



Police Authority Board

Date: THURSDAY, 24 OCTOBER 2019
Time: 11.00 am
Venue: COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

Members: Douglas Barrow (Chairman)
Deputy James Thomson (Deputy Chairman)
Nicholas Bensted-Smith
Deputy Keith Bottomley
Tijs Broeke
Simon Duckworth
Alderman Emma Edhem
Alderman Alison Gowman
Sheriff Christopher Hayward
Alderman Ian Luder
Andrew Lentin (External Member)
Deborah Oliver (External Member)
Deputy Henry Pollard

Enquiries: Alistair MacLellan
alistair.maclellan@cityoflondon.gov.uk

Lunch will be served in Guildhall Club at 1PM

NB: Part of this meeting could be the subject of audio or video recording

**John Barradell
Town Clerk and Chief Executive**

Dates of future meetings (all at 11.00am)

28 November 2019
22 January 2020
27 February 2020
2 April 2020
14 May 2020

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**
To agree the public minutes and summary of the meeting held on 19 September 2019.

For Decision
(Pages 1 - 6)
4. **OUTSTANDING REFERENCES**
Joint report of the Town Clerk and Commissioner.

For Information
(Pages 7 - 10)
5. **MINUTES - PROFESSIONAL STANDARDS AND INTEGRITY COMMITTEE**
To receive the draft public minutes and non-public summary of the Professional Standards and Integrity Committee meeting held on 18 September 2019.

For Information
(Pages 11 - 16)
6. **MINUTES - POLICE PENSIONS BOARD**
To receive the draft public minutes of the Police Pensions Board meeting held on 8 October 2019.

For Information
(Pages 17 - 20)
7. **FEES AND CHARGES 2019/20**
Report of the Commissioner.

For Decision
(Pages 21 - 36)
8. **QUARTERLY COMMUNITY ENGAGEMENT UPDATE**
Report of the Commissioner.

For Information
(Pages 37 - 48)

9. **QUARTERLY EQUALITY AND INCLUSION UPDATE**

Report of the Commissioner.

For Information
(Pages 49 - 54)

10. **PUBLIC REPORT ON ACTION TAKEN BETWEEN MEETINGS**

Report of the Town Clerk.

For Information
(Pages 55 - 56)

11. **THE MACKEY REVIEW**

The Chairman to be heard.

For Information

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

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

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

For Decision

Part 2 - Non-Public Agenda

15. **NON-PUBLIC MINUTES**

To agree the non-public minutes of the meeting held on 19 September 2019.

For Decision
(Pages 57 - 62)

16. **NON-PUBLIC OUTSTANDING REFERENCES**

Joint Report of the Town Clerk and Commissioner.

For Information
(Pages 63 - 66)

17. **NON-PUBLIC MINUTES - PROFESSIONAL STANDARDS AND INTEGRITY COMMITTEE**

To receive the draft non-public minutes of the Professional Standards and Integrity Committee meeting held on 18 September 2019.

For Information
(Pages 67 - 72)

18. **NON-PUBLIC MINUTES - MEDIUM TERM FINANCIAL PLAN WORKING PARTY**
To receive the draft minutes of the Medium Term Financial Plan Working Party meeting held on 26 September 2019.
- For Information**
(Pages 73 - 76)
19. **NON-PUBLIC MINUTES - POLICE PENSIONS BOARD**
To receive the draft non-public minutes of the Police Pensions Board meeting held on 8 October 2019.
- For Information**
(Pages 77 - 78)
20. **COMMISSIONER'S UPDATES**
The Commissioner to be heard.
- For Information**
21. **SPECIAL INTEREST AREA UPDATE - ECONOMIC CRIME**
The Special Interest Area Portfolio Holder for Economic Crime to be heard.
- For Information**
22. **GATEWAY 6 ISSUE - ACTION KNOW FRAUD**
Report of the Commissioner.
- For Information**
(Pages 79 - 94)
23. **FUNDING THE CAPITAL PROGRAMME - CITY OF LONDON CORPORATION AND CITY OF LONDON POLICE**
Report of the Commissioner.
- For Decision**
(Pages 95 - 98)
24. **WOOD STREET AND SNOW HILL POLICE STATIONS - DECLARATION OF SURPLUS TO REQUIREMENTS**
Report of the Commissioner.
- For Decision**
(Pages 99 - 102)
25. **CITY OF LONDON POLICE TRANSFORM UPDATE**
Report of the Commissioner – TO FOLLOW.
- For Information**

26. **DEDICATED CARD AND PAYMENT CRIME UNIT (DCPCU)- S22 COLLABORATION AGREEMENT UNDER THE POLICE REFORM AND SOCIAL RESPONSIBILITY ACT 2011**
Report of the Commissioner.
- For Decision**
(Pages 103 - 106)
27. **S22 COLLABORATION AGREEMENT - RECORDS MANAGEMENT SYSTEM NICHE**
Report of the Commissioner – TO FOLLOW.
- For Decision**
28. **NON-COMPLIANT WAIVER REPORT: CITY OF LONDON POLICE GBG CONNEXUS IQ AND CONNEXUS FLAT FILE**
Report of the Commissioner.
- For Decision**
(Pages 107 - 112)
29. **GATEWAY 6 - FINSBURY HOUSE, 23 FINSBURY CIRCUS, EC2**
Report of the City Surveyor.
- For Decision**
(Pages 113 - 118)
30. **SUMMARY OF CITY OF LONDON POLICE BUSINESS AT CITY OF LONDON CORPORATION COMMITTEES**
Report of the Town Clerk.
- For Information**
(Pages 119 - 122)
31. **NON-PUBLIC REPORT ON ACTION TAKEN BETWEEN MEETINGS**
Report of the Town Clerk.
- For Information**
(Pages 123 - 124)
32. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
33. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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POLICE AUTHORITY BOARD **Thursday, 19 September 2019**

Minutes of the meeting of the Police Authority Board held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Thursday, 19 September 2019 at 11.00 am

Present

Members:

Douglas Barrow (Chairman)
Deputy James Thomson (Deputy Chairman)
Nicholas Bensted-Smith
Deputy Keith Bottomley
Simon Duckworth
Alderman Emma Edhem
Alderman Alison Gowman
Alderman Ian Luder
Andrew Lentin (External Member)
Deborah Oliver (External Member)

City of London Police Authority:

John Barradell	- Chief Executive
Simon Latham	- Deputy Chief Executive
Bob Roberts	- Director of Communications
Alex Orme	- City of London Police Authority Team
Oliver Bolton	- City of London Police Authority Team
Alistair MacLellan	- Town Clerk's Department
Pete Kane	- Treasurer
Caroline Al-Beyerty	- Deputy Treasurer
Alistair Cook	- City of London Police Authority Finance
Chris Bell	- Chamberlain's Department
Jonathan Chapman	- Chamberlain's Department
Paul Chadha	- Comptroller & City Solicitor's Department

City of London Police Force:

Ian Dyson	- Commissioner
Alistair Sutherland	- Assistant Commissioner
Karen Baxter	- Commander (Economic Crime)
Dai Evans	- T/Commander (Operations)
Cecilie Booth	- Chief Operating and Chief Financial Officer
Hayley Williams	- City of London Police

1. APOLOGIES

Apologies were received from Tijs Broeke, Chris Hayward and Deputy Henry Pollard.

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

There were no declarations.

3. **MINUTES**

RESOLVED, that the public minutes and non-public summary of the meeting held on 11 July 2019 be approved.

4. **OUTSTANDING REFERENCES**

Members considered a joint report of the Town Clerk and Commissioner regarding outstanding references and the following points were made.

17A/2019/P – Vacancy of Homelessness and Rough Sleeping Sub-Committee

- Members agreed to keep this reference open.

24/2019/P – Middlesex Street Car Park

- The Commissioner noted that he would make a formal request to the Authority regarding how the costs of charges to the Housing Revenue Account were to be met.

26/2019/P – Safeguarding and Public Protection Special Interest Area Vacancy

- Members requested that the Town Clerk circulate the Safeguarding and Public Protection SIA terms of reference and expected time commitment to the Board with a view to making an appointment. Members delegated authority to the Town Clerk to make the appointment, in consultation with the Chairman and Deputy Chairman.

RESOLVED, that the report be received.

5. **MINUTES - ECONOMIC CRIME COMMITTEE OF THE POLICE AUTHORITY BOARD**

RESOLVED, that the draft public minutes and non-public summary of the Economic Crime Committee meeting held on 5 July 2019 be received.

6. **BUDGET MONITORING MONTH Q1 2019/20**

Members considered a report of the Commissioner regarding Budget Monitoring Month Q1 2019/20 and the following points were made.

- The Commissioner noted that the Force was on track in terms of managing the ongoing vacancy factor and highlighted the £2.5m unfunded increase in Police Officer pension contributions. This £2.5m pension risk had the potential to increase further.

- In response to a question regarding Accounts Receivable, the Commissioner replied that the reduction in Total Debtors as largely due to collection rather than write-off.
- The Commissioner noted that he had briefed the Deputy Chairman of the Authority's Finance Committee in person regarding both the £2.5m pension risk, and the emerging opportunity presented by the Home Office announcement for an additional 20,000 police officers across the UK.
- The Deputy Chairman commented that future Monitoring reports should be more explicit in including the quantum for risks where possible and providing commentary on mitigations in terms of what can be mitigated and what cannot.
- The Chairman of the Professional Standards and Integrity Committee noted that the Committee had considered the tribunal case regarding pensions at its recent meeting, the minutes of which would be submitted to the Board at its October 2019 meeting.
- A Member commented that the table in appendix 1 of the report was in his view the best illustration of the overall budget position and this should replace table 2 in the report. The Member suggested some presentational changes to the table to improve it further **(28/2019/P)**.

RESOLVED, that the report be received.

7. CITY OF LONDON POLICE COMMUNICATION STRATEGY UPDATE

Members considered a report of the Commissioner regarding the Combined Strategic Communications Plan of the City of London Police and City of London Corporation and the following points were made.

- In response to a question, the Commissioner replied that the Force and Authority would be liaising to identify how best the strategy could be resourced.
- The Chairman agreed with comments that members of the wider Police Authority should be regularly updated on Force matters and noted that this was being pursued through a monthly newsletter and other measures such as statements at the Court of Common Council.

RESOLVED, that the report be approved.

8. ACTION KNOW FRAUD UPDATE

The Commander (Economic Crime) took the opportunity to update Members on Action Know Fraud in light of the adverse media coverage received during August 2019 and the following points were made.

- The Commander (Economic Crime) reiterated the Force's position that the behaviour of the individuals involved was unacceptable, and that

the contractor employing those individuals had been robust in dealing with the issues once they had been identified. The Force had launched an interim review into the matter. The Commander noted that both the Force and the Board would likely have to deal with similar cases going forward.

- The Chairman expressed disappointment that neither he nor the Authority were able to learn of the more recent media coverage in advance. The Chairman noted that his announcement of a review had not attracted much media interest.

RESOLVED, that the update be noted.

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

Cost of Policing Functions at Guildhall

The Chairman noted that notice of a question had been given by Tijs Broeke, who had since sent apologies to the meeting. The Chairman requested that the Town Clerk put the question to the Force:

‘What are the additional costs of security operations for police staff and police officer time for two recent high-profile events at Guildhall, namely the International Trade Dinner & US Vice President Visit and the China Business Forum and Dinner. Moreover, who met those additional costs?’

The Commander (Operations) was heard in reply, noting that policing the International Trade Dinner & US Vice President Visit had a cost of £18,000, and policing the China Business Forum and Dinner a cost of £1,500. These costs were met from City of London Police core funding. Whilst some costs could be claimed back from the Home Office, the Commander stressed that the nature of these events were routine for the City and were therefore classed as ‘business-as-usual’.

The Commissioner reassured Members that the Force compiled accurate costs of the delivery of events such as these.

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

There was no other business.

11. **EXCLUSION OF THE PUBLIC**

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

12. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 11 July 2019 be approved as a correct record.

13. **NON-PUBLIC OUTSTANDING REFERENCES**
Members considered a joint report of the Town Clerk and Commissioner regarding non-public outstanding references.
14. **NON-PUBLIC MINUTES - ECONOMIC CRIME COMMITTEE OF THE POLICE AUTHORITY BOARD**
RESOLVED, that the draft non-public minutes of the Economic Crime Committee meeting held on 5 July 2019 be received.
15. **NON-PUBLIC MINUTES - POLICE ACCOMMODATION WORKING PARTY**
RESOLVED, that the draft minutes of the Police Accommodation Working Party meeting held on 2 September 2019 be received.
16. **COMMISSIONER'S UPDATES**
The Commissioner was heard regarding a number of current issues.
17. **POLICE ACCOMMODATION DECANT PROGRAMME - COST PRESSURES**
The Town Clerk noted that this report had been deferred until October 2019.
18. **GATEWAY 6 ISSUE - ACTION KNOW FRAUD**
Members considered a report of the Commissioner regarding Action Know Fraud– new managed service.
19. **DISPUTE STRATEGY UPDATE REPORT**
Members considered a Dispute Strategy Update report of the Chamberlain.
20. **NATIONAL ENABLING PROGRAMME (NEP) - VARIATION OF CONTRACT**
Members considered a report of the Commissioner regarding the National Enabling Programme (NEP) – Variation of Contract.
21. **GATEWAY 6 - CASE, CUSTODY, CRIME & INTELLIGENCE**
Members considered a Gateway 6 report of the Commissioner regarding Case, Custody, Crime & Intelligence.
22. **GATEWAY 4 - IT SERVICE 2020 CONTRACT - SOURCING**
Members considered a Gateway 4 report of the Chamberlain regarding IT Service 2020 Contract – Sourcing.
23. **POLICE BUSINESS AT CITY OF LONDON POLICE AUTHORITY COMMITTEES SINCE JULY 2019**
Members considered a report of the Town Clerk regarding business at City of London Police Authority Committees since July 2019.
24. **REPORT ON ACTION TAKEN**
Members considered a report of the Town Clerk regarding action taken since the last meeting.
25. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
There were no questions.

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

There was one item of other business.

The meeting ended at 12.41 pm

Chairman

Contact Officer: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk

Outstanding Public ORs from PAB

Reference Number	Meeting Date & Agenda Item	Reference	Responsible Officer	Status
3/2018/P	1 November 2018 Item 6 – Annual Review of Fees and Charges	Report to be submitted to Members setting out instances where fees and charges have not been imposed and the reasons for this.	Commissioner of Police	<p>Partially Complete: A report regarding Fees and Charges for 2019/20 is for approval is on the agenda.</p> <p>IN PROGRESS- In discussion with the Police Authority Treasurer it has been agreed that a further paper as part of the 2020/21 budget papers will be presented which will also cover charges for next financial year and the wider charging arrangements.</p>
15/2018/P	Item 4 Outstanding References	Barbican CCTV will form part of Secure City Programme when CCTV is reviewed in the round.	Commissioner of Police	<p>DUE SIX MONTHS POST-CROSSRAIL OPENING.</p>
7/2019/P	Item 11 ATTRO Review 2018	Report on whether ATTRO remains appropriate tool to be submitted to Members.	Director of the Built Environment	<p>DUE JANUARY 2020 April 2019 Update: Policy Committee (February 2019) agreed that ATTRO arrangements be subject to review every three years.</p>

Outstanding Public ORs from PAB

Reference Number	Meeting Date & Agenda Item	Reference	Responsible Officer	Status
14/2019/P	April 2019 Item 8 Quarterly Community Engagement Update	Statistics for begging and rough sleeping to be separated out and language of reporting to avoid term 'vagrant'/ vagrancy going forward.	Commissioner of Police	IN PROGRESS Statistics will be addressed in next Quarterly performance update due to the November 2019 Performance and Resource Management Committee on November 15th. However, the term vagrancy has been removed from the ASB reporting in the Community Engagement Report on this agenda.
17/2019/P	May 2019 Item 9 Appointment of Committees	Options paper to be submitted to Police Authority Board regarding maximum term limits for Police Authority Members	Town Clerk	October 2019 Update – Town Clerk proposes including this item of work in Authority-wide Governance Review
17A/2019/P	May 2019 Item 9 Appointment of Committees	Vacancy on Homelessness and Rough Sleeping Sub (Community and Children's Services) Committee to be advertised at future meetings.	Town Clerk	IN PROGRESS This will be advertised at the July 2019 meeting and going forward until Members direct otherwise.
24/2019/P	May 2019 Item 16 Public Question	Force/Authority to liaise with City of London Corporation regarding potential for Authority to meet cost on	Treasurer	October 2019 Update – Commissioner to make formal request to Authority for charges to be bet on Force's behalf advice

Outstanding Public ORs from PAB

Reference Number	Meeting Date & Agenda Item	Reference	Responsible Officer	Status
		behalf of Force of charging to HRA for Middlesex Street Car Park		to be sought on what format this should take. September 2019 Update – Treasurer reports that the MoU for Middlesex St car park was considered by Police Committee in Sept 2018 and the minutes noted that the rental payment was to be funded from CoLP revenue budgets. The supporting paper added that the charge would be offset by savings from closure of Wood St and Snow Hill, but that the car park project may need to cover any shortfall in the interim pending these savings being realised. Possibly for further discussion if necessary.
25/2019/P	July 2019 Item 13 Quarterly Community Engagement Update	Confirmation to be provided to the Board on when review of Operation Luscombe will be conducted.	Commissioner of Police	October 2019 Update – A report will be submitted to November 2019 Police Authority Board and December 2019 Homelessness and Rough Sleeping Sub (Community and Children's Services) Committee
26/2019/P	July 2019 Item 15 Special Interest Areas 2019/20	Safeguarding and Public Protection SIA to be advertised to the Board for appointment	Town Clerk	IN PROGRESS This will be advertised ahead of the September 2019 meeting and going forward until Members direct otherwise.

Outstanding Public ORs from PAB

Reference Number	Meeting Date & Agenda Item	Reference	Responsible Officer	Status
28/2019/P	September 2019 Item 6 Budget Monitoring Q1	Format of reporting to be amended in light of feedback from Members	Chief Operating and Chief Financial Officer	IN PROGRESS- Feedback from Members on format will be incorporated in the Q2 Budget Monitoring report due to your November Board and going forward

**PROFESSIONAL STANDARDS AND INTEGRITY COMMITTEE OF THE POLICE
AUTHORITY BOARD
Wednesday, 18 September 2019**

Minutes of the meeting of the Professional Standards and Integrity Committee of the Police Authority Board held at Committee Rooms, 2nd Floor, West Wing, Guildhall on Wednesday, 18 September 2019 at 10.30 am

Present

Members:

Alderman Alison Gowman (Chairman)
Douglas Barrow (Ex-Officio Member)
Alderman Emma Edhem
Deputy James Thomson

City of London Police Authority:

Oliver Bolton	- Deputy Head of Police Authority Team
Alistair MacLellan	- Town Clerk's Department
Tarjinder Phull	- Comptroller and City Solicitor's Department

City of London Police Force:

Alistair Sutherland	- Assistant Commissioner
Angie Rogers	- Head of Professional Standards Directorate

1. APOLOGIES

Apologies were received from Caroline Addy, Nick Bensted-Smith, Tijs Broeke, Mia Campbell, Deborah Oliver and James Tumbridge.

The Chair welcomed Detective Superintendent Angie Rogers to her first meeting in her capacity as Head of the Professional Standards Directorate.

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

There were no declarations.

3. MINUTES

RESOLVED, that the public minutes and non-public summary of the meeting held on 3 June 2019 be approved as a correct record.

4. PUBLIC REFERENCES

Members considered a report of the Town Clerk regarding public references arising from previous meetings and the following points were made.

3/2018/P – Staff Survey

- Members noted that the next survey would be conducted in January 2020 and agreed that this reference could be closed.

4/2019/P – Chair to meet new Head of Professional Standards Directorate

- The Chair noted that this reference could be closed.

7/2019/P – Anti-Corruption story in City Matters

- The Assistant Commissioner noted that the article had contained some inaccuracies. The Force had invited the editor to visit the Professional Standards Directorate. Members agreed that the reference could be closed.

8/2019/P – Force Communications Plan – Stop and Search

- The Assistant Commissioner agreed to circulate the relevant section of the plan ahead of the reference being closed.

11/2019/P – Speeding Tickets

- The Chair noted that the report emailed to Members on 6 June 2019 did not fully deal with the issue of allocation and cancellation of speeding tickets and requested that the matter be reviewed further ahead of the next meeting of the Committee.

12/2019/P – Predictive Policing Methods

- The Chair requested that this reference be retained for the time being.

RESOLVED, that the report be received.

5. FORCE RESPONSE TO HMICFRS INTEGRATED PEEL ASSESSMENT (LEGITIMACY) FINDINGS 2018-19

Members considered a report of the Commissioner regarding the Force response to HMICFRS Integrated PEEL Assessment (Legitimacy) Findings 2018/19 and the following points were made.

Action for Further Improvement (AFI) 7 – the Force should ensure that effective external scrutiny takes place in relation to its use of force.

- In response to a question regarding AFI 7, the Assistant Commissioner confirmed that the terms of reference of the newly constituted Community Scrutiny Group had been approved at its meeting on 4 September 2019.

AFI 11 – the Force should ensure its counter-corruption unit has enough capability and capacity to counter corruption effectively and proactively.

- The Assistant Commissioner noted that two additional posts had been funded from October 2019 and recruitment was underway internally within the Force.

- The Chair requested that the planned Skyline article regarding the Force's attitude towards corruption should be circulated more widely, and at least to Members of the Police Authority Board.

RESOLVED, that the report be received.

6. **INTEGRITY DASHBOARD AND CODE OF ETHICS UPDATE**

Members considered a report of the Commissioner regarding the Integrity Dashboard and Code of Ethics Update and the following points were made.

- The Head of Professional Standards agreed to provide future meeting dates of the London Police Challenge Forum.
- A Member recommended that the Force liaise with the Authority's Internal Communications Team to share best practice regarding the design and drafting of surveys.
- In response to a question, the Head of Professional Standards confirmed that Professional Standards had a single point of contact in each Force department.
- A Member noted that HR3 indicator (Number of leavers stating Code of Ethics as reason for leaving) would form part of wider reporting to the Performance and Resource Management Committee of the Police Authority Board.
- The Head of Professional Standards agreed to circulate an update to the Committee regarding the status of Development Measure 2.11 (Ethical Drift Survey).

RESOLVED, that the report be received.

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

There were no questions.

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

There was no other business.

9. **EXCLUSION OF THE PUBLIC**

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

10. **EMPLOYMENT TRIBUNAL AND OTHER LEGAL CASES**

Members agreed to vary the order of items on the agenda so that Item 15 was considered next.

Members considered a report of the Comptroller and City Solicitor regarding Employment Tribunal and Other Legal Cases.

11. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 3 June 2019 be approved as a correct record.

12. **NON-PUBLIC REFERENCES**

Members considered a report of the Town Clerk regarding non-public references.

13. **PROFESSIONAL STANDARDS STATISTICS – QUARTER 1 – 1 APRIL 2019 – 30 JUNE 2019**

Members considered a report of the Commissioner regarding Professional Standards Statistics – Quarter 1 – 1 April 2019 – 30 June 2019.

14. **IOPC POLICE COMPLAINTS INFORMATION BULLETIN Q1 - CITY OF LONDON - 1 APRIL 2019 - 30 JUNE 2019**

Members considered the IOPC Police Complaints Information Bulletin Q1 – City of London – 1 April 2019 – 30 June 2019.

15. **SUMMARY OF CASES**

Members considered a summary of cases.

15.1 **Assessed as conduct or performance issue - case to answer / upheld**

Members considered a report on cases assessed as conduct or performance issue – case to answer / upheld.

15.2 **Assessed as not conduct or performance issue - no case to answer / not upheld**

Members considered a report on cases assessed as not conduct or performance issue – no case to answer / not upheld.

15.3 **Local Resolution**

Members considered a report on cases dealt with via local resolution.

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

There were no non-public questions.

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

There were four items of other business.

The meeting ended at 12.22 pm

Chairman

Contact Officer: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk

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POLICE PENSIONS BOARD

Tuesday, 8 October 2019

Minutes of the meeting of the Police Pensions Board held at the Guildhall EC2 at 11.30 am

Present

Members:

Alderman Ian Luder (Chairman)	Helen Isaac
John Todd (Deputy Chairman)	Tim Parsons
Alexander Barr	

City of London Police Authority:

Alistair MacLellan	- Town Clerk's Department
Matt Mott	- Chamberlain's Department
Graham Newman	- Chamberlain's Department

City of London Police Force:

Carl Tomlinson	- Financial Services Director
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1. APOLOGIES

There were no apologies.

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

There were no declarations.

3. MINUTES

RESOLVED, that the public minutes and non-public summary of the meeting held on 12 June 2019 be approved as a correct record, subject to the apologies of Helen Isaacs being recorded.

4. OUTSTANDING REFERENCES

Members considered a report of the Town Clerk regarding outstanding references and the following points were made.

2/2019/P – Procurement Due Diligence and Market Research

- The Chamberlain noted that this item of work was currently paused and that an update would be provided at the next meeting.

6/2019/P – Recruitment of Scheme Member

- The Town Clerk noted that the recruitment advertisement closed on 16 October 2019, and that an update on interested candidates would be circulated to Members outside of the meeting.

9/2019/P – Training Modules

- The Chamberlain agreed to contact Members individually to clarify which training modules remained to be completed ahead of the April 2020 deadline.

RESOLVED, that the report be received.

5. TRAINING PRESENTATION - COMMUTATION LUMP SUMS AND UNAUTHORISED PAYMENTS

Members received a training presentation from the Chamberlain on Commutation Lump Sums and Unauthorised Payments and the following points were made.

- In response to a question, the Chamberlain confirmed that some officers had been moved on to the 2015 scheme from earlier schemes and would therefore be affected by the McCloud judgement.
- In response to a question, the Chamberlain replied that no records were kept on reasons as to why some officers had chosen to opt out of their pension scheme. Such officers remained eligible to opt back in. If officers left the scheme and re-joined within five years, the final salary link would be maintained.
- Members felt that a communication should be made to those officers who had opted out that their final salary benefits would be retained should they choose to re-join the scheme prior to April 2020. Members were clear that the Board was not providing pension advice, but rather ensuring that officers were clear on the implications of their choice(s) to opt in or out of the pension scheme. The Chamberlain agreed to write to the Commissioner to that effect.
- A Member suggested that such a communication should also be incorporated into a next Pensioners' Newsletter.

6. POLICE PENSION SCHEME UPDATE

Members considered an update report of the Chamberlain regarding the City of London: Police Pension Scheme and the following points were made.

- The Chairman noted that in his view the statement that officers opting out of the scheme were obliged to sign was robust enough to make it clear to them of the significance of their decision.
- The Chamberlain confirmed that officers were free to return forms by post or by email.

- In response to a question, the Chamberlain commented that scheme members were generally moving towards online communication.
- In response to a question, the Chamberlain confirmed that transfer of pension rights to dependents was a straightforward process.

RESOLVED, that the report be received.

7. THE CITY OF LONDON: POLICE PENSION SCHEME - REVISION TO THE RISK REGISTER

Members considered a report of the Chamberlain regarding the City of London: Police Pension Scheme – Revision to the Risk Register and the following points were made.

- The Chairman felt that Risk PSB 01 (Actuarial Data) should incorporate the risk that other Forces could potentially submit inaccurate data to the Home Office.
- In response to a question regarding Risk PSB 02 (Legislative Compliance) the Chamberlain explained that the current likelihood was scored highly as the Pensions Team was carrying a long-term vacancy which needed to be recruited to as soon as possible. Members suggested that the Chamberlain consider reducing the likelihood but increasing the impact of both this risk, and Risk PSB 03 (Pension Scheme Administration – Personnel).
- The Chairman noted that the target risk for Risk PSB 07 (Cyber Security) should match that of City of London Police Authority departments.
- The Chairman suggested that the pensions risk arising out of the McCloud judgement should be recorded within the City of London Police's financial risk planning.

RESOLVED, that the report be received.

8. CITY OF LONDON POLICE PENSIONS BOARD - GOVERNANCE

Members considered a report of the Town Clerk regarding City of London Police Pensions Board – Governance and the following points were made.

- Members noted that, to date, the Chair and Deputy Chair of the Pensions Board had been appointed by the Police Authority Board, but that any delegation from either the Court of Common Council or the Commissioner to the Police Authority Board in pensions matters should be made explicit.
- Members felt that it would be appropriate for the Chairmanship of the Pensions Board to rotate annually between an Employer Representative and a Member Representative.

- Members noted that an explicit quorum should be adopted for the Board and felt a quorum of three where at least one Employer Representative and one Member representative was present was appropriate.
- Members felt that a maximum of 3 four-year terms (total 12 years) was an appropriate term of appointment.

RESOLVED, that subject to comments made, the proposed amended terms of reference of the Board be submitted to the Police Authority Board for consideration when that Board appoint its Committees for 2020/21.

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

There were no questions.

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

There was no other business.

11. **EXCLUSION OF THE PUBLIC**

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

12. **NON-PUBLIC OUTSTANDING REFERENCES**

Members considered a report of the Town Clerk regarding non-public outstanding references.

13. **THE CITY OF LONDON: POLICE PENSION SCHEME STATISTICAL DATA**

Members considered a report of the Chamberlain regarding the City of London: Police Pension Scheme Statistical Data.

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

There were no questions.

15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT THAT THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was no other business.

The meeting closed at 1.04 pm

Chairman

Contact Officer: Alistair MacLellan / alistair.maclellan@cityoflondon.gov.uk

Agenda Item 7

Committee: Police Authority Board	Date: 24 th October 2019
Subject: Fees and Charges 2019/20	Public
Report of: Commissioner of Police Pol 80-19	For Decision
Report author: Carl Tomlinson, Director of Finance	

Summary

The Force has an obligation to review all Fees and Charges levied annually. Historically, charges have been set in line with the Metropolitan Police Service (MPS), providing consistency across the London region. The last review of fees and charges was presented to your Board in November 2018.

It is proposed to increase charges with immediate effect to the MPS level for 2019/20 and present a further paper as part of the 2020/21 budget papers covering charges for next financial year and the wider charging arrangements. This paper relates to general fees and charges and special services. It does not relate to commercial agreements.

Recommendation

Members are asked to approve proposed increases to fees and charges for 2019/20 with immediate effect as outlined in Appendix 1 and Appendix 2.

Main Report

1 Background

1.1 The Force has an obligation to review all Fees and Charges levied annually.

1.2 Historically, this review has been undertaken by adopting the Metropolitan Police Service (MPS) tariff of fees and charges until 2016. However in 2017-18 the then Financial Services Director introduced a different charging policy owing to delays being experienced with the MPS setting their charges.

1.3 Having reviewed the CoLP policy and the MPS current charges, it is now proposed to revert back to charging in line with the MPS as CoLP current fees and charges have not kept pace, and are typically 12% behind where they should be.

2 Current Position

2.1 There are two sets of charges:

- General fees and charges (Appendix 1)
- Special services of police charges (Appendix 2)

2.2 Both schedules set out the charges proposed for 2019/20. The Force has previously aligned charges with the MPS. This approach was adopted because the City of London Police work in partnership and collaboration with the MPS on a number of operations including core policing services covered by mutual aid agreements and for private services, for example, filming and policing football matches. In addition, both forces will have similar cost drivers for many services.

2.3 If the City of London Police were to increase charges above those levied by the MPS it is likely that the Force would be priced out of the market and be less competitive than the MPS. Undercharging could lead to us failing to recover full cost.

2.4 These charges do not relate to commercial arrangements which are managed separately. Mutual aid charges are provided by the NPCC.

3 Financial Position

3.1 The income derived through fees and charges is being examined to ensure accurate monitoring and management can take place. The current fees and charges budget of £2.9m relates predominantly to commercial income and asset recovery income outside of the fees and charges specified within this report. Current projections indicate achievement of the £2.9m budget with c£250k through fees and charges. This is in line with the position achieved in 2018/19. The majority of this relates to secondment and special service charges. Based on the increase in charges, implementation of the proposed charges would be expected to deliver an increase in the region of £15k over the remainder of the year.

4 Proposal

4.1 It is proposed to increase charges in line with the MPS for 2019/20 with immediate effect. A further paper will be presented as part of the 2020/21 budget papers outlining all charging for 2020/21.

5 Conclusion

5.1 It is in the interest of the Force to increase the fees and charges to align with the London region and it is recommended that Members approve the fees and charges as set out in Appendices 1 & 2.

Appendices

Appendix 1- General Fees and Charges

Appendix 2- Special Services of Police - Charges

Contact

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Appendix 1

GENERAL FEES AND CHARGES

Item	Detail	2015/16 Charge	Proposed charge 2019/20	Difference	%
Copies					
EAB, CRB & Collision Report	Incident and Collision Report Books/Bk 124A (Evidence & Actions Book) up to 25 pages per single report	£144.90	£162.68	£17.78	12.3%
EAB, CRB & Collision Report	In excess of 25 pages per incident per sheet.A4 Maximum of two additional sheets	£4.00	£4.57	£0.57	14.3%
Statements	Other than in IRB or (including typed) The charge is limited to a maximum of three sheets per statement. Additional pages will be charged at £4.57 per page.	£34.30	£38.44	£4.14	12.1%
Witness statements	Copy of witness statement (witness does not agree to disclosure of personal details). Per statement, up to a maximum of three pages per statement. Additional pages will be charged at £4.57 per page.	£53.20	£59.79	£6.59	12.4%
Witness statements	Copy of witness statement (witness does agree to disclosure of personal details). Per statement up to a maximum of three pages per statement. Additional pages will be charged at £4.57 per page.	£39.90	£44.71	£4.81	12.1%
Plan	Copy of plan (other in IRB or CARB)	£39.90	£44.71	£4.81	12.1%
Self Reporting/minor accident form	Provision of copy of self reporting/minor accident report. To third parties other than the person completing the report.	£34.30	£38.44	£4.14	12.1%
Other reports and copies	Vehicle examination report, Reconstruction report, Collision reconstruction report	£4.00	£4.57	£0.57	14.3%

Item	Detail	2015/16 Charge	Proposed charge 2019/20	Difference	%
1-10 Photographic Prints (Non digital and digital contained on the CoLP photographic imaging database)	1-10 photographs from same or different image. The charge is limited to a single request containing a maximum of 10 photographs from the same or different image, including the first photograph. Additional photographs in groups of 10 are £29.92 for each request.	£28.80	£32.28	£3.48	12.1%
	Cost per Album. Full photo album cost = Cost of number of photographs (groups of 10) + Cost of number of albums	£9.90	£11.15	£1.25	12.6%
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	£19.40	£21.77	£2.37	12.2%
	Each subsequent Compact Disc containing 1-10 images from the same incident.	£4.30	£4.88	£0.58	13.5%
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. The cost to be added to 1-10 photographic prints with or without an album or the first CD containing 1-10 images.	£20.00	£22.51	£2.51	12.6%
Audio Tapes	Audio Tapes. Cost per tape	£41.00	£46.09	£5.09	12.4%
Video Tapes/DVDs	Video Tapes/DVDs	£188.20	£211.32	£23.12	12.3%
Fatals - reconstruction videos/DVDs	Provision of copy of Fatal - reconstruction video/DVDs	£188.20	£211.32	£23.12	12.3%
Photocopies	Medical Reports and Personal Records- Cost per page – where required for legal proceedings (includes VAT)	£0.50	£0.53	£0.03	6.0%

Item	Detail	2015/16 Charge	Proposed charge 2019/20	Difference	%
Fatal - 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	A composite charge based on the number of pieces of documentation that are provided	NA	NA
Police vehicle examination report per page	Copy of police vehicle examination report (unless provided as part of full extract)			NA	NA
Collision reconstruction report per page	Copy of collision reconstruction report (unless provided as part of a full extract) per page (max £50)			NA	NA
Rough Data	Copy of rough data per page	£26.50	£29.73	£3.23	12.2%
Searches					
Limited Particulars	Search for Limited Particulars (Road Traffic Act details). Per Form 517	£34.30	£38.44	£4.14	12.1%
Cancellation Charges					
Prior to Search	Cancelled prior to search commencing- Refund any fee paid.	No Charge	No Charge	NA	NA
Prior to Dispatch	If search is made prior to cancellation	£54.20	£60.85	£6.65	12.3%
Documents Copied	If search is made and documents ready for dispatch	Full Fee	Full Fee	NA	NA
Charges for Civil Cases					
Statements	Request for a statement to be written by a Police Officer	£148.40	£166.61	£18.21	12.3%
Interview	Interview with a member of the City of London Police in a civil case	£148.40	£166.61	£18.21	12.3%
Witness allowance (less than 4 hours)	Attendance at court in Civil Actions- Per police officer and police staff. Reasonable travel expenses up to 70 miles to court to be added to police staff. Reasonable travel expenses in excess of 70 miles to be added for both police officers and police staff.	£37.10	£41.63	£4.53	12.2%
Witness allowance (more than 4 hours).	Attendance at court in Civil Actions - Per police officer and police staff. Reasonable travel expenses up to 70 miles to court to be added to police staff. Reasonable travel expenses in excess of 70 miles to be added for both police officers and police staff.	£74.00	£83.15	£9.15	12.4%

Item	Detail	2015/16 Charge	Proposed charge 2019/20	Difference	%
Alarms					
Registration	Registration by Central Alarms (includes VAT)	£54.00	£54.00	£0.00	0.0%
Subject Access (Data Protection)					
Search	Data Protection/criminal record search	£10.00	no longer charged	-£10.00	-100%
Memorandum of Understanding, NPCC and Lloyd's Market Association					
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	£27.10	£30.00	£2.90	10.7%
Appendix D (b)	Supply of information [additional to the above] where there is a specific reason to check a claim	£115.50	£127.60	£12.10	10.5%
MoU Paragraph 4.5	Interview with a Police Officer (In respect of each Interview)	129	£142.50	£13.50	10.5%
Requests for Disclosure of information from a Regulatory or Governing Body					
Request for Information	Request for disclosure of information from regulatory or governing body - up to 2 hours work	£82.00	£92.07	£10.07	12.3%
Request for Information	Request for disclosure of information from regulatory or governing body - each subsequent hour work after initial 2 hour period	£27.40	£30.80	£3.40	12.4%
Supply of Domestic Violence Report	Request for disclosure of information from regulatory or governing body. Initial disclosure is without charge and sufficient information will be provided to conduct adequate risk assessment. Further supporting information provided to regulatory bodies to aid their internal investigation should be charged.	-	£54.09	£54.09	100%

Item	Detail	2015/16 Charge	Proposed charge 2019/20	Difference	%
Supply of Crime Report	Request for disclosure of information from regulatory or governing body. Initial disclosure is without charge. Further supporting information provided to regulatory bodies to aid their internal investigation should be charged.	-	£89.98	£89.98	100%
Supply of MG5 Report	Request for disclosure of information from regulatory or governing body. Initial disclosure is without charge. Further supporting information provided to regulatory bodies to aid their internal investigation should be charged.	-	£35.89	£35.89	100%
Supply of MG3 Report	Request for disclosure of information from regulatory or governing body. Initial disclosure is without charge. Further supporting information provided to regulatory bodies to aid their internal investigation should be charged.	-	£35.89	£35.89	100%
Supply of Incident Log	Request for disclosure of information from regulatory or governing body. Initial disclosure is without charge. Further supporting information provided to regulatory bodies to aid their internal investigation should be charged.	-	£36.63	£36.63	100%
Supply of PNC Convictions Report	Request for disclosure of information from regulatory or governing body. Initial disclosure is without charge. Further supporting information provided to regulatory bodies to aid their internal investigation should be charged.	-	£35.89	£35.89	100%

Item	Detail	2015/16 Charge	Proposed charge 2019/20	Difference	%
Supply of Caution Certificate	Request for disclosure of information from regulatory or governing body. Initial disclosure is without charge. Further supporting information provided to regulatory bodies to aid their internal investigation should be charged.	-	£23.54	£23.54	100%
Domestic Violence Report	Request for disclosure of information from regulatory or governing body. Initial disclosure is without charge. Further supporting information provided to regulatory bodies to aid their internal investigation should be charged.	-	£54.09	£54.09	100%
Supply of Occurrence Summary Report	Request for disclosure of information from regulatory or governing body. Initial disclosure is without charge. Further supporting information provided to regulatory bodies to aid their internal investigation should be charged.	-	£18.10	£18.10	100%
Overseas Visitors					
Nominal Registration	For citizens of countries in the registration scheme	£34.00	£34.00	£0.00	0.0%
Fingerprints	Fingerprinting of persons wishing to obtain visas and/or clearance certificates etc - First set	£74.80	£84.00	£9.20	12.3%
Fingerprints	As above - each subsequent set	£37.50	£42.05	£4.55	12.1%

CHARGES SET BY STATUTE OR LEGISLATION

Item	Detail	2015/16 Charge	Proposed charge 2019/20	Difference	%
Pedlars' Certificates (Variation of Fee) Order 1985					
Grant of Certificate	On grant of a pedlar's certificate	£12.25	£12.25	£0.00	0.0%
Seconded Officers					
All wage and salary related costs (including pension contributions, London Weighting, Competency Related Threshold Payments)		Full Cost	Full Cost	NA	NA
Administration Charge	Per officer / staff member per month				
– Police Officer		£263.00	£295.32	£32.32	12.3%
– Police Staff		£208.00	£233.51	£25.51	12.3%
Defence Examinations in Criminal Matters					
Supply of papers / exhibits / information / materials to the Investigator or Prosecutor	Which the Prosecutor decides meets the tests for disclosure as unused material in the Criminal Procedure and Investigation Act 1996	No Charge	No Charge	NA	NA
Provision of scientific case files, notes etc (soft or hard copy)	Where there is no requirement for reporting scientist expert supervision	£50.00	£50.00	£0.00	0.0%
	Where reporting scientist expert supervision is required (per hour)	£90.00	£72.00	-£18.00	-20.0%
Provision of specialist electronic data files (usually related to DNA samples and electropherograms etc)	Where reporting scientist expert supervision is required (per hour)	£90.00	£72.00	-£18.00	-20.0%
Case file only reviews at prosecution laboratory premises	Including up to 30 minutes of reporting scientist time if needed	No Charge up to 30 minutes	No Charge up to 30 minutes	NA	NA
	Additional reporting scientist time associated with case file only reviews (per hour)	£90.00	£72.00	-£18.00	-20.0%

Item	Detail	2015/16 Charge	Proposed charge 2019/20	Difference	%
Use of laboratory facilities (non DNA clean)	Including basic consumables, PPE, elimination/contamination sampling and supervision where needed (per hour)	£60.00	£60.00	£0.00	0.0%
Use of laboratory facilities (DNA clean)	Including basic consumables, PPE, elimination/contamination sampling and supervision where needed (per hour)	£90.00	£72.00	-£18.00	-20.0%
Use of specialist laboratory facilities and equipment (such as firearms ranges, toxicology / drugs analysing, fire examination and DNA profiling)	Including basic consumables, PPE, elimination/contamination sampling and supervision where needed (per hour)	£120.00	£120.00	£0.00	0.0%
Firearms Certificates					
Issue	On grant of firearms certificate	£88.00	£88.00	£0.00	0.0%
Renewal	On renewal of firearms certificate	£62.00	£62.00	£0.00	0.0%
Variation	Variation where no. of weapons is increased	£20.00	£20.00	£0.00	0.0%
Replacement	On replacement of lost or destroyed certificate	£4.00	£4.00	£0.00	0.0%
Table 1 or 2 full	Reissue because table 1 or 2 full	No Charge	No Charge	NA	NA
Shotguns Certificates					
Issue	On grant of shotgun certificate	£79.50	£79.50	£0.00	0.0%
Renewal	On renewal of shotgun certificate	£49.00	£49.00	£0.00	0.0%
Replacement	On the replacement of a shotgun certificate	£4.00	£4.00	£0.00	0.0%
Explosives Certificates (Health and Safety (Fees) Regulations 2010)					
Various	Various	No Charge	No Charge	NA	NA
Museum (Firearms Amendment Act 1988)					
Issue	On grant of a museum license	£200.00	£200.00	£0.00	0.0%
Renewal	On renewal of a museum license	£200.00	£200.00	£0.00	0.0%
Extension	On extension to additional premises	£75.00	£75.00	£0.00	0.0%
Firearms Dealers					
Issue	Certificate of Registration	£200.00	£200.00	£0.00	0.0%
Renewal	Renewal of certificate	£200.00	£200.00	£0.00	0.0%
Fairs and Exhibitions	In respect of game and table fairs and exhibitions	£13.00	£13.00	£0.00	0.0%

Item	Detail	2015/16 Charge	Proposed charge 2019/20	Difference	%
Visitors Permit (Shotgun and Firearm)					
Issue unit	On the grant of a visitors permit	£20.00	£20.00	£0.00	0.0%
Issue group	On the grant of a group visitors permit (6 or more)	£100.00	£100.00	£0.00	0.0%
Coterminous Certificate (Shotgun & Firearm)					
Issued	Granted at the same time	£90.00	£90.00	£0.00	0.0%
Renewed	Renewed at the same time	£65.00	£65.00	£0.00	0.0%
Vehicle Removals (As per the Removal, Storage and Disposal of Vehicles (Prescribed Sums and Charges) Regulations 2008)					
Removal	Removal of vehicle in contravention of RTRA 1984, PRA 2002 or RTA 1988	Various (as per 2008 regulations)	Various (as per 2008 regulations)	NA	NA
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)	NA	NA
Disposal	Disposal of vehicle in contravention of RTRA 1984	Various (as per 2008 regulations)	Various (as per 2008 regulations)	NA	NA
HGV Re-Enabling	Re-enabling an immobilised HGV following a contravention	-	£80.00	£80.00	100%
Freedom of Information Act 2000					
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	£0.00	0.0%
Disbursement Costs	Additional Cost (above £20.00) to provide information e.g. printing, photocopying or postage).	Full Cost	Full Cost	NA	NA
Housing Home Office Immigration Enforcement (HOIE) Detainees					
Housing HOIE detainees in CoLP custody suites	First Hour	-	£33.41	£33.41	100%
	Additional hourly rate	-	£23.32	£23.32	100%
	Constant watch per hour	-	£21.37	£21.37	100%

Appendix 2

SPECIAL SERVICES OF POLICE – CHARGES

There are two separate tables that provide the charges for the special services of police under the following circumstances:

1. Special services of Police – Charges
2. Special Services of Police – Charges (Public Holiday)

These charges do not relate to commercial arrangements, which are negotiated separately, or mutual aid charges which are provided by the NPCC. They relate to special services such as the policing of football matches and filming arrangements.

Table 1: Special Services of Police

Rank / Uniform	2015/16		2019/20	
	Daily Rates (8 hours)	Hourly Rates	Daily Rates (8 hours)	Hourly Rates
	£	£	£	£
Assistant Commissioner	0	0	2,011.29	277.42
Commander	877	120.97	1,008.45	139.10
Chief Superintendent	751	103.59	856.88	118.19
Superintendent	639	88.14	733.68	101.20
Chief Inspector	547	75.45	617.16	85.13
Inspector	518	71.45	581.04	80.14
Police Sergeant	541	74.62	594.95	82.06
Police Constable	448	61.79	491.19	67.75

Table 1: The daily/hourly rate includes average basic pay; London weighting/London allowance; Employer's pension liability; Employer's National Insurance contributions; and overtime premium in respect of Police Sergeants and Police Constables; uniform costs; accommodation allowances. Charges also recover non-pay and support costs.

Table 2: Special Services of Police – Charges (Event occurring on a Public Holiday)

Rank / Uniform	2015/16		2019/20	
	Daily Rates (8 hours)	Hourly Rates	Daily Rates (8 hours)	Hourly Rates
	£	£	£	£
Police Sergeant	812	111.93	892.43	123.09
Police Constable	672	92.69	736.79	101.63

As for Table 1, but charges include an additional overtime premium employment on a public holiday.

City of London Police Special Constabulary

Special Constables are generally deployed on “small event” policing or to augment policing at larger events. There are no direct employment costs but they do incur a range of costs for uniform, equipment, travel and subsistence, training and the use of police vehicles and control equipment. Although a Special Constable has the powers of a Constable, the actual cost base for Special Constables is demonstrably lower than that of a regular officer.

Table 3: Special Services of Special Constabulary

Rank / Uniform	2015/16		2019/20	
	Daily Rates (8 hours)	Hourly Rates	Daily Rates (8 hours)	Hourly Rates
	£	£	£	£
Special Inspector	259	35.72	320.56	40.07
Special Sergeant	271	37.31	328.24	41.03
Special Constable	224	30.90	271.04	33.88

Table 4: Additional Charges

		2015/16	2019/20
1. Horses	Charge for each horse per day or part of a day plus any extra expenses incurred for their conveyance and stabling. Cost of officer will be charged at the appropriate rate shown above.	172.40	181.60
2. Dogs	Charge for each dog per day or any part of a day plus any extra expenses incurred in conveyance. Cost of handler will be charged at the appropriate rate shown above.	64.00	67.40
3. Motor Vehicles	All charges are per day or part of a day. In addition the services of a police motorcyclist will be charged at the appropriate rate shown above.		
	The rates below include a fuel charge		
	Marked bike 100cc to 600cc	59.80	64.45
	Unmarked “ “	59.80	64.45
	Marked bike 601cc	95.80	112.10
	Unmarked “ “	104.00	103.26
	The rates below include a fuel charge		
	Marked cars up to 1300cc	89.60	96.57
	Unmarked “ “	76.30	82.24

	Marked cars 1301cc to 1800cc	101.00	108.86
	Unmarked “ “	101.00	108.86
	Marked cars over 1801cc	129.80	139.90
	Unmarked “ “	118.50	127.72
	Marked vans up to 1900cc	129.80	139.90
	Unmarked “ “	101.00	108.86
	Marked vans over 1900cc	139.10	149.93
	Unmarked “ “	118.50	127.72
	TSG Carrier	168.00	181.08
	Ballistically Protected 4x4	193.70	208.78
	Horsebox – maximum 6 horses	585.20	630.75

The charges above are per day or part of a day. The cost comprises the charges for maintenance, purchase of new vehicles, depreciation, the cost of the client unit that administers the outsourced contract and the payment to the outsourced contractor. In addition, the services of a police or police staff driver will be charged at the appropriate rate.

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Committee(s): Police Authority Board- For information	Date(s): 24 th October 2019
Subject: Quarterly Community Engagement Update	Public
Report of: Commissioner of Police Pol 76-19	For Information
Report author: T/Chief Inspector Jess Wynne, Communities and Partnerships	

Summary

This report provides an update on engagement activities across five main areas: (1) Counter Terrorism (CT) and communications; (2) Safeguarding the Vulnerable; (3) PREVENTion of Fraud; (4) Anti-Social Behaviour (ASB); (5) Policing the Roads.

1. **Counter-terrorism and Communications:** Work within CT continues. The team is continuing with their national responsibilities to engage and ensure continuous improvement in security of key sites. Prevent workshops and awareness presentations provided across the City to a number of businesses and institutions.

2. **Safeguarding and Vulnerability:** The mental health street triage scheme continues to be a success. This service has now increased operational hours to 7 days a week.

3. **PREVENTion of Fraud and Cyber Crime:** Cyber Protect capability now live within the force. A number of cybercrime prevention presentations have been delivered to organisations, front line officers and schools across the City. The Force is now investigating a similar number of cybercrimes when compared to larger, regional crime units (ROCU's).

4. **ASB:** Work is ongoing with partner agencies and local businesses to reduce instances of ASB.

5. **Policing the Roads:** The Roads Policing team continue to conduct enforcement operations around Road safety priorities and working with partners in TFL and the Metropolitan Police to support compliance and licensing obligations.

Recommendation

It is recommended that Members receive the report and note its contents.

Main Report

1. Counter Terrorism

PREVENT:

Delivering WRAP sessions, meetings and Prevent sessions

Since May 2019 the Prevent team have jointly carried out the below work:
Prevent awareness sessions: 24 in total to various business and education establishments

City of London Girls School- 120 teachers
St Paul's Cathedral School - 60 teachers
City of London Boys School
Mansell Street youth workers
Barbican Centre youth workers
Golden Lane youth workers
COL tenant liaison officers

Various businesses/ industry including: City insurance brokers, Gym companies, Construction and Security companies

Internal Departments at City of London Police (CoLP) and City of London Corporation (CoL):

The Prevent Team has continued conducting face to face training with staff and officers within the CoLP. It is hoped that this continued work will assist with officers having a better knowledge of Prevent and who to contact with any concerns.

Induction days, apprentice welcome days, outreach workers, various uniform and control room groups.

Meetings

The Prevent team has attended 19 meetings in relation to prevent work:

The meetings have been with various establishments such as:

City of London councillor for Portsoken Ward- to do future events on Mansell St Estate.

Counter Terrorism Local Profile meetings

Muslim Police Association meetings- ref HAJJ fraud project alongside Economic Crime Directorate (ECD)

Higher education Prevent coordinators

City of London church watchers group

YMCA

Vulnerability Working Group

Exchange Square

Prevent referrals and other actions

The Prevent team has continued working with Prevent referrals over this period. There have been 6 referrals so far to date, one City based referral (8 year old child) and there has been 6 Intel reports submitted. Relevant agencies are working to manage these and transfer to relevant Force as appropriate.

Internal Women's Network/Islamic Women's Network

Prevent officers have continued supporting some of the various networks to understand the role of Prevent and, for them, have the knowledge and confidence to come forward with any concerns.

Officer attends on a weekly basis the Islamic Women's Group, and has a good rapport with them.

Members of the Women's Islamic group have also attended the EID event at the Guildhall which they have now attended for the last 2 years with support provided by the prevent officer.

There is a family dispute on the estate between two families and counter allegations have been made. This is being managed by the Prevent Officers.

Face to Face Meeting/stalls

The Prevent team has hosted approx. 30 stalls which are ongoing alongside victim support/communities at:

- Salvation Army headquarters
- Bart's hospital
- Fresher's fair Coventry University
- Prevent stall x 2 at City wide residents' meeting Beaufort House
- 200 Aldersgate St
- Guildhall School of music and drama
- Artisan Library
- A number of City Banks and banking groups
- Golden Lane estate
- Chancery Lane street festival x 3 days
- INTO university Middlesex St

Practical Training Package

The Prevent team has produced a practical training package to identify signs of radicalisation and what to do when this occurs. The package is complete and includes a case study, the definition of radicalisation, the aim of the Contest strategy and understanding of the 4 P's and where Prevent sits within the Force. Currently over 200 people have been trained and we will be carrying out this work over this year to ensure as many of the Force are trained as possible.

Mobile networking group

The Prevent referral document has been uploaded onto the portable mobile working devices. This work has now been completed meaning that officers can fill out Prevent referrals whilst on mobile patrol.

Regional Meeting

The Prevent team are continuing to work with the Prevent teams from around the country looking at the best ways for improving professional and best practice.

CT Local Profile (CTLP)

On 17th July 2019 there was a CTLP awareness day at Wood St Police Station, at which stakeholders attended and were given information on how to submit into the CTLP and benefits to them of doing so, i.e raising more awareness around Prevent. A further meeting was held on 8th August 2019 for stakeholders who were unable to attend the first meeting. The CTLP questionnaire has been sent out to all stakeholders for them to complete and return. On 25th October 2019 a date has been set for the Team to have a meeting with the stakeholders and discuss their responses. The prevent team will also be attending the MPS CTLP day on 21st October 2019 to ensure that the two forces dovetail where relevant in terms of the profile.

Other Updates

City of London Corporation has recruited an employee to take on the role of the Prevent Coordinator /Safeguarding officer.

PREPARE & PROTECT:

Counter Terrorism Security Adviser (CTSA) team:

PREPARE & PROTECT:

The CTSA team proactively support the Protect and Prepare elements of the national CONTEST Strategy, delivering on protective security advice, CT awareness, both physical and people security measures and ensuring our community are as prepared as possible in dealing with a terrorist attack.

To achieve this during the preceding months the team has delivered a variety of products to 2043 people. This has been in a variety of forms, including ACT Awareness sessions hosted at Wood Street, bespoke sessions tailored for specific business sectors, document awareness training for HR Professionals, postal security processes, and various site risk and vulnerability assessments. The team has delivered Project Argus to 110 policy makers for businesses in the City, helping them to develop their strategies for dealing with a CT incident and focusing on the prepare element of the CT Strategy. We have delivered SCAN training to 500 people over the period which is exceptional progress compared nationally. The feedback from these courses continues to be very positive in the City. The Force also remains leaders on

the national roll out of training, co-ordinating the delivery of the train the trainer course and collating the national statistics around the delivery of SCAN.

The CTSAs continue contributing to the national review of the Protective Security Improvement Activity (PSIA) process, which is a mentored approach to improving security at nationally (and locally) identified priority sites and crowded places. The National Office of Counter Terrorism and Security released in July their revised assessment criteria for defining and grading crowded places nationally. This will replace the tiered process as previously described and change the focus of work nationally with a consistent approach towards those areas more vulnerable to the lower methodology attack types. The big change for the City will be the inclusion of areas that are crowded but that do not benefit from a single owner, or do not have a security culture. Examples would be busy public highways. This inclusion will increase workloads for the team and it is currently being managed with the national team and in close partnership with City of London Corporation and TFL.

This leads on to the work the team do with the City of London Corporation to protect our public spaces. The now nearly 2 year programme of improved engagement, information sharing and joint working has led the way nationally, meaning that we are almost unique in our ability to jointly assess risk and vulnerability and to work singularly on the issue of vehicle as a weapon.

The team continues to mature and recently at a high profile business event run by two of our newest CTSAs, the CEO present commended the team on a presentation 'that could not in his opinion have been delivered any better'. The reputation of the team is vital in securing support in implementing measures and engaging with the police to improve the security for the City overall.

The team are also working on understanding the impact of the Crowded Places reviews, and supporting the ongoing impacts of environmental protest by working with business to ensure they are as prepared as possible for minimise disruption, particularly during the current Extinction and Animal Rebellion protests.

2. Safeguarding and Vulnerability

Safeguarding and Vulnerability

The City of London Violence Against Women and Girls (VAWG) strategy has been drafted and sent for consultation by the joint CoL and CoLP VAWG coordinator. A Women's Safety Charter has been developed for licenced premises to combat sexual harassment and assault. There will be a joint launch with CoL, CoLP and Hackney Borough.

The Force supported the national Project Aidant week of action looking at sex workers using adult services websites. This was a safeguarding exercise including proactive visits.

The new City and Hackney Children's Safeguarding Arrangements which is a multi-agency oversight framework is being launched in September 2019.

Proactive CSE work is ongoing with the Force Public Protection Unit (PPU) under Op Alarm call, with a third phase planned for the winter. A possible hotel accreditation scheme is being explored to allow hotels to display compliance with CSE standards and training.

PPU Detective Inspector (DI) has arranged joint training on domestic abuse with MPS and CPS covering cautioning, coercive controlling behaviour, evidence led prosecutions, stalking and other areas. Four training sessions were arranged with CID and PPU officers and supervisors attending.

CPS senior prosecutor and PPU DI dip sampled out of court disposals of DA cases to ensure standards and compliance. Correct referrals were made in 75% of cases. A good result.

CoLP are preparing for an HMICFRS inspection on Child Protection, which will come at some point before the end of January. The inspection will look at all areas of police-child interaction and partnership working.

PPU DI has been delivering training sessions to various groups such as new recruits to highlight vulnerability and sexual offences, abuse and Modern Slavery & Human Trafficking (MSHT); work experience children to highlight situational awareness, vulnerability and online safety; and training on gangs and county lines to the City Multi-Agency Professionals Forum, including social services, youth services and charities.

3. Prevention of Fraud and Cyber Crime

Cyber Griffin, the City of London Police initiative focused on helping people in the square mile protect themselves from Cyber Crime is building momentum. To date:

- 23 public base line briefings have taken place
- 1035 people have attended
- 26 Decision and Disruption table top exercises completed across 13 separate organisations.
- Relationships established with 60 businesses in the City who will receive briefings and training in the near future.

It is too early to establish the impact of Cyber Griffin in terms of reducing the amount of attacks, what can be said is CoLP are helping organisations build resilience to respond to cyber incidents through planning and exercising.

CoLP's aims are:

- 75% of organisations and the public who receive PROTECT advice will change their behaviours as a result – Current feedback suggests this is being achieved.

- 75% of organisations who receive PREPARE advice will develop or review incident response plans and test them – Current feedback suggests this is being achieved.

Developments:

- Public Cyber Griffin briefings are growing steadily in popularity. Currently, briefings are fully booked a month in advance. We now have briefings booked as far ahead as December 2020
- We now offer a Cyber Capability Assessment which enables companies to seek police advice on the relative security of the systems they run.

Emerging Threats:

Brexit and Information Sharing: Key concerns are Britain's position within/over Europol, Data Sharing and compliance with European Commission of Justice. All of these areas will greatly affect UK Law enforcement and counter fraud agencies. CoLP T/Cdr Operations has completed an assessment of impact for the Force of the potential loss of these tools and mitigations are in place through the national team headed up by Deputy Assistant Commissioner Richard Martin. There has been an internal communications plan around this to ensure all officers and staff are aware of the fall back options should the UK lose access to these tools on 31st October.

4. Tackling and Preventing Anti-Social Behaviour (ASB)

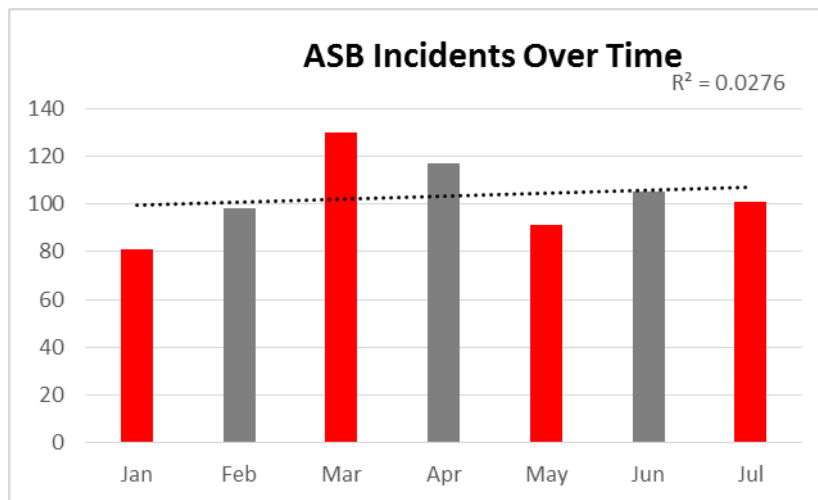
Anti-Social Behaviour

Data Highlight Report May - July 2019

Key Findings

- In the reporting period incidents have occurred most commonly on Mondays, Wednesdays and Saturdays and in the late afternoon/ early evening between 12:00-20:59. The peak for Saturdays is in the mid afternoon while for weekdays it tends to be the early evenings.
- There is a very slight upward trend currently being demonstrated in the number of ASB incidents recorded each month but the latest period has seen less incidents than the previous period overall.

ASB Incident Data by Month



Month (2019)	Jan	Feb	Mar	Apr	May	Jun	Jul
Incidents	81	98	130	117	91	105	101

The number of ASB incidents recorded each month has been lower over the last three months than the peak seen in March and April, averaging 99 incidents a month compared to 115 for the previous three month period.

There is a slight upward trend currently but it is not statistically significant.

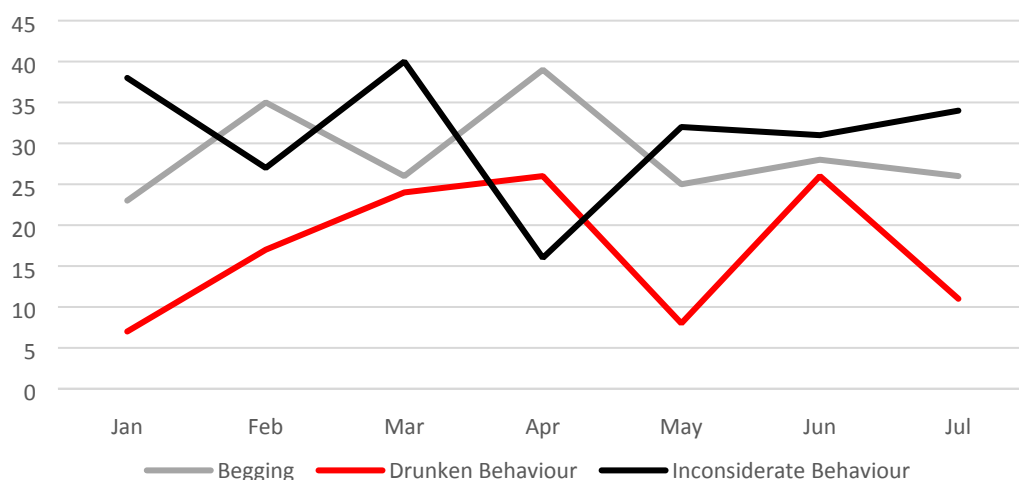
Data Breakdown May – July 2019

Highest Recorded Categories of ASB

Data demonstrates that **Inconsiderate Behaviour** and **Begging** are the categories with the highest number of ASB incidents recorded in the current period. There were 97 incidents for inconsiderate behaviour and 79 for Begging. The third most recorded are ASB incidents for **Drunken Behaviour**; where there were 45 such reports. These three categories remain the most common from the previous report.

After reviewing records classified as '**Inconsiderate Behaviour**' some records could have been recorded in other categories as they have referred to specific behaviours such as drunkenness, playing loud music, throwing objects etc. Categorisation is based on the recording officer's interpretation and where some incidents refer to multiple categories they may have been recorded against inconsiderate behaviour as a catch-all. This could explain why it is always the most prevalent category in data returns.

Top 3 ASB Incident Types 2019



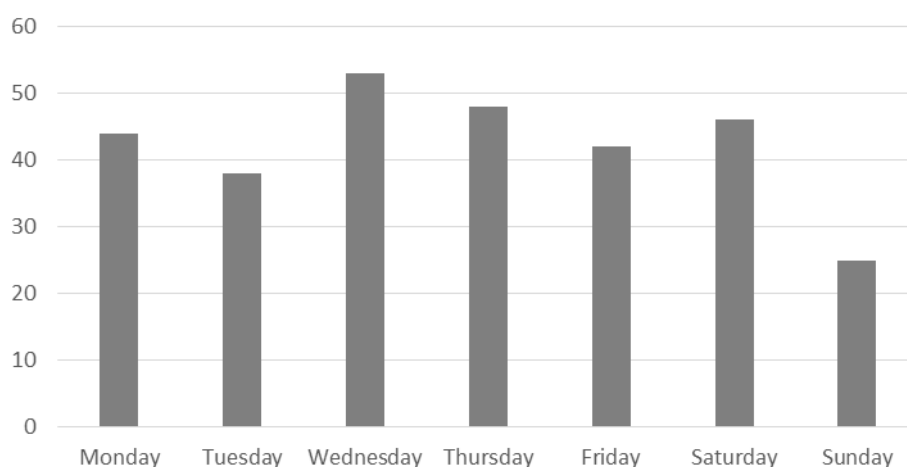
The above graph shows the month by month levels of each of the top 3 categories, begging is following the general trend of ASB incidents and both this and inconsiderate behaviour have remained fairly stable in terms of levels over the last 3 months. Drunken behaviour peaked in June, however the level recorded in June is more similar to previous months while the lower levels in May and July are unusual.

The main issues being raised are groups of youths on bicycles or skateboards either causing a danger on roads and cycle ways or intimidating the public, groups of people smoking or possibly taking drugs and being noisy, public urination and people refusing to leave public transport and the end of the bus route.

Days of Week

On average there have been three ASB incidents reported a day in the current period. Incidents are more commonly reported on a Monday, Wednesday and Saturday. These three days represent 46% of all incidents, Sunday is the day with the least incidents reported.

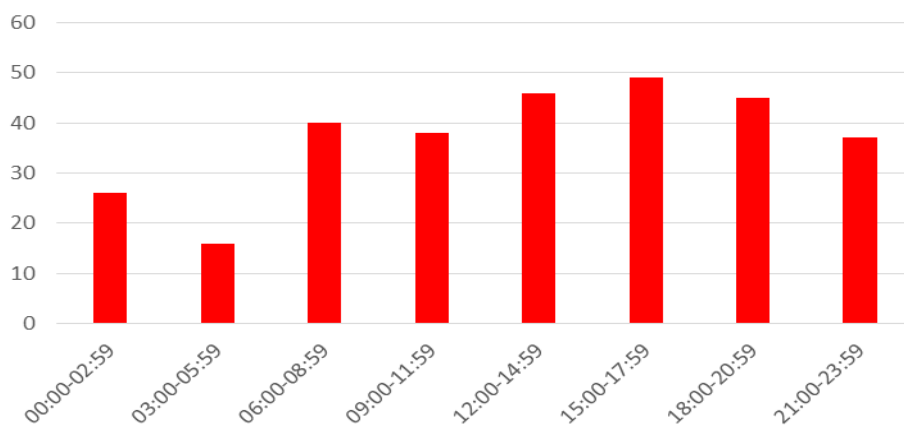
ASB Incidents by Day of Week



Time of Day

Reporting of all ASB incidents in the current period are shown in the below graph broken down by three hour periods across the day. Incident reports occur most frequently from the afternoon into the evening peaking between 15:00-17:59. After midnight reports drop off with very few occurring between 03:00-06:00.

ASB Incidents By Time of Day



Operation Luscombe

The Chief Inspector (CI) for Communities and the PC that set up Op Luscombe have met with Assistant Chief Constable Andy Prophet of Essex Police in his role as the NPCC lead for ASB nationally. He was very interested in the scheme and invited the CI and Constable to attend the national ASB conference to launch the scheme nationally. The officers attended this conference and presented on Op Luscombe which was incredibly well received. There were representatives from the Department of Housing, Communities and Local Government at the meeting who were also very interested in the operation and has asked that the officers attend the Home Office to present the operation to Government with a view to Operation Luscombe being made a national standard for all forces to adopt in their approach to begging and other instances of anti-social behaviour.

Your Board has requested a review of Op Luscombe and this is in progress with a view to reporting to the November Police Authority Board and the December Homelessness and Rough Sleeping Sub Committee at the request of Mr Tijs Broeke, lead Member for Community Engagement and ASB.

5. Policing the Roads

KSI BREAKDOWN 2019/2020				
	CASUALTIES 2019/2020			
	FATAL	SER	SLIGHT	TOTAL
PEDESTRIANS	0	0	5	5
PEDAL CYCLES	0	1	4	5
POWERED 2 WHEEL	0	0	2	2
CAR OR TAXI	0	0	2	2
P.S.V.	0	0	0	0
GOODS	0	0	0	0

OTHER	0	0	2	2
Total Casualties	0	1	15	16
PI Collisions	0	1	11	15
ROAD POLICING AND SMOOTHING TRAFFIC FLOW				
		2018/2019		
Other operations	Phone s/ Seatb elts	329		
Speeding in the 20mph zone	TOR	161		
TOTAL		473		
Number of vehicles seized from ANPR only		107		
Total number of vehicles seized from ANPR / No Ins or No DL or both		533		
Number of pre-planned enforcement and/or education operations targeting Large Goods Vehicle within City of London		128		
Number of LGV's stopped		835		
Number of LGV's stopped with offences		911		
Number of offences		1374		

The Roads policing unit continues to work on initiatives with partners to raise awareness of road safety through prevention and enforcement.

6. Community Engagement Review

The Independent Advisory Group and the Community Scrutiny Group at present has merged and the first meeting has taken place. Members have been recruited and vetting is complete. This is being managed by Community Policing and further detail is in the Equality and Inclusion update also on this Board's agenda.

The group is now called the Independent Advisory & Scrutiny Group, The merger has increased the group numbers to approximately 20 members.

7. Conclusion

This report informs Committee Members of some of the community engagement and intervention activities undertaken since the last report and highlights current issues and the City of London Police response.

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Committee(s): Police Authority Board- For information	Date(s): 24 th October 2019
Subject: Quarterly Equality and Inclusion Update	Public
Report of: Commissioner of Police Pol 75-19	For Information
Report author: Kam Dhaliwal, Equality and Inclusion Manager	

Summary

This paper provides your Board with the quarterly update on Equality and Inclusion related activities conducted by the Force since the previous report in June 2019. This report covers activity that has taken place and some information on future plans and actions of the Force. The areas covered by this report are:-

Equality & Inclusion Managers update – The Force has been focusing on promoting Fraud awareness to diverse groups. The Equality & Inclusion Manager has been attending workshops to understand the cultural barriers and perceptions of policing, with the view to embed positive action.

The Community Scrutiny Recruitment Campaign – The Independent Advisory Group (IAG) and the Community Scrutiny Group (CSG) have merged and are now called the Independent Advisory Scrutiny Group (IASG).

The BAME Action Plan –The BAME Action Plan is being led by the Force Race Champion and he is being supported by HR and the staff support networks.

The Blue Light Family Force Day – The first event took place in August to thank the Force and their family and friends for all their hard work and support. The event was very successful and there have been requests for one to take place every year.

Work Experience – The Force is currently delivering work experience to support recruitment, promoting policing and attracting under-represented groups.

LGBT National Lead has joined the Force – The newly appointed Detective Chief Superintendent for ECD is also the national Police LGBT Co-Chair.

Staff Support Network Forum & Update – An update from the networks on their activities.

Recommendation

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

Main Report

Background

1. The Commissioner undertook to provide members with a quarterly written update on matters relating to the equality, diversity and inclusion portfolio. This report highlights the work that is being carried out across the Force in relation to the above and it provides an update since the last report to the Board in July 2019.

Equality and Inclusion Managers Update

- **CoLP Website:** The Public Sector Equality Duty (PSED) Report has been completed and it is published on the external website. The Force has included more detail in the 2018 PSED report than in the previous years and it is something that the Force is working towards, to ensure transparency and fairness at work.
- **Awareness videos:** The Force has been working with Westminster College to provide work placements for students and a good working relationship has been established. The College is very diverse and representative of the greater London population and the college supports students who deal with policing issues. The aim of the videos will be to provide different perspectives (students, parents, police and teachers) and the lifetime impact of bad decisions. For example, a criminal conviction for fraud could limit one's ability to get finance, or credit in the future and this will have an impact on the future of the individual and their family. The videos will be created in collaboration with the College and once approved by the Force, will be subject of a Communication plan where they may be shared on social media. This is still at the discussion stages.
- **Understanding disproportionality in the outcomes of misconduct cases for BAME officers.** Phil Cain, Deputy Chief Constable, North Yorkshire Police wrote to all police forces to raise awareness that in recent years there has been growing evidence that Black, Asian, Minority Ethnic (BAME) officers disproportionately receive more severe outcomes in misconduct cases than non BAME colleagues. The reasons for this remains unclear, therefore the National Police Chiefs Council (NPCC) has commissioned an internal study into this issue. This study is supported by the Home Secretary and Policing Minister, the National Black Police Association (NBPA) and is sponsored by various NPCC portfolios holders. To assist this important NPCC study, a series of workshops have been taking place for BAME officers, staff and supervisors to attend and share their experiences of misconduct and disciplinary cases. The BAME Officer Workshop took place on 10th September and the Supervisor Workshop on the 19th September.

A meeting has been arranged with the Forces Professional Standards Directorate (PSD) to understand how this Force conducts its investigations and to see what equality data can be reviewed.

- **Training Equality Data:** The Force is keen to understand why some depts. in force attract more diverse applicants than others, for example firearms and driving school. There could be a number of issues that affect the recruitment, such as the types of shifts, courses being residential (impacting childcare), needing full-time attendance etc. To help understand the issues, Learning & Development (L&D) are reviewing the equality data of staff/officers who apply for courses, pass/fail courses, review how courses are promoted, the length of courses and the assessment of courses. The findings will help the Force understand any barriers that are impacting these areas and this will be addressed as part of the BAME action plan implementation.
- **CoL Equality & Inclusion Managers:** The Equality & Inclusion Manager has met the new City of London (CoL) Equality & Inclusion Business Manager and the Equality & Inclusion Manager. A more joined up working approach is being explored. This relationship will help the Force and CoL be more united with equality, inclusion and diversity practices.

Community Scrutiny Group Recruitment Campaign

2. On Wednesday 4th September the newly recruited Community Scrutiny Group (CSG) Members met the current Independent Advisory Group (IAG) members, where the merger of both groups was discussed, along with new roles and Terms of Reference (ToR). The Superintendent in Uniform Policing chaired this meeting with the IAG Chair. The new merged group is called the Independent Advisory Scrutiny Group (IASG) and it will deal all previous IAG and CSG issues.

The current diversity representation is 11 male, 7 females and 7 BAME members who have a variety of skills and expertise. The Force is still trying to recruit an LGBT representative and recruitment has already started. The group currently has skills to represent issues for City residents, businesses (local & Corporate), Use of Force, Vulnerability, Faith, Livery companies, Disability, Homelessness, Financial Fraud/ECD, Race and Press/Communication.

BAME Action Plan

3. The Force Race Champion and Head of Human Resources (HR) have drafted a new BAME Action Plan. The Action Plan has been circulated for consultation and early feedback on the plan has already been received from key staff internally, including better identification of actual deliverables and outcomes. Once the Action Plan has been revised, the updated version will be circulated to relevant stakeholders for consultation, including the Staff Support Networks. This is an on-going piece of work, which will incorporate any learning and recommendations from the National Police Chief Council. The draft plan was

also presented to the Police Performance and Resource Management Committee on the 21st June 2019 and received Member feedback.

The Blue Light Family Force Day

4. On Saturday 10th August 2019, the first Blue Light Family Force day took place. The event was open to the Forces families and friends of staff and officers. There was entertainment for children, family entertainment and an opportunity for the family and friends to see some of the Forces services. The event was promoted on the CityNet and 650 of the 700 tickets were sold. The day comprised a number of activities and stalls from departments around the Force and was supported by local and City businesses and organisations. The Blue Light Family Force day was a great success due to the number of people who took part and attended. The event was inclusive and very well received by all, with requests for one to take place every year.

WORK EXPERIENCE – Information & Update

5. It was agreed at the May 2018 E&I Board the Force would reintroduce Work Experience. Work Experience is currently being managed and temporarily owned by the Equality & Inclusion Manager. The management of the Work Experience will be passed onto a volunteer to manage in the near future.

The Force are continuously receiving requests from students, parents and colleagues for work experience opportunities because very few police Forces provides the opportunity. Work experience has been very beneficial in helping the Force promote positive policing, community engagement and positive action. The Force has delivered work experience to 38 students (28 females, 10 males, 15 BAME, 2 disabled with no students declaring to be LGBT). Most students requested experience in forensics, cyber-crime and understanding of front line duties. A large proportion of the students did not have any exposure to policing and most of their knowledge was drawn from television programmes and social media.

The Force's IT Department provided work placements to two BAME students from Westminster Kingsway College. Both students attended one day per week with the placements starting in March and finishing in July. The work placement contributed to their Level 3 BTEC Computing course, which they needed to pass the course. The students have passed their first year and thanked the Force for all the support.

LGBT National Lead now in our Force

6. The recently appointed Detective Chief Superintendent of Economic Crime Directorate (ECD) is also the Co-Chair of the National Police LGBT Network and this role will have a national and local impact. The role will require the Co-Chair to promote and support all LGBT issues. The Forces national Co-Chair and the Commander for ECD represented the Force during London Pride and

at the national LGBT conference. A new Chair and Secretary have been selected for the Forces local LGBT Staff Support Network. The recruitment of a female local Co-Chair is currently on-going.

Staff Support Network Forum & Update

7. There are currently 7 Staff Support Networks (SSN) in the Force who support the workforce with equality, diversity and inclusive issues and health & wellbeing events. The staff and officers who are part of SSN undertake their role voluntarily in addition to their day job. Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) will soon be inspecting every Force on employee welfare, equality, diversity and inclusiveness and will look at SSNs as part of that inspection. HMICFRS will soon be looking to inspect each Forces SSNs.
- **Disability Enabling Network (DEN):** The Autism Card has been launched and it is being promoted in the City. The Autism Card has been created in conjunction with the Metropolitan Police and British Transport Police. The Autism Card records an autistic person's details such as their name, contact details, name of appropriate adult, how to engage with them, what support they require and it also provides front-line officers/staff with guidance and support. The Autism card will appear on the City of London Corporation website as well as Citynet. An Autism awareness event was organised by the DEN. The event hosted speakers who had first-hand experience of dealing with Autism when the police have been involved. The talks provided awareness of how to engage with families of autistic people, an autistic parent's experiences of caring for their children and what the police can do to help, when they are dealing with an autistic person. One of the new IASG members attended the session and was very impressed. The event received positive feedback from officers and staff asking for more.
 - **Black Police Association (BPA):** The BPA and the Women's Network have been working with the Organisation Development (OD) Team to review the implementation of reverse mentoring. Reverse Mentoring is when two different grades are paired together and they both learn how the other would deal with work issues and progression. BPA have also been working with the Race Champion on the BAME Action Plan.
 - **Health & Wellbeing Network:** The Network arranged a 'Check your Heart' event in partnership with the British Heart Foundation, where staff/officers could book an appointment with a medical specialist who would check the age of their heart and provide some personal advice. The event went well and the sessions were all booked out. The British Heart Foundation, has agreed to undertake another 'Mini Health Check' event, which has been agreed. The 'Mini Health Check' event is planned to take place in January 2020. The Network also arranged free pension advice with the Police Mutual in August. Other topical issues being considered for events are suicide prevention, menopause and mental health.

- **Association of Muslim Police (AMP):** The June Eid event was organised by the City of London Corporation (CoLC) and the AMP. The AMP also attended airports and Mosques to promote awareness and give advice about Hajj Fraud as with previous years. The AMP has also created a one minute animated video that raises awareness of Hajj fraud. The National AMP event is being held in London and is being organised by the Force's AMP.
- **The Women's Network:** A Prostate Cancer awareness session took place on the 12th September. The 18th October is a national event day which raises money for research for breast cancer. The Women's Leadership Course is full and continues to be a very popular event for development. The Network continues to work in conjunction with other SSN on equality, diversity and well-being issues.
- **Christian Police Association (CPA):** The Network will be organising the yearly Christmas Carol Service for members. The Association hosted a guest speaker this month, Justyn Rees Larcombe, on the dangers of on line gambling addiction. The CPA are organising a Christians Against Poverty event in January 2020. The National CPA conference will be taking place in Scotland during 8th-10th May 2020.

Conclusion

8. The Force continues to work on Equality and Inclusion issues, with oversight through the E and I Board chaired by the Assistant Commissioner. Acting on the feedback from the external benchmarking exercises assists the Force to incorporate best practice into its processes. Regular reporting to your Board ensures Member oversight and scrutiny in this important area.

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Committee(s) Police Authority Board	Date(s): 24 October 2019
Subject: Public Report of Action Taken Between Meetings	Public
Report of: Town Clerk	For Information
Report author: Alistair MacLellan, Town Clerk's Department	

Summary

This report advises Members of action taken by the Town Clerk since the last meeting of the Sub-Committee, in consultation with the Chairman and Deputy Chairman, in accordance with Standing Order Nos. 41(a) and (b).

Recommendation:

- That Members note the report.

Main Report

Urgent Authority – Mackey Review – Terms of Reference [7 October 2019]

1. The Town Clerk, in consultation with the Chairman and Deputy Chairman, approved the terms of reference of the Mackey Review into Action Know Fraud/National Fraud Intelligence Bureau. The Review will examine governance and oversight; the managed service contract with IBM; the impact of adverse press reporting; the capacity and capability of AF and NFIB to meet current demand; and wider policing issues lined to the delivery of AF and NFIB.

Conclusion

2. Background papers for Members are available from Alistair MacLellan on the email address provided below.

Alistair MacLellan

Town Clerk's Department

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