

CITY OF LONDON POLICE AUTHORITY BOARD
Tuesday, 6 October 2020

Minutes of the meeting of the City of London Police Authority Board held on
Microsoft Teams with Public Access at <https://youtu.be/MOp6JvA9f-k> on Tuesday, 6
October 2020 at 1.45 pm

Present

Members:

Deputy James Thomson (Chairman)
Douglas Barrow (Deputy Chairman)
Caroline Addy
Munsur Ali
Nicholas Bensted-Smith
Deputy Keith Bottomley
Tijs Broeke
Alderman Emma Edhem
Alderman Alison Gowman
Alderman Timothy Hailes
Dawn Wright
Andrew Lentin (External Member)
Deborah Oliver (External Member)

City of London Police Authority:

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| John Barradell | - Chief Executive |
| Simon Latham | - Deputy Chief Executive |
| Amanda Mays | - Town Clerk's Department |
| Alex Orme | - Head of Police Authority Team |
| Oliver Bolton | - Deputy Head of Police Authority Team |
| Rachael Waldron | - Compliance Lead |
| Bob Roberts | - Director of Communications |
| Chandni Tanna | - Town Clerk's Department |
| Alistair MacLellan | - Town Clerk's Department |
| Joe Anstee | - Town Clerk's Department |
| Alistair Cook | - Head of Police Authority Finance |
| Chris Bell | - Commercial Director |
| Ellen Wentworth | - Chamberlain's Department |
| Paul Chadha | - Comptroller and City Solicitor |

City of London Police Force:

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|---------------------|---|
| Ian Dyson | - Commissioner |
| Alistair Sutherland | - Assistant Commissioner |
| David Evans | - Commander (Operations and Security) |
| Oliver Shaw | - Detective Superintendent |
| Cecilie Booth | - Chief Operating and Chief Financial Officer |

Teresa La Thangue
Hayley Williams

- Director of Communications
- City of London Police

1. **APOLOGIES**

At the start of the meeting, Members and Officers observed a minute of silence in memory of Sgt Matt Ratana of the Metropolitan Police Service, who had been killed whilst on duty in the early hours of Friday 25 September.

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 3 September 2020 be approved subject to correction of a typographical error.

4. **OUTSTANDING REFERENCES**

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

37/2019/P - Bishopsgate Police Station Exercise Yard

The Chief Operating and Chief Financial Officer noted that the report for approval under delegated authority had been submitted to the Town Clerk that morning. The report sought approval for a £105,000 budget for the works, to be met from the Decant budget. The Director of Estates and Support Services would provide a timescale for commencement and completion of works in due course.

A Member, commenting as Special Interest Area Lead for Safeguarding and Public Protection, noted that this was a disappointing update given a year had passed since the Exercise Yard had been identified as a priority arising from a Her Majesty's Inspector of Constabulary, Fire and Rescue Services (HMICFRS) report. The Member noted that an interim budget had been approved for the works in April 2020 and it was stunning to still have no clear works commencement and completion dates. However, it was noted in mitigation that this had been during the nationwide lockdown for COVID-19 which had further delayed the contracts for works being procured and awarded.

The Chairman added that he too had concerns at the speed at which the project had been progressed, and that he was keen to have a firm start and completion date without undue further delay given the delays experienced to date. The Town Clerk committed to advising relevant Members once the delegated authority decision had been completed.

29/2020/P – 30/2020/P – Job Descriptions and Person Specifications for Board Members / Special Interest Areas

The Chairman requested that, notwithstanding the Lisvane Report, these governance items should be completed no later than April 2021.

33/2020/P – Utilisation and Deployment of City of London Police Reserve

The Chairman noted he was not happy regarding the further deferral of this report until November 2020 and, commenting on the recent withdrawal and deferral of reports, noted that this should be avoided as far as possible going forward.

34/2020/P – Road Danger Reduction and Active Travel Progress against HMICFRS

The Chairman noted that this reference was being referred to the Performance and Resource Management Committee.

39/2020/P – Independent Advisory and Scrutiny Group Engagement

The Chairman noted that this reference was dependent on feedback from the IASG. He requested a further update at the November 2020 Board meeting.

PRM Committee 2/2020/P – Reserves Policy

The Chairman noted this was a reference he had been seeking since the start of the year and was similarly disappointed its completion has been pushed back until November 2020. He accepted however the Treasurer's reasoning that the policy should be aligned with the Medium-Term Financial Plan.

RESOLVED, that the report be received.

5. CHAIRMAN'S PUBLIC UPDATE

The Chairman provided an update to the Board in public session and the following points were made.

External Engagement

- The Chairman had been confirmed as Deputy Lead for Fraud on the Association of Police and Crime Commissioners and was hopefully in a good position to be appointed Lead in 2021, noting however that such appointments were political.
- The Chairman had been invited to speak on Action Know Fraud at the APCC & WMPCC National Online Fraud Symposium on 19 October 2020.
- The Chairman was engaging with two think tanks, firstly Royal United Services Institute regarding the future of cyber fraud and secondly the

Police Foundation regarding a strategic review of policing and emerging risks including fraud and cyber.

Internal Engagement

- The Chairman thanked the Assistant Commissioner for delivering the Member Briefing on Counter-Terrorism on 23 September 2020 which had been attended by over 35 Members. The next session would cover the emerging Policing Plan.

Appointment of new Assistant Commissioner for Fraud and Cyber Crime

- The Chairman had been involved, alongside the Commissioner, Assistant Commissioner and Martin Hewitt of the National Police Chiefs' Council, in the appointment of Angela McLaren from Police Scotland as the new Assistant Commissioner responsible for fraud and cyber crime. ACC McLaren had been selected from among a strong field of candidates and the Chairman noted he was delighted with her appointment.

City of London Police Authority Matters

- The Chairman noted that the increasing levels of COVID-19 had led to COVID GOLD command structures being reactivated. The Chairman had been working to emphasise the Force's phased approach to engagement, education and enforcement through encouraging City of London Corporation services to issue aligned guidance, given countering COVID was not just a police matter.
- The Chairman noted that the Commissioner and Deputy Chief Executive were liaising to improve the information flow and reporting to the City of London Police Authority Board in light of the new monthly meeting tempo of the Board, and recent late and withdrawn Board papers.

City of London Police Authority Governance and the Lisvane Report

- The Chairman noted that the Board had commenced reviewing its own governance around 18 months ago during which time it had introduced some changes – such as the introduction of term limits – and a number of other work items such as job descriptions and a review of the Board's committees were underway. The Chairman did not wish the Lisvane Report to slow this work down, although evidently some work was dependent on the City of London Corporation's wider response to the report and this could be discussed later on the agenda.

6. COMMISSIONER'S PUBLIC UPDATE

The Commissioner and his Chief Officers provided an update in public session and the following points were made.

- The Commissioner noted the Chairman's comments regarding the need to improve information flow and reporting the Board in light of its new monthly meeting tempo. The Commissioner asked the indulgence of the Board given the Force was in the early days of this increased reporting rhythm which required building up a central Force capability through the Transform programme.
- The Commander (Operations and Security) confirmed that the London Strategic Coordination Group had been reformed to reflect the current tempo of activity to counter COVID. The Force had also reinstated its own GOLD Command structure in response to a small outbreak of cases within a critical service of the organisation a fortnight previously. Effective track and trace procedures had enabled the Force to prevent the outbreak progressing further, and absentee levels were now returning to pre-COVID levels.
- The Commander (Operations and Security) noted there had been significant national coverage on COVID enforcement by police and partners, and that work between the Force and the City of London Corporation had led, broadly, to the Force focusing on public spaces and groups of persons and the City of London Corporation focusing on licensed premises. On the first evening of the introduction of 10.00pm closing time the Force had worked with the City's Licensing Team to good effect.
- In terms of COVID enforcement, the Force had not issued any COVID Fixed Penalty Notices (FPNs) since 4 September 2020. The Force had a robust stance on education and encouragement but nevertheless rarely felt the need to escalate to enforcement stage.
- The Force had seen a reduced footfall in the City since the introduction of more stringent COVID measures. There was a reduced number of offences on the same point last year – 2576 offences, a 57% decrease – which led to a reduced policing demand. Nevertheless some crime types remained persistently high namely an increase in drug arrests reflective of officers being out on the ground and proactive. Moreover arrests for burglary and pedal cycle theft had increased, the latter reflective of new COVID-influenced travel habits and proactive policing by probationary officers.
- In response to a question, the Commander (Operations and Security) noted that COVID marshals were a local authority resource that was at an early stage of development, pending confirmation of funding. In the meantime the partnership approach between the Force and the City was proving effective.
- In response to a question, the Commander (Operations and Security) committed to providing an update outside of the meeting regarding the operation of the Independent Custody Visiting Scheme during COVID (41/2020/P).

7. **NATIONAL LEAD FORCE**

The Commissioner was heard regarding National Lead Force matters and the following points were made.

- The Commissioner highlighted the work being undertaken by the Force with the Home Office and other partners to build a systemic improvement in countering fraud. As National Lead Force, the Force was well positioned to contribute to that work. It was difficult to brief Members on detailed proposals at present given those proposals were subject to the forthcoming spending review. It was recognised by all stakeholders that investment in the National Lead Force was an important strand of the wider approach to countering fraud.
- The Force had been working with government to highlight COVID-related fraud. Figures up to the end of August 2020 demonstrated COVID fraud represented 0.1% overall, although overall fraud and cyber crime had increased 11% on year. There had been a marked increase in the last six months in online shopping fraud, romance fraud, and investment fraud.
- The Force continued to work on the implementation of recommendations arising from the Mackey Review. Of the 15 recommendations, 8 had been completed with the remaining scheduled for completion by end of the calendar year, where they were not dependent on the procurement of a new fraud reporting system. A report on Mackey Review implementation would be made to the Economic Crime Committee. The Chairman requested the Committee also give good scrutiny to the National Lead Force Performance report including time taken to answer call/rate of dropped calls to the Action Know Fraud call centre (42/2020/P).

8. **APPOINTMENT OF EMPLOYER REPRESENTATIVE - CITY OF LONDON POLICE PENSIONS BOARD**

Members considered a report of the Town Clerk regarding the appointment of an Employer Representative to the City of London Police Pensions Board.

RESOLVED, that the Chairman of the City of London Police Pensions Board's recommendation that Henry Colthurst CC be appointed as an Employer Representative to the Pensions Board be agreed.

9. **THE LISVANE REVIEW - SUMMARY OF CITY OF LONDON POLICE-SPECIFIC ISSUES AND RECOMMENDATIONS**

Members considered a report of the Town Clerk regarding The Lisvane Review – Summary of City of London Police-specific Issues and Recommendations and the following points were made.

- The Chairman noted that the overall recommendations of the Review would be discussed at an informal Member meeting on 14 October 2020 and at the informal meeting of the Court of Common Council on 12 November 2020. The Resource Allocation Sub (Policy and Resources)

Committee had been appointed the reference sub-committee responsible for considering the recommendation and would be meeting between now and December 2020 with a view to making quick-win recommendations to the Court of Common Council in January 2021.

- Members of the Board were invited to review the Police-specific issues and recommendations outlined within the report and make any comments, with a view to a fuller report being made to a future meeting of the Board. The Chairman reiterated his comments made earlier in the meeting that the Board had, pre-Lisvane Review – been reviewing its own governance including term limits, job descriptions, and the bifurcation of the Performance and Resource Management Committee. The Chairman expressed the hope that items such as this need not be delayed by the consideration of the Lisvane Review, and could instead be recommended to the Resource Allocation Sub-Committee as among the quick-wins recommended to Court of Common Council.
- A Member noted that among the Lisvane recommendation was one that the Board should be composed of a majority of independent members and queried, given the time demand on such a role, whether independent members of other police authorities were remunerated. The Chairman requested that remuneration be covered in the forthcoming report to the Board.
- A Member welcomed the Lisvane Review and agreed that the Board should nevertheless press ahead with its current governance changes where possible. The Member felt it was interesting that Lord Lisvane had chosen not to recommend that a sole Member of the Court of Common Council be appointed, in effect, a Police and Crime Commissioner which perhaps reflected the importance of ensuring a collective oversight of the Force's National Lead Force function.
- A Member noted that any governance changes should address the glacial speed of decision making within the City of London Corporation – not necessarily restricted to the Board - through granting the Board greater ownership of decision-making on Police matters, referencing the delay in budget approval for the Bishopsgate Police Station Exercise Yard. The Chairman endorsed this comment, noting that there had been mission creep in oversight of the Force from other City of London Corporation committees, which he had sought to address in part through co-opting Members from other Committees on to the Board's own Committees. There was a case to simplify and better define levels of decision making that sat with the Board and peer Committees across the City of London Corporation.
- A Member noted that he welcomed some of Lord Lisvane's recommendations, but not all. He questioned in particular not having a majority of Common Councillors serving on the Board. He felt that the Board needed to consider what was required to improve its own effectiveness and perhaps go further than what had been recommended

by Lord Lisvane – and signal this approach to the Resource Allocation Sub-Committee. It was key that democratic oversight was maintained over the City of London Police.

- The Chairman noted that he would welcome an increase in independent Members on the Board.
- A Member noted that the Court of Common Council was the City of London Police Authority and felt it unlikely that the Board would be converted into a majority of independent Members. He suggested a Member workshop to consider emerging detail on governance proposals ahead of a report being made back to the Board. The Chairman concurred with this proposal, noting that the Board oversaw a complex area where it was necessary to be cognisant of statutory issues and stakeholders such as the APCC, CIPFA etc (43/2020/P).
- Members noted that it was important to ensure adequate opportunities for residents and businesses to engage with the work of the Board. The Chairman concurred, noting the recently refreshed IASG.

RESOLVED, that the report be received.

10. **Q1 BUDGET MONITORING 2020/21**

Members considered a report of the Commissioner regarding Q1 Budget Monitoring 2020/21 and the following points were made.

- The Chief Operating and Chief Financial Officer (COFO) introduced the report, noting that the Force was predicting a £4m underspend for the year which would be applied to Action Know Fraud. The report set out underspends, particularly relating to the timing of recruitment. These were also broken down by Directorates, and Members were asked to note that all probationers were deployed to Uniformed Policing but not into substantive posts, which gave rise to the vacancy factor of almost 50.
- The report also contained a backward and forward look on workforce projections, which was a difficult exercise given the time lag between recruitment, vetting, appointment and confirmation in post made it difficult to make an accurate projection. The report sought to provide a split between the 44 posts provided through national uplift, and the 67 posts provided by the City's local uplift.
- The report also dealt with sources of income, with the COFO being confident that income streams would be met, although there was some risk around TfL funding, and income received from international training given recent COVID restrictions. Nevertheless training demand remained strong and it could be delivered if COVID restrictions were lifted.

- The capital programme was set out as an appendix and at this point of the year no variances were reported. The COFO did not expect this to change in Q2 but a more detailed picture would emerge in Q3.
- The Force had seen a significant improvement in accounts payable following a new appointment within the Force Finance Team. There were no bad debtors. In terms of overtime, the Force was on track to spend on budget although it was difficult to predict the outturn.
- A savings tracker was provided as an appendix, with the tracker being subject to a monthly working group within the Force. The main risk was the deferral of the £1m National Enabling Programme. The COFO was looking to set up a holding grant for this financial year with vacant posts. Members were asked to note that Item 9 (Commercial) within the tracker was rated Amber.
- In response to a question, the Commissioner replied that the Force monitored staff and overtime on a monthly basis, and that Force recruitment was proceeding at pace. To give Members an idea of scale, if the Commissioner had been asked to comment 18 months previously, he would have expressed concern at where the Force was at in terms of recruitment. Now, however, with the national and local uplift the Force had embarked on an ambitious recruitment programme with 113 officers and staff joining between April-August compared to 41 leaving. The Force would be up to establishment by end of the calendar year and at present was operating way beyond the normal rhythm of recruitment, with all the attendant national, medical and vetting requirements that had to be met. Nevertheless the Commissioner was comfortable with where the Force was as compared to a year ago.
- In response to a question, the Commissioner acknowledged that the Force had experienced some real pressure points on overtime in the past 18 months particularly around specialist skills, and so overtime was used to maintain the mandated requirement of those skills. Nevertheless demand had relaxed during the COVID period and so overtime was now being better managed. There were no concerns regarding staff wellbeing at present.
- The Assistant Commissioner reiterated the answer provided by the Commissioner, noting the Force had a monthly GOLD HR meeting to support forecasting, recruitment and workforce planning. The Force had indeed been under pressure over the last few years during which time between 6,500-7,000 rest days had been accrued. These were being worked through, although there was an issue regarding firearms, public order and detectives, with the Force competing with other Forces in the London and South East area. The Force had appointed a new welfare lead, and with regards to vetting had reached an agreement with Warwickshire Police to increase capacity.

- The Chairman noted that the concern for the welfare of officers, as well as being expressed at the Board, was also being monitored by the Performance and Resource Management Committee given prior to the onset of COVID there had been overtime, sickness and time off in lieu pressures due to operational commitments to policing Extinction Rebellion.
- In response to a question, the COFO noted that Action Know Fraud was a one-off cost that would be met from the one-off £4m underspend. All recurring costs were catered for in the Force's base budget.
- On the issue of recruitment, the COFO noted that the Force's Finance and Human Resources teams were closely aligned to ensure the timing of recruitment was appropriate. Savings had been made through the recruitment of probationers offset against the retirement of experienced officers, balancing all the while the maintenance of service levels.
- On the issue of overtime, the COFO added that she chaired the Force's Strategic Finance Board where overtime reporting was overseen and broken down into directorates, individual projects and budget managers. This enabled the Board to identify top earners of overtime and track workload and welfare.
- On the issue of quarterly reporting the COFO noted that ordinarily she could make Q1 reporting to Members in mid-August and so, with recess in mind, Q1 reporting could be submitted to September meetings of the Performance and Resource Management Committee and City of London Police Authority Board. That said, it was difficult to comment in September on outturn at the end of June. Month 6 reporting had just been finished and the £4m underspend remained intact.
- On the issue of the capital programme the COFO acknowledged that the whole programme would probably not be delivered on time and on budget, and this was in line with performance in any public sector organisation. For a number of projects the Force had been unable to access funding, which had led to the projects being stalled. Members would be provided with a more accurate overview at Q3.
- In response to comments made, the COFO committed to providing a more comprehensive narrative on the capital programme and variances in the Q2 report (44/2020/P).

RESOLVED, that the report be received.

11. **CITY OF LONDON POLICE RESERVES (FINANCE) POLICY**

The Town Clerk noted that this item had been withdrawn.

12. **USE OF ALGORITHMS AND ARTIFICIAL INTELLIGENCE WITHIN CITY OF LONDON POLICE**

Members considered a report of the Commissioner regarding the use of algorithms and artificial intelligence within the City of London Police and the following points were made.

- The Chairman noted that data handling was an area that could be better overseen by the Board and suggested an annual report to the Board on any planned proposals, ethics and relevant inspections. This was noted by the Commissioner and would be added to the list of regular annual reports to the Board.
- The Commissioner noted that the Force's approach to the use of algorithms and AI in particular was limited at present and in line with regulations and inspection regimes. If the Force were to adopt any AI capability it would first report to the Board.

RESOLVED, that the report be received.

13. **CITY OF LONDON POLICE SPECIALS AND RESERVE - UTILISATION AND DEPLOYMENT**

The Town Clerk noted that this item had been withdrawn.

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

There were no questions.

15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
Clerk to the Board's Last Meeting

- The Chairman and Commissioner, on behalf of the Board and the Force, noted this was the Clerk to the Board's last meeting prior to leaving the City of London Corporation and placed on record their thanks for his work in support of the Board.

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**

RESOLVED, that the non-public minutes of the meeting held on 3 September 2020 be approved.

18. **NON-PUBLIC OUTSTANDING REFERENCES**

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

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

The Chairman noted that he had no non-public update to provide the Board.

20. **COMMISSIONER'S NON-PUBLIC UPDATE**

The Commissioner and Chief Officers provided a non-public update to the Board.

21. **NATIONAL LEAD FORCE**

The Commissioner provided a non-public update on the National Lead Force function.

1a. **National Lead Force Plan 2020-22**

Members considered a report of the Commissioner regarding the National Lead Force Plan 2020-2022.

22. **CITY OF LONDON POLICE ETHICAL PARTNERSHIPS**

Members considered a report of the Commissioner regarding City of London Police Ethical Partnerships.

23. **CITY OF LONDON POLICE TRANSFORM PROGRAMME**

Members considered a report of the Commissioner regarding the City of London Police Transform Programme.

At this point of the meeting, two hours having elapsed, Members agreed to extend the meeting until the conclusion of all items of business on the agenda in line with Standing Order 40 of the Court of Common Council.

24. **SHARED SERVICES**

Members considered reports of the Commissioner and the Town Clerk regarding Shared Services.

1a. **City of London Corporation and City of London Police Shared Services [City of London Police Force]**

Members considered a report of the Commissioner regarding City of London Corporation and City of London Police Shared Services [City of London Police Force].

2a. **City of London Corporation - City of London Police Shared Services [City of London Police Authority]**

Members considered a report of the Town Clerk regarding City of London Corporation – City of London Police Shared Services [City of London Police Authority].

25. **BRITISH TRANSPORT POLICE AND CITY OF LONDON POLICE STRATEGIC ALLIANCE AND MEMORANDUM OF AGREEMENT FOR PROFESSIONAL STANDARDS AND COUNTER CORRUPTION SERVICES**

Members considered a report of the Commissioner regarding a British Transport Police and City of London Police Strategic Alliance and Memorandum of Agreement for Professional Standards and Counter Corruption Services.

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

There were no questions.

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

There was no other business.

28. **CONFIDENTIAL MINUTES**

RESOLVED, that the confidential minutes of the meeting held on 3 September 2020 be approved.

29. **CONFIDENTIAL ITEM**

The Chairman was heard in confidential session.

The meeting ended at 4.03 pm

Chairman

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