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| Committee: Police Committee | Date: 20 September 2018 |
| Subject: Decisions taken under delegated authority or urgency powers | Public |
| Report of: Town Clerk | For Information |
| Report Author: George Fraser, Committee and Members Services Officer | |

Summary

1. This report advises Members of action taken by the Town Clerk in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order No. 41(b) since the last meeting on 12 July 2018.

Recommendation

To note the action taken since the last meeting of the Committee

Main Report

2. Since the last meeting of the Committee approval was given under delegated authority to the Town Clerk, Standing Order No. 41(b), as follows:-

Formation of the Police Accommodation Working Party

The Capital Buildings Committee has the remit to ensure the new Police Station is built to the requirements of the City of London Police (the User). To ensure the requirements are suitably challenged and understood, it was proposed at the Police Committee on 12 July to form a separate Working Party (Comprising Members and Officers) to review and recommend the User Requirements to the Police Committee for agreement prior to their submission to the Capital Buildings Committee.

The working party would primarily be responsible for reviewing CoLP's operational requirements proposed for the new police station, as well as those of the decant elements. It would be tasked with challenging these requirements to ensure that they are sufficient to meet both current and future needs of the City of London Police, and would ultimately be responsible for their final definition.

By sharing membership between the Working Party and Capital Buildings Committee, it is hoped that a greater depth of understanding of the rationale behind the requirements presented to CBC can be developed. At the same time, the Working Party will provide a platform of significant Member challenge, to ensure that the requirements are appropriate and fit for purpose.

As such, it was proposed that all Members of the Police Committee who also sit on the Capital Buildings Committee would form part of the membership of the Working

Party. The remaining membership would comprise of all relevant chief officers whose work relates to the Police Accommodation programme, or their nominated deputies, as well as the programme director within the City of London Police. The membership would be supported by the relevant key officers working on the programme who would be expected to attend regularly.

Members agreed to:

- i. approve the formation of a Police Accommodation Working Party as per the Terms of Reference included at Appendix I.

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POLICE ACCOMMODATION WORKING PARTY

TERMS OF REFERENCE

1. Constitution

A working party of the Police Committee, consisting of:

- a. Chairman and Deputy Chairman of the Police Committee;
- b. Police Committee Members who are also Members of the Capital Buildings Committee;
- c. Commissioner of the City of London Police;
- d. City Surveyor;
- e. Chamberlain (or nominated deputy);
- f. Town Clerk (or nominated deputy);
- g. Police Accommodation Programme Director (City of London Police);

2. Quorum

The quorum consists of any five members.

3. Frequency of Meetings

The working party is proposed to meet initially on a monthly basis before moving to bimonthly as agreed appropriate by its members.

4. Terms of Reference

To be responsible for:

- a. Reviewing the requirements proposed by the Force for the new police station;
- b. Reviewing the requirements proposed by the Force for the different strands of the decant;
- c. Challenging the requirements to ensure that they are sufficient to meet the current and future needs of the Force, while representing value for money; and
- d. Defining the Force requirements for sign-off by the Police Committee prior to submission to the Capital Buildings Committee.