



WEST YORKSHIRE POLICE

Minutes of Meeting

Meeting: **COMMAND TEAM**

Venue: **THE OAK ROOM, ADMIN 1, FORCE HEADQUARTERS**

Date: **MONDAY 13 AUGUST 2007**

Time: **1.00 p.m.**

Attendance:

Chief Constable Sir Norman Bettison (Chair)
Assistant Chief Constable Mr D Evans
Assistant Chief Constable Mr J Sampson (Items 1 -9 and 13 - 14 inclusive)
Assistant Chief Constable Mr J Akhtar
Mr A Hussain, Force Solicitor
Mr K Watkinson, Director of Personnel & Training (Items 5 – 14 inclusive)
Mrs A Clayton, Director of Media & Marketing
Mr J Bridgeman, Command Team Secretariat
Mrs J L Waller, Command Team Secretariat

ITEM 1: APOLOGIES

Summary of Discussion:

Apologies for absence were submitted on behalf of DCC Ms J Hodson, ACC Mr D Crompton and ACO Mr N Brook.

ITEM 2: MINUTES OF THE MEETING HELD ON 23 JULY 2007

Summary of Discussion:

The Minutes of the Meeting held on 23 July 2007 were approved as a correct record.

ITEM 3: MATTERS ARISING FROM THE MINUTES OF THE MEETINGS HELD ON 23 JULY 2007

(a) Diversity Assurance Structure

Summary of Discussion:

Mr Bridgeman informed Members that the DCC Ms Hodson has indicated that she no longer required a discussion in respect of Diversity at a Chief Officers' meeting as the structure was now in place and understood.

He further informed members that an additional Chief Officers' meeting had been arranged for Friday 31 August 2007, when the issue of radicalisation would be discussed.

(b) Performance Development Review (PDR) Update

Summary of Discussion:

The Chief Constable made reference to the review of the PDR system and requested that an update paper be presented to the next Command Team Meeting. He made it clear that he wanted any new system to be less bureaucratic and the force should not feel constrained by national policy in this respect. ACC Mr Evans agreed to undertake the necessary action.

Decision:

Update on the review of the PDR system to be presented to the next meeting.

Action by:

ACC Mr Evans.

By When:

Command Team – 28 August 2007.

(c) Specialist Selection Processes

Summary of Discussion:

Members noted that approval had been granted, at a Command Team Morning Meeting, to the establishment of promotion boards to fill specialist vacancies where such capability does not exist in the general pool.

ITEM 4: FORCE PERFORMANCE

Summary of Discussion:

A paper which provided information relating to Operational Performance as at 12 August 2007 was tabled. Members requested that it would be beneficial to defer discussion until a Command Team Morning Meeting following consideration of the data.

Decision:

Discussion on the Operational Performance to be undertaken at a Command Team Morning Meeting.

Action by:

Mr Bridgeman.

By When:

Command Team Morning Meeting – w/c 13 August 2007.

ITEM 5: AUTOMATIC NUMBER PLATE RECOGNITION (ANPR)

Summary of Discussion:

ACC Mr Akhtar reminded Members that at the Command Team meeting held on 29 May 2007, Members had requested that the Force ANPR strategy be reviewed and that the further development and exploitation of ANPR within the Force should be pursued. In this respect ACC Mr Akhtar presented a paper which identified three barriers which prevented the full use of ANPR and also proposals to address them with associated financial implications.

Detailed discussion was undertaken regarding the barriers to full use of ANPR and these included gaps within the Gateway Infrastructure, the lack of interoperability of the 2 ANPR systems and the inability to effectively manage ANPR intelligence and analysis.

With regard to the gaps in the Gateway Infrastructure, ACC Mr Akhtar stated that an additional 3 sites would provide appropriate coverage and that would be at a cost of circa £255,000. In addition he stated that integration cost for the operating systems would be £44,540. The Chief Constable indicated that he was in favour of pursuing these issues and that these should be included as items for consideration within the Spending Pressure paper for the Command Team meeting to be held on 10 September 2007.

Discussion was undertaken in respect of the management of ANPR intelligence and analysis and ACC Mr Akhtar proposed the appointment of a dedicated ANPR analyst. Members agreed in principle with the recruitment of an ANPR analyst, however, the location of the post required needed to be clarified.

The Chief Constable raised the issue of response capability and he requested that ACC Mr Crompton and Chief Superintendent Dodd should review this area, particularly in respect of Communications Division real time reporting and the co-ordination of Divisional resources to respond to significant 'pings' and that this be reported to a future Command Team meeting.

As an associated issue the format of Force policies and guidance was raised and the Chief Constable requested that a review be undertaken. Mr Bridgeman undertook to raise the issue with DCC Ms Hodson.

Decision:

- i) Agreed that the funding required for additional sites in the Gateway Infrastructure and for the integration of the ANPR operating systems be included within Spending Pressures paper to be considered on 10 September 2007.**
- ii) Agreed that a dedicated ANPR analyst was necessary and that a bid for funding be included within Spending Pressures paper.**
- iii) Agreed that a review of ANPR response capability in both the areas of Communications Division capacity to monitor and Divisional resources to respond.**
- iv) A review of the format of Force Policy and Guidance notes to be undertaken.**

Action by:

- i) ACC Mr Akhtar & ACO Mr Brook.**
- ii) ACC Mr Akhtar & ACC Mr Brook.**
- iii) ACC Mr Crompton & Chief Superintendent Dodd.**
- iv) Mr Bridgeman & DCC Ms Hodson.**

By When:

- i) Command Team – 10 September 2007.**
- ii) Command Team – 10 September 2007.**
- iii) Command Team – 8 October 2007.**
- iv) With immediate effect.**

ITEM 6: POLICE USE OF FIREARMS POLICY GUIDANCE – 6 MONTH REVIEW

Summary of Discussion:

In accordance with the decision of the Command Team meeting held on 13 November 2006, ACC Mr Akhtar presented a paper which provided details of a review of the Police Use of Firearms Policy Guidance.

ACC Mr Akhtar stated that a number of changes had been proposed to the Policy in the light of experience and these related to the deployment of Armed Response Vehicle (ARV) Officers, the Armed Crime Tactical Team (ACTT) and amended wording around Investigative Assessment.

Discussion was undertaken and Members approved the revised guidance and requested that ACC Mr Akhtar, as Chair of the Firearms Steering Group, ensure that annual reviews continued and if required these be reported to the Command Team. Particular reference was made to permanently armed officers purchasing refreshments and the Chief Constable indicated that if an operational case had been established for permanent side arming, then side arms would be worn during an officer's entire shift.

Decision:

- i) Amended Police Use of Firearms Policy Guidance approved.**
- ii) Agreed that future annual reviews be undertaken by the Firearms Steering Group and reported to Command Team as necessary.**

Action by:

- i)&ii) ACC Mr Akhtar.**

By When:

- i)&ii) With immediate effect.**

ITEM 7: SUPPORT GROUPS – FACILITIES & DUTY TIME – 12 MONTH REVIEW OF GUIDANCE

Summary of Discussion:

In accordance with the decision of the Command Team meeting held on 12 June 2006, ACC Mr Evans presented a paper which detailed the conclusions of the review of the Force Policy Guidance for Time Off for Support Groups. He stated that the introduction of the Policy Guidance during June 2006 had been well received, however, following the review a number of changes were proposed. These related to greater flexibility around postholders utilising the days of duty time allowed each month per support group and also an increase in the monitoring and auditing of duty time provided for support groups. Discussion was undertaken and Members approved the proposed policy changes as detailed.

A further change to the Policy Guidance was also debated, which related to the formal recognition of the WAVE (Women Adding Value Everyday) Network as a support group. Mr Hussain advised that he did not feel that the WAVE Network fitted within the support criteria, however, following further discussion it was felt that Command Team fully supported the objectives of the Network and approved the inclusion of the WAVE Network as a support group covered by the policy guidance. It was further agreed that the guidance be amended to reflect that ACC Workforce and Professional Standards have the authority to officially recognise and support groups in respect of this Policy Guidance and approve specific allocation within the framework to support groups.

Decision:

- i) Agreed to the implement the revised policy guidance.**
- ii) Agreed to include the WAVE Network as a support group within the policy guidance.**
- iii) Guidance to be amended to reflect that ACC Workforce and Professional Standards is authorised to officially recognise support groups and approve allocation of time off within the framework.**

Action by:

- i),ii)**
- & iii) ACC Mr Evans.**

By When:

- i),ii)**
- & iii) With immediate effect.**

ITEM 8: WORKFORCE PROFILE IN CRIME DIVISION

Summary of Discussion:

ACC Mr Sampson presented a paper which outlined proposals to change the workforce profile within three areas of Crime Division. He stated that the issue had been previously discussed, however, formal ratification was required. Discussion was undertaken and Members agreed to the proposed conversion of 10 constable posts to 13 police staff posts within the Serious Sexual Offences Unit. In addition, Members agreed to proceed with the Workforce Modernisation process, which would also result in a reduction in police posts within the Child and Public Protection Unit.

Further discussion was undertaken regarding the proposed conversion of 2 constable posts to 3 police staff posts within the Economic Crime Unit and following consideration Members agreed to the proposal.

In light of earlier discussions with the Police Authority, ACC Mr Evans will report such changes to the Police Authority Human Resource Committee. It was also emphasised that any proposals for future civilianisation of police officer posts must be agreed by Command Team.

Decision:

- i) Agreed to the conversion of 10 constable posts to 13 police staff posts within the Serious Sexual Offences Unit.**
- ii) Agreed to proceed with the Workforce Modernisation process within the Child and Public Protection Unit.**
- iii) Agreed to the conversion of 2 constable posts to 3 police staff posts within the Economic Crime Unit.**

Action by:

- i)-iii) ACC Mr Sampson.**

By When:

- i)-iii) With immediate effect.**

STANDING ITEMS

ITEM 9: SCHEDULE OF OUTSTANDING MATTERS

Summary of Discussion:

The Schedule of Outstanding Matters was discussed and amended.

ITEM 10: TEAM BRIEFING SCHEDULE

Summary of Discussion:

The Team Briefing Schedule was discussed and amended.

Mr Hussain indicated that the issue of Corporate Manslaughter could be included as a future team brief item and he undertook to present a briefing paper on the issue to the next Command Team meeting.

Decision:

Briefing paper on the implications of the Corporate Manslaughter and Corporate Homicide Act 2007 to be presented to the next meeting.

Action by:

Mr Hussain.

By When:

Command Team – 28 August 2007.

FOR DISCUSSION/TO NOTE

ITEM 11: WEST YORKSHIRE POLICE DATA QUALITY REVIEW

Summary of Discussion:

Members noted a paper which provided an update as to the final result of the year 4 NCRS audit conducted by PriceWaterhouseCooper on behalf of the Police and Crime Standards Directorate and the Audit Commission. It was noted that the Force gained an excellent in data quality and a good in corporate management arrangements. A number of areas were identified for improvement and an appended Action Plan in respect of these areas was noted.

ITEM 12: EXTENDED USE OF TASER

Summary of Discussion:

ACC Mr Akhtar informed Members that the Home Office had recently authorised the Extended Operational Use of Taser by Authorised Firearms Officers (AFOs) and within 10 pilot forces, of which West Yorkshire Police was one, the Extended Operational Deployment and Use of Taser for Specially Trained Officers (STOs). ACC Mr Akhtar presented a paper which sought approval of policy guidance, which covered both AFOs and STOs, but approval at this time was only being sought by AFOs when deployed to relevant Taser incidents. The extended use by AFOs would be subject to a 3 month evaluation, following which a further report will be present to Command Team before the commencement of the pilot involving STOs.

Discussion was undertaken regarding the definition for deployment of Taser and ACC Mr Akhtar and ACC Mr Evans undertook to discuss this outside the meeting and subject to this the policy guidance was approved. The Chief Constable noted the report and requested that Mrs Clayton review the policy in respect of any media issues.

Decision:

- i) Agreed to discuss the definition of deployment of Taser outside the meeting and subject to this the policy guidance was approved.**
- ii) Members authorised the deployment of AFOs to Taser incidents.**
- iii) Agreed that an evaluation of AFO Taser incidents would be completed prior to the introduction of the extended use of Taser by STOs.**
- iv) Agreed to review the policy to take account of media interpretation.**

Action by:

- i) ACC Mr Akhtar & ACC Mr Evans.**
- ii)&iii) ACC Mr Akhtar.**
- iv) Mrs Clayton.**

By When:

- i)-iv) With immediate effect.**

ITEM 13: SERIOUS AND ORGANISED CRIME REVIEW

Summary of Discussion:

For the information of Members, ACC Mr Sampson presented a paper which detailed the recommendations of the Yorkshire and Humber Regional Serious and Organised Crime Review Team. In order to consider the impact of implementing the recommendations, Members agreed that discussion on the paper be deferred until the next Chief Officers' Meeting.

Decision:

Discussion deferred until the next Chief Officers' meeting.

Action by:

ACC Mr Sampson.

By When:

Chief Officers' Meeting – 20 August 2007.

ITEM 14: ANY OTHER BUSINESS –

(a) Selection Processes – Firearms Inspectors

Summary of Discussion:

ACC Mr Akhtar made reference to the discussion undertaken earlier in the meeting regarding the introduction of specialist boards for CID officers, in addition to the general promotion boards. He indicated that difficulties had been experienced in fill certain Firearms Inspectors posts within Operations Support and similar issues may arise in filling the post of Head of Firearms Training. Therefore, he requested that a specialist board in respect of these posts be established. Discussion was undertaken and ACC Mr Evans indicated that the policy had been produced specifically relating to CID selection, however, he undertook to redraft the policy to encompass all specialist posts. Following further discussion Members agreed to the introduction of a Firearms Inspectors Specialist Board on this occasion.

Decision:

- i) Agreed to redraft the policy on selection processes (referred to at item 3(c)) to encompass all Specialist Posts.**
- ii) Agreed to the introduction of a Firearms Inspectors Specialist Board on this occasion.**

Action by:

- i) ACC Mr Evans.**
- ii) ACC Mr Akhtar.**

By When:

- i)&ii) With immediate effect.**

(b) Change in Policy for ID Cards

Summary of Discussion:

Mr Bridgeman informed Members that a paper had been submitted by the Director of Estates proposing a change in policy for ID cards. Mr Bridgeman indicated that it was proposed that all ID cards for West Yorkshire Police Employees would be standardised and produced in blue. ID cards issued to Non West Yorkshire Police Employees would be produced in red. Members noted that the replacement programme would be completed by April 2008 and that all costs would be met by the Estates Department. Following consideration Members agreed to the replacement programme and the Chief Constable undertook to bring this to the attention of the next JNCC.

Decision:

Agreed to the proposed change in policy for ID cards.

Action by:

Mr Bridgeman.

By When:

With immediate effect.

DATE OF NEXT MEETING

Summary of Discussion:

The next Command Team meeting will be held in The Oak Room, Admin 1, on Tuesday 28 August 2007, commencing at 1pm.