

## **WILTSHIRE POLICE AND CRIME PANEL**

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### **DRAFT MINUTES OF THE WILTSHIRE POLICE AND CRIME PANEL MEETING HELD ON 6 MARCH 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.**

#### **Present:**

Cllr Abdul Amin, Cllr Glenis Ansell, Cllr Andrew Bennett, Cllr Richard Britton (Chairman), Cllr Brian Ford (Vice Chairman), Malcolm Grubb, Cllr Charles Howard, Cllr Peter Hutton, Amanda Newbery, Cllr Linda Packard and Cllr Teresa Page

#### **Also Present:**

Carlton Brand (Corporate Director WC), Kieran Kilgallen (Chief Executive OPCC), Sarah Kyte (Business Manager OPCC), Angus Macpherson (Commissioner OPCC), Cllr John Adams (Dorset Council), Alissa Davies (Senior Corporate Support Officer WC), Henry Powell (Senior Scrutiny Officer WC) and Karen Spence (Senior Corporate Support Officer WC)

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#### **14 Apologies for Absence**

Apologies were received from Cllr Russell Hawker and Cllr Julian Johnson.

Cllr Chris Caswill substituted for Cllr Russell Hawker  
Cllr Sue Evans substituted for Cllr Julian Johnson

#### **15 Minutes and matters arising**

##### **Decision:**

**The minutes of the meeting held on 6 February 2014 were agreed as a correct record with the following amendments:**

##### **Item 7 – Formal consideration of the PCC’s proposed precept for 2014-15**

Paragraph 10 to read:

Clive Barker, Chief Finance Officer, confirmed that the 1.99% increase would generate £770,000 and explained that the strategy was to allow funding to be available in the future as there was no certainty on the future of the freeze grant, which was worth £435,000 in 2014/15 which would be forfeited if the 1.99% increase was implemented.

The final sentence of paragraph 11 to read:

The general reserve had been reviewed and would now hold a level of 3% rather than 4% of the spend.

The first sentence of paragraph 12 be amended to read:

Policing numbers would be maintained at a minimum of 1,000, however the management structure was being reduced and the Chief Constable's operation review had not been finalised so this was a working assumption.

#### Item 8 – Police accountability Landscape review

The final sentence in paragraph 4 to read:

Contracts over £40,000 were dealt with regionally.

#### Item 10 - Volunteers and Specials scrutiny review update

The words 'had been given access to' be removed from the first bullet point.

### 16 **Declarations of interest**

No declarations of interest were received.

### 17 **Chairman's Announcements**

The Chairman announced that no paper copies of the agenda would be circulated to Panel members for future meetings. Members would be alerted and directed to the publication of agenda papers via the usual electronic link via e-mail.

Thanks were provided to Malcolm Grubb, co-opted independent member of the Panel, for his valuable contribution noting that this would be his last meeting. Malcolm Grubb was relocating to West Sussex and officers would be looking to appoint a replacement in due course.

### 18 **Public Participation**

There was no public participation.

### 19 **PCC Diary report**

The PCC Diary Report, which provided a summary of the commitments undertaken by the Commissioner since the last meeting held on 6 February 2014, was presented to the Panel by Angus Macpherson where the following information was provided.

Operation Harness, the day of action organised to tackle drug gangs, included special constables.

The work of the Safe Places Scheme in Salisbury was highlighted with a request for clarification on whether this would be rolled out across Wiltshire, particularly the supported expansion of the scheme in Warminster, Chippenham and Westbury. Clarification was provided that funding given towards the Group was not specific for the Salisbury area. The Salisbury and Devizes Groups were well established and the Commissioner was supportive of the roll out of further Groups across the county.

The Commissioner continued to remind the force of the impact non-domestic burglary also had on the victim, reiterating that the work undertaken by the force should always be centric to the victim and not centric to the crime.

The Commissioner was due to meet shortly with the Chief Fire Officer where discussion would take place regarding the proposed merger of the Wiltshire and Dorset fire services. Discussions were already underway with the Leaders of both Wiltshire and Swindon Councils to ensure the final arrangements were the right solution for the County.

Following concerns raised with how those with autism were dealt with by the force, clarification was provided that further details on the Force Champion were awaited but that it was recognised that strong communication was required to ensure all within the force were appropriately trained to give appropriate care. Notices were also within custody suites as a reminder to officers.

The Commissioner was informed that the Chief Executive of the National Autism Society may be able to provide assistance in developing awareness and it was agreed that Cllr Andrew Bennett would endeavour to arrange a meeting.

In highlighting the success of the Bluez N Zuz discos the Commissioner confirmed that a meeting with Positive Futures (who were looking to run similar events) had taken place. The force was looking to agree a new champion for these events noting that the founder of the Bluez N Zuz, Superintendent Dawson, had now left.

The Chairman thanked the Commissioner for the report.

## 20 **Monitoring of Force Performance**

A report outlining how the performance of the Constabulary was monitored was presented where the following information was provided.

Regular meetings with the Chief Executive and Business Manager of the OPCC took place as well as informal Performance Monitoring meetings.

Although the Terms of Reference for the Strategic Improvements Board (SIB) indicated that neither the Commissioner nor the Chief Executive were members, both were in regular attendance.

In seeking clarity on the different roles of the Commissioner's Monitoring Board (CMB) and the SIB, the Commissioner confirmed that the CMB often identified areas that the SIB were then requested to consider.

The Risk Register was that of the OPCC and not the force's and was therefore not operational based. However, as a member of the SIB any issues identified from that Board (which held its own Register) if appropriate could be included within the OPCC Register.

In noting the suggestion for a member of the Panel to attend a meeting of both SID and CMB as an observer the Chief Executive confirmed that this would be discussed with the Chief Constable and a response provided.

The Chairman thanked the Chief Executive and Commissioner for the report presented.

## 21 **Quarterly Data**

Quarterly data and exception reports were presented by the Chief Executive and Commissioner. Following questions received information was provided as detailed below.

The Risk Register was monitored every 2 weeks, the classifications given altered accordingly by the Commissioner and were subject to review by the Audit Committee. Those categorised as 'red' were given priority consideration by the management team. Apologies were provided that the key detailing the classification of the categories was not included for reference.

The Panel were informed that point 8 'Collaboration (Benefits)' was given a 'red' rating due in part to the difficulties experienced in joined up working with neighbouring forces in some areas. This had been explored in February and Commissioners had now been requested to put forward ideas on future working arrangements.

The Commissioner had met with the Chief Finance Officer and was assured that the IT system was secure and was now working effectively.

Details of the audit on equipment was still awaited but was expected to provide clarity on any missing equipment.

The classification of 'red' against 'Whistle blowing' raised concern. It was understood that the constabulary policy had now been agreed and would be available on the Force website. The OPCC policy which was being developed by Expolink would need to be broader and therefore the policy was still in development. The Chief Executive would circulate details of the OPCC Policy to Panel members once available.

The second stage transfer of a large number of operational staff was the main factor in the scoring given to 'Maintenance of an Efficient and Effective Force'.

The fall in the number of special constables was thought to be a contributing factor in the performance of the reducing crime and anti-social behaviour.

The Police and Crime Plan set a threshold of 24,700 in total crime figures in 2013/14 with a benchmark of no more than 30,000 by 2017 and the Chief Constable was reassured that the recording of these figures was in line with National Crime recording measures.

The recording of hours worked by Special Constables remained a challenge. This was in part due to the transfer to a new recording system which did not include backdated data. The new system should provide more accurate data by the end of the financial year.

In the first 9 months of the year 603 offences were recorded as serious harm crime against a threshold of 542. This was due to an increase in the number of serious sexual offences which made up 70% of this grouping. This reflected national figures which had also increased.

The resolution of many crimes (44.4% against a threshold of 48.8%) were as a result of restorative justice in the form of community resolutions. These had been piloted before any guidance published.

A range of measures had been used to ensure licensed premises were meeting their obligations. Within a 9 month period there had been 46 interventions by licensing officers. 4,194 licensed premises checks had been carried out by police or licensing officers during this period. The reduction is understood to have been caused by some officers not recording the checks.

88 complaints had been received against a year to date threshold of 92 and were recorded as per the IPCC requirement within 10 days. Although not in the Plan measures of public satisfaction in terms of delivering an efficient and effective service were also monitored via a twice yearly survey. The autumn data was currently being analysed..

Two separate pieces of work had been commissioned which included victim support. This should result in a detailed and interactive pathway for victims to navigate the justice system confidently.

From 1 April 2015 NHS England would take over the responsibility of commissioning health services. The OPCC were now looking to identify the services and where gaps may arise.

At a recent performance review meeting a reduction of those being held under S136 in custody suites was reported. To date this year none had been reported.

The addendum to the Police and Crime Plan was expected to come to the Panel in June together with the Annual Report.

Operation Harness had resulted in more robust policing and it was felt that this was likely to be the cause for the increase in the number of complaints received. An explanation of the complaints procedure was given which was regulated by the IPCC. The procedure itself was available on line but details would also be sent for circulation to the Panel members.

In noting concerns raised in relation to the transfer of responsibility for low and medium risk offenders to a newly formed Community Rehabilitation Company (CRC) the Commissioner agreed to the circulation to Panel members of a briefing paper on the proposals following the meeting.

The Commissioner confirmed that the quarterly report was felt to be a true reflection of Wiltshire Police and that the thresholds set were appropriate. Although Wiltshire performance had been categorised as fair (amber), the Commissioner confirmed that this had been the third year in which monitoring had been consistently applied and it was suggested that the Panel may wish to focus on those categorised as red. It was noted that the scorecard itself was specific to Wiltshire only.

With reference made to the information provided on agency staff, the Chief Executive confirmed that there was a continued drive to reduce this figure wherever possible. The figure provided for other employee costs included the cost of redundancy. These were effectively one off costs but as future budget cuts were expected this cost was likely to reoccur.

The Chairman thanked the Commissioner and Chief Executive for the information provided.

## **22 Procurement - the national, regional and Wiltshire picture**

A report outlining procurement developments affecting the police service was presented. This included that local procurement services for Wiltshire Police were provided by the South West Police Procurement Department (SWPPD) which had resulted in cost savings for Wiltshire Police. The SWPPD also provided services to Dorset, Gloucestershire and Devon and Cornwall with Avon and Somerset receiving procurement services from South West One.

Commissioners and Chief Constables recognised that further efficiency savings could be achieved. Consultants would be appointed to explore this further across the region.

Reference was made to the National Police Procurement Hub and the work that it undertook at a national level, including the procurement of police vehicles as well as the procurement of uniforms.

The updated was noted and the Panel looked forward to receiving further details in due course.

### 23 **Volunteers and Special Constables Task Group - update**

Malcolm Grubb gave a verbal update on the work of the Volunteers and Special Constables Task Group noting that it had met immediately before the Panel meeting.

The Group looked forward to receiving details on the current status of the review being undertaken regarding special constables and also progress in relation to the volunteer strategy that was being led by the Chief Constable.

The Panel were invited to contact the OPCC to arrange a date when the Commissioner could present the report on special constables which would also be circulated to Panel members. The volunteer strategy was expected to be received from the Chief Constable by the OPCC in June and would be made available accordingly.

Thanks were given to the Group and to Malcolm Grubb for his involvement in the work undertaken and the Panel looked forward to receiving the final report before it was presented to the Commissioner. The Group hoped to deliver this around the end of March.

### 24 **Forward Work Plan**

The Panel agreed to take this item was taken ahead of Item 11 (Potential Topics for Future Focus) to allow the Commissioner to leave the meeting if required.

In noting the Plan provided the following additions would be included:

- Police and Crime Plan update to be considered in June, inclusive of the addendum relating to special constables as discussed earlier in the minutes.
- Review of Restorative Justice, including Neighbourhood Justice Panels, to be added in November.
- Complaints Procedures would be added to the Plan for June.

The Forward Plan would be revised and circulated to Panel members ahead of the next meeting.

#### **Decision:**

**To amend the Forward Work Plan to include the topics as detailed above.**

## 25 Potential Topics for Future Focus

A report prepared by the Senior Scrutiny Officer, Henry Powell, was presented for the Panels consideration. This included proposals for potential topics that the Panel may wish to consider for review by way of dedicated Task Group.

The Chair proposed that whilst a scrutiny review was underway the Panel should establish the next topic for a task and finish group.

The Panel were asked for their suggestions which included an exercise on complaint handling and whistle blowing policy of the OPCC. Reference was also made to the Joint Strategic Assessment (JSA) which was considered an appropriate source that highlighted areas of interest to the public. This was likely to be available late spring and would be added to the Forward Work Plan (FWP) for consideration in June.

Licensing would also be added to the FWP to include consistency of approach and partnership arrangements. This would be the next topic for review.

The following Panel members expressed an interest as members of the Task Group:

Amanda Newbury  
Cllr Brian Ford  
Cllr Chris Caswill  
Cllr Linda Packard

### **Decision:**

**That the topics identified above be added to the Panel's Forward Work Programme with Licensing identified as the next topic for review for a Task Group of the Panel.**

## 26 Future meeting dates

The next meeting of the Police and Crime Panel would take place on 11 June 2014 in the Wessex Room, Corn Exchange, Market Place, Devizes SN10 1HS.

Future meeting dates were:

4 September 2014  
19 November 2014

(Duration of meeting: 2:00 pm to 4:30 pm)



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