



## City of London Police Authority Board

**Date:** TUESDAY, 20 APRIL 2021  
**Time:** 10.00 am  
**Venue:** VIRTUAL MEETING – ACCESSIBLE REMOTELY

**Members\*:** Deputy James Thomson  
Douglas Barrow  
Caroline Addy  
Munsur Ali  
Tijs Broeke  
Alderman Emma Edhem  
Alderman Timothy Hailes  
Dawn Wright  
Andrew Lentin (External Member)  
Deborah Oliver (External Member)

**\*MEMBERSHIP SUBJECT TO CONFIRMATION AT THE COURT OF COMMON COUNCIL ON THURSDAY 15 APRIL 2021**

**Enquiries:** Polly Dunn  
Polly.Dunn@cityoflondon.gov.uk

### **Accessing the virtual public meeting**

Members of the public can observe this virtual public meeting via YouTube at the following link [https://youtu.be/BBr\\_i2wEek8](https://youtu.be/BBr_i2wEek8).

### **Meeting Recordings**

This meeting will be a virtual meeting and therefore will not take place in a physical location following regulations made under Section 78 of the Coronavirus Act 2020. A recording of the public meeting will be available via the above link following the end of the public meeting for up to one municipal year. Please note: Online meeting recordings do not constitute the formal minutes of the meeting; minutes are written and are available on the City of London Corporation's website. Recordings may be edited, at the discretion of the proper officer, to remove any inappropriate material.

**John Barradell**  
**Town Clerk and Chief Executive**

**Future Meeting Dates**

18 May 2021, 9am  
22 June 2021, 9am  
29 July 2021, 10am  
23 September 2021, 9am  
21 October 2021, 10am  
22 November 2021, 10am  
13 December 2021, 10am

**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 approve the public minutes and non-public summary of the meeting held on 25 March 2021.

**For Decision**  
(Pages 1 - 10)
4. **OUTSTANDING REFERENCES**  
Joint report of the Town Clerk and Commissioner.

**For Information**  
(Pages 11 - 14)
5. **CHAIR'S PUBLIC UPDATE**  
The Chair to be heard.

**For Information**  
(Verbal Report)
6. **COMMISSIONER'S PUBLIC UPDATE**  
The Commissioner & Chief Officers to be heard.

**For Information**  
(Verbal Report)
7. **NATIONAL LEAD FORCE**  
The Commissioner & Chief Officers to be heard.

**For Information**  
(Verbal Report)

8. **POLICE PROPERTY ACT FUND NOMINATIONS**

Report of the Town Clerk.

**For Decision**  
(Pages 15 - 30)

9. **COMMUNICATION AND ENGAGEMENT STRATEGY UPDATE**

Report of the Commissioner.

*To be read in conjunction with the Non-Public Appendix at item 22.*

**For Information**  
(To Follow)

10. **CITY OF LONDON POLICE STAFF SURVEY 2020**

Report of the Commissioner.

**For Information**  
(Pages 31 - 38)

11. **COVERT HUMAN INTELLIGENCE SOURCES (CRIMINAL CONDUCT) ACT 2021**

Report of the Remembrancer.

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

12. **COUNTER-TERRORISM AND SENTENCING BILL**

Report of the Remembrancer.

**For Information**  
(To Follow)

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

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

15. **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**

16. **NON-PUBLIC MINUTES**

To approve the non-public minutes of the meeting held on 25 March 2021.

**For Decision**  
(Pages 43 - 50)

17. **NON-PUBLIC OUTSTANDING REFERENCES**  
Joint Report of the Town Clerk and Commissioner.
- For Information**  
(Pages 51 - 52)
18. **CHAIR'S NON-PUBLIC UPDATE**  
The Chair to be heard.
- For Information**  
(Verbal Report)
19. **COMMISSIONER'S UPDATES**  
The Commissioner & Chief Officers to be heard.
- For Information**  
(Verbal Report)
20. **NATIONAL LEAD FORCE**  
The Commissioner & Chief Officers to be heard.
- For Information**  
(Verbal Report)
21. **GATEWAY 2: HR, PAYROLL, FINANCE SOLUTION, ERP (ENTERPRISE RESOURCE PLANNING)**  
Report of the Chamberlain.
- For Information**  
(Pages 53 - 80)
22. **NEW FINANCIAL SYSTEM AND ERP PROJECT**  
Report of the Chamberlain.
- For Information**  
(Pages 81 - 86)
23. **CITY OF LONDON POLICE - FUTURE POLICE ESTATES UPDATE**  
Joint report of the City Surveyor and Commissioner.
- Strictly confidential appendices A and C to be tabled at the meeting.*
- For Decision**  
(Pages 87 - 104)
24. **NON-PUBLIC APPENDIX: COMMUNICATION AND ENGAGEMENT STRATEGY**  
*To be read in conjunction with item 9 on the agenda.*
- For Information**  
(To Follow)

25. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
26. **ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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## CITY OF LONDON POLICE AUTHORITY BOARD Thursday, 25 March 2021

Minutes of the meeting of the City of London Police Authority Board held virtually on  
Thursday, 25 March 2021 at 10.00 am

### **Present**

#### **Members:**

Deputy James Thomson (Chairman)  
Douglas Barrow (Deputy Chairman)  
Munsur Ali  
Deputy Keith Bottomley  
Tijs Broeke  
Alderman Emma Edhem  
Alderman Alison Gowman  
Alderman Timothy Hailes  
Dawn Wright

#### **Officers:**

John Barradell	- Town Clerk
Simon Latham	- Deputy Chief Executive
Alex Orme	- Head of Police Authority Team
Oliver Bolton	- Deputy Head of the Police Authority Team
Rachael Waldron	- Compliance Lead, Police Authority Team
Alistair Cook	- Head of Police Authority Finance
Polly Dunn	- Town Clerk's Department
Sarah Phillips	- Town Clerk's Department
Bob Roberts	- Town Clerk's Department
Peter Kane	- Chamberlain
Jonathan Chapman	- Chamberlain's Department
Spencer Bartliff	- Chamberlain's Department
Paul Chadha	- Comptroller & City Solicitor's Department
Paul Wilkinson	- City Surveyor
Ola Obadara	- City Surveyor's Department
Andrew Carter	- Director of Community and Children's Services
Chris Lovitt	- Community and Children's Services Department
Ian Hughes	- Department for Built Environment
Bruce Hunt	- Remembrancer's Department

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

Ian Dyson	- Commissioner
Angela McLaren	- Assistant Commissioner
Alistair Sutherland	- Assistant Commissioner
Cecilie Booth	- Chief Operating Officer and Chief Financial Officer
Christopher Bell	- City of London Police
Martin O'Regan	- City of London Police
Lorenzo Conigliaro	- City of London Police

Hayley Williams - City of London Police  
Oliver Shaw - City of London Police  
Stuart Phoenix - City of London Police

**Observing:**

Helen Fentimen - Common Councillor

**1. APOLOGIES**

Apologies were received from Nick Bensted-Smith and Caroline Addy. Tijs Broeke issued apologies for leaving the meeting early in order to make another City Corporation commitment at 11.30.

The Chair of the Board took this opportunity to issue thanks to Alderman Alison Gowman, who would not be seeking re-election to the Board as her current term ended in April 2021.

Alderman Gowman had given twelve years of service to the Police Authority. Throughout, she had shown total dedication, commitment and has constantly strived for improvement within the Force – bringing about real change, most notably, in terms of police professional standards, ethics and integrity, most notably serving 10 years since 2011 on the Professional Standards and Integrity Committee and serving as Chair for the last 6 years since 2015.

Alderman Gowman had also served as Member of the Performance & Resources Management Committee and Police Accommodation Working Party. She had been the Police Authority's representative on the Streets & Walkways Sub-Committee and had been the SIA Lead for Human Rights, Equality & Diversity, Public Order and Roads Policing.

Alderman Gowman has been a consistent, fair and objective critical friend to the force and the Chair highlighted four areas of significant contribution:

Ethics & Integrity – as Chair of PSI, Alderman Gowman had been instrumental in strengthening the remit of the Professional Standards Committee – bringing early on in her tenure, the focus on integrity to support the implementation of the Policing Code of Ethics in the Force.

She was a regular attendee of the Force's own Integrity Standards Board to strengthen the joint focus on this important area.

Alongside this, the Alderman had been a strong champion of the Force's own work on ethics and supporting their engagement with the London Police Challenge Forum bringing together associates from City, British Transport Police Met and Counter Terrorism Command.

Equality & Inclusion – the Alderman had been a constant and consistent champion of the equalities & inclusion agenda throughout her tenure – most notably through her SIA Human Rights, Equality & Diversity Lead role, and as a



member of the P&RM Committee. As Chair of PSI she had ensured that it will be a central focus for the that Committee going forward.

Police Complaints & Appeals – The Alderman demonstrated great leadership in the adoption of the new statutory remit of the Committee with the responsibility for determining police Complaint appeals, that became the Authority’s duty in early 2020.

Roads Policing – The Alderman has been a strong & effective advocate on improving road safety and casualty reduction. She was the SIA Roads Policing Lead since 2013 and the Police Authority representative on Streets and Walkways Committee since 2009 as well as our standing member on the APCC Road Safety Portfolio Group meetings. She had also been the Chair of the Executive Committee of the charity - London Road Safety Council.

On behalf of the Board, the Chair wished to record the warmest and add his own personal thanks for the rigour and vigour with which Alderman Gowman had undertaken her role unfalteringly.

In addition, the Commissioner of Police also added his thanks to Alderman Gowman for being a robust and thorough critical friend over the preceding 10 years whilst he had served as Commander, Assistant Commissioner and now Commissioner.

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

There were no declarations.

## 3. **MINUTES**

### a) **City of London Police Authority Board**

**RESOLVED** – That the minutes of the meeting held on 17 February 2021 be approved as an accurate record.

### b) **Economic Crime Committee**

The Board received the draft public minutes and non-public summary of the Economic Crime Committee meeting held on 3 February 2021.

### c) **Professional Standards & Integrity Committee**

The Board received the draft public minutes and non-public summary of the Professional Standards & Integrity Committee meeting held on 5 February 2021.

## 4. **OUTSTANDING REFERENCES**

The Board considered a report of the Town Clerk which set out Outstanding References from previous meetings of the Board.

- 37/2019/P – There had been an outstanding issue on the doors of the exercise yard and the main fault was due to be resolved in the coming days. There was an unrelated closure of the yard planned in the next

week and it was anticipated that the project will have been completed when it re-opened.

- 6/2021/P – the Action Plan to support the Equalities & Inclusion Strategy was undergoing the COLP’s internal governance process. It would then be reported to PS&I and the Board at future meetings.

**RESOLVED**, that the report be noted.

**5. CHAIR'S PUBLIC UPDATE**

The Committee received a verbal update of the Chair.

The Chair continued to have significant engagement with the APCC, with all PCCs up for re-election in May 2021. This included the lead for Fraud, which the Chair explained he would be standing for. With a number of incumbents not seeking reappointment, a reasonable level of turnover in membership was expected. Regardless of the outcome of this election, there was a role for the COLPAB Chair prescribed for within the new APCC Fraud Forum.

A report on Fraud and Cybercrime had been published on 22 February by the Royal United Services Institute (RUSI), within which both the COLP and Police Authority had been referenced.

The Commissioner featured as a keynote speaker at an event on the 1 March for the launch of the RUSI report, which had been very well received.

In the week prior to the Board meeting, the Chair and Commissioner attended the very professional Passing Out ceremony held at Wellington Barracks.

On matters of Governance, the Chair flagged the proposal of incorporating the responsibilities of the Cyber Security Steering Group under the umbrella of the Economic (and Cyber) Crime Committee. The intention was that this would help embed fraud and cyber more closely with the Policy and Mayoralty agenda, and would support a close working between the Force, Innovation and Growth, Mansion House and the Policy Team.

The Chair touched briefly upon the Member turnover expected at the forthcoming annual election of Committees by the Court of Common Council and once again thanked Alderman Gowman for her contribution to the Police Authority Board.

**RESOLVED**, that the verbal update be noted.

**6. COMMISSIONER'S PUBLIC UPDATE**

Members received a verbal update of the Commissioner and Chief Officers.

As a result of the events surrounding the tragic death of Sarah Everard, the City of London Police had commissioned a “health check” review of high risk and vulnerability investigations relating to violence against women and girls. The findings of the review had identified that investigation standards in this area were compliant with the Victims’ Code and National Crime Reporting Standard.

This high standard of investigation was supported by fortnightly performance reviews across all relevant crime types by the Public Protection Unit.

A review of the Metropolitan Police's handling of the recent protests at Clapham Common would be undertaken by Her Majesty's Inspectorate of Constabulary and the Fire and Rescue Service. The City of London Police had not been part of this operation but continued to participate in joint operations across London, including the weekend resourcing plan which deal with planned and spontaneous protests within London. It was anticipated that the number of protests would increase during the course of 2021, and the City of London Police met with the Metropolitan Police on a weekly basis to ensure robust plans were in place for joint operations. In response to a question from a Member, the Commissioner confirmed that under mutual aid agreements, police officers came under the command structure of the force area to which they were deployed. Accountability for strategic and command decisions rested with the Gold Commander when officers were deployed; however, individual officers remained accountable for how they chose to exercise police powers. A briefing on how public order operations were conducted was offered to Members following the meeting **(8/2021/P)**.

**RESOLVED**, that the update be noted.

**7. NATIONAL LEAD FORCE**

Members received a verbal report of the Commissioner and Chief Officers regarding National Lead Force.

Reports of fraud and cyber-crime to Action Fraud continued to increase, particularly in the areas of pandemic, romance and investment fraud which reflected the priorities of the control strategy. Action Fraud was also tasked with providing victim care and protective messaging and this had been supported by recent national media coverage which helped raised fraud and cyber-crime awareness. Work to build capacity outside of London was ongoing and included pilot schemes where officers were seconded to other regions to support the proactive management of fraud. Work was also underway to review tasking processes and updates on this work would be reported to the Economic Crime Committee.

**RESOLVED**, that the update be noted.

**8. UPDATED CITY OF LONDON POLICE REVENUE BUDGET 2021/22**

Members considered a report of the Commissioner concerning the Updated City of London Police Revenue Budget 2021/22.

It was noted that the £5.6m of savings had been fully allocated and that there still remained significant risks, particularly around Action Fraud.

The budget did not include the additional funding and costs for Cyber Lead Force roles, but these would net to £0. It was unclear whether this would also be the case for Fraud posts and Regional Organised Crime Units (ROCUs), but this would be picked up and resolved by officers outside of the meeting.

**RESOLVED**, that the 2021/22 Revenue Budget as outlined within the report, be approved.

9. **DRAFT REVISED POLICING PLAN 2020-23**

Members considered a report of the Commissioner regarding the draft revised Policing Plan 2020-23.

Members were very complimentary of the final product, which appeared and read much better than previous iterations. There were a few very minor amends which would be communicated to officers after the meeting.

**RESOLVED**, that the Board:

- Approve and adopt the Draft Policing Plan 2020-23 appended to the report as the Policing Plan for the City of London, subject to any further minor amendments agreed by Members and the Commissioner; and
- Agree for the plan to be published on the internet by 31st March 2021.

10. **CITY OF LONDON POLICE AUTHORITY BOARD DIVERSITY AND INCLUSION POLICY STATEMENT**

Members considered a report of the Town Clerk regarding the City of London Police Authority Board's Diversity and Inclusion Policy Statement.

The Force had adopted its Equalities and Inclusion Strategy in January and hoped to present a considered action plan to the May Professional Standards & Integrity Committee and Board meetings.

The Board was supportive of proposals for Member training.

It was agreed that any interview panels involved in recruiting for the Commissioner, external Members or otherwise should demonstrate diversity.

**RESOLVED**, that Members

- agree the policy statement set out in Appendix 1 of the report; and
- agree that the implementation of the policy statement and related Tackling Racism Taskforce recommendations (see Appendix 2) be monitored quarterly by the Police Authority's Professional Standards & Integrity Committee.

11. **COMMUNICATIONS AND ENGAGEMENT STRATEGY**

Members considered a report of the Commissioner regarding the Strategic Communications and Engagement Plan (SCEP).

This document would need to be updated over time as new operations arose and circumstances changed. The two Assistant Commissioners collectively

represented all COLP business and would be responsible for driving activity in support of the plan.

There was a call for greater collaboration between the City Corporation and the Force in the document. The Force would work with colleagues in the City Corporation's Communications Team and in Innovation and Growth Department, to ensure that the reach of the City's expertise was being taken advantage of.

Members were pleased that work was underway on the SCEP but requested that the next iteration of the report be provided in April 2021, and was to include some means of measuring achievement, with a reflection on the last 12 months as a baseline **(9/2021/P)**.

It was felt that the SCEP could be clearer in referencing how it might work as a tactical tool to assist in the delivery of the strategic objectives of the City Corporation and COLP.

**RESOLVED**, that the report be noted.

**12. GOVERNANCE DOCUMENTS**

Members considered a report of the Town Clerk regarding a collection of governance documents.

A Member requested that it would be helpful to have a greater understanding of what Members can expect by way of support and training.

It was noted that the Force had not had an opportunity to input into the role profiles. As a consequence, there were some additional statutory obligations that would need to be added before they could be approved.

**RESOLVED**, that

- the Special Interest Area (SIA) Guidance Note, COLP Authority Business Plan and COLP Authority Board Risk Register, be approved; and
- the various role profiles undergo additional consultation before being brought back for final approval **(10/2021/P)**.

**13. DIRECTOR OF PUBLIC HEALTH REPORT 2019/20**

Members received the annual Public Health (2019/20) report of the Director of Community & Children's Services.

**RESOLVED**, that the report be noted.

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

There were no questions.

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

There were no items of urgent business.

**16. 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.

**17. NON-PUBLIC MINUTES**

**a) City of London Police Authority Board**

**RESOLVED**, That the non-public minutes of the meeting held on 17 February 2021 be approved as an accurate record.

**b) Economic Crime Committee**

The Board received the draft non- public minutes of the Economic Crime Committee meeting held on 3 February 2021.

**c) Professional Standards & Integrity Committee**

The Board received the draft non-public minutes of the Professional Standards & Integrity Committee meeting held on 5 February 2021.

**18. NON-PUBLIC OUTSTANDING REFERENCES**

Members received a joint report of the Town Clerk and Commissioner regarding the Board's non-public outstanding references.

**19. CHAIR'S NON-PUBLIC UPDATE**

The Committee received a verbal update of the Chair.

**20. COMMISSIONER'S UPDATES**

Members received a verbal update of the Commissioner and Chief Officers.

**21. NATIONAL LEAD FORCE**

Members received a verbal update of the Commissioner and Chief Officers.

*The Chair deferred the next item (Transform Programme – Progress Update) to later in the agenda.*

**22. BUDGET REDUCTIONS**

Members received a report of the Commissioner regarding budget reductions.

**23. 2021/22 BUDGET CONTEXT - WORKFORCE & FUNDING TRENDS**

Members received a joint report of the Commissioner and Police Authority Treasurer regarding the 2021/22 Budget Context – Workforce & Funding Trends.

**24. GATEWAY 1-5: AZURE MIGRATION PHASE 2 - 2021**

Members considered a joint Gateway 1-5 report of the Chamberlain and Commissioner regarding the Azure Migration Phase 2 – 2021.

25. **GATEWAY 4C: SECURE CITY PROGRAMME (SCP) - VIDEO MANAGEMENT SYSTEM / VIDEO ANALYTICS WORKSTREAM**  
Members received a joint Gateway 4C report of the Commissioner and Director of Built Environment regarding the Secure City Programme (SCP) – Video Management System / Video Analytics workstream.
26. **GATEWAY 2: SECURE CITY PROGRAMME (SCP) - YEAR 2**  
Members received a joint report of the Commissioner and Director of Built Environment regarding the Secure City Programme (SCP) – Year 2.
27. **GATEWAY 1-5: CITY OF LONDON POLICE VEHICLE FLEET - REPLACEMENT OF NON-COMPLIANT ULEZ VEHICLES AND 2020/21 REPLACEMENT PROGRAMME**  
Members considered a Gateway 5 report of the Commissioner regarding the COLP Vehicle Fleet – replacement of non-compliant ULEZ vehicles and 2020/21 replacement programme.
28. **VEHICLE FLEET SERVICING & MAINTENANCE - MEMORANDUM OF UNDERSTANDING**  
Members considered a report of the Commissioner regarding the Vehicle Fleet Servicing & Maintenance – Memorandum of Understanding.
29. **UPDATE ON FUNDING STRATEGY FOR LEGACY AND NEXT GENERATION ACTION FRAUD/NATIONAL FRAUD INVESTIGATION BUREAU SYSTEM**  
Members considered a report of the Town Clerk regarding an update on the funding strategy for legacy and Next Generation Action Fraud/National Fraud Investigation Bureau System.
30. **WITHOUT PREJUDICE SETTLEMENT OFFER REGARDING ALL DISPUTE NOTICES CURRENTLY SERVED ON THE ACTION AND KNOW FRAUD CONTRACT**  
Members received a report of the Commissioner regarding the without prejudice settlement offer regarding all dispute notices currently served on the Action and Know Fraud contract.
31. **MIDDLESEX STREET, CAR PARK, MIDDLESEX STREET E1 7AD - CITY OF LONDON POLICE OCCUPATION UPDATE**  
Members received a report of the City Surveyor regarding the Middlesex Street, Car Park COLP occupation update.
32. **POLICE ACCOMMODATION STRATEGY: CITY OF LONDON POLICE DECANT UPDATE REPORT**  
Members considered a report of Commissioner regarding the COLP accommodation strategy: COLP decant update.
- It was agreed that item 38 a) would be taken at this point in the agenda.
33. **CITY OF LONDON POLICE - FUTURE POLICE ESTATE UPDATE**

Members received a report of the Commissioner regarding the COLP – Future Police Estate Update.

34. **MODERN SLAVERY AND ORGANISED IMMIGRATION CRIME PROGRAMME S22A COLLABORATION AGREEMENT**

Members considered a report of the Commissioner regarding the national Modern Slavery and Organised Crime Programme S22a Collaboration Agreement.

35. **TRANSFORM PROGRAMME - PROGRESS UPDATE**

Members received a report of the Commissioner regarding the Transform Programme progress update.

36. **NON-PUBLIC APPENDIX: COMMUNICATIONS AND ENGAGEMENT STRATEGY**

Members received the non-public appendix to the Communications and Engagement Strategy.

37. **REPORT OF ACTION TAKEN BETWEEN MEETINGS**

Members received a report of the Town Clerk regarding Action Taken Between meetings.

38. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were no questions.

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

There was one item of urgent business. City of London Police - Future Police Estate Update was taken earlier in the agenda proceedings.

40. **CONFIDENTIAL MINUTES**

**RESOLVED**, that the confidential minutes of the meeting held on 17 February 2021, be approved as an accurate record.

**The meeting ended at 12.34 pm**

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Chairman

**Contact Officer: Polly Dunn**  
**Polly.Dunn@cityoflondon.gov.uk**



**City of London Police Authority Board – Public Outstanding References**

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	<b>DUE SIX MONTHS POST-CROSSRAIL OPENING</b>
37/2019/P	November 2019 Item 9 – Annual Update on Custody of Vulnerable Persons	Police Authority Board to be updated on progress on options for provision of exercise yard at Bishopsgate Police Station and firm start / completion dates to be provided.	Commissioner of Police/ City Surveyors	<b>COMPLETE</b> Contractors due into Force on 7 <sup>th</sup> April to start last snagging items and due to be completed by 9 <sup>th</sup> April.
29/2020/P	29 July 2020 City of London Police Authority Board and its Committees 2020/21	Job descriptions and person specifications for Board and Committee Chairmen and Members to be refreshed.	Chief Executive	<b>COMPLETE – On agenda</b>

6/2021/P	17 February 2021 AOB – Tackling Racism Taskforce – Police workstream	Recommendations from the Tackling Racism Task Force (TRTF) to be considered by CoLP and included with reporting on matters of diversity and inclusivity which are routinely reported to the Professional Standards & Integrity Committee.	Commissioner	<b>In Progress-</b> Due PSI 6 <sup>th</sup> May and PAB 18 <sup>th</sup> May. The recommendations from the TRTF are being considered as part of the overall E&I Action Plan which was presented to the Force E&I Strategic Board on 9 <sup>th</sup> April and the plan is due to be presented to the PSI Committee on 6 <sup>th</sup> May and PAB on 18 <sup>th</sup> May.
7/2021/P	17 February 2021 Q3 Revenue and Capital Budget Monitoring 2020/21	A Force 'deep dive' review was going to be conducted on this year's Capital Programme 2020-21 to ascertain the reasons for the slippage to provide assurance for next year's capital budget. Members requested the outcome of the review be reported to PAB.	Commissioner/ COFO	<b>In Progress-</b> The outcome of the 'deep dive' review of 2020-21 Capital spend will be presented along with the Budget Outturn Report for 2020-21 to the June 22 <sup>nd</sup> PAB
8/2021/P	25 March 2021 Commissioner's Public Update	To clarify accountability surrounding command structures in mutual aid operations, a briefing on how public order operations were conducted would be provided for Members	Commissioner	<b>In Progress-</b> this has been tasked via Cdr Ops Staff Officer to arrange a suitable date with the Town Clerk's Member Services officer for PAB.
9/2021/P	25 March 2021	A revised Strategic Communications and Engagement Plan to be reported in April 2021	Commissioner	<b>COMPLETE – On agenda</b>

10/2021/P	25 March 2021	Revised Board/Committee Role Profiles to be resubmitted in April 2021, following consultation with the Force.	Town Clerk	<b>COMPLETE – On Agenda</b>
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<b>Committee:</b> Police Authority Board – For Decision	<b>Dated:</b> 20/04/2021
<b>Subject: Police Property Act Fund Nominations</b>	<b>Public</b>
<b>Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?</b>	3,4, & 10
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>No</b>
<b>If so, how much?</b>	<b>NA</b>
<b>What is the source of Funding?</b>	<b>NA</b>
<b>Has this Funding Source been agreed with the Chamberlain’s Department?</b>	<b>NA</b>
<b>Report of: Town Clerk</b>	<b>For Decision</b>
<b>Report author: Oliver Bolton, Police Authority Team, Town Clerk’s Dept.</b>	

## Summary

This report informs Members of the charities proposed by the Members of the Police Authority Board and the Commissioner to receive grants from the Police Property Act Fund for 2020/21. Fifteen grants are proposed, in addition to the last of the five-year annual contribution of £1,000 to the National Police Arboretum Memorial Trust, bringing the total for dissemination this year to £16,000 (totalling 71% of the Fund's balance). This will leave £6,620 for the following year, plus any income received in-year.

This would also bring the total amount donated since 2012 to £121,930.

## Recommendation

Members are asked to:

- Approve the nominations for charities to receive a grant of £1,000, as listed in the body of this report.

## Main Report

### Background

1. The Police (Property) Regulations 1997 enable the surplus from the Property Act Fund to be used for charitable purposes. In 2008, the Police Committee reviewed the criteria for making grants in view of new requirements under the Charities Act 2006, including the duty to demonstrate public benefit. One of the changes agreed was that only registered charities will be eligible for a grant. The Constitution and Purpose of the Fund and the Criteria for Disbursements, as agreed by the Police

Committee in November 2008 (with an amendment agreed in December 2011), are attached at Appendices 1 and 2 respectively.

2. A list of charities and grants made since 2012 is available at Appendix 3.
3. Due to a lack of income for the Fund in 2019/20, nominations were deferred until a more substantial balance was available for disbursement.

### Current Position

4. The balance of the Fund stands at £22,620 (as at 23<sup>rd</sup> March 2021). This includes in-year income of approximately £15,000. With a cap of 75% of funds available for dispersal, this means a maximum of £16,965 can be granted this year.

### Proposals

5. Members are invited to consider and approve the proposed grants of £1,000 each to the charities listed below – as nominated by Members of the Board and the Commissioner. The grants below total £16,000 (71% of the fund balance).

Charity (in alphabetical order)	Registered Number	Proposed grant
<b>Care of Police Survivors*</b>	1101478	<b>£1,000</b>
Provides peer support to the families of police officers who have lost their lives in the line of duty.		
<b>City of London Police Charity for Children*</b>	1068671	<b>£1,000</b>
The City of London Police Charity for Children aims to provide welfare support and relief for vulnerable, sick or disabled children and young people.		
<b>Coram Children's Legal Centre</b>	281222	<b>£1,000</b>
Experts in all areas of children's rights, immigration, child protection, education and juvenile justice, we: <ul style="list-style-type: none"> <li>• Provide legal advice and representation;</li> <li>• Research and produce evidence informing law, policy, practice and system reform;</li> <li>• Build the capacity of professionals and practitioners through training and advice provision; and</li> <li>• Challenge laws and policies that negatively impact on children and their rights.</li> </ul> CCLC provides free legal information, advice and representation to children, young people, their families, carers and professionals, as well as international consultancy on child law and children's rights.		
<b>Ella's</b>	1187529	<b>£1,000</b>
Disbursements will not normally be made to an organisation in consecutive years, or on consecutive occasions when disbursements are made at intervals longer than one year, unless they have a connection with the Force. They are committed to providing the best care for as many survivors as we can. Their support is intensive and tailored to the individual. Our team provides direct, regular support for more than 30 people and families, and help when needed for dozens more across their network.		

<b>First Aid Nursing Yeomanry*</b>	249360	<b>£1,000</b>
To provide volunteers, trained and capable of supporting Civil and Military authorities within the United Kingdom during any major emergency, incident, or in planning, so as to protect life and relieve human suffering.		
<b>Housing the Homeless Central Fund</b>	233254	<b>£1,000</b>
Considers applications only from accredited social work agencies supporting clients in need, hardship and distress in three categories: those who are in danger of losing their homes or essential services; those caring for children in impoverished circumstances; those who have faced some personal setback and are being encouraged to start again.		
<b>Just for Kids Law</b>	1121638	<b>£1,000</b>
Supports children and young people with a unique direct casework model that helps them to overcome all the problems they face, and uses evidence from their practice to campaign for wider reform.		
<b>London Air Ambulance*</b>	801013	<b>£1,000</b>
London's Air Ambulance is the charity that delivers an advanced trauma team to London's most seriously injured patients. Using a helicopter from 08:00 to sunset, and rapid response cars at night or in adverse weather situations, London's Air Ambulance brings the hospital to the patient when time is critical.		
<b>Royal Humane Society*</b>	231469	<b>£1,000</b>
The Royal Humane Society grants awards for acts of bravery in the saving of human life and, also, for the restoration of life by resuscitation. The awards are granted to those that have put their own lives at risk to save or attempt to save someone else. Since its foundation in 1774 the Royal Humane Society committee has reviewed over 86,000 cases and made around 200,000 awards.		
<b>Prisoners Abroad</b>	1093710	<b>£1,000</b>
Prisoners Abroad is the only charity supporting British citizens detained overseas and their families. Aims: <ul style="list-style-type: none"> <li>• To safeguard the welfare and human rights of British citizens detained overseas;</li> <li>• To reduce the isolation and deprivation experienced by both prisoners overseas and their families; and</li> </ul> To prevent destitution and street homelessness among British citizens returning from overseas and give them a second chance to rebuild their lives.		
<b>Sheriffs' and Recorder's Fund*</b>	221927	<b>£1,000</b>
The fund makes grants to ex-offenders for clothing, household furnishings, training courses and tools.		
<b>Spark Inside</b> <a href="https://www.sparkinside.org/">https://www.sparkinside.org/</a>	1148420	<b>£1,000</b>
Established in 2012, Spark Inside has worked with over 1,000 prisoners and prison staff in ten prisons, youth offenders institutions and secure training centres across London and the South East, providing coaching to individuals with a team of 27 professional coaches, who are fully qualified and trained, with over 2,000 hours of coaching experience, including with blue-chip, global companies.		
<b>St Giles's Trust</b> <a href="https://www.stgilestrust.org.uk/">https://www.stgilestrust.org.uk/</a>	801355	<b>£1,000</b>
They help 25,000 a year through: <ul style="list-style-type: none"> <li>• Help for vulnerable young people involved in or at risk of criminal exploitation</li> <li>• Services helping adults and young people facing unemployment and poverty</li> <li>• Help for vulnerable women and families</li> <li>• Prison and community based support for people in the criminal justice system</li> <li>• Specialist support for adults facing complex barriers</li> </ul>		

<b>White Chapel Mission</b>	227905	<b>£1,000</b>
Established in 1876 to help people by meeting immediate needs: food, shelter, clothing, and medical care. In their recovery programs, they address deeper needs for life-skills and job-skills training, and addiction recovery. They measure progress against four criteria, which indicate that a life has been transformed from homelessness to hope: connection to family, commitment to sobriety, a job and a place to live, and a plan for the future.		
<b>Women's Aid</b> <a href="https://www.womensaid.org.uk/">https://www.womensaid.org.uk/</a>	1054154	<b>£1,000</b>
Helping women survivors of domestic abuse. Working to ensure women are believed, know abuse is not their fault and that their experiences have been understood. Call on the government to tackle the causes and consequences of domestic abuse. As a federation of over 180 organisations, Women's Aid provide almost 300 local lifesaving services to women and children.		

\*Those marked with an asterisk were recipients of grants in the last round, 2018/19.

Strategic implications – These donations aim to assist the listed charities in supporting those in need within the communities that the Corporation aims to serve.

Financial implications - None

Resource implications - None

Legal implications - None

Risk implications - None

Equalities implications - None

Climate implications - None

Security implications - None

## Conclusion

If the proposed grants are approved by the Committee, there will be £6,620 remaining in the Fund.

## Appendices

- Appendix 1 – Police Property Act Fund – Constitution and Purpose
- Appendix 2 – Police Property Act Fund – Criteria for Disbursements
- Appendix 3 – Summary of payments made in previous years

## Oliver Bolton

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## APPENDIX 1

### **POLICE PROPERTY ACT FUND – CONSTITUTION AND PURPOSE**

1. The Police Property Regulations 1997 apply to property which is:
  - (a) in the possession of the police by virtue of an order of a court of summary jurisdiction in connection with police investigations of a suspected offence where the owner of the property cannot be ascertained; or
  - (b) in the possession of the police by virtue of a court order in connection with the seizure of property where the court was satisfied that the property had been used for the purposes of committing or facilitating the commission of any offence, or was intended to be used for that purpose.
2. The Regulations provide that where property has been held for a year, in relation to an order under paragraph 1(a) above and for six months, in respect of an order under paragraph 1(b) above (provided, in the latter case there has been no successful application by a claimant of the property or no successful appeal by the offender) then the property may be sold and the proceeds of sale shall be kept in a separate account called the Police Property Act Fund (“the Fund”).
3. The Regulations provide that monies accrued in the Fund may be invested and the income so derived shall become part of the Fund. The monies accrued in the Fund may be used to:
  - defray expenses incurred in the conveyance, storage and safe custody of the property and in connection with its sale;
  - pay reasonable compensation, the amount of which shall be fixed by the Police Authority, to persons by whom property has been delivered to the police;
  - make payments of such amounts as the Police Authority may determine for such charitable purposes as they may select.
4. The Chief Officer of Police may, at the request of the Police Authority, administer the Fund in accordance with the Regulations.

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<b>Committee:</b> Police Committee	<b>Date:</b> 24 <sup>th</sup> January 2019
<b>Subject:</b> Police Property Act Fund Nominations	<b>Public For Decision</b>
<b>Report of:</b> Town Clerk	
<b>Report author:</b> Oliver Bolton, Town Clerk's Department	

### Summary

This report informs Members of the charities proposed by the Members of the Committee and the Commissioner to receive grants from the Police Property Act Fund for 2018/19. Eleven grants are proposed, including the five-year annual contribution of £1,000 to the National Police Arboretum Memorial Trust, totalling £18,430. This will leave £6,822 for the following year, plus any income received in-year.

This also brings the total amount donated since 2012 to over £100,000 (£105,930)

### Recommendations

Members are asked to:

- a) Note the contents of the report; and
- b) Consider a one-off grant payment to the charities below:
  - i. Care of Police Survivors (£1,700)
  - ii. Royal Humane Society (£1,700)
  - iii. Sheriffs' and Recorder's Fund (£1,700)
  - iv. First Aid Nursing Yeomanry (£1,700)
  - v. London Air Ambulance (£1,700)
  - vi. City of London Police Widows' and Orphans' Fund (£1,700)
  - vii. City of London Police Charity for Children (£1,700)
  - viii. St Mungo's (£1,700)
  - ix. Working Chance (£1,700)
  - x. National Police Memorial Day (£2,130)

### Main Report

#### Background

1. The Police (Property) Regulations 1997 enable the surplus from the Property Act Fund to be used for charitable purposes. In 2008, the Committee reviewed the criteria for making grants in view of new requirements under the Charities Act 2006, including the duty to demonstrate public benefit. One of the changes agreed was that only registered charities will be eligible for a grant. The

Constitution and Purpose of the Fund and the Criteria for Disbursements, as agreed by your Committee in November 2008 (with an amendment agreed in December 2011), are attached at Appendices A and B respectively.

- A list of charities and grants made since 2012 is available at Appendix C.

### Current Position

- The balance of the Fund stands at £25,252 (as at 12<sup>th</sup> December 2018). This includes in-year income and some monies that were previously miscoded being correctly reallocated to the Fund. With a cap of 75% of funds available for dispersal, this means a maximum of £18,939 can be granted this year.

### Proposals

- The following charities have been proposed with grant awards suggested by the Chairman – the only exception being the National Police Memorial Day, where a specified sum of £2,130 has been requested by the NPCC lead (Appendix D). Where multiple charities have been proposed by an individual, one has been chosen and the remainder will be carried forward for consideration next year.

Charity	Registered Number	Proposed grant
<b>Care of Police Survivors</b>	1101478	£1,700
Provides peer support to the families of police officers who have lost their lives in the line of duty.		
<b>Royal Humane Society</b>	231469	£1,700
The Royal Humane Society grants awards for acts of bravery in the saving of human life and, also, for the restoration of life by resuscitation. The awards are granted to those that have put their own lives at risk to save or attempt to save someone else. Since its foundation in 1774 the Royal Humane Society committee has reviewed over 86,000 cases and made around 200,000 awards.		
<b>Sheriffs' and Recorder's Fund</b>	221927	£1,700
The fund makes grants to ex-offenders for clothing, household furnishings, training courses and tools.		
<b>First Aid Nursing Yeomanry</b>	249360	£1,700
To provide volunteers, trained and capable of supporting Civil and Military authorities within the United Kingdom during any major emergency, incident, or in planning, so as to protect life and relieve human suffering.		
<b>London Air Ambulance</b>	801013	£1,700
London's Air Ambulance is the charity that delivers an advanced trauma team to London's most seriously injured patients. Using a helicopter from 08:00 to sunset, and rapid response cars at night or in adverse weather situations, London's Air Ambulance brings the hospital to the patient when time is critical.		
<b>City of London Police Widows' and Orphans' Fund</b>	208175	£1,700

Aims & activities: To provide and maintain a sum of money from which financial assistance can be made to: 1) Orphans of members and retired members of the force. 2) Widows & widowers of members of the force who die whilst serving or after leaving the force. 3) Widows and widowers who are serving members of the force. 4) The families of members and retired members of the force who have become incapacitated.		
<b>City of London Police Charity for Children</b>	1068671	£1,700
The City of London Police Charity for Children aims to provide welfare support and relief for vulnerable, sick or disabled children and young people.		
<b>St Mungo's</b>	1149085	£1,700
St Mungo's outreach teams go out each night to meet people who are homeless and to help them off the streets. With 17 outreach teams they are one of the largest providers of outreach services in the country.		
<b>Working Chance</b>	1131802	£1,700
The UK's only recruitment consultancy supporting women leaving the criminal justice and care systems into great jobs with mainstream employers		
<b>National Police Memorial Day</b>	1103000	£2,130
Please see letter attached at Appendix D which outlines the request from the NPCC lead for the National Police Memorial Day.		

5. This year's grant total of £18,430 includes this year's nominations and the existing commitment of £1,000 per annum over five years for the National Police Arboretum Memorial Trust.

## Conclusion

6. If the proposed grants are approved by the Committee, there will be £6,822 remaining in the Fund.

## Appendices

- Appendix A – Police Property Act Fund – Constitution And Purpose
- Appendix B – Police Property Act Fund – Criteria For Disbursements
- Appendix C – Summary of payments made in previous years
- Appendix D – Letter from NPCC lead on National Police Memorial Day

## Oliver Bolton

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Town Clerk's Department

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## APPENDIX A

### **POLICE PROPERTY ACT FUND – CONSTITUTION AND PURPOSE**

1. The Police Property Regulations 1997 apply to property which is:
  - (a) in the possession of the police by virtue of an order of a court of summary jurisdiction in connection with police investigations of a suspected offence where the owner of the property cannot be ascertained; or
  - (b) in the possession of the police by virtue of a court order in connection with the seizure of property where the court was satisfied that the property had been used for the purposes of committing or facilitating the commission of any offence, or was intended to be used for that purpose.
2. The Regulations provide that where property has been held for a year, in relation to an order under paragraph 1(a) above and for six months, in respect of an order under paragraph 1(b) above (provided, in the latter case there has been no successful application by a claimant of the property or no successful appeal by the offender) then the property may be sold and the proceeds of sale shall be kept in a separate account called the Police Property Act Fund (“the Fund”).
3. The Regulations provide that monies accrued in the Fund may be invested and the income so derived shall become part of the Fund. The monies accrued in the Fund may be used to:
  - defray expenses incurred in the conveyance, storage and safe custody of the property and in connection with its sale;
  - pay reasonable compensation, the amount of which shall be fixed by the Police Authority, to persons by whom property has been delivered to the police;
  - make payments of such amounts as the Police Authority may determine for such charitable purposes as they may select.
4. The Chief Officer of Police may, at the request of the Police Authority, administer the Fund in accordance with the Regulations.

## **APPENDIX B**

### **POLICE PROPERTY ACT FUND – CRITERIA FOR DISBURSEMENTS**

1. The organisations to which disbursements may be made should be registered charities.
2. Such organisations, which may be local or national, should be involved in work directly relating to at least one of the following:
  - (i) victim support
  - (ii) discharged prisoners
  - (iii) prisoners' families/dependants
  - (iv) crime prevention
  - (v) welfare of disadvantaged/disabled young people
  - (vi) improvement of community relations
  - (vii) welfare of present or former police officers and/or their families/dependants
  - (viii) such other charitable purposes as may from time to time be agreed by the Committee.
3. Preference may be given to organisations which are local in nature with close City connections.
4. Prior to any disbursements being made, account will be taken of any assistance which may have been given by the City of London Corporation from other sources within the previous three years.
5. Disbursements will not normally be made to an organisation in consecutive years, or on consecutive occasions when disbursements are made at intervals longer than one year, unless they have a connection with the Force.
6. Requests for assistance from the Fund will normally be considered in December each year; and disbursements will be made when the balance available in the Fund permits (this may be annually or at longer intervals).
7. The Finance Committee and the City Bridge Trust Grants Officer will be informed of any disbursements made from the Fund.
8. No more than 75% of the Fund will be disbursed in any year.

**Appendix C - Previous Grants From Police Property Act Fund 2012-2018**

<b>Appendix C - Previous Grants From Police Property Act Fund</b>								
<b>Charity</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19 (proposed)</b>	<b>received 2012- 2019</b>
Royal Humane Society	£1,000.00			£1,000.00	£2,500.00	£2,000.00	£1,700.00	£8,200.00
Supporting Families After Murder and Manslaughter	£1,000.00							£1,000.00
City of London Widows and orphans Fund	£1,000.00						£1,700.00	£2,700.00
First Aid Nursing Yeomanry	£1,000.00	£1,500.00			£1,500.00		£1,700.00	£5,700.00
Alongside You	£1,000.00							£1,000.00
City of London Police Charity for Children	£1,000.00	£1,500.00	£2,500.00	£2,500.00	£2,500.00	£1,000.00	£1,700.00	£12,700.00
Hampstead Marie Curie Hospice	£1,000.00	£1,500.00						£2,500.00
Broadway Homelessness and Support	£1,000.00							£1,000.00
Samaritans	£1,000.00							£1,000.00
St John Ambulance		£1,500.00	£2,500.00	£1,000.00		£1,000.00		£6,000.00
St Joseph's Hospice		£1,500.00						£1,500.00
Haven House Children's Hospice		£1,500.00						£1,500.00
City of London Academy - Islington		£1,500.00						£1,500.00
Child Victims of Crime		£1,500.00						£1,500.00
Sheriffs' Recorder's Fund		£1,500.00	£2,500.00	£1,000.00	£1,000.00	£1,000.00	£1,700.00	£8,700.00
PC Dave Rathband's Blue Lamp Foundation			£2,500.00					£2,500.00
Police Rehabilitation Trust			£2,500.00	£2,500.00		£2,000.00		£7,000.00
Housing the Homeless Central Fund			£2,500.00	£1,000.00	£1,000.00			£4,500.00
Care of Police Survivors			£2,500.00	£2,500.00	£2,500.00	£2,500.00	£1,700.00	£11,700.00
The Most Venerable Order of St John of Jerusalem			£2,500.00					£2,500.00
Embrace Child Victims of Crime				£2,500.00		£1,000.00		£3,500.00
Only Connect				£1,000.00				£1,000.00
Children's Society					£1,000.00			£1,000.00
JAN Trust					£1,000.00			£1,000.00
Trailblazers Mentoring						£1,000.00		£1,000.00
Safer London Foundation						£1,000.00		£1,000.00
London Air Ambulance							£1,700.00	£1,700.00
St Mungo's							£1,700.00	£1,700.00
Working Chance							£1,700.00	
National Police Memorial Day							£2,130.00	£2,130.00
Police Arboretum Memorial Trust		£1,500.00		£1,000.00	£1,000.00	£1,000.00	£1,000.00	£5,500.00
<b>Total for year</b>	<b>£9,000.00</b>	<b>£15,000.00</b>	<b>£20,000.00</b>	<b>£16,000.00</b>	<b>£14,000.00</b>	<b>£13,500.00</b>	<b>£18,430.00</b>	<b>£105,930.00</b>





## Appendix D



# National Police Memorial Day

Patron

His Royal Highness The Prince of Wales

Supported by Government and UK Police Services

Our ref: GT/DW/jmv

6 November 2018

For the attention of the Commissioner

Sent via email from [Chair@polfed.org](mailto:Chair@polfed.org)

Dear Commissioner

I am writing to you on behalf of the Trustees of National Police Memorial Day (NPMD). This day over the last decade has now evolved to become the preeminent event where everyone in our service comes together to remember our colleagues who have died on duty, and to support the families, colleagues and friends that they will never be forgotten. It is also seen as an important event by prominent stakeholders and politicians.

On the 25/26 January 2018 a paper was presented to National Police Chiefs' Council outlining how we intend, with your support to put the NPMD in a more sustainable financial position going forward to ensure that future generations of the service can have this important day to remember. Chiefs decided to support the NPMD for 2018, whilst trustees went back to revise and re-present the business case again in 2019 in order to secure more long term support to this important event in our calendar.

This year's NPMD saw many from the service including senior leaders, politicians and families attend our service of remembrance in Belfast, which if you did attend I am sure you will agree was both a moving and fitting occasion.

My purpose for writing to you is to ask for your contribution as agreed at Chiefs Council so that we may begin planning for next years' event. Your support is important to the day both in terms of finance but also in demonstrating that this is our day supported by our service.

If I can ask that as agreed, a cheque for £2130 made out to National Police Memorial Day be sent to The Treasurer, c/o The Police Federation of England and Wales, Federation House, Highbury Drive, Leatherhead, Surrey, KT22 7UY I would be very grateful.

Once again many thanks for your support.

Yours faithfully

John Apter

On behalf of the National Police Memorial Day Trustees

**Appendix C - Previous Grants From Police Property Act Fund**

Charity	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	Total received 2012-2019
Royal Humane Society	£1,000.00			£1,000.00	£2,500.00	£2,000.00	£1,700.00	£8,200.00
Supporting Families After Murder and Manslaughter	£1,000.00							£1,000.00
City of London Widows and orphans Fund	£1,000.00						£1,700.00	£2,700.00
First Aid Nursing Yeomanry	£1,000.00	£1,500.00			£1,500.00		£1,700.00	£5,700.00
Alongside You	£1,000.00							£1,000.00
City of London Police Charity for Children	£1,000.00	£1,500.00	£2,500.00	£2,500.00	£2,500.00	£1,000.00	£1,700.00	£12,700.00
Hampstead Marie Curie Hospice	£1,000.00	£1,500.00						£2,500.00
Broadway Homelessness and Support	£1,000.00							£1,000.00
Samaritans	£1,000.00							£1,000.00
St John Ambulance		£1,500.00	£2,500.00	£1,000.00		£1,000.00		£6,000.00
St Joseph's Hospice		£1,500.00						£1,500.00
Haven House Children's Hospice		£1,500.00						£1,500.00
City of London Academy - Islington		£1,500.00						£1,500.00
Child Victims of Crime		£1,500.00						£1,500.00
Sheriffs' Recorder's Fund		£1,500.00	£2,500.00	£1,000.00	£1,000.00	£1,000.00	£1,700.00	£8,700.00
PC Dave Rathband's Blue Lamp Foundation			£2,500.00					£2,500.00
Police Rehabilitation Trust			£2,500.00	£2,500.00		£2,000.00		£7,000.00
Housing the Homeless Central Fund			£2,500.00	£1,000.00	£1,000.00			£4,500.00
Care of Police Survivors			£2,500.00	£2,500.00	£2,500.00	£2,500.00	£1,700.00	£11,700.00
The Most Venerable Order of St John of Jerusalem			£2,500.00					£2,500.00
Embrace Child Victims of Crime				£2,500.00		£1,000.00		£3,500.00
Only Connect				£1,000.00				£1,000.00
Children's Society					£1,000.00			£1,000.00
JAN Trust					£1,000.00			£1,000.00
Trailblazers Mentoring						£1,000.00		£1,000.00
Safer London Foundation						£1,000.00		£1,000.00
London Air Ambulance							£1,700.00	£1,700.00
St Mungo's							£1,700.00	£1,700.00
Working Chance							£1,700.00	
National Police Memorial Day							£2,130.00	£2,130.00
Police Arboretum Memorial Trust		£1,500.00		£1,000.00	£1,000.00	£1,000.00	£1,000.00	£5,500.00
<b>Total for year</b>	<b>£9,000.00</b>	<b>£15,000.00</b>	<b>£20,000.00</b>	<b>£16,000.00</b>	<b>£14,000.00</b>	<b>£13,500.00</b>	<b>£18,430.00</b>	<b>£105,930.00</b>

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<b>Committee(s):</b> Police Authority Board	<b>Dated:</b> 20 <sup>th</sup> April 2021
<b>Subject:</b> CoLP Staff Survey 2020	<b>Public</b>
<b>Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?</b>	No 1 and 3
<b>Does this proposal require extra revenue and/or capital spending?</b>	<b>N/A</b>
<b>If so, how much?</b>	<b>N/A</b>
<b>What is the source of Funding?</b>	<b>N/A</b>
<b>Has this Funding Source been agreed with the Chamberlain’s Department?</b>	<b>N/A</b>
<b>Report of:</b> Commissioner of Police Pol xx-21	<b>For Information</b>
<b>Report author:</b> Chief Inspector Luke Baldock, City Silver, UPD	

## Summary

Members will be aware that in September 2017, the City of London Police received results of the first Staff Survey, run in partnership with Durham University, considered to be the leading partner in this field working with almost 40 police Forces. The Force received comparatively good results and scored strongly across a range of indicators in the 2017 Survey and this was presented in previous reports to your Board.

The second Staff Survey, again in partnership with Durham University was run in September and October 2020. This had been delayed somewhat due to the Coronavirus pandemic with it not being seen as appropriate to run as originally scheduled in March 2020 due to the implementation of the first “lockdown.”

The initial results were reported to the City of London Police (CoLP) Chief Officer Team on 24<sup>th</sup> November 2020 and the full results were received and briefed to the Force Senior Leadership Team in February 2021. A high level brief was given to Members as part of the Commissioner’s Verbal Update briefing note at the 17<sup>th</sup> February 2021 Police Authority Board.

The Force had a 42% participation rate in the 2020 Survey. This was lower than first survey which was 57%. However, Durham noted in their feedback that with the coronavirus pandemic, that all Forces had seen a reduction in survey take up, and that comparatively, CoLPs response rate was very good.

In almost all areas, the Force has improved since the last survey. With reference to the full results, these are being presented in Force to a wider leadership group the first week of April. The Coronavirus pandemic has led to this fuller response being delayed with non-essential business being impacted by the further lockdowns in November and December. A full plan is now underway to communicate the results fully and develop

and implement action plans to address the findings. Workshops will be run by the Force Staff Survey lead to add further detail to the findings.

### **Recommendation(s)**

It is recommended that Members note the report.

### **Main Report**

#### **Background**

1. The 2017 Staff Survey led to wide ranging actions to address the findings. The 2017 survey “Areas of Focus” recommended by Durham were:
  - **Hindrance Factors** – Things which annoy and frustrate staff, preventing optimum performance.
  - **Procedural Justice** – Also known as Procedural Fairness. This is a perception by staff that certain aspects of Force actions and processes are unfair (for instance selection/promotion processes.)
  - **Supportive and Ethical Leadership** – This is a perception that staff do not always feel fully supported by their leaders. Durham University clarified that the Force still scored highly in this area, but that it was not as strong as other areas of the survey results, and that public sector staff tend to have extremely high expectations in this area compared to the private sector.
  - **Autonomy** – This is a perception that staff lack the ability to make decisions themselves and are micro-managed, or unable to break down organisational barriers and bureaucracy to effective decision making.
  
2. These results were shared with staff in a series of workshops to explore the findings further, which in turn, led to a programme of activity to act on staff concerns. These included:
  - **Launch of Talkback** - An online platform to promote discussion, and allow staff to bring up things that frustrated or concerned them. This was supported by a peer support group of “Talkback Advocates” who would monitor the conversations and actively seek answers to questions posed by colleagues. This was primarily to address the issue of “Hindrance Stressors” to provide a forum to raise concerns
  - **The 8 Commitments** – The staff workshops led to 8 main themes of focus for improvements. The Force made a commitment to staff in each area as to how we planned to improve and appointed a lead for each area.
  - **Staff Survey Action Plan** – This tracked and recorded progress against each of the 8 Commitments with a monthly update for the 2 year period of the survey (although this was later extended due to

covid.) This was made accessible to staff to view through the Talkback portal

- Throughout the 2 year implementation of the findings, a great deal of progress was made in all of the 8 commitment areas with good news stories regularly shared with staff, and “You Said, We Did” articles outlining progress. Reports to Members were also submitted throughout this period to the Police Authority Board in September and November 2017, and further updates followed to the Professional Standards and Integrity Committee in December 2018 and a final update to the Performance and Resource Management Committee in February 2020.

### The 2020 Survey- Key Data

- On 24<sup>th</sup> November 2020, Durham University presented their initial findings to the Chief Officer Team and the Staff Survey lead with full results being received in Force and briefed to the Force Senior Leadership Team in February 2021. Durham’s assessment was that the Force has clearly improved, almost across the board in the scores since the last survey. This was noted as being commendable in the backdrop of the uncertainty and stress associated with the pandemic. The results are outlined below. A trend assessment has also been added.

Measure	2017 (Average)	2020 (Average)	Trend
Vision Clarity	4.34	4.33	n.s
Perceived Organisational Support	4.18	4.47	++
Procedural Justice (Fairness)	3.42	3.70	++
Organisational Pride	5.02	5.03	n.s
Supportive Leadership	4.85	5.07	++
Public Service Motivation	5.63	5.78	+
Meaningfulness of Work	5.58	5.85	++

Ind – Code of Ethics Values Alignment	5.85	5.93	+
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Measure	2017 (Average)	2020 (Average)	Trend
Challenge Stressors (1-5 scale)	3.81	3.79	n.s
Hindrance Stressors (1-5 scale)	3.15	2.87	++
Uncertainty	4.95	4.55	+++
Felt Responsibility for Improvements	4.90	5.12	++
Confidence in Job Skills	5.56	5.72	+
Engagement	5.52	5.75	++
Job Satisfaction	4.82	5.34	+++

n.s – Not significant

Scales 1 to 7, unless indicated.

Highlighted in Blue = Smaller number is better/improvement

- As can be seen from the scores, the Force has improved in almost all areas. The only area scored slightly lower was Vision Clarity, and this by only 0.01. In other areas significant improvements have been seen.
- Durham noted several reasons for this improvement. This is likely to have included the Force IT modernisation, with almost all staff now having received upgraded devices. IT was a significant hindrance stressor last time. Improvements have been made around autonomy, with duties and overtime systems allowing for digital self-service, with bureaucracy reduced. Additionally, the Force has streamlined the process for procurement of small, low value items and services.



7. Durham also noted that the Force's approach to home working during the pandemic was likely to have contributed towards improved scores. Findings from other Forces was that increased working from home can be extremely beneficial. Staff are less stressed and tired by long commutes and have more flexibility. However, with home working also comes the risk of staff not feeling supported by their managers, or engaged with their colleagues and these negative effects can be significant. Durham felt that the CoLP approach had clearly been the right one as the scores in "Perceived Organisational Support" and "Supportive Leadership" have both increased. This is likely to be down to the benefits of the IT programme, with video conferencing and regular meetings and taskings supported by Microsoft Teams being available, meaning staff are engaged and have regular contact with managers. The Force scores indicate it is getting this balance right.

### Areas of Focus

8. Durham noted that, whilst all of the scores were in the "good" range, that two main areas of focus where we should look to improve have been found. These are:
  - **Vision Clarity** - providing staff with a completely clear, and concise overview of the core aims of the organisation, to the extent that any member of staff could sum it up in a few sentences about what we are trying to achieve and what their role is.
  - **Procedural Justice** - the confidence that decisions and processes are undertaken for the right reasons, and done in a fair way.
9. Durham noted that tackling Vision Clarity should be the primary focus, as improving in this area tends to have a direct impact on Procedural Justice, where getting Vision Clarity right leads to improvements in perceptions of Procedural Justice.
10. Early discussions have been held about creating a "Plan on a Page." Durham noted that Forces who adopt these tend to have higher scores in Vision Clarity. This sets out, in a one page, A4 document the mission, vision and values of the Force with the message distilled down to the most essential aims of the Force, so both staff and the public can understand in a concise way what the Force is about and is trying to achieve. The intent is that the Staff Survey Lead will work with Corporate Communications to look into this area further and work with key stakeholders to produce this key document. This could potentially be an annual document but these details are still to be discussed.

### Implementation plan/Next Steps

11. The Staff Survey lead will hold focus groups with staff to expand on the findings. The outline survey results have now been shared with staff via a Force Intranet article. This will then lead to the formulation of a new action plan, which should be more concise this year after the successes in addressing the last survey outcomes. This will then continue for a 2 year period with aims to deliver on as much of the plan as possible before the next survey.

## **Timeline**

12. The proposed timeline for delivery and reporting is as follows:
- 6<sup>th</sup> April 2021– Follow up briefing with Durham University to Directorate level leads giving a detailed breakdown
  - Late April 2021 – Series of focus groups with Directorate staff to expand on results
  - May 2021 – Formulation of the next set of Commitments and Action Plan
  - 4<sup>th</sup> May 2021- Update on developments to P&RMC (or SPPC)
  - 18<sup>th</sup> May 2021 - Presentation of draft action plan to PAB (this is tentative subject to having held all workshops and drawing action plan together in time for the deadline)
  - June 2021 onwards – Work towards delivering the Action Plan over the next 18 months in the run up to the next survey
  - Continue reporting on a quarterly basis to Strategic Planning and Performance Committee and PAB until delivered.

## **Monitoring**

13. The Staff Survey lead will produce updates on the Action Plan, and will report to the appropriate internal Board and Police Authority Board(PAB) periodically as agreed. It is suggested the action plan gets reported quarterly to the newly formed Strategic Planning and Performance Committee following on to the PAB after.

## **Communications Strategy**

14. As with the last survey, the communications plan will be key, and Corporate Communications are currently working on this at the time of writing. Initial communications detailing the survey results and the provisional timeline of next steps have already been delivered internally.

## **Corporate & Strategic Implications**

### *Strategic implications*

15. Delivery of the CoLP Staff Survey Action Plan once developed will support the delivery of all of the City of London Police Corporate Plan ambitions and no. 1 and 3 of the City of London Corporation Corporate Plan by ensuring that the workforce feels content and supported to perform their roles and that potential is maximised, this in turn will support Force performance and service delivery to the public.

### **CoL Corporate Plan ambitions**

1. People are safe and feel safe
3. People have equal opportunities to enrich their lives and reach their full potential

## **CoLP Corporate Plan ambitions**

- To make the City of London the safest city area in the world,
- To deliver a policing service that is valued by those who live, work and visit the City of London.
- To be a police force with global influence and impact.
- To build new ethical economical partnerships.
- To have an innovative, skilled and agile workforce in a culture that supports inclusivity and empowers our people.

### *Equalities implications*

It is anticipated that the development and the delivery of the Staff Survey Action Plan will not adversely impact on any of the Protected Characteristics identified in the Equality Act.

## **Conclusion**

16. The Staff Survey results are very positive, and this was noted by Durham in the feedback session. The fact that three of the areas of focus have improved to the extent they are no longer considered as such is very pleasing. The Force recognises that it can still improve and now has two very tangible areas of focus and a plan is being developed to address these. It is hoped the Force will continue to make further significant progress over the coming two years before running a further survey which will show direction of travel.

## **Background Papers**

Pol 58-17	Staff Survey 2017- PAB September 2017
Pol 78-17	Staff Survey Update- PAB November 2017
	Staff Survey 2017 Update- PS&I Committee- December 2018
Pol 13-20	Staff Survey 2017 - 8 Commitments Update- P&RM Committee-February 2020

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<b>Committee:</b>	<b>Date:</b>
Police Authority Board	20 April 2021
<b>Subject:</b> Covert Human Intelligence Sources (Criminal Conduct) Act 2021	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	1, 6, 12
<b>Does this proposal require extra revenue and/or capital spending?</b>	No
<b>Report of:</b> Remembrancer <b>Report author:</b> Kiki Hausdorff	<b>For Information</b>

## Summary

The Covert Human Intelligence Sources (Criminal Conduct) Act 2021, which received Royal Assent on 1<sup>st</sup> March 2021, makes provision for the authorisation of criminal conduct in the course of, or otherwise in connection with, the conduct of a covert human intelligence source (CHIS). The Act amends the Regulation of Investigatory Powers Act 2000 and introduces a power to authorise conduct by officials and agents of the security and intelligence services, law enforcement, and certain other public authorities, which would otherwise be unlawful. During its Parliamentary process, the Act was heavily criticised for including a power to authorise criminal conduct by a juvenile CHIS (i.e. under age 18), and for not placing a limit on the type of criminal conduct that may be authorised. The Government persuaded Parliament that sufficient safeguards were in place to protect juveniles, and that limiting the type of conduct that may be authorised would create a risk to public safety.

## Recommendation

Members are asked to note the contents of this report.

## Main Report

### Commencement of the Act

1. The Act received Royal Assent on 1<sup>st</sup> March 2021. Its substantive provisions will be brought into effect by regulations which have yet to be made.

### Definition of key terms

2. A covert human intelligence source (CHIS) is defined in the 2000 Act as a person who establishes or maintains a relationship with another person for the covert purpose of covertly obtaining information, providing another person with access to

information, or disclosing information obtained through that relationship. A CHIS may be authorised to carry out this activity by a use and conduct authorisation.

3. An activity or purpose is “covert” if it is calculated to ensure that one of the parties to the relationship is unaware of the activity or purpose. Not all human sources of information will qualify as “covert” and a conduct authorisation under the 2000 Act will therefore not always be appropriate.
4. The Act inserts new provisions into the 2000 Act which enable certain public authorities to grant a “criminal conduct authorisation” (CCA) to a CHIS. This authorises conduct by a CHIS which would otherwise constitute crime.

## **Criminal Conduct Authorisations**

### Granting CCAs

5. CCAs must be linked to a use and conduct authorisation (i.e. an authorisation for non-criminal conduct) granted under the 2000 Act and will cease to have effect if the related use and conduct authorisation is cancelled or expires.
6. CCAs may be granted by designated officers of the City of London Police and a number of other bodies including the Serious Fraud Office, the Financial Conduct Authority and the Competition and Markets Authority.

### Effect and scope of CCAs

7. CCAs provide lawful authority for specified conduct of a CHIS carried out for the purposes of, or in connection with, the investigation or operation described. They must contain clear parameters to ensure that the CHIS knows what criminal conduct they are authorised to participate in. Criminal conduct that goes beyond what is permitted by an authorisation remains unlawful.
8. The Chair of the Intelligence and Security Committee, Julian Lewis, summarised the effect of the Act in the House of Commons Second Reading debate: “We are now legislating to make properly authorised criminal conduct lawful, rather than continuing with the current position whereby... [the] authorising authority is able to argue that it would not be in the public interest for prosecuting authorities to prosecute properly authorised criminal conduct, but there is no guarantee of immunity. What we are now saying is that they are not breaking the law, rather than, as in the past, that they were breaking the law, but that it was against the public interest to prosecute.”
9. The Advocate-General for Scotland, Lord Stewart of Dirleton, said at Second Reading in the House of Lords that the Act “provides greater certainty for CHIS that they will not be prosecuted for activity the state has asked them to commit... it may also help to recruit and retain CHIS in the future and maximise the intelligence we can gather through this technique.”
10. A CCA may authorise criminal conduct by someone else “in relation to” a CHIS, namely those within a public authority that are involved in or affected by the authorisation.

## **Requirement of necessity and proportionality**

11. CCAs may only be granted where the authorisation is necessary either in the interests of national security, for the purpose of preventing or detecting crime or preventing disorder, or in the interests of the economic well-being of the UK. The conduct authorised must also be proportionate to what is sought to be achieved.
12. Under the Human Rights Act 1998, it is unlawful for a public authority to act in a way which is incompatible with the European Convention on Human Rights (ECHR). This position is not altered by the 2021 Act. Public authorities granting CCAs, including the City of London in its capacity as a police authority, must continue to ensure that they are acting in compliance with the Articles of the ECHR, and may not authorise conduct that constitutes or entails a breach of ECHR rights.

### **Procedural safeguards**

13. The Act inserts new provisions into the 2000 Act requiring a person who grants or cancels a CCA to give written notice to a Judicial Commissioner setting out the grounds on which the authorisation is deemed necessary and proportionate and specifying the conduct that is authorised.
14. The Act amends other legislation to require the independent Investigatory Powers Commissioner to keep under review the exercise of the power to grant or renew CCAs. The Investigatory Powers Tribunal will continue to have jurisdiction to investigate and determine complaints against public authorities' use of CHIS authorisations.

### **Safeguards for juveniles**

15. The Act also inserts new provisions into the 2000 Act to implement additional safeguards for the authorisation of juveniles (i.e. individuals under 18 years old) as CHIS. There are extra requirements before an authorisation may be granted to a juvenile, for example special arrangements for meetings including the presence of an appropriate adult.
16. The use of juvenile CHIS was a key issue of contention in Parliament and the provisions relating to CCAs for juveniles were fiercely debated. In the House of Lords, the Home Office Minister said, "I completely understand why many noble Lords' starting position would be to seek to prohibit any authorisation of a juvenile. The danger of that approach is that in prohibiting their use as a CHIS you increase their use by criminal gangs, which will be reassured that a juvenile cannot be working on behalf of the state." She reassured the House that, under the Act, a juvenile CHIS may "be authorised only in exceptional circumstances... only where there is no reasonably foreseeable harm to the juvenile as a result of the authorisation, and where the authorisation is believed to be compatible with the best interests of the juvenile."
17. Labour Peer and former Security and Counter-Terrorism Minister, Lord West of Spithead, said he was initially "taken aback" when he learned of the use of juveniles as CHIS but said he had "come to realise that, to some extent, the concern about juveniles in relation to the Bill is due to the conflation of the broader question of whether under-18s should be used as CHIS at all. That of course is not the matter at hand that we are discussing, rather it is the narrower issue of whether those involved should be able to participate in criminality and with what

safeguards, which is what the Bill addresses.” He added that he had come to accept that juvenile CHIS should be used “in very exceptional circumstances,” and felt the Act “will put appropriate safeguards in place which will ensure that that can be done with maximum gain and minimum risk.”

### **Safeguards for vulnerable adults**

18. Further safeguards for vulnerable adults acting as CHIS are introduced by the Act’s insertion of new provisions into the 2000 Act. This includes the requirements that, before a CCA may be granted to a vulnerable adult, the risks of harm have been sufficiently explained to and understood by them and the need to safeguard them has been taken into account.
19. Where it is known or suspected that an individual may be vulnerable, they should only be authorised to act as a CHIS in the most exceptional circumstances, and only by specified authorising officers.

### **Authorisation of serious criminal conduct**

20. There is no limit on the type of criminal conduct that may be authorised by a CCA. During the Act’s passage through Parliament, opposition amendments were passed in the House of Lords which aimed to exclude serious criminal conduct, such as rape and murder, from being authorised by CCAs. The Government successfully argued that the necessity and proportionality requirements, and the requirement under the Human Rights Act 1998 of compliance with ECHR rights, were sufficient safeguards.
21. Attorney General Michael Ellis (who was Solicitor General at the time of the Act’s passage through Parliament) warned that placing explicit limits within the Act on the type of conduct that could be authorised by CCAs would create a risk to operations and the safety of CHISs and the public, by creating a “checklist” that would make it “very easy for criminal gangs and others to develop initiation tests.” He stressed the “need to avoid presenting criminals and criminal gangs with a means to test those people they suspect are agents,” as “some criminals, in seeking to demonstrate that they are not a CHIS, will go away and do what is asked of them, and perhaps even commit rape or another serious offence to demonstrate their loyalty.”

### **Conclusion**

22. As noted above, Royal Assent has now been given and the Act awaits implementation by regulations.

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