

## **POLICE COMMITTEE**

**15 December 2017**

### **OUTSTANDING REFERENCES**

<b>No.</b>	<b>Meeting Date &amp; Reference</b>	<b>Action</b>	<b>Owner</b>	<b>Status</b>
1.	<p><b>21/09/17 (+1)</b> <i>Item 5 – Annual Update on the Custody of Vulnerable Persons</i></p> <p>“Use of Force” figures in custody</p>	<p>The Assistant Commissioner noted that there had been a rise in incidents involving the use of force. This was owing to the fact that handcuffs were applied at the scene rather than in the custody suite itself. He explained to Members that the decision to use handcuffs was as a result of a dynamic risk assessment at the time of the arrest / detention of the individual and dependent upon the officer’s discretion. A Member noted that the figures were significantly higher as a percentage than those of other Forces used for comparison. The Assistant Commissioner explained that although CoLP showed a high percentage in the use of handcuffs, there had not been any rise in complaints made as a result of this, which would usually be seen as strong indicators of any problematic conduct issues. The Chairman of Professional Standards &amp; Integrity Sub-Committee suggested that this might be an area relevant for the Sub-Committee.</p> <p><b>UPDATE:</b> This was raised at the meeting of Professional Standards &amp; Integrity Sub-Committee on 1 December 2017. At this meeting, the Chairman of the Sub-Committee requested that clear conclusive information be circulated to Members that clarified why the CoLP figures were higher by comparison to other forces.</p>	CoLP/ Professional Standards & Integrity Sub-Committee	<b>OUTSTANDING -</b>  Updated 01/12/17

No.	Meeting Date & Reference	Action	Owner	Status
2.	<p><b>02/11/17</b> Item 3c – <i>Minutes, Performance &amp; Resource Management Sub-Committee 26/09/17</i></p> <p>External/Co-opted Members designation in minutes packs.</p>	<p>A Member asked for clarification of Sub-Committee Member, Caroline Mawhood. It was confirmed that Caroline was a second co-opted Member from the Audit &amp; Risk Committee, alongside Kenneth Ludlam. It was confirmed that she was also an external Member. The Member suggested that their status as an external Member be clarified in the membership list within the minutes. The Town Clerk confirmed that they would amend the system nomenclature for co-opted and external Members within all future minute documents to ensure clarity in this regard.</p>	Town Clerk	<b>COMPLETE</b>
3.	<p><b>02/11/17</b> Item 4 – <i>Outstanding References</i> <b>21/09/17</b> (1) Item 3a – <i>Minutes</i></p> <p>Equality &amp; Diversity Lead</p>	<p>A Member asked for confirmation of who had been appointed as the CoLP lead for Equality and Diversity. The Assistant Commissioner explained that the decision would be made on 9 November, and would be able to confirm this with the Member in due course.</p> <p><b>UPDATE:</b> A civilian member of staff has been appointed to the post and is due to start on the 2 January 2018. The lead member for Equality and Inclusion was informed on the 21 November 2017 of the appointment.</p>	CoLP	<p><b>PENDING COMPLETE -</b></p> <p>Update provided by CoLP on 04/12/17</p>

No.	Meeting Date & Reference	Action	Owner	Status
4.	<p><b>02/11/17</b>  Item 4 – <i>Outstanding References</i>  <b>13/07/17</b> (4)  Item 25a – <i>Provision of a Uniform Managed Service for City of London Police Stages 1&amp;2 Report</i></p> <p>Source of Clothing Stock</p>	<p>Members' questioned the source of the clothing stock. The City Surveyor agreed to provide this information to Members.</p> <p>A Member requested that there needed to be an overview of all procurement. The Chamberlain explained that there was a robust and substantial strategy in place, and agreed to send this to the Member.</p> <p>A Member explained that the response provided by City Procurement to address this item was not sufficient, and asked for clarification of the adherence to the Social Value Act 2012 in procurement. The Member agreed to feedback the findings of the Social Value Panel that measures performance of local authorities in this regard. It was agreed that this item be marked as outstanding.</p>	City Procurement/ Chamberlain	<p><b>ONGOING –</b></p> <p>Update from City Procurement circulated to Members on 13/11/17</p>

No.	Meeting Date & Reference	Action	Owner	Status
5.	<p><b>02/11/17</b> Item 4 – <i>Outstanding References</i></p> <p>Outstanding References marked as Complete</p>	<p>A Member raised a concern that responses to previous outstanding references were not recorded within the agenda packs, and as such there may not be sufficient opportunity to prevent outstanding references from being marked as closed if responses are not satisfactory. The Deputy Chairman noted that previously this was the case, but due to the significant additional paperwork it added to the agenda packs, it was not always entirely productive. He suggested that a compromise might be beneficial. Members agreed that it would be useful to employ a deadline for contributing objections or further queries on all outstanding references before they are marked as complete. The Town Clerk confirmed that, upon circulation of updates to Members via email, there would be an additional 7 days for Members to submit comments to prevent items from being marked as complete. If no objections are received within 7 days, items would be automatically marked as complete without further notice.</p>	Town Clerk	<b>OUTSTANDING</b>
6.	<p><b>02/11/17</b> Item 5 – <i>Health and Safety Annual Performance Update (1 April – 31 March 2017)</i></p> <p>Closure of Custody Suite</p>	<p>A Member stated their disappointment at the poor communication of the closure to Members, Independent Custody Visitors and appropriate Corporation staff. The Member requested to be kept updated about any developments in this regard.</p> <p><b>UPDATE:</b> An update on the Custody matters was sent to Alderman Gowman on 8<sup>th</sup> November on behalf of T/Cdr Gyford, which outlined the updated position.</p>	CoLP	<p><b>PENDING COMPLETE –</b></p> <p>Update sent to Member on 08/11/17</p>

No.	Meeting Date & Reference	Action	Owner	Status
7.	<p><b>02/11/17</b>  Item 5 – <i>Health and Safety Annual Performance Update (1 April – 31 March 2017)</i></p> <p>“Near Misses” categorisation</p>	<p>A Member asked if it was possible to source figures of near misses over the most recent six-month period (April 2017-Sep 2017). The Assistant Commissioner confirmed that this could be done, and agreed to circulate these via email. A Member suggested that perhaps it would be useful to have a further analysis into the categorisation of events marked as “near misses” to provide an improved insight.</p> <p><b>UPDATE:</b> This information was sourced by the Head of Health &amp; Safety and an update was sent to Members on 29 November. Further Health &amp; Safety updates are scheduled as normal in 2018.</p>	CoLP	<p><b>PENDING COMPLETE –</b></p> <p>Update circulated to Members on 29/11/17</p>

No.	Meeting Date & Reference	Action	Owner	Status
8.	<p><b>02/11/17</b> Item 6 – <i>CoLP IT Strategy</i></p> <p>IT Strategy Feedback</p>	<p>A Member questioned the lack of reassurance that nothing would be implemented that was incompatible with technology used by other forces. The Commissioner explained that the CoLP were monitoring every opportunity in policing and are fully engaged with other forces on new developments – clarification of this had simply been omitted from the report.</p> <p>The Assistant Commissioner explained that the Force Information Security Policy, although compiled in August 2014, was still current as of this meeting. He explained that the Director of IT sits on the Force Strategic Digital Board which allows CoL/CoLP to maintain insight in this regard. He explained that the CoLP is thus able to join up with national forces with regards to interoperability of systems where possible as part of the national police IT landscape.</p> <p>The Chairman stated that these facts need to be clarified within the next iteration of the IT strategy which would be reviewed in six months.</p>	CoLP/ Chamberlain	<b>REPORT DUE MAY 2018</b>
9.	<p><b>02/11/17</b> Item 7 – <i>Capital and Revenue Budget Monitoring Report to September 2017</i></p> <p>MTFP Report</p>	The Commissioner explained that the Mid-Term Financial Plan (MTFP) Report would be submitted to the next meeting of the Police Committee, on 15 December	CoLP/ Chamberlain	<b>REPORT DUE DECEMBER</b>

No.	Meeting Date & Reference	Action	Owner	Status
10.	<p><b>02/11/17</b>  Item 7 – <i>Capital and Revenue Budget Monitoring Report to September 2017</i></p> <p>External assessment of Maintenance of Services</p>	<p>A Member stated that underspend on maintenance was a very common mistake made by organisations, and noted that it had clearly occurred in the case of Bishopsgate Police Station. The Member declared that lessons should be learned, and that there was a need for an annual external survey and report on whether maintenance of services have been maintained adequately. Another Member agreed, and emphasised the importance of assessments being carried out externally. The Deputy Chairman confirmed that the City Surveyor should employ this across all projects. Members asked that this recommendation be fed back to the Town Clerk on behalf of the Police Committee.</p>	Town Clerk	<p><b>PENDING COMPLETE –</b></p> <p><b>Information fed back to Town Clerk 06/12/17</b></p>
11.	<p><b>02/11/17</b>  Item 7 – <i>Capital and Revenue Budget Monitoring Report to September 2017</i></p> <p>POCA Reserves allocation to Safer City Partnership</p>	<p>The Chairman asked for clarification on the allocation of POCA reserves to the Safer City Partnership since previous requests had been made. The Commissioner confirmed that he would follow up on this and provide a verbal update at the next Police Committee meeting on 15 December.</p>	CoLP	<p><b>UPDATE DUE DECEMBER</b></p>
12.	<p><b>02/11/17</b>  Item 22 – <i>Annual Waivers Report</i></p> <p>Retrospective Waivers</p>	<p>A Member noted that half of the total value of waivers used by the City of London Police were applied for retrospectively, and queried whether this was the case with all departments. The Chamberlain explained that they would follow this up and feed back to Members</p>	Chamberlain	<p><b>OUTSTANDING</b></p>

No.	Meeting Date & Reference	Action	Owner	Status
13.	<p><b>21/09/17 (3)</b> Item 3b – <i>Outstanding References</i></p> <p>Use of colour within Agenda graphics</p>	<p>The Chairman mentioned that this was an issue in later items within the agenda, such as items 5 &amp; 8, in which graphs that had been designed to be viewed in colour were rendered ineffective. He requested that this issue be addressed, either by the production of packs in colour, or through the production of graphs with monochromatic printing in mind.</p> <p><b>UPDATE:</b> All CoLP reports will be double checked going forward and graphical data will be presented in monochrome / pattern as appropriate or RAG status shown in words. This has already been completed for the ECB Q2 Performance report.</p>	CoLP/ Town Clerk	<b>ONGOING</b>
14.	<p><b>21/09/17 (5)</b> Item 4 – <i>Staff Survey</i></p> <p>Staff Survey Final Report</p>	<p>The Chairman illustrated his approval of the Force's swiftness in bringing the initial Staff Survey report to Committee, and his desire to see the final report at Committee. The Assistant Commissioner agreed that the final report would be submitted to the December meeting.</p>	CoLP	<b>COMPLETE –</b>  On the Agenda
15.	<p><b>21/09/17 (8)</b> Item 5 – <i>Annual Update on the Custody of Vulnerable Persons</i></p> <p>The Concordat for Children in Custody</p>	<p>A Member requested confirmation that the City of London Corporation had signed The Concordat for Children in Custody. The Town Clerk agreed to follow this up.</p> <p><b>UPDATE:</b> The Corporation is not signed up as there are issues within the concordat which are currently being addressed by the Association of London Directors Children Services and the Home Office. At this time, no London Local Authority is signed up.</p>	Town Clerk	<b>ONGOING –</b>  Update circulated to Members on 25/10/17

No.	Meeting Date & Reference	Action	Owner	Status
16.	<p>13/07/17 (3) Item 8 – <i>Risk Register Update</i></p> <p>Police Accommodation Monthly Update</p>	<p>It was agreed that there needed to be a separate monthly update on the Police Accommodation programme progress. There would also be a standing item on the Committee agenda</p>	<p>PAP Programme Director – Simon Rilot</p>	<p><b>ONGOING –</b></p> <p>Last update circulated to Members on 29/11/17</p>
17.	<p>18/05/17 (1) Barbican CCTV</p>	<p>CCTV upgrade</p> <p>The Commissioner advised that further work was being undertaken on the scoping of Phase 2 of CCTV upgrade and, owing to Crossrail and major building developments in that area, a report would not be expected until May 2018.</p>	<p>CoLP / Safer City Partnership</p>	<p><b>Report due May 2018</b></p>