

Chief Constables' Council Minutes

**Minutes of the meeting held on Wednesday-Thursday, 20-21 January 2016 at
Surrey, UK**

Security classification: Restricted in part two
Disclosable under FOIA 2000: Closed session - See Continuous Exemption Certificate
Author: Rose de la Cuesta
Force/organisation: National Police Chiefs' Council (NPCC)
Date created: 25 January 2016

ATTENDANCE

Present

CC Sara Thornton
T/CC Gareth Morgan
CC Jon Boutcher
CC Alec Wood
CC Simon Byrne
Commissioner Ian Dyson
T/CC Iain Spittal
DCC Michelle Skeer
CC Mick Creedon
CC Shaun Sawyer
CC Debbie Simpson
CC Michael Barton
CC Simon Prince
CC Stephen Kavanagh
CC Suzette Davenport
CC Ian Hopkins
CC Jeff Farrar
CC Andy Marsh
CC Andy Bliss
CC Justine Curran
CC Alan Pughsley
CC Steve Finnigan
CC Simon Cole
CC Neil Rhodes
CC Sir Jon Murphy
AC Mark Rowley
AC Martin Hewitt
CC Mark Polin
CC Simon Edens
DCC Winton Keenen
CC Dave Jones
CC Chris Eyre
CC Peter Vaughan

20 JANUARY 2016

NPCC Chair
Avon and Somerset
Bedfordshire
Cambridgeshire
Cheshire
City of London
Cleveland
Cumbria
Derbyshire
Devon and Cornwall
Dorset
Durham
Dyfed Powys
Essex
Gloucestershire
Greater Manchester
Gwent
Hampshire
Hertfordshire
Humberside
Kent
Lancashire
Leicestershire
Lincolnshire
Merseyside
Metropolitan
Metropolitan
North Wales
Northamptonshire
Northumbria
North Yorkshire
Nottinghamshire
South Wales



DCC Dawn Copley
DCC Nicholas Baker
T/CC Gareth Wilson
T/CC Nick Ephgrave
CC Giles York
CC Francis Habgood
CC Martin Jelley
CC David Shaw
CC David Thompson
CC Mark Gilmore
T/DCC John Robins
CC Mike Veale
CC Paul Crowther
Director General Lynne Owens
CC George Hamilton
CC Iain Livingston
CC Mike Griffiths
CC Alred Hitchcock
CC Alex Marshall
Colonel David Neal
Group Captain Kevin Bailey

South Yorkshire
Staffordshire
Suffolk
Surrey
Sussex
Thames Valley
Warwickshire
West Mercia
West Midlands
West Yorkshire
West Yorkshire
Wiltshire
BTP
NCA
PSNI
Police Scotland
Civil Nuclear Constabulary
Ministry of Defence
College of Policing
Royal Military Police
Royal Airforce Police

In attendance for specific items

Ms Sarah Wilkinson
DCC Richard Morris
Mr Liam O'Brien
Mr Giles Herdale
Mr Martin Wyke
Dr Jamie Saunders
DCC Simon Chesterman
DCC Peter Goodman
DAC Neil Basu
Supt. Richard Fewkes
Mr John O'Brien
Mr Martin Smith

Home Office Chief Technology Officer
Home Office
NPCC, Specialist Capabilities
Essex (DII Programme)
Police ICT Chief Executive
NCA
CNC
Derbyshire
MPS
South Yorkshire
Independent Inquiry Child Sexual Abuse
Independent Inquiry Child Sexual Abuse

In attendance

Commissioner David Baines
Commissioner Michael de Silva
Ms Mary Calam
Commander Christopher Greany
Ms Nora Nanayakkara
Ms Simone Pennie
Supt. Tim Metcalfe
Inps. Ben Gasson
Ms Nicole Higgins
Ms Rose de la Cuesta
Ms Lucy Hall
Mr Luke Mackenzie
Ms Nicola Growcott
Ms Sherry Tracquair
ACC Chris Shead
Mr Oliver Cattermole
Ms Hacer Evans

Royal Cayman Islands
Bermuda
Home Office, Director General for Crime and Policing
City of London
AAB, Non-Executive Member
AAB, Non-Executive Member
NPCC Chief of Staff
NPCC Staff Officer
NPCC Strategic Planning and Risk Manager
NPCC Business Manager, Minutes Secretary
NPCC Communications Officer
NPCC Communications Office Manager
NPCC Senior Communications Officer
NPCC FOI and Decision Maker
NPCC Strategic Lead
College of Policing Chief of Staff
Sussex, Director of Digital First Programme

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Colonel David Neal
Group Captain Kevin Bailey

21 JANUARY 2016

NPCC Chair
Avon and Somerset
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North Wales
Northamptonshire
Northumbria
North Yorkshire
Nottinghamshire
South Wales
South Yorkshire
Staffordshire
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Surrey
Sussex
Thames Valley
Warwickshire
West Mercia
West Midlands
West Yorkshire
West Yorkshire
Wiltshire
BTP
NCA
PSNI
Police Scotland
Civil Nuclear Constabulary
Ministry of Defence
College of Policing
Royal Military Police
Royal Airforce Police

In attendance

Commissioner David Baines	Royal Cayman Islands
Commissioner Michael de Silva	Bermuda
Mr Liam O'Brien	NPCC, Specialist Capabilities
Ms Nora Nanayakkara	AAB, Non-Executive Member
Ms Simone Pennie	AAB, Non-Executive Member
Supt. Tim Metcalfe	NPCC Chief of Staff
Insp. Ben Gasson	NPCC Staff Officer
Ms Nicole Higgins	NPCC Strategic Planning and Risk Manager
Ms Rose de la Cuesta	NPCC Business Manager, Minutes Secretary
Ms Lucy Hall	NPCC Communications Officer
Mr Luke Mackenzie	NPCC Communications Office Manager
Ms Nicola Growcott	NPCC Senior Communications Officer
Ms Sherry Tracquair	NPCC FOI and Decision Maker
ACC Chris Shead	NPOCC Strategic Lead
Mr Oliver Cattermole	College of Policing Chief of Staff
Ms Hacer Evans	Sussex, Director of Digital First Programme
Ms Luella Bubloz	Sussex

20 January 2016 at 09:00 hrs at Surrey, UK

OPEN SESSION

1. ATTENDANCE AND APOLOGIES

- 1.1. The Chair welcomed all those present and introductions were made.
- 1.2. The following tendered their apologies for the 20 January 2016 session of Council:
Mr Gormley; Sir Bernard Hogan-Howe; Ms King; Mr Crompton, Ms Sawyers and Mr Bailey.
- 1.3. The following tendered their apologies for the 21 January 2016 session of Council:
Mr Dyson; Sir Bernard Hogan-Howe; Ms King; Mr Crompton; Ms Sawyers and Mr Gormley.

2. MINUTES

- 2.1 The Minutes of the previous meeting held on 27-28 October 2015 were agreed subject to the last sentence of paragraph 8.1 being amended to reflect that it was the London region, not the MPS, which would not have a ROCU in future.

3. MATTERS ARISING

- 3.1 At the previous Council meeting it was agreed that mounted branch did not form part of the Strategic Policing Requirement. A paper exploring the delivery of other tactics and capabilities which could be deployed to deliver the same effect would be submitted for the next Council meeting in April.

Action: Mr Wood

- 3.2 Casualty Bureau arrangements and the potential savings for national hubs would be considered at the next meeting of the Operations Coordination Committee.

Action: Mr Wood

- 3.3 Chiefs noted the contents of the Council Action Log.

4. STANDING ITEMS

4.1 Chair Update

- 4.1.1 The Government indicated that it would bring a Policing and Crime Bill in the course of this Parliament covering various issues. The Right Honourable Mike Penning MP was now the Minister for Policing, Fire, Criminal Justice and Victims. Legislation would be brought forward introducing a statutory duty to collaborate between all three emergency services and enabling Police and Crime Commissioners (PCCs) to hold their local fire and rescue services to account.
- 4.1.2 The Chair had a meeting with two chief fire officers before Christmas and they had been invited to the April meeting of Chief Constables' Council in order to discuss enhanced collaboration and integration between the police and fire services.
- 4.1.3 The Police Federation had been liaising with the Fire Brigades Union (FBU) and we would consider a joint meeting in due course.
- 4.1.4 The National Driver Offender Rehabilitation Scheme (NDORS) was due to transition over to UK ROEd on 31 March 2016 in order to continue to deliver services to the public.
- 4.1.5 A letter had previously been circulated to chiefs regarding the Honours. Chief constables were urged to put forward nominations and ensure that colleagues were appropriately recognised.
- 4.1.6 Chief officer volunteers were required for leading a number of NPCC portfolios, including the Firearms Licensing Portfolio. Those present were requested to either take part and/or encourage colleagues to partake in national work. A spreadsheet detailing the total contribution per force would be published on the intranet site and circulated to chiefs.

Action: Chair

4.2 College of Policing Professional Committee Update

- 4.2.1 Chiefs were advised of the following:

- The recent Professional Committee meeting had considered the future of Peer Reviews and how the College could provide peer support based on a more risk based approach
- Guidance documents on mental health and restraints and on whistleblowing were being developed
- The Strategic Command Course (SCC) had commenced and was being led by Ms Jacqui Cheer with CC Alex Marshall as Director
- The College had been conducting a significant amount of work around undercover policing and the development of licensing in this area of business

- The College was about to consult on the educational requirements for policing. The College has recommended options for a degree, an accreditation and an apprenticeship route for policing
- The College was working on better accreditation and licensing for overseeing child abuse investigations and firearms roles; albeit the onus remained on the individual to ensure their continuous professional development.

4.3 Strategic Policing Requirement/National Policing Requirement

- 4.3.1 Chiefs were advised that the National Police Coordination Centre (NPoCC) had completed 169 role profiles against the threats identified in the Strategic Policing Require (SPR). The number of Police Support Units (PSUs) needed across the country had also been set; although chief constables were the final arbiters of their numbers in force. Those present were asked to ensure that NPoCC received the necessary data on a timely basis in order to maintain the currency and accuracy of the capacity data; it was added that it would also be helpful to receive data from the National Crime Agency (NCA).

4.4 Pre-circulated papers

- 4.4.1 The NPCC intranet project was in the process of ensuring the necessary license and bandwidth requirement for the video conferencing solution. The timeline was anticipated to be three months and a further update would be submitted at the next meeting of Council.

Action: Mr Gilmore

- 4.4.2 Chief constables recognised that the new intranet site could extend their ways of communicating with stakeholders. There were some limitations surrounding the use of the Police National Network (PNN) for the intranet but this would later be raised with the Home Office. Those present were also advised that their username and logon details would remain the same.

- 4.4.3 Chiefs enquired into the mandate and accountability arrangements surrounding the National Child Safeguarding Action Plan, given that that this could be used to measure service performance. There was also a risk that the police service might cover actions that should be dealt with by other partner agencies. Chiefs requested further detail around resourcing implications and confirmation on whether an impact assessment had been conducted. A further paper would be submitted at the next meeting of Council.

Action: Mr Bailey

- 4.4.4 Chiefs were advised that the Home Office was keen to see Intelligence Professionalisation Programme (IPP) as a recognised qualification and that this qualification should be recognised across Agencies.

5. TIGER TEAM AND SPECIALIST CAPABILITIES PROGRAMME

- 5.1 The service transformation report was a product of a number of Tiger Team meetings and which consisted of five elements: local policing; specialist capabilities; digital policing; workforce; and enabling business delivery.
- 5.2 Chief constables agreed that the Vision 2020 was workable. Chiefs provided feedback on the style and tone of the vision.
- 5.3 The vision for 2020 has been cross-checked against the 41 Police and Crime Commissioner plans to ensure that it complemented local strategies. The NPCC was aware of fifteen collaborations currently in place but there was a need to consider how the service could maximise existing platforms for collaborations by working on capabilities and developing the right delivery model. It was agreed that this was a matter for both chief constables and Police and Crime Commissioners (PCCs) and was also about wider business enablers, not just capabilities.
- 5.4 The establishment of a Police Reform and Transformation Board (PRTB) was proposed to act as an oversight board, not as a decision making body. The purpose of the Board would be to oversee and support the Reform Programme in the interests of the public. The Terms of Reference had been discussed with the Association of Police and Crime Commissioners (APCC) and its inaugural meeting was scheduled to take place on 23 February 2016.
- 5.5 Chief constables were updated on the progress of the Specialist Capabilities Programme and that the initial stage of the Demand, Risk and Resource (DRR) work was ready to tender. Work was also ongoing with the Home Office to agree the capabilities that should be included in the programme. The first phase had been agreed.
- 5.6 Representation of rural forces was discussed and chiefs agreed that this should be on the Specialist Capabilities Programme to address concerns that the programme could erode their resources.
- 5.7 The infrastructure policing project was considering two structural options in detail. The first option was the Single Transport Agency (STA) and second option being the Single Infrastructure Force (SIF).
- 5.8 Following concern that there was no national lead for non-CT issues at airports, it was agreed that Commander Simon Bray would act as national lead and confirmation would be circulated after the meeting.
- 5.9 Chiefs acknowledged that local policing was included in the Vision 2020, but raised concerns over its exclusion from the Police Reform and Transformation Board (PRTB), given that a significant amount of policing was delivered at local level. It was therefore agreed that a local policing representation would be added on the basis that there would be clear deliverables.

Action: Chair

- 5.10 Chiefs also highlighted the need to ensure coordination between those leading and chairing the individual strands in the PRTB. It was agreed that the representatives would be Simon Cole, Dave Thompson, Steve Kavanagh and a Met representative.

5.11 Chiefs noted the work that had been done since October 2015 and agreed the Governance Structure of the PTRB.

6. OPERATION HYDRANT AND THE INDEPENDENT INQUIRY INTO CSA – UPDATE - SEE SEPARATE RESTRICTED AND NON-FOI DISCLOSABLE MINUTES ATTACHED

7. TACKLING ONLINE CHILD SEXUAL EXPLOITATION – SEE SEPARATE RESTRICTED AND NON-FOI DISCLOSABLE MINUTES ATTACHED

8. NATIONAL ARMED POLICING UPLIFT - SEE SEPARATE RESTRICTED AND NON-FOI DISCLOSABLE MINUTES ATTACHED

9. BODY WORN VIDEO IN ARMED POLICING

9.1 Four hundred and fifty officers took part in the operational trials on the deployment of Body Worn Videos (BWVs) in armed policing and it was found that 70% of participants welcomed the use of BWVs. The deployment of BWVs had led to a reduction in use of force and complaints on armed officers.

9.2 There was some pressure to roll-out BWVs in covert policing and work was being done to identify if technology was available to enable the use of BWVs in a covert environment.

9.3 There were currently three or four different cameras being used with differing evidence management. A national procurement framework was however in place and compatibility was not considered to be an issue as long as forces complied with the procurement framework.

9.4 The recommendations were supported with the caveat that the Home Office be approached for a potential Transformation Fund funding.

10. WIDER ROLL OUT OF CONDUCTED ENERGY DEVICES – SEE SEPARATE RESTRICTED AND NON-FOI DISCLOSABLE MINUTES ATTACHED

11. TECHNOLOGY OVERVIEW

11.1 An overview of the Home Office technology programmes and structures was presented. The Home Office were using a broader number of suppliers, which in turn has provided them with greater control over suppliers and their infrastructure. Commercial capabilities were being maximised and new facilities were being built to create different platforms for payment.

11.2 The Police ICT company was beginning to generate a number of benefits. Police and Crime Commissioners (PCCs) were anticipated to raise the funding for the company.

11.3 The engagement of chief constables in the development of emerging technology programmes affecting policing was highlighted.

11.4 Innovation funds encouraged forces to invest in force level collaboration in order to tackle some of the challenges facing policing. A strong set of bids had been accepted this year, and in future years, there was a need to think about the Transformation and Innovation Funds in their entirety. There was a bottom's up approach towards bidding and a more joined up approach would be helpful.

11.5 Chiefs noted the contents of the presentation.

12. CYBER CRIME – SEE SEPARATE RESTRICTED AND NON-FOI DISCLOSABLE MINUTES ATTACHED

13. DIGITAL CAPABILITIES

13.1 The service has now secured £4.6m towards developing the approach to a range of digital challenges. There was a need to agree capabilities required in mainstream policing to deal with digital crime and to be able to articulate from the point of contact to the point of conviction what services policing would provide and how could these be delivered effectively.

13.2 A common digital platform was required within the police service. Although no single solution might be available, there was a need for forces to work together and agree on a very limited number of ways that the service could capture, manage and share digital evidence.

13.3 The need to provide coherence in the ways the public could contact the service was emphasised. There was merit in forces sharing a singular form for public enquiries on their websites. The benefits of migrating from police.uk to gov.uk was also highlighted as the latter would be able to deal with more information and enquiries from the general public.

13.4 The digital capability management group in partnership with academia and businesses was looking into how the service could better understand the challenges around digital capabilities. Some work was also being done around ethics and developing a skills pathway.

13.5 Chief constables were asked to agree the standards for evidence being captured and stored. Chiefs were presented with three options for storing digital evidence, which could all be done in parallel. The issues surrounding bandwidth, streaming, and downloading, as well as who should be paying for these services were also raised, along with the importance of collaboration and potential for data sharing with criminal justice partners.

13.6 The recommendations articulated in the paper were agreed; it was also suggested that the development of a commercial strategy would prove beneficial in the long-term.

14. CONTINUED DEVELOPMENT OF A NATIONAL COMMON APPROACH TO ICT INVESTMENTS

14.1 It was important to articulate where the police service stood in terms of developing a delivery framework for police technology. Emphasis was placed on the need for common data standards to allow interoperability and replicability. Tribute was also paid to Les Ding who had led on the development of common data standards, but had recently passed away.

- 14.2 The importance of the governance structure was highlighted. The Operational Communications in Policing (OCiP) would ensure that the service was best placed to deliver a secured service delivery network.
- 14.3 The engagement of chief technology officers was substantial to the progress of this work and in brigading common standards.
- 14.4 The decisions required in the paper were supported.

21 January 2016 at 09:00 hrs at Surrey, UK

OPEN SESSION

14 a. MANAGEMENT OF CHIEF CONSTABLES' COUNCIL

14a.1 An additional agenda item was raised following an action from the Council session the day before in order to discuss the management of the Council agenda. The Chair explained that the agenda was essentially driven by strategy and the work emerging from coordination committees and that it has been exceptionally busy since the transition from ACPO to NPCC and the move towards increased collaboration and coordination. Chiefs were asked to consider the following options in order to deal with the volume of papers requiring engagement from chief constables:

- Increasing Council meetings to six times per year
- Pre-circulation of more papers via the NPCC intranet site
- Moving some business to regions prior to Council
- Establishing a forum for committee chairs to consider papers before they come to Council.

14a.2 Chiefs expressed some reservations about increasing the number of Council meetings per year and it was highlighted that regional options had previously been discounted by the ACPO Transition Board.

14a.3 A paper would be brought back to the next Council meeting in order to re-visit the options.

Action: Chair

15. SERIOUS AND ORGANISED CRIME (ROCU DEVELOPMENT/HMIC INSPECTION) – SEE SEPARATE RESTRICTED AND NON-FOI DISCLOSABLE MINUTES ATTACHED

16. CONFIDENTIAL UNIT INTEGRATION – SEE SEPARATE RESTRICTED AND NON-FOI DISCLOSABLE MINUTES ATTACHED

17. PITCHFORD INQUIRY INTO UNDERCOVER POLICING – SEE SEPARATE RESTRICTED AND NON-FOI DISCLOSABLE MINUTES ATTACHED

18. FUNDING BID TO FORCES – NABIS FUNDING 2016-18

18.1 Chiefs agreed to fund NABIS for three financial years from 2016 to 2018, in accordance with the collaboration agreement, and to the sum of £1,835,932 per year.

19. RECOMMENDATION TWO OF THE LEADERSHIP REVIEW

19.1 Chiefs were advised of the recent progress on recommendation two of the Leadership Review 2015 regarding the rank and grading structures in policing. NPCC Lead for Pay and

Conditions Chief Constable Francis Habgood has been looking at the relevant academic research, arrangements in other organisations and how this might apply to policing.

- 19.2 The research suggested that there were five core levels that were defined by the nature of the work, its complexity and the time sensitivities that apply.
- 19.3 There was some time pressure attached as any changes would require primary legislation so the evidence base needed to be developed quickly in order to inform the education framework in time for the 2016/17 submission around pay to the Police Pay and Remuneration Body.
- 19.4 Chiefs supported the principles and recognised that front line constables should be highly skilled with the authority to deal with the complexity of policing. However, chiefs also felt that any decision to de-layer policing was dependent on the strength of the evidence base and a good understanding of the implications, in terms of any ethical issues and changes to the policing culture. There was also need to highlight corporate risks and what the service outcome might be, given that the proposal could have an 80% of the service's budget.
- 19.5 Those present were advised that the implications would be considered in the next few months and a range of stakeholders consulted. Chiefs agreed the contents of the paper subject to a detailed plan being brought back to Council in due course.

Action: Mr Habgood

20. 2015/16 Q3 DELIVERY PLAN UPDATE

- 20.1 A brief update was provided on the number of work streams that were highlighted as amber and red on the delivery plan.
- 20.2 Chiefs noted the contents of the report and agreed that it could be submitted to the Audit and Assurance Board.

21. NPCC AND NPOCC BUDGET AND FUNDING 2016/17

- 21.1 Chiefs were advised that their contributions towards NPCC Headquarters for financial year 2016/17 have been held to the same level as the previous financial year and that there was a slight underspend due to delays in filling in vacant posts. The funding requirements for NPOCC, on the other hand, have been reduced by 5%.
- 21.2 Chief constables agreed the changes to the 2016/17 funding formula and approved the budget requirements for NPOCC and the NPCC Central Office for the 2016/17 financial year.

22. NATIONAL POLICE FOI/DP CENTRAL REFERRAL UNIT CONTINUED FUNDING BUSINESS CASE

- 22.1 The Central Referral Unit was a small unit which was hosted by the Section 22A Collaboration Agreement. The unit has dealt with over 50,000 requests this year and was delivering Freedom of Information and data protection training for police officers and staff.

22.2 Chiefs highlighted that the Central Referral Unit (CRU) was at times underused and that there was merit in ensuring that forces' FOI units coordinated with the CRU. This would ensure coherence and assist in protecting sensitive information where appropriate.

22.3 Chiefs agreed the funding recommendations for 2016/17 and 2017/18.

23. FUNDING BUSINESS CASE FOR THE ACRO CRIMINAL RECORDS OFFICE 2016/17

23.1 The ACRO Criminal Record Office continued to drive down costs and increase efficiency. Forces contributions were to be held at the same level for the next financial year.

23.2 Chiefs were advised that ACRO was providing support to UK Border Force and that they were seeking to recover associated costs from the Home Office.

Action: Mr Barton

23.3 The funding contribution of £2.82m for the provision of ACRO and the International Criminal Conviction Exchange (ICCE) services for financial year 2016/17 was agreed.

24. FUNDING FORMULA

24.1 Chiefs were advised that it was highly likely that the new funding formula would not be developed in time for the next financial year but this provided an opportunity to exploit some of the thinking emerging from the work around demand and the Specialist Capabilities Programme.

Action: Mr Thompson

24.2 There was also a need to ensure that London was appropriately funded and that there was transparency around the national and international NICC and how this would work for the rest of policing.

Action: Mr Thompson/Mr Rowley

24.3 The onus lay with the Home Office to develop a funding formula for the service, whilst the service was required to consider their proposal and to develop and provide an informed view. A representative group of chief constables was required to assist with this. An invite for expressions of interest would be circulated after the meeting.

Action: Mr Thompson

24.4 Chiefs noted the contents of the report and agreed the approach proposed in the paper.

25. GOVERNMENT SECURITY CLASSIFICATION

25.1 The Cabinet Office has developed the Government Security Classification (GSC), which has now been adopted by a number of public authorities and government departments. It has proved to be a more flexible way of operating between departments. Those present were advised of the need to protect data and to classify how documents should be handled.

25.2 The College has now developed the relevant Authorised Professional Practice documents and courses for the adoption of GSC. There were also translational tools software and e-learning available for forces.

25.3 Chiefs agreed the proposed GSC approach outlined in the paper with the caveat that training be made available to forces prior to implementation.

26. **CASE FILE QUALITY**

26.1 Council agreed the development of a standard case file assessment and measure for testing and national rollout from April 2016.

27. **ANY OTHER BUSINESS**

27.1 Modern Slavery

27.1.1 A joint letter would be circulated urging chiefs to ensure they had appropriate processes in place for responding child migrants and repeat missing children. There was a need to ensure that trafficked children were tracked by local authorities.

Action: Mr Sawyer, Sir Jon Murphy and Mr Veale

27.2 National Citizens Strategy

27.2.1 The strategy would be launched following consultation with forces.

27.3 National Wildlife Crime Unit

27.3.1 Chiefs agreed £80k per annum towards the funding of the unit pending a paper at the next meeting of Council.

Action: Mr Prince