throughout 2011/12 and the initial 2011/12 risk register reflected the same score assessment as the May 2011 register.

Impact: HIGH

Likelihood: HIGH

Control Score: 3

Risk Matrix Score: 27

Traffic Light Colour: AMBER

4. On 1<sup>st</sup> May 2012, the Force Risk Assurance Group assessed the risk profile for the 2012/13 Risk Register and at that time no amendments were made to SR 04, this position was reflected in the update provided to Committee for the July meeting. This position is always retrospective and does not always reflect the on-going work taken within Force to retain oversight of our risks.
5. On 28<sup>th</sup> June 2012, Economic Crime undertook a review of the position of SR 04 with the Force Risk Manager as part of the continual work to update the Risk Register, at this time new information was added to the register which resulted in the Likelihood Scoring of the risk being reduced to medium, taking into account changing circumstances around the Risk, the position of this risk at 28/06/12 was therefore as follows:

Impact: HIGH

Likelihood: MEDIUM

Control Score: 3

Risk Matrix Score: 18

Traffic Light Colour: AMBER

6. The risk continued to be reflected as AMBER due to the assessment criteria applied by the Force that takes into account the impact, likelihood and level of control in place. Any risk scoring 13 or more within the risk matrix is scored as AMBER. This position was not reflected in the last update submitted to your Committee on 13<sup>th</sup> July as the amendments were made after the submission dates for reports had passed.

## **CURRENT POSITION**

7. On 8<sup>th</sup> August 2012 the latest meeting of the Risk Assurance Group was held. During this meeting Economic Crime raised SR 04 as a risk for discussion as they had assessed that the wording of the risk no longer reflected the current position the Force found itself in. A decision was taken (Ref: 080812- 01 to amend Force Risk Register to reflect new definition of SR 04.) to change the wording of SR 04 from Loss of Lead Force Status to "*Failing to deliver as Lead Force for Economic Crime*" to reflect the changing position of the CoLP as lead Force.
8. Since this meeting the risk has been re-evaluated with Economic Crime to give the following assessment based on the likely causes of the risks and the current controls in place.

Impact: HIGH

Likelihood: MEDIUM

Control Score: 3

Risk Matrix Score: 18

Traffic Light Colour: AMBER

9. The amber position of this risk is reflected in the position of the controls currently in place and their level of maturity. As the Force progresses through this year and more assurance is gained on the controls their scoring will be assessed and as this occurs this will be taken into account with the risk assessment and in the long run it is likely to bring the scoring of the risk within the Green criteria. The current controls for this risk are listed in restricted Appendix A attached to this report.

## **OTHER SIGNIFICANT IMPLICATIONS**

10. Robust implementation of risk management will help to ensure that the Force continues to comply with all of its obligations, statutory and non-statutory.

## **CONCLUSION**

11. The risk profile of the Force is continually reviewed and updated by the Force Risk Assurance Group. The Police Committee are kept informed of the Force Risk Profile twice a year to ensure they are briefed of new and emerging risks and any significant change in existing risk scores as part of the Force's assessment of its own risk profile.

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<b>Committee:</b> Police	<b>Date:</b> 14 <sup>th</sup> September 2012	
<b>Subject:</b> Health and Safety Management Performance 2011/12		<b>Public</b>
<b>Report of:</b> Commissioner of Police POL 67/12		<b>For Information</b>
<p style="text-align: center;"><b><u>Summary</u></b></p> <p>This report advises Members of progress made in developing and applying health and safety policy throughout the Force during the period 2011/12.</p> <p>Progress is considered under the headings of: -</p> <ul style="list-style-type: none"> <li>• Policy and organisation</li> <li>• The three-year strategic plan</li> <li>• Risk management</li> <li>• Training</li> <li>• Managing performance and audit.</li> </ul> <p>The City Of London Police has a health and safety management system in place, with all the necessary components for Directorate Heads to manage their areas effectively. Previously emphasis has been on implementing the necessary processes and procedures of the management system. During the past year and for the future, emphasis will move onto the monitoring and review of that management system.</p> <p><b><u>Recommendation</u></b></p> <p>It is recommended that Members note the contents of this report.</p>		

## **Main Report**

### **Background**

1. The City of London Police (CoLP) submits a report annually to your Committee on the progress made in applying health and safety policy and practice, and advises Members of any developments during the year. This report covers the period 2011/12

## REPORTING PERIOD 2011/12

### Health and Safety Policy and Organisation

2. The CoLP Health and Safety Policy and associated Standard Operating Procedures provide a framework for promoting continuous improvement in the management of health and safety.
3. The Commissioner is ultimately responsible for the Force's health and safety performance. During the reporting year his appointed ACPO lead officer for H&S and chair of the Force Health & Safety Committee transferred from Commander (Ops) to Eric Nisbett, Director of Corporate Services. The Heads of the Directorates remained responsible for the effective management of health and safety within their areas, and are assisted in this key role by Safety Coordinators.
4. During the reporting period Mr Don Randall, continued to represent the Police Committee's Specialist Interest Area Member for H&S.
5. During the year most Directorates have integrated H&S as part of their management systems and developed dedicated intranet sites for H&S information on their own pages to improve communication of H&S matters to staff.
6. Due to recent organisational changes arising from City First the new Uniformed Policing and Intelligence & Information Directorate websites are under development and completion of this work will be ongoing during the period 12/13. As part of this organisational change the Head of Occupational Health, Safety and Welfare is proposing that all Directorate H&S websites are designed in a consistent and streamlined fashion.
7. During the year, again as part of the City First Programme, the opportunity to review the Occupational Health contract with Health Management Ltd was undertaken which has resulted in this contract not being renewed. Instead as part of its efficiency and savings plans the Force has developed its own Occupational Health Service, appointing a Dr, Occupational Health Advisor (OHA), Physiotherapist and Cognitive Behavioural Therapist (CBT), as well as TUPE'ing two existing members of staff to the CoLP.
8. For 2012/13 in continuation of the above, work is ongoing to achieve further savings around sharing services with the CoL. There is a planned merger for Occupational Health services between the CoLP and CoL which is hoped will be effective from the autumn of this year. Following the resignation of the Force Occupational Health, Safety and Welfare Advisor in advance of the new Unit becoming operational an interim Head has been appointed.

### Three Year Strategic Health & Safety Plan 2011-14

9. The CoLP has a three-year rolling Strategic H&S plan which concentrates on monitoring and reviews for continuous improvement. The Plan is monitored by the Force Health & Safety Committee and Directorate Health & Safety Committees.
10. There are currently 16 actions in the rolling plan to be reviewed on an annual basis in order to achieve improvement and these were monitored via the Force H&S Committee.
11. There are currently 6 actions in the rolling plan which are reviewed on a quarterly basis in order to achieve improvement and these have been monitored by the Directorate H&S Committees.

### Risk Management

12. All Directorates complete a 'Top Risks' review every October and a Force report is compiled for the Town Clerk. It is the responsibility of each Directorate to ensure that these are reviewed and updated as required.
13. A recent review of the CoLP Top Risks document identified for 2011/12 found that all identified risks continue to be actively managed on an ongoing basis. For the information of Members an identified ongoing key risk is the use of Airwaves radios within Liverpool Street Station. Risk in this area has and continues to be jointly managed through the Senior Management Board (SMB) for operational activity and the Force H&S Committee for health and safety implications and will continue to be so until a long term solution is effected.
14. The current Annual Certificate of Safety Assurance was issued in February 2012 and comments noted are being addressed (via Force and Directorate Health & Safety meetings) to support the Force's next annual submission.

## Health and Safety Training

15. All Directorates undertake an annual review their H&S training requirements for their activities based on their needs analysis.
16. An overview of training completed in the last three years is shown below.

Type	Title	Numbers	09-10	10-11	11-12
E-learning	Chief officer H&S	2	0	0	2
E-learning	CLDP – H&S	4	2	1	1
E-learning	DSE	75	0	8	67
E-learning	Fire Safety	79	0	29	50
E-learning	H&S for Managers	0	0	0	0
E-learning	Induction Safety	1	0	0	1
E-learning	Lone Working	0	0	0	0
E-learning	Manual Handling	16	0	0	16
E-learning	Office Safety	0	0	0	0
E-learning	Risk Assessment	1	0	0	1
E-learning	Stress Management	0	0	0	0
E-learning	Workplace Safety	0	0	0	0
Training Video	DSE	2	0	0	2
Training Video	Fire Safety	2	0	0	2
Training Video	Induction Safety	1	0	0	1
Training Video	Manual Handling	3	0	0	3
Training Video	Risk Assessment	1	0	1	0
<b>Totals</b>		<b>187</b>	<b>2</b>	<b>39</b>	<b>146</b>

17. The table shows a significant increase in the number of staff trained year on year, particularly during 2011/12.
18. First aid training for officers is ongoing in partnership with the Metropolitan Police and includes defibrillator training.
19. Training statistics are reviewed at the Directorate meetings and mandatory courses are identified within an individual's annual performance appraisal.

## Managing Performance and Audit

20. Previous reports have identified that communication with staff could be improved. During 2011/12 Occupational, Health, Safety and Welfare department continued to provide staff and managers with up to date and relevant information in support health and safety matters. Ongoing improvements and actions are identified in the rolling Strategic H&S Plan including producing articles for the InForce magazine and holding meetings with key groups.
21. There are opportunities to further enhance H&S performance through the active consultation and participation of H&S Co-ordinators and representatives. CoLP is committed and moving forward in this partnership approach.

22. The 2011 breakdown of accident/incident statistics are detailed below.

Jan to Dec 2011	CSD	TP	ECD	CT&SCO	SSD	Total
Police Officer Accidents	1	30	3	6	25	65
Support Staff Accidents	6	4	0	1	0	11
<b>Accident totals</b>	<b>7</b>	<b>34</b>	<b>3</b>	<b>7</b>	<b>25</b>	<b>76</b>
<b>Detainee (Custody)</b>	<b>1</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>16</b>
<b>Assault Physical</b>	<b>0</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>38</b>
<b>Assault Emotional</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Near Miss</b>	<b>3</b>	<b>32</b>	<b>0</b>	<b>2</b>	<b>6</b>	<b>43</b>
<b>Total Incidents</b>	<b>11</b>	<b>110</b>	<b>3</b>	<b>9</b>	<b>40</b>	<b>173</b>
<b>RIDDOR Reportable</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Dangerous Occurrence</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Reportable Disease</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

23. A three year comparison of accident/incident figures are shown below.

Totals	2009	2010	2011
Police Officer	50	65	65
Support Staff	11	11	11
<b>Accident totals</b>	<b>61</b>	<b>76</b>	<b>76</b>
<b>Detainee (Custody)</b>	<b>1</b>	<b>34</b>	<b>16</b>
<b>Assault Physical</b>	<b>17</b>	<b>13</b>	<b>38</b>
<b>Assault Emotional</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Near Miss</b>	<b>18</b>	<b>26</b>	<b>43</b>
<b>RIDDOR</b>	<b>2</b>	<b>5</b>	<b>1</b>
<b>Reportable Disease</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Dangerous Occurrence</b>	<b>0</b>	<b>3</b>	<b>0</b>

24. The accidents / incidents which have increased since last year are:

- Near Misses
- Assault Physical

25. The interim Head of Occupational Health, Safety and Welfare is currently reviewing incident reports to determine common causes. A report will be reviewed at the next meeting of the Force H&S committee and any resulting recommendations will be incorporated into the rolling H&S plan.

26. A three year comparison of near miss figures including those reported as due to Airwave issues are shown below.

Totals	2009	2010	2011
Near Miss	18	26	43
Airwave Issues	2	2	3

27. As reported above Airwave issues have been identified as one of the Force's top risks and mitigation and long term solutions are being actively managed.

## CONCLUSION

28. The City of London Police continues to demonstrate active commitment to and management of Health and Safety matters. During 2011/12 The Force continued the development and monitoring of its rolling strategic Health & Safety Plan. The issuing of the Annual Certificate of Assurance Report in February 2012 evidenced ongoing success of the implementation processes and procedures.
29. For the future changes arising from the implementation of the City First model will necessitate a review and update of health and safety matters. These changes will afford the Force the opportunity to further streamline and standardise health and safety activity and processes across Directorates, such as standardisation of Directorate H&S agendas for consistency of reporting into the Force H & Safety Committee, standardisation of Directorate H&S web pages, standardised risk assessments for activities which cross cut Directorates.

### Background Papers for Reference:

CoLP Top Risks 2011  
CoLP Annual Certificate of Assurance Feb 2012  
CoLP Strategic H&S Plan 2011-14 (Version 5)

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# Agenda Item 19a

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

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# Agenda Item 19b

By virtue of paragraph(s) 1, 2, 5 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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# Agenda Item 21

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of the Local Government Act 1972.

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# Agenda Item 22

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of the Local Government Act 1972.

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