

DECISION MAKING MEETING

23 March 2020, 12:00 noon - SKYPE

Attendees

David Lloyd (Commissioner)
David Gibson (Deputy Commissioner)
Chris Brace (Chief Executive)
Gavin Miles (Deputy Chief Executive)
Amie Birkhamshaw (Director of Strategy)
Ian Rooney (CFO)

AGENDA

1. Minutes of meeting of 9 and 16 March 2020



Minutes - Decision
Making Meeting- 9



Minutes - Decision
Making Meeting- 16 M

2. Temporary Governance Measures



Temporary
governance measures

3. Lease of part of Gosling Sports Centre



Gosling Lease.docx

DECISION MAKING MEETING

9 March 2020, 11:30 - Harpenden

Attendees

David Lloyd (Commissioner)
David Gibson (Deputy Commissioner) Apologies
Chris Brace (Chief Executive)
Gavin Miles (Deputy Chief Executive)
Amie Birkhamshaw (Director of Strategy)
Ian Rooney (CFO)
Nigel Atkins (Senior Communications Officer)
Stuart Nagler (Assistant Commissioner)

MINUTES

1. Minutes of meeting of 24 February 2020 **Approved**



Minutes - Decision
Making Meeting- 24 F

2. Blue Light Commercial Limited membership application **Membership approved**



DMM Blue Light
Commercial Limited



Letter to PCCs from
Matthew Scott re Blue

3. Crest Dashboard **Agreed to cease to work with Crest on the dashboard project and seek options for future work either nationally or locally**



09_03_2020 DMM
Crest Dashboard.docx

4. Other business

IR outlined PICTCo Ltd request for 2 years subscription. **Request benefits update before agreeing to pay and indicate 2 years is difficult with elections looming.**

DECISION MAKING MEETING

16 March 2020, 10:00 - HQ

Attendees

David Lloyd (Commissioner)
David Gibson (Deputy Commissioner)
Chris Brace (Chief Executive)
Gavin Miles (Deputy Chief Executive)
Amie Birkhamshaw (Director of Strategy)
Ian Rooney (CFO)

AGENDA

1. Minutes of meeting of 9 March 2020 **Deferred to 23 March**



Minutes - Decision
Making Meeting- 9 |

2. Litigation settlement (oral update) **Noted. The constabulary to be asked to provide a report of lessons learned after the case concludes.**

MEETING	Decision Making Meeting
DATE	23 March 2020
TITLE OF REPORT	Temporary Governance Measures
SUBMITTED BY	Deputy Chief Executive
PURPOSE OF REPORT	To approve temporary governance measures
DECISION(S) REQUIRED	As above
FINANCIAL IMPLICATIONS	None
LEGAL IMPLICATIONS	Included in the report
EQUALITIES IMPACTS	None
FREEDOM OF INFORMATION EXEMPTION SECTION IF APPLICABLE	None

1 INTRODUCTION

The government is updating advice to citizens and businesses daily to cope with the unprecedented health crisis caused by the Covid 19 virus. The office needs to work differently in order to best comply with the spirit and letter of the advice, in common with other organisations.

2 BACKGROUND

The most relevant measures so far announced include avoiding unnecessary contact including working from home where possible, closure of schools and avoiding unnecessary travel. The PCC elections for May 2020 have been postponed to 2021. The Chief Executive has introduced working arrangements that meet the government advice, but these will necessarily change over the coming weeks to ensure best business continuity and comply with government advice and health and welfare requirements of staff and others. The Chief Executive will advise of these arrangements from time to time.

In order to ensure optimised business continuity over the coming months during the health crisis meetings where decisions need to be made will be arranged by skype or phone conference where possible.

This will allow decisions to be made in the usual way. However, in case of ICT failure or other measures making this impossible it is recommended that more flexible decision making arrangements be approved as a fall back option. These should be taken in consultation where possible with as many usual members of the decision making board.

The use of electronic signatures can also simplify decision making when there are restrictions as now. It is recommended that officers are authorised to use electronic signatures to give effect to office business to make it clear that the PCC agrees to be bound by such signatures. The Law Commission have recommended changes to allow for greater use of electronic signatures, but currently the only lawful way for the PCC to execute deeds is by common seal in the presence of an authorised signatory. It is recommended the authorised signatory list is updated to include the PCC, Deputy PCC, Chief Executive, Deputy Chief Executive, Chief Finance Officer and Director of Strategy.

Finally it is recommended that in the event of unavailability of the PCC or Deputy PCC temporarily all functions other than those reserved by statute to the PCC be delegated to the Chief Executive or officer authorised by him.

3 FINANCIAL IMPLICATIONS

None.

4 PROPOSED RECOMMENDATIONS

- a. The Chief Executive is authorised to make such arrangements for the office and staff as he determines from time to time to optimise working arrangements in the light of government advice.
- b. The use of electronic signatures to conduct business is approved.
- c. The authorised signatories to attest the seal are the PCC, Deputy PCC, Chief Executive, Deputy Chief Executive, Chief Finance Officer and Director of Strategy.
- d. All functions of the PCC not required by law to be taken personally are delegated to the Chief Executive or officer authorised by him for the purpose.

5 BACKGROUND PAPERS

None.