



POLICE AUTHORITY OFFICES, POLICE
HEADQUARTERS, PO BOX 3167, STAFFORD
DDI (01785) 232242
Please ask for Alyson Holmes
Email: alyson.holmes@staffordshire.pnn.police.uk

POLICE AUTHORITY

Thursday 30 June 2011
9.30am
Police Authority Meeting Room
Block 9, Weston Road, Stafford

PLEASE NOTE TIME AND VENUE OF MEETING

DAMON TAYLOR
Chief Executive
22 June 2011

AGENDA

PART ONE – MATTERS TO BE CONSIDERED IN THE PRESENCE OF THE PRESS & PUBLIC

1. **APOLOGIES**

2. **MINUTES**

To approve the minutes of the meeting held on 1 June 2011

3. **DECLARATION OF INTERESTS**

4. **OPERATION SLINGSHOT – REGIONAL FORENSIC PROCUREMENT**

Report of the Chief Constable

5. **URGENT ITEMS OF BUSINESS**

In accordance with Standing Order 5.1(xi), to consider any matters that the Chair determines are urgent.

Staffordshire Police Authority

MINUTES OF THE STAFFORDSHIRE POLICE AUTHORITY

ANNUAL MEETING HELD ON WEDNESDAY 1 JUNE 2011

AT CANNOCK ROAD, STAFFORD

Present:

P.E.B. Atkins,	A. Bowen	F. Chapman
R. Crawley	D.J. Davis, OBE	P. Davies
C. Edwards	J. Garner	L. Gothard, MBE
P. Hayward	C.G Heath	H.H. Iqbal
C. Jebb	D. Pearsall	P. Vigurs

Apologies: A. Compton, MBE and I. Parry.

Also in attendance:

Ch. Supt. Nick Baker – Acting Assistant Chief Constable (with effect from 6 June 2011)

Ch. Supt. Mark Bates - Communities First Programme Manager

P.G. Brindley – Police Authority Treasurer

R. Butler – Head of Support Services

Mrs. A.J. Holmes – Police Authority Principal Officer

D. Taylor – Police Authority Chief Executive

PART ONE

1. APPOINTMENT OF CHAIR

The Authority considered a report of the Chief Executive advising that one statement for consideration as Chair of the Authority had been received from David Pearsall in accordance with the requirements of the Police Authority (Community Engagement and Partnership) Regulations 2010.

Peter Vigurs proposed and Frank Chapman seconded the nomination of David Pearsall. There being no other nominations, it was

RESOLVED

That Mr. D.M. Pearsall be appointed as the Chair of the Authority for the period up to the dissolution of the Authority, currently scheduled for May 2012, or the next annual meeting of the Authority whichever is the sooner.

2. AUTHORITY MEMBERSHIP

The Chair welcomed Peter Davies, Peter Hayward and Joy Garner to their first meeting of the Authority and expressed his thanks and appreciation to Clive Brian and Brian Ward for their contributions to the work of the Authority and wished them well for the future.

3. PETER BERESFORD

The Authority noted, with sadness, the death of Peter Beresford (Councillor Member nominee from Staffordshire County Council) on 4 May 2011 and observed a minute's silence in his memory. The Authority and the Force had been represented at Mr. Beresford's funeral.

4. APPOINTMENT OF VICE-CHAIR

Christine Edwards proposed and Leigh Gothard, MBE seconded the nomination of Peter Vigurs as the Vice-Chair of the Authority. There being no other nominations, it was

RESOLVED – That Peter Vigurs be appointed as the Vice-Chair of the Authority for the period up to the dissolution of the Authority, currently scheduled for May 2012, or the next annual meeting of the Authority, whichever is the sooner.

5. MINUTES

RESOLVED:

That the minutes held on 7 April 2011 be confirmed and signed by the Chair.

6. ANNUAL APPOINTMENTS

The Authority considered a report of the Chief Executive advising on the outcome of the Joint Appointments Committee held on 27 May 2011 to appoint the nine Councillor Members for 2011/12; detailing proposals for the appointment of members to Committees and Panels; seeking nominations for the Chair and Vice-Chair of those bodies; detailing proposals for lead member roles etc; and seeking Councillor Members to answer questions at meetings of Staffordshire County Council and Stoke-on-Trent City Council, circulated to members and as set out in Appendix A to the signed minutes of this meeting.

In response to a question raised, the Chief Executive confirmed that he would consider how best to keep District Councils informed of Authority issues, including Police Reform updates, to broaden existing communication arrangements.

RESOLVED – That

(1) the appointment of Peter Davies, Joy Garner and Peter Hayward as new Councillor Members of the Authority for 2011/12 be noted;

(2) the membership and chairing of Committees, together with allocation to lead roles, be in accordance with the **Appendix**;

(3) Gill Heath be appointed to answer questions at meetings of Staffordshire County Council and Joy Garner be nominated to answer questions at Stoke-on-Trent City Council for the ensuing year; and

(4) the Chief Executive, in consultation with the Chair of the Authority, consider how best to develop communication arrangements with Staffordshire District Councils to keep them informed of matters affecting the Authority and its local communities.

7. COMMUNITIES FIRST UPDATE

The Authority received a report of the Chief Constable providing a summary of the finalisation position for a number of the key work packages of the first phase of the Communities First Programme that led to the introduction of a new policing model in Staffordshire from 5 April 2011, circulated to members and as set out in Appendix B to the signed minutes of this meeting.

The status of a number of work-streams was detailed and it was noted that the business benefits of each, together with supporting documents including equality impact assessments and a risk analysis, would be provided to the Authority at a future meeting.

The Chief Constable commented on the support and commitment of Force staff evidenced through the major structural changes to the organisation, resulting in significant changes to the delivery of policing in Staffordshire.

The Authority expressed its appreciation at the seamless introduction of the new policing arrangements and the commitment of all Force staff, the delivery of which had put Staffordshire in a strong position as regards cost savings (of approximately £24m to date). This was a significant achievement, particularly given the maintenance of high levels of service delivery to our communities (see minute no. 8 below). It was noted that the significant achievements realised to date were, in part, attributable to the excellent partnership arrangements that existed in Staffordshire, for which the Authority and the Force's partners were also thanked.

The Communities First Programme was now entering a new phase that would involve reviewing the way the Force worked within the new structures to ensure business processes and procedures were as streamlined and efficient as possible. The Programme Team, through this business benefits approach, would formally report the overall cost reductions to future meetings of the Strategic Resource Panel.

The Chair of the Equality and Diversity Joint Panel expressed concern that the Authority had not been given the opportunity to scrutinise the EIAs as the work streams were progressing. The Programme Manager confirmed that a report detailing the EIA process used throughout the Programme had been drafted for consideration by the Panel at its next meeting on 13 June 2011.

The Vice-Chair of the Authority asked if a risks and benefits realisation summary of the Programme and its work-streams could be presented in the report to the Authority which would prove particularly useful for new members.

RESOLVED – That

- (1) the finalisation of Phase 1 of the programme be noted;
- (2) the final structure proposals, as identified by this report, be assessed, with a final 'closure' report on their completion in June 2011;
- (3) the governance and management of business benefits from completed work through ACPO portfolio ownership continue;
- (4) ongoing benefits realisation be enhanced through the role of the Business Benefits Manager and his team using the agreed benefits measures;
- (5) governance for continuing work elements and outcomes from completed work takes place through:
 - Police Authority (Full meeting, Performance & Resources Committee and the Finance Panel)
 - ACPO portfolio accountability
 - Quarterly Performance Reviews
 - Adoption of benefits management through Force Action Plans
- (6) the strategic outcomes of change on resourcing continue to be the focus of the Strategic Resource Panel with necessary key decisions after consultation, engagement and ACPO approval to be taken by Chief Officer Management Meeting.
- (7) a finalisation report on all completed packages be prepared for submission to the Authority, including a schedule of the risks and benefits realisation considerations and equality impact assessments.

8. FORCE PERFORMANCE REVIEW – APRIL 2010 TO MARCH 2011

The Authority considered a report of the Chief Constable and oral updates from Ch. Supt. Nick Baker that reviewed the annual performance of the Force for the period April 2010 to March 2011, including the performance challenges facing the Force and how these were being addressed, circulated to members and as set out in Appendix C to the signed minutes of this meeting.

The Authority reviewed and considered the Force's performance and progress against the agreed priorities outlined in the 'Policing Staffordshire Strategy and Plan 2010/13 and the Force's ten key objectives for 2010/11. In introducing the performance data, the Authority was reminded that the level of performance achieved at the year-end with eight targets being met had been achieved with significantly less resources following reductions in police officer and police staff numbers in-year.

Members noted the positive progress and achievements of the Force in respect of the reduction in recorded crime with almost 5,000 fewer crimes being recorded in Staffordshire during the year – a reduction of 7% from 76,047 offences to 70,890; the continuing increase in the overall satisfaction of victims of crime – 90.2% of crime victims being either completely, very or fairly satisfied - including anti-social behaviour (87.2% of victims being either completely, very or fairly satisfied); a fall of 13% in the numbers of serious acquisitive crimes over the year, falling from 10,695 in 2009/10 to 9,272 in 2010/11; a reduction of 9% in business crime over the year, 9,297 to 8,504; a 12% reduction in the number of violence with injury crimes, following management action in this area of performance instigated by the Authority's request that such crimes needed closer scrutiny; and a 4% reduction in the number of people killed or seriously injured in road traffic collisions, with 38 fatalities during 2010/11 down from 49 in 2009/10; and the successes of the partnership initiatives in this area.

The Authority raised a number of issues, including the need for a further breakdown of the figures for domestic abuse, to include the number of male and female victims (a detailed presentation on this area of performance was to be made to the Performance and Resources Committee at its next meeting on 14 July 2011); how the Force was addressing under-reporting of crimes from ethnic minority communities; how performance was to be benchmarked in the future given the new policing structures within Staffordshire; the importance of partnership working in the achievement of collective community safety indicators, particularly the 'CRASH' course and reductions in alcohol related crime; and the use of the 7 Step Plan for hate crimes; to which the Chief Constable and the Ch. Supt. responded.

The Chair, on behalf of the Authority, congratulated the Chief Constable and Force on the outstanding performance figures for 2010/11 and welcomed the continued fall in crime trends despite the many challenges that the Force was facing. The Chief Constable undertook to pass on the Authority's comments to the workforce and congratulate them on their hard work.

RESOLVED:

That the Force's performance against the key performance objectives and targets for 2010/11 be received and noted.

9. 2010/11 PROVISIONAL REVENUE OUTTURN

The Authority considered a joint report of the Chief Constable and the Treasurer on the provisional revenue outturn for 2010/11, circulated to members and as set out in Appendix D to the signed minutes of this meeting.

A revenue budget of £189.959m had been agreed by the Authority on 10 February 2010. However, following a reduction in grant funding during the year, the revenue budget was subsequently reduced to £188.258m in July 2010.

The provisional revenue outturn for 2010/11 showed the net revenue budget to be underspent by £5.6m (3%), being mainly attributable to savings on the Force budget on police staff pay. A underspend of £270,000 was realised at the year-end on the Authority's budget as a result of operational savings and lower than planned capital financing costs. The final accounts were being finalised and the draft Statement of Accounts would be submitted to the Audit Committee on 27 June 2011.

A summary of the provisional revenue outturn, reserves and balances and the proposals in respect of carry forwards into 2011/12 were noted. In response to a question raised, the Chief Constable confirmed that dialogue was ongoing with the Authority with regard to the allocation of monies earmarked to 'Reshaping the Force' to ensure that resources were allocated according to proven need and would cover all areas of business activity including staff and property. Proposed calls on this fund would be reported to the Authority for consideration by way of the update reports on the Medium Term Financial Strategy.

RESOLVED – That

- (1) the provisional revenue outturn for 2011/12 and the total underspend of £5.6m, as detailed in Appendix 1 to the report, be noted;
- (2) under Part IV of the Local Government and Housing Act 1989, the Police Authority makes £1.629m in principal repayment of debt in 2010/11 to meet the minimum revenue provision requirements under Section 63(1) of the Act, and the Authority notes that it will make payments of £0.271m to reimburse the County Council for payments of debt outstanding at 31 March 1995;
- (3) the Insurance Provision of £1.517m be noted;
- (4) the surplus contribution to the insurance provision of £0.316m be allocated to the Insurance Reserve;
- (5) a Force Restructuring Provision of £0.820m be created from the underspend to meet the cost of voluntary redundancies falling in 2011/12 that were approved prior to 1 April 2011;

- (6) £0.476m of the underspend be carried forward into 2011/12;
- (7) the underspend on the Police Authority budget of £0.790m be allocated to the 'Reshaping the Force' earmarked reserve; and
- (8) the remaining £3.198m of the underspend be allocated to the 'Reshaping the Force' earmarked reserve.

10. PROVISIONAL CAPITAL OUTTURN 2010/11

The Authority considered a joint report of the Chief Constable and the Treasurer on the provisional capital outturn for 2010/11, circulated to members and as set out in Appendix E to the signed minutes of this meeting.

The total capital spend up to 31 March 2011 was £11.351m and included £5.489m on building projects, £4.237m on IT projects and £1.625m on vehicles and helicopter equipment. The report set out individual project slippage and explanations, as set out in the report; other movements since the last report to the Authority (totalling £3.038m); additional funding for approval in 2010/11; the capital financing proposals; the minimum revenue provision; the limits for approval for 2010/11 and 2011/12; and the 2011/13 programme and beyond.

RESOLVED – That

- (1) the capital outturn for 2010/11 be noted;
- (2) additional approvals obtained since the February 2011 Authority meeting, as detailed in the report, be noted;
- (3) the slippage from 2010/11 and forward funding required from 2011/12, as set out in Paragraph 4 of the report, be approved;
- (4) the overspends on projects, as set out in paragraphs 5.1 2 of the report, be noted; and
- (5) the capital financing proposals for 2010/11 and Minimum Revenue Provision for 2011/12, as set out in paragraphs 6 and 7 of the report, be noted and approved.

11. BUSINESS PROCESS REVIEW PROGRAMME

The Authority considered a report of the Chief Constable seeking its approval to the use of reserves to fund the engagement of external consultancy to support the Force's business programme review programme to continue to cut costs out of the organisation whilst maintaining and improving standards of service delivery, circulated to members and as set out in Appendix F to the signed minutes of this meeting.

The Force had commissioned KPMG (selected by the Home Office to work with forces on continuous improvement) to undertake a scoping study in late 2010 to assess the efficiencies and service improvements the Force could expect to recoup by employing proven business process re-engineering techniques. The formal proposal from KPMG, being based on an 18 week programme, had been discussed in detail with the Authority at its Development Seminar on 7 April 2011. That presentation had made a sound case on how service improvements and a reduction in costs could be achieved by the Force by utilising the QUEST approach. The cost for this work had been negotiated down to £480,000 and was proposed to be funded from the Authority's reserves. Average returns on investments from amongst the seventeen forces previously engaging KPMG had been on average 10:1.

The Chief Constable answered questions relating to the absence of skills within the current workforce to undertake the review of operational processes; the need to quickly build a change management capability within the Force; a pressing need to identify further savings to plug the anticipated funding gap for 2012/13; the need and desire to sustain service delivery quality into the future; the need for the commencement of the programme to coincide with the inception of the Force's own business benefits realisation arrangements in early June 2011; the identification of the initial areas of activity to be examined, to include Incident Management; Crime Recording, Crime Suspect Management and intelligence, Co-ordination and Tasking; and the need to report on the business change work regularly to the Authority, the workforce, our communities and the media.

It was reported that the Deputy Chief Constable would be appointed the Programme Director and the Authority was asked to nominate two members to sit on the Programme Review Panel to provide additional oversight and scrutiny.

The Authority unanimously agreed to the proposal to employ KPMG to undertake a review of the Force's core business processes. Members were convinced that the benefits for service delivery far outweighed the costs and noted that the consultancy's work with the West Midlands Force would serve to further enhance further and harmonise collaborative work already underway.

RESOLVED - That

- (1) the report be noted;
- (2) consultancy support from KPMG, at a cost of £480,000, to support the business process review programme be agreed, to be funded from Reserves; and
- (3) the Authority nominate Adrian Bowen and Leigh Gothard, MBE to be its members to sit on the Business Process Review Programme Review Panel.

12. REPORT OF THE CHIEF CONSTABLE

The Authority considered a report and an oral update from the Chief Constable, circulated to members and as set out in Appendix G to the signed minutes of this meeting.

RESOLVED: That

(1) the official opening of the Weston Road Headquarters on 3 May 2011 by HRH the Earl of Wessex be noted;

(2) the Chief Constable be congratulated on the introduction of the new Force structure with effect from 5 April 2011 and that it be noted that further work was ongoing with partners as regards new ways of working including the shared use of buildings;

(3) the receipt of a draft report from HMIC following the 'Valuing the Police Programme' inspection held on 15 and 16 February 2011 be noted, in particular the positive comments expressed therein as regards the Authority's and the Force's preparedness and successes in meeting its current financial challenges;

(4) the deaths of Sgt. Alan Bowley, Kay Bould and Jackie Lamont be noted with regret;

(5) the appointment of Assistant Chief Constable (ACC) Marcus Beale as ACC Security at the West Midlands Police be noted;

(6) the appointment of Phil Lovell (Force Head of Technology Services) as Joint Head of Communication Technology for Staffordshire and the West Midlands, to progress a joint ICT Strategy, be noted;

(7) the update on Operation Slingshot, concerning the wind-down of the Forensic Science Service and its implications for the Force be noted;

(8) the presentation of fourteen Long Service Awards on 23 March 2011 to individuals who had shown bravery and dedication over the last twelve months be noted; and

(9) the plans to combine four Air Support Units within the Greater West Midlands Region to progress the development of national police air operations be noted.

13. POLICE REFORM UPDATE

The Authority considered a report of the Chief Executive providing an update on recent activity in relation to the Police Reform proposals, circulated to members and as set out in Appendix H to the signed minutes of this meeting.

It was reported that the Police Reform and Social Responsibility Bill had been presented to the House of Lords on 11 May 2011 when Peers had voted down the proposal to introduce directly elected police and crime commissioners and instead introduced an amendment which would lead to the creation of a Police Commission. If no compromise could be found on the clauses of the Bill in dispute it was possible that the House of Commons could use the Parliament Act and insist on its primacy. However, at this stage it was likely that a compromise could be the most likely outcome as the Government had signalled its intention to press ahead with their original proposals.

Despite the uncertainty of the legislative process, work was continuing to plan for the transition process up to and beyond May 2012, including the development of a project initiation document and the creation of a Governance Transition Board, to include colleagues from Local Government. A draft Protocol had been drawn up for use between Police and Crime Commissioners (PCCs), Chief Constables, the Home Secretary and Police and Crime Panels, which all police authorities had been invited to comment upon. The Authority's response had been forwarded with the consent of the Chair due to the deadline for submissions.

The level of pay for PCCs was being discussed by the Senior Salaries Review Body (SSRB) who had called for evidence to help it reach a view on salary banding. The Authority had prepared a response that had taken account of the discussions on 11 May in the Lords, a copy of which was circulated with the agenda for members' information.

A further update on activity in relation to the Police reform proposals would be made to the Joint Planning Panel on 15 July 2011 and the Authority on 19 July 2011 when approval would be sought for the creation of a Police Governance Transition Board.

RESOLVED - That

- (1) the update on the Police Reform Programme be noted;
- (2) the Authority's response on the Protocol and to the Senior Salaries Review Body be received.

14. CRITICAL INCIDENTS PROTOCOL

The Authority considered a report of the Chief Executive appending a joint Authority and Force protocol to be utilised in the event of a critical incident in Staffordshire, circulated to members and as set out in Appendix I to the signed minutes of this meeting.

The proposed Protocol formalised the existing arrangements whereby the Authority were informed of, and involved, in the oversight of critical incidents where significant local interest was evident and where the police response could affect the confidence of the Force locally and nationally. The Protocol provided clarity over its role in such incidents.

RESOLVED

That the joint Authority and Force Critical Incident Protocol be approved.

15. COMMITTEE AND PANEL MINUTES

RESOLVED: That

(1) the minutes of the Volunteers Committee of 1 March 2011; the Liaison and Consultation Committee of 28 March 2011; the Joint Planning Panel of 28 March 2011; the Performance and Resources Committee of 11 April 2011; the Audit Committee of 19 April 2011; the Human Resources Committee of 21 April 2011; and the Professional Standards Committee of 27 April 2011, circulated to members and as set out in Appendices J to P to the signed minutes of this meeting, be received;

(2) the Authority's representatives on the Force Procurement Group be the Chair and the Vice-Chair of the Audit Committee; and

(3) the Annual Governance Statement be agreed, for inclusion in the Statement of Accounts.

16. LEAD ROLES AND CONFERENCES AND VISITS

The Authority considered oral reports from members on their lead roles and conferences/visits attended since the last Authority meeting in February 2011, together with a report from Rosemary Crawley following her attendance (along with the Chair of the Authority and Hifsa-Haroon Iqbal) at a Regional Human Rights Training on 11 February 2011, circulated to members and as set out in Appendix Q to the signed minutes of this meeting.

RESOLVED: That

(1) the report be noted;

(2) the report from Rosemary Crawley on her lead role in relation to human rights issues be noted, and consideration be given to the inclusion of human rights in the terms of reference of the Equality and Diversity Joint Panel ; and

(3) the oral report of Leigh Gothard, MBE on his attendance at a one-day 'Can you manage it' training day, hosted by Derbyshire Police Authority on 27 May 2011, be noted.

17. CONSULTATION WITH THE CHAIR

The Authority noted the action taken by the Chief Executive, following consultation with the Chair of the Authority, in relation to the reduction in the sale price of Crossfields House, Cannock Road, Stafford; declaring Werrington Police House/Post surplus to operational requirements and marketed for sale; approving link members to each new local policing team

being effective from 5 April 2011; approving the formalisation of the payment of Superintendents Insurance from the police fund as detailed in Home Office Circulars 4/1998 and 43/2001; declaring the former major Investigations Building, Water Street, Newcastle-under-Lyme surplus to operational requirements and marketed for sale; approving the charges to be levied on external organisations from 1 April 2011 for the delivery of special policing services as detailed in the Fees and Charges handbook 2011; and agreeing a waiver of contract standing orders to enable the property rationalisation programme to utilise local agents and advisors.

RESOLVED:

That the urgent action taken following consultation with the Chair be noted.

18. EXCLUSION OF THE PUBLIC

RESOLVED:

That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part I of Schedule 12(a) of the Local Government Act 1972 (as amended) indicated below, and the public interest not to disclose the information outweighs the public interest in disclosing it.

PART TWO

19. CHIEF CONSTABLE'S EXEMPT REPORT

The Authority considered a report of the Chief Constable, circulated to members and as set out in Appendix R to the signed minutes of this meeting.

RESOLVED: That

(1) arrangements for an HMIC collaboration and support meeting, taking forward the Policing Minister's vision for collaboration, be noted;

(2) the appointment of Ch. Supt. Nick Baker as Acting Assistant Chief Constable (Territorial) in the Executive Team from 6 June 2011 until a permanent appointment is made be noted;

(3) arrangements for a future Royal Visit to Staffordshire be noted;

(4) the update on the detailed planning in train for the Olympics 2012, including the national 'end of day' celebrations sites for the Torch Relay including Stoke-on-Trent, be noted.

20. SEXUAL ASSAULT REFERRAL CENTRE (SARC) COBRIDGE COMMUNITY HEALTH CENTRE

The Authority considered a report of the Chief Constable advising on options for the configuration of the accommodation at Cobridge, in which the Authority and the Force were the lead partners, and the financial implications thereof, circulated to members and as set out in Appendix S to the signed minutes of this meeting.

The Health Centre was nearing completion and any alterations to the existing plans would need to be made post completion. Consideration of the number of examination rooms to be provided in the facility was discussed, the original design specifying three, one each for children, adolescents and adults. The revenue costs for the building specifications were noted, together with plans for a possible downsized facility.

The Authority supported the original design for three examination units given the predicted future demand and , if appropriate, the opportunities for income generation from neighbouring forces and other partners.

RESOLVED – That

- (1) the update on the costs of the project be noted; and
- (2) the existing plans, based on three examination rooms within the facility, be confirmed.

21. SALE OF FORMER HEADQUARTERS, CANNOCK ROAD, STAFFORD

The Authority considered a report of the Chief Constable providing an update on the proposed timetable for the disposal of the former Headquarters site, including a summary of the costs associated with professional advisors and advising on a third party interest in part of the site, circulated to members and as set out in Appendix T to the signed minutes of this meeting.

The marketing of the site had been put back to Autumn 2011 so as to provide for the completion of an OGC Tendering Exercise that had seen the selection of commercial estate agents and legal advisors for the sale. It was hoped a final disposal would be agreed in early 2012.

Details of a third party interest in the site were discussed, together with associated issues including the scale and timing of the landowners proposed development; the impact on the provisionally agreed marketing exercise for the site, including the perceptions of the local community; the impact of the saleability of the site excluding the prominence of the area of land of interest to the third party; and the views of professional property advisors and officers.

RESOLVED – That

- (1) the report be noted;

(2) the timetable for the marketing exercise and the appointment of professional agents to support the marketing exercise be noted; and

(3) the offer from a third party relating to part of the former Headquarters site be rejected.

Duration of meeting: The meeting commenced at 10.00am and concluded at 1.25pm.

CHAIR

STAFFORDSHIRE POLICE AUTHORITY: AGREED COMMITTEE MEMBERSHIP ETC 2011/12

APPENDIX

Audit (7)	Human Resources (7)	Performance & Resources (7)	Professional Standards (7)	Volunteers (7)
<ul style="list-style-type: none"> • Philip Atkins • Andrew Compton • Frank Chapman • Rosemary Crawley (Vice-Chair) • Derek Davis • Peter Hayward • Ian Parry (Chair) 	<ul style="list-style-type: none"> • Philip Atkins • Frank Chapman (Vice-Chair) • Derek Davis • Christine Edwards (Chair) • Leigh Gothard • David Pearsall • Peter Vigurs 	<ul style="list-style-type: none"> • Adrian Bowen • Andrew Compton (Vice-Chair) • Joy Garner • Leigh Gothard (Chair) • Christina Jebb • Ian Parry • David Pearsall 	<ul style="list-style-type: none"> • Adrian Bowen (Chair) • Rosemary Crawley • Peter Davies • Joy Garner • Gill Heath • Hifsa Iqbal (Vice-Chair) • Peter Vigurs 	<ul style="list-style-type: none"> • Peter Davies • Christine Edwards • Peter Hayward • Gill Heath (Vice-Chair) • Hifsa Iqbal • Christina Jebb (Chair) • David Pearsall

PANEL MEMBERSHIP‘OTHER’ COMMITTEES MEMBERSHIP *(blue text – membership defined by virtue of office)*

Finance (4)	Ill Health (3)	Planning (6)	Equality & Diversity (5)	Engagement (6)	Risk Management (4)
<ul style="list-style-type: none"> • Chair of PA • Chair of P&R • Lead Finance members 	<ul style="list-style-type: none"> • Chair of HR • HR Member (x2) 	<ul style="list-style-type: none"> • Chair of PA • Vice-Chair of PA • Chairs of Strategic Committees (x4) 	<ul style="list-style-type: none"> • One member appointed from each Committee 	<ul style="list-style-type: none"> • Joy Garner • Leigh Gothard • Peter Hayward • Gill Heath • Hifsa Iqbal • David Pearsall 	<ul style="list-style-type: none"> • Adrian Bowen • Frank Chapman • Chair of Audit • Vice-Chair of Audit

Liaison & Consultation (12)	Standards (7)	Staffordshire & West Midlands Joint Committee
<ul style="list-style-type: none"> • Chair & Vice-Chair of PA • Chair & Vice-Chair of Committees 	<ul style="list-style-type: none"> • Adrian Bowen • Frank Chapman • Gill Heath • Hifsa Iqbal • Lesley Foulkes (Independent) • Howard Stemp (Independent) • Peter Vigurs 	<ul style="list-style-type: none"> • Chair & Vice Chair of PA • Christina Jebb • Adrian Bowen (substitute member)

LEAD ROLES

Police Authority	
Association of Police Authorities	Chair & Vice-Chair
Partnerships Assuring a Safer Staffordshire	Chair & Vice Chair
Diversity	Frank Chapman, Rosemary Crawley & Hifsa Iqbal
Hate Crime	Hifsa Iqbal
Protecting Vulnerable People	Rosemary Crawley & Ian Parry
Business Process Review Programme Board	Adrian Bowen and Leigh Gothard

Audit Committee	
Force risk & business continuity	Adrian Bowen & Rosemary Crawley
Environmental Policy/ Strategy & Sustainability	Rosemary Crawley
Staffordshire Connects (E-Govt Partnership)	Andrew Compton
Human Rights	Rosemary Crawley & Ian Parry
Procurement Group	Chair & Vice-Chair of Committee

Performance & Resources Committee	
Performance	Leigh Gothard & Adrian Bowen
Finance	Adrian Bowen & Andrew Compton
Engagement & Consultation	Leigh Gothard
2012 Olympics	Andrew Compton, Philip Atkins & Chair of Audit
Communications (incl. mobile data & IT)	Leigh Gothard
Protective Services	Chair & Vice-Chair, Adrian Bowen & Hifsa Iqbal
IMPACT Project Board	Frank Chapman
Property	Philip Atkins, Adrian Bowen & Chair of Authority
Vehicles/Transport (including CMPG)	Andrew Compton & Gill Heath

Safer & Stronger Communities Strategy Group	Leigh Gothard
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Human Resources	
Human Resources	Chair & Vice-Chair of Committee
Winsor/Hutton Implementation Group	Chair & Vice-Chair of Committee & Chair of Authority
Occupational Health & Welfare Committee	Chair and/or Vice-Chair of Committee
Specials Constabulary Steering Group	Frank Chapman
PCSOs	Philip Atkins & Gill Heath
Staffordshire Pension Fund Consultation Forum	Andrew Compton
Police Appeals Tribunals	Chair of Authority, Christine Edwards and Christina Jebb

Professional Standards	
Professional Standards	Chair & Vice Chair of Committee
Professional Standards Board	Chair of Committee
Data Quality	Chair & Vice-Chair of Committee

Volunteers Committee	
Volunteers	Chair & Vice-Chair of Committee

QUARTERLY PERFORMANCE REVIEW MEETINGS

QPR	Member(s) allocated
County	Christine Edwards
Investigative Services	Frank Chapman
Justice Services	Andrew Compton
Protecting Vulnerable People	Hifsa Iqbal & Rosemary Crawley

Operations Communications Dept	Leigh Gothard
Forensics	Adrian Bowen
Intelligence	Christina Jebb & Gill Heath
Tactical/Cadre	Ian Parry
City	Joy Garner

NB: The Chair and Vice-Chair of the Authority and the Chair of the Performance & Resources Committee can attend meetings in an ex-officio capacity.

LOCAL POLICING TEAM LINK MEMBERS

Local Policing Team	Member(s)
Newcastle	Frank Chapman
Moorlands	Gill Heath & Christina Jebb
Stoke (North)	Joy Garner
Stoke (Central)	Hifsa Iqbal
Stoke (South)	Peter Vigurs & Peter Hayward
Stafford	Andrew Compton & Ian Parry
South Staffordshire	David Pearsall & Adrian Bowen
Cannock Chase	Derek Davis
Lichfield	Rosemary Crawley & Christine Edwards
East Staffordshire	Philip Atkins and Peter Davies
Tamworth	Leigh Gothard

COMMUNITY SAFETY PARTNERSHIPS

Partnership	Member	Substitute
Cannock Chase	Derek Davis	David Pearsall
East Staffordshire	Philip Atkins	Peter Davies
Lichfield	Rosemary Crawley	Christine Edwards
Newcastle-under-Lyme	Frank Chapman	Peter Vigurs
South Staffordshire	David Pearsall	Adrian Bowen
Stafford	Andrew Compton	Ian Parry
Staffordshire Moorlands	Christina Jebb	Gill Heath
Stoke-on-Trent	Hifsa Iqbal	Joy Garner
Tamworth	Leigh Gothard	Rosemary Crawley

1 June 2011

Staffordshire Police Authority – 30 June 2011

OPERATION SLINGSHOT – REGIONAL FORENSIC PROCUREMENT

Report of the Chief Constable

Purpose of the Report

1. To provide the current status of the ongoing national Operation Slingshot forensic procurement process and the West Midlands Region (WMR) forensic procurement strategy, following initial consideration of the matter at the Authority on 1 June 2011, and to seek the delegation to the Chief Executive to conclude the contractual negotiations

Background

2. As was previously reported to the Authority, the Forensic Science Service (FSS) will cease to take new cases from 3 October 2011, with a solvent wind up planned for March 2012. Therefore, where the FSS currently provides services to forces or regions, there is a requirement for new suppliers to be put in place, via an Invitation to Tender (ITT) national procurement exercise. This is known as 'Operation Slingshot', and is led by the NPIA. This procurement exercise is taking place under the existing National forensic Framework Agreement (NFFA1).
3. There is currently variation in the services being procured across the country as tenders have been invited where a force or region currently is supplied by the FSS, and an alternative provider must be found. The more a region or force is reliant on the FSS currently, the greater the range of forensic services being procured via Operation Slingshot.
4. A key government policy objective is to create a stable, sustainable and competitive market for forensic service provision. The government wishes to avoid monopoly provision of forensic services, and wants the new contracts to sustain several providers. These contracts will therefore in most cases not be on a 'winner takes all' basis, but will be based on a 'percentage split' of work between the two or three suppliers.
5. Regions will then decide whether each force will share its individual business between the two or three providers on a ration that matches the percentage split, or whether regional agreement can be reached that, if possible, each force will deal with a single supplier. The latter option is preferred by the WMR.
6. The 'single force to single supplier' approach is believed to be less bureaucratically burdensome, but means that at the end of the year there will be a cross subsidising process by which the forces that have benefitted from having all their work with the lowest cost provider subsidise the forces that have worked with a higher cost provider.

7. Contracts agreed in July will have been agreed under NFFA1, but will run for 2-5 years. Future contracts agreed from 2012 onwards will be procured under new NFFA2 arrangements that are yet to be set.

Current procurement position in Staffordshire

8. As part of Operation Slingshot, the Authority is currently tendering the following 2 DNA analytical lots
 - DNA PACE samples (from detainees)
 - DNA crime stain samples (primarily from serious acquisitive crime scenes)
9. The tender closing date was 31 May 2011, and all forces, in conjunction with the NPIA, are working towards a final date of 30 June 2011, for the completion of the evaluation of all the tender submissions that are relevant to their particular Region or Force. From this, the NPIA will then issue letters to all of the suppliers notifying them of the outcome, allowing a 10 day standstill period for feedback to the suppliers, with an award date of 12 July 2011. All forces have been advised that formal authority required for the award of contracts, must be in place prior to 12 July 2011, so that there is no delay to the process, hence the need for this special meeting of the Authority.
10. It was originally proposed that each Authority would sign individual contracts with Forensic Service Providers (FSP), however upon further consideration this is more likely to leave each Authority exposed to supplier continuity issues if demand or supplier performance significantly varies.
11. It has now been agreed by WMR Heads of Procurement that the original WMR regional forensic procurement arrangements i.e. West Mercia acting as the lead Authority and issuing contracts, is better suited to this position and minimises the risks identified at 4. A copy of the Regional Procurement Strategy is attached at Appendix 1.
12. There will still be regional cost adjustment to ensure each Authority obtains best value from the contracts. Each force will be awarded a single supplier to ensure transactions are minimised and supplier contract performance and improvement can be managed local.
13. Operation SLINGSHOT is being delivered nationally by NPIA and the local implications of this rapid procurement exercise are emerging as it progresses. This has led to a number of fairly short notice changes, however, the Authority should be assured that these decisions are being carefully considered and agreed by Heads of Procurement and forensic technical leads. On this basis it may be prudent for the Authority to allow for delegated responsibility around contract agreement and the WMR cost sharing agreement.

Recommended: That

- (1) the existing WMR Regional Procurement Strategy be confirmed as the Authority's preferred option; and
- (2) authority be delegated to the Chief Executive, in consultation with the Chief Constable, to finalise and agree local contracting and cost sharing arrangements for forensic procurement, with a further report back to the Authority on the outcome of the procurement exercise.

Mike Cunningham
Chief Constable

Contact Officer: John Beckwith
Head of Force Forensics
(01785) 235252

Staffordshire Police Authority – 30 June 2011

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