

From: Robins, John
Sent: 11 December 2018 08:29
To: Sykes, Jayne <§40(2)>
Subject: RE: RE: WY CSE [NOT PROTECTIVELY MARKED]

Classification: NOT PROTECTIVELY MARKED
Jayne,

§40(2)

Yes re discussions next week or when you are back.

Noted re informal secondment, I was not aware and had seen no papers on it, apologies.

Outside of scope

Best wishes, §40(2),

John

From: Sykes, Jayne
Sent: 10 December 2018 15:19
To: Robins, John <§40(2)>
Subject: *JR to read * RE: WY CSE [NOT PROTECTIVELY MARKED]

Classification: NOT PROTECTIVELY MARKED
John,

Outside of scope

On a couple of separate notes:

* In any communications can you please refer to Dee's role with the SCC as an Informal Attachment - this reflects the formal documentation signed by the PCC and Dee (and is an alternative to a Secondment which would bring with it different regulations/requirements) and referenced in our published Decision Notice and update to the PCP. This has been subject to

much interest.

*

OUTSIDE OF SCOPE

540(2)

so can we pick up next week?

Jayne

Jayne D Sykes MSt (Cantab) BA (Hons)

Interim Chief Executive

West Yorkshire Office of the Police and Crime Commissioner

540(2)

West Yorkshire OPCC – Decision Paper

Originator: Jayne Sykes, Interim Chief Executive

Telephone: S40(2)

E-mail: S40(2)

Date: 29/10/2018

Timing:	<i>Pressing</i>
Title:	Chief Constable Flexible Attachment to College of Policing

Details of Decision Paper:

Chief Constable Dee Collins has requested PCC support for a short flexible attachment to the College of Policing to allow her to take up the role of Service Director for the Strategic Command Course 2019.

Invitation from the College of Policing to take up the role of Service Director is an accolade and reflection of the success and high regard both Chief Constable Collins personally and policing in West Yorkshire in general is held. The role is key to the development and future success of chief officers and wider leaders in policing.

The College of Policing have provided a Memorandum of Understanding (see attached) that sets out the terms of the attachment, which is expected to run from 3 December 2018 to 22 March 2019, during which time the College of Policing will fund the Chief Constable's substantive post. This will allow West Yorkshire Police to backfill for her role by appointing Deputy Chief Constable John Robins to Temporary Chief Constable (and backfilling to any other role impacted) for the duration of the attachment, to provide continuity of service to the public of West Yorkshire and policing in general.

Whilst Chief Constable Collins will be based at the College of Policing estate for the duration of the attachment, there is flexibility and scope for her to support work with the PCC and those backfilling for her role should the need arise.

Recommendation:

That the PCC support Chief Constable Dee Collin's request for a short attachment to the College of Policing in order to undertake the role of Service Director for the Strategic Command Course 2019.

Identify Budget and Affordability:

The College of Policing will reimburse the PCC for West Yorkshire for the employment costs, qualifying allowances and business expenses incurred by this attachment. This will ensure West Yorkshire Police has the budget to backfill for the post of Chief Constable (to be filled by Deputy Chief Constable John Robins) and any other roles impacted during the period of the attachment.

Relevant link/contribution that the Decision Paper makes to the delivery of the Police and Crime Plan 2016-21:

Effective leadership is key to delivery of the Police and Crime Plan, the request for this attachment is an accolade for both the Chief Constable personally and West Yorkshire Police generally and provides a development opportunity for those in West Yorkshire Police taking on temporary roles in order to backfill the Chief Constable and any other impacted roles. This will serve to strengthen the senior leadership of the Force.

Supporting and Dissenting Views:

Given arrangements to ensure continuity of service delivery, there is widespread support for the attachment.

Risks/Legal Opinion:

This flexible attachment is not a legally binding agreement so should not be treated as creating enforceable rights and obligation. The agreement can be terminated at any time, without reason or notice so carries no risk.

Equality & Diversity Implications:

Women are acknowledged as an under-represented group in policing, in general but more so at senior leadership levels. This attachment supports advancement of the role of women in policing and demonstrates the PCCs commitment to enhancing the quality and diversity of leadership within policing.

Implications if not agreed:

Removal of the leadership development opportunity for leaders in West Yorkshire Police and women in policing generally across the service.

Handling:

Publicity for the attachment will be pursued, both locally in West Yorkshire and nationally by the College of Policing, NPCC and APCC.



OFFICE OF THE POLICE AND CRIME COMMISSIONER FOR WEST YORKSHIRE

Record of Decision made by the Police and Crime Commissioner

Title/Subject: Chief Constable Flexible Attachment to College of Policing
Serial No:
Summary: The PCC agrees to Chief Constable Dee Collins undertaking a flexible attachment to the College of Policing in order to take up the role of Service Director for the Strategic Command Course 2019.
Requested Decision: The College of Policing has invited the PCC to agree a flexible attachment to the College in order that Chief Constable Collins can take up the role of Strategic Director for the Strategic Command Course 2019. The Memorandum Of Understanding for this attachment provides financial reimbursement, ensuring West Yorkshire Police can backfill to the role of Chief Constable in order to safeguard continuity of service delivery to the public of West Yorkshire. This attachment is an accolade to Chief Constable Collins and West Yorkshire Police, provides a development opportunity to senior leaders in West Yorkshire Police (including Deputy Chief Constable John Robins who will take on the role of Temporary Chief Constable for the duration of the attachment) and enhances the wider role of women in leadership roles in policing.

Implications	Details / Comments	Officer Sign Off
Financial		Treasurer
		Interim Chief Executive

Police and Crime Commissioner Decision: Agreed
Signature: Title: Police and Crime Commissioner for West Yorkshire

Date:

From: Sykes, Jayne

Sent: 30 October 2018 16:41

To: Johnson, Katherine

<S40(2) [REDACTED]>

Subject: Decision Paper/Notice [NOT PROTECTIVELY MARKED]

Classification: NOT PROTECTIVELY MARKED

Hi Katherine,

Mark and I discussed the decision paper/notice for the CCs attachment to the CoP yesterday, I've made a slight adjustment to the paper, at Marks request, and attach for your consideration ahead of sign off at Exec and publication.

Jayne

Jayne D Sykes MSt (Cantab) BA (Hons)

Interim Chief Executive

West Yorkshire Office of the Police and Crime Commissioner

S40(2) [REDACTED]

From: Sykes, Jayne
Sent: 29 October 2018 11:52
To: S40(2)

Subject: Decision Paper for Exec [NOT PROTECTIVELY MARKED]

Classification: NOT PROTECTIVELY MARKED
S40(2)

To consider this afternoon....

Jayne

Jayne D Sykes MSt (Cantab) BA (Hons)
Interim Chief Executive
West Yorkshire Office of the Police and Crime Commissioner
S40(2)



College of
Policing

College of Policing
Flexible Attachment
Memorandum of Understanding

Status of arrangements

- 1) This Memorandum of Understanding ("MoU") sets out the arrangement between the parties comprising the Police and Crime Commissioner ("PCC") for West Yorkshire Police and the College of Policing (the "College") regarding the basis upon which an employee from the PCC for West Yorkshire Police will be assisting the College in the role of Service Director for the Strategic Command Course (SCC) - 2019. By recording these arrangements, the parties do not intend to enter into a legally binding agreement and this should not therefore be treated as creating enforceable rights and obligations.

The arrangement is expected to begin on the 3 December 2018 and end on the 22 March 2019.

- 2) It is anticipated that Chief Constable Dee Collins from West Yorkshire Police will be acting as Service Director for the Strategic Command Course (SCC) – 2019 for the College of Policing.
- 3) This arrangement is not a secondment and CC Collins will not therefore be subject to the Central Service Secondment terms and conditions or any other relevant policy or guidance applicable to secondments.

Expectations

- 4) The College does not anticipate that its needs will interfere with any annual leave already requested by CC Collins, but would anticipate being consulted by the PCC for West Yorkshire Police before any additional annual leave is granted during the arrangement.

Complaints

- 5) Any complaint made against CC Collins where appropriate or necessary, be referred to the PCC for West Yorkshire Police for further investigation. The circumstances and nature of the complaint will also be reported to West Yorkshire Police HR department, for consideration of an appropriate course of action. The nominated College Lead will also be informed, to consider if the individual should continue in the role.

Performance and Appraisal

- 6) CC Collins will retain her home Force reporting arrangements for performance and appraisal. Her work and performance whilst undertaking the role of Service Director for the Strategic Command Course (SCC) – 2019 will be recorded in the form of a testimonial prepared by the College Lead together with a letter of acknowledgement from the College.

Costs

- 7) Provided that the College is satisfied that the arrangement meets with its expectations as set out in this MOU, the College expects to reimburse the PCC for West Yorkshire Police for the employment costs, qualifying allowances and business expenses of CC Collins whilst undertaking the role of Service Director for the Strategic Command Course (SCC) – 2019. The PCC for West Yorkshire Police will raise an invoice, on a monthly basis, with the College to facilitate the reimbursement of CC Collins's costs.

Overtime

- 8) The nature of this role should preclude the need for overtime working. In cases where it is unavoidable the College Lead may, in their absolute discretion, pay overtime costs.

Information and Communications Technology (ICT)

- 9) CC Collins will not be provided with access to College systems for the duration of her attachment to the College.

Termination of Arrangement

- 10) Although either party may depart from these arrangements at any time, for any reason and without any notice, there is an expectation that a party would usually give the other party two weeks' notice before terminating the arrangement.

Yours sincerely



Moira Pacey
Resourcing Team Leader
Email: Recruitment@college.pnn.police.uk

Acceptance of terms and conditions:

By signing and dating this MoU all parties agree the terms of CC Collin's attachment to the College of Policing.

Signature:  Date: 19 Oct 2018

Chief Constable Dee Collins

The Police and Crime Commissioner for West Yorkshire Police

Name: Mark Burns-Williamson

Signature:  Date: 19/10/18

From: S40(2) [REDACTED]
Sent: 19 October 2018 14:06
To: Sykes, Jayne <S40(2) [REDACTED]>
Subject: FW: SCC Service Director for 2019 - Chief Constable Dee Collins
[NOT PROTECTIVELY MARKED]

Classification: NOT PROTECTIVELY MARKED
Jayne,

Please find attached the electronic signed MoU for CC Dee Collins to assist the College of Policing in the role of Service Director for the Strategic Command Course 2019.

A copy has been sent to the Chief's Office and CoP.

Kind Regards

S40(2) [REDACTED]

S40(2) [REDACTED]

Executive Support Officer

S40(2) [REDACTED]

Fax: 01924 294008

Email: S40(2) [REDACTED]

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Office of the Police and Crime Commissioner for West Yorkshire Ploughland House, 62 George Street, Wakefield,

WF1 1DL Visit: www.westyorkshire-pcc.gov.uk for more information.

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www.helpforvictims.co.uk

From: S40 (2) [redacted]
Sent:

S40 (2) [redacted]
[redacted]
[redacted]

>; Sykes,
Jayne
<[redacted]>
Subject: RE: URGENT REQUEST [NOT PROTECTIVELY MARKED]

Hi Ladies

Could I trouble you to print this final document for Jayne Sykes.

Thanks you so much.

S40 (2) [redacted]

From: S40 (2) [redacted]
Sent: 19 October 2018 09:10
To: S40 (2) [redacted]

[redacted]
[redacted]
[redacted]

>; Sykes,
Jayne
<S40 (2) [redacted]>
Subject: URGENT REQUEST [NOT PROTECTIVELY MARKED]

Good Morning Ladies

I have been trying to contact you by phone as I have an urgent request.
Our Chief Executive, Jayne Sykes is currently at Normanton and is scheduled to meet with the Chief Constable and the Police and Crime Commissioner. Could I ask a really big favour? Jayne has to get the Chief and the PCC to sign several documents so could I trouble you to print them?

- * Please click on the link below to print the first document.
- * Please print the attached papers.
- * MoU TO FOLLOW

Grateful if you could pass them to Jayne Sykes who should be in the Dom Pedro Suite 1000-1200.

Many thanks

S40 (2) [redacted]

[redacted]
Executive Support Officer

[redacted]

Fax: 01924 294008
Email: [redacted]
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Office of the Police and Crime Commissioner for West Yorkshire Ploughland House, 62 George Street, Wakefield, WF1 1DL Visit: www.westyorkshire-pcc.gov.uk for more information.

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From: College Recruitment [mailto:Recruitment@college.pnn.police.uk]
Sent: 12 October 2018 14:01
To: S40(2) [redacted]
Cc: Sykes, Jayne <S40(2) [redacted]>

Subject: RE: SCC Service Director for 2019 - Chief Constable Dee Collins
[NOT PROTECTIVELY MARKED]

Hi S40(2) [redacted]

Thanks for your email, please find attached duly updated with reference to the PCC.

Kind regards

S40(2) [redacted]

From: S40(2) [redacted]

Sent: 11 October 2018 15:57

To: S40(2) [redacted]

Cc: Sykes, Jayne <S40(2) [redacted]>

Subject: SCC Service Director for 2019 - Chief Constable Dee Collins [NOT PROTECTIVELY MARKED]

Good Afternoon S40(2) [redacted]

Our Interim Chief Executive, Jayne Sykes has now had sight of the attached MoU. Please note that the Police and Crime Commissioner (PCC) for West Yorkshire, Mark Burns-Williamson is Chief Constable Dee Collins' employer, however this is not reflected in the MoU.

Grateful if the MoU could be redrafted accordingly for final approval of the PCC.

Many thanks

S40(2) [redacted]

Executive Support Officer
[redacted]

Fax: 01924 294008

Email: [redacted]

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From: College Recruitment [mailto:Recruitment@college.pnn.police.uk]
Sent: 08 October 2018 15:51
To: [REDACTED]

Subject: SCC Service Director for 2019 - Chief Constable Dee Collins

Good afternoon [REDACTED],

I have been advised that CC Collins will be supporting the College for this year's SCC.

Please find attached our MoU covering the details of the attachment.

I have also attached a letter for your finance colleagues to arrange for the invoicing process to be set up.

I have also cc'd in my colleague [REDACTED] from our finance team. [REDACTED] will be able provide yourselves with the PO once she received back the completed secondee pay costs form that is included in the letter.

Kind regards

[REDACTED]

[REDACTED]
Resourcing Team Leader
People and Organisational Development

E: recruitment@college.pnn.police.uk

[REDACTED]

College of Policing
Priestley House, Priestley Road, Basingstoke RG24 9NW
www.college.police.uk

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Road, Ryton-on-Dunsmore, Coventry CV8 3EN.

From: Sykes, Jayne
Sent: 11 October 2018 17:51
To: S40 (2)
Cc: [REDACTED]

Subject: RE: SCC Service Director for 2019 - Chief Constable Dee Collins
[NOT PROTECTIVELY MARKED]

Classification: NOT PROTECTIVELY MARKED
Good afternoon S40 (2),

I have compared the MOU used when CC Cheer took up a flexible attachment for the 2013 SCC, which has the PCC as a signatory and he is referenced throughout the document. I'm going to send you the link to this so you can see what we are after.

Best wishes,

Jayne

Jayne D Sykes MST (Cantab) BA (Hons)
Interim Chief Executive
West Yorkshire Office of the Police and Crime Commissioner

S40 (2)
[REDACTED]



College of
Policing

College of Policing
Flexible Attachment
Memorandum of Understanding

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Yours sincerely



Moira Pacey
Resourcing Team Leader
Email: Recruitment@college.pnn.police.uk

Acceptance of terms and conditions:

By signing and dating this MoU all parties agree the terms of CC Collin's attachment to the College of Policing.

Signature: Date:

Chief Constable Dee Collins

For West Yorkshire Police

Name:

Position held:

Signature: Date:

From: Sykes, Jayne
Sent: 11 October 2018 14:56
To: Collins, Dee <S40(2)>
Cc: Press Office <media@westyorkshire.pnn.police.uk>; Smith, Andrew <S40(2)>; Reid, Julie <S40(2)>
Subject: RE: Chief Constable Collins - sensitive [PROTECT]

Classification: PROTECT
Dee,

Do you want to respond with the following for Qs 4 and 5:

I am advised that a decision notice relating to this matter will be published by the West Yorkshire Office PCC website, in accordance with their Decision Making Framework, as outlined on their website.

Jayne

Jayne D Sykes MSt (Cantab) BA (Hons)
Interim Chief Executive
West Yorkshire Office of the Police and Crime Commissioner

From: Collins, Dee
Sent: 09 October 2018 07:34
To: Sykes, Jayne <S40(2)>
Subject: FW: Chief Constable Collins - sensitive

Jayne,

Do you wish to address points 4 & 5 from Mr S40(1)?

Kind regards,

Dee

Dee Collins CBE QPM,
Chief Constable,
West Yorkshire Police,
Force HQ,
PO Box 9,
Laburnum Road,
Wakefield,
West Yorkshire,
WF1 3QP,
Office Telephone Number S40(2)

Follow me on Twitter at @WYPDeeCollins

From: S40(1)
Sent: 08 October 2018 14:34
To: Press Office <media@westyorkshire.pnn.police.uk>
Cc: Office of the Chief Constable <ccoffice@westyorkshire.pnn.police.uk>; Collins, Dee

<S4042>

Subject: Re: Chief Constable Collins [NOT PROTECTIVELY MARKED]

Dear Sir/Madam

May I make the following points in response.

1. No response was made to me yesterday. It is unclear to me, at least, how you arrive at that position. Please clarify.
2. You have not addressed question 4. Which is: Will CC Collins retire in April, 2019?
3. My information from a very well placed source remains that Ms Collins will return from the College of Police in April, say her goodbyes, and then retire. Always assuming, of course, that a section 38 notice has not been issued before then.
4. You have not addressed my previous point concerning the lack of Decision Note over the change in day to day control of the force.
5. An independent reviewer would find it a curiosity, at its lowest, that a police force allowed its own PCC to break the law. I would welcome a statement from the chief constable on this point given that she meets the PCC on a near-weekly basis and that she should have been the co-subject of that same Decision Notice.

Yours sincerely

S4041)

From: Press Office <media@westyorkshire.pnn.police.uk>
To: S4041)
Sent: Monday, 8 October 2018, 14:18
Subject: RE: Chief Constable Collins [NOT PROTECTIVELY MARKED]

Classification: NOT PROTECTIVELY MARKED

Mr S4041)

As mentioned in our response yesterday, Mr Robins will take over as temporary Chief Constable, until Dee Collins returns to West Yorkshire Police in April 2019.

ACC Foster and Chief Supt Mark Ridley will take over in the temporary roles mentioned.

Regards

From: S40(1) >
Sent: 08 October 2018 10:48
To: Press Office <media@westyorkshire.pnn.police.uk>
Cc: Office of the Chief Constable <ccoffice@westyorkshire.pnn.police.uk>;
Collins, Dee
<S40(2) >
Subject: Fw: Chief Constable Collins

May I please have the courtesy of a response to the below press enquiry?
Thank you.

----- Forwarded Message -----

From: S40(1) >
To: Press Office
<media@westyorkshire.pnn.police.uk<mailto:media@westyorkshire.pnn.police.uk>>
Sent: Friday, 5 October 2018, 8:20
Subject: Re: Chief Constable Collins

Dear Sir/Madam

Further to my reply yesterday may I please put the following Q's

1. Mr Robins will take over as T/CC
2. Mr Foster will take over as T/DCC
3. C/Supt Mark Ridley will become T/ACC, prior to retirement in April, 2019
4. Dee Collins will retire from WYP in April, 2019?

Yours sincerely

S40(1)

> On 4 Oct 2018, at 12:01, Press Office
<media@westyorkshire.pnn.police.uk<mailto:media@westyorkshire.pnn.police.uk>> wrote:

>

> Dear Mr S40(1),

>

> Please see the below response.

>

>

> West Yorkshire Chief Constable Dee Collins is to take up a short
secondment as Service
Director for the 2019 Strategic Command Course, for a period from January
to March 2019.

>

> Deputy Chief Constable John Robins will be Temporary Chief Constable
during that period.
Dee Collins will maintain contact with West Yorkshire Police during that
period, returning to
post in April 2019.

>

> The secondment has the full support of West Yorkshire Police and Crime
Commissioner Mark

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From: Reid, Julie
Sent: 09 October 2018 15:47
To: Sykes, Jayne <S40(2)>
Subject: RE: FW: Chief Constable Collins - sensitive [RESTRICTED]

Classification: RESTRICTED
Hi Jayne

Please can we discuss this further?

Thanks

Julie

Julie Reid
Governance Manager
Office of the Police and Crime Commissioner

S40(2)

Email: S40(2)

Office of the Police and Crime Commissioner for West Yorkshire Ploughland
House, 62 George Street, Wakefield,
WF1 1DL Visit: www.westyorkshire-pcc.gov.uk for more information.

From: Sykes, Jayne
Sent: 09 October 2018 08:43
To: Reid, Julie <S40(2)>
Subject: Fwd: FW: Chief Constable Collins - sensitive

Good morning Julie,
Further to the CCs request, can you liaise with S40(2) and
S40(2) (has already
considered the decision notice issue) to draft a suitable response for
Q4, which will then address
Q5.
Jayne

From: Sykes, Jayne
Sent: 24 August 2018 09:27
To: Reid, Julie <[REDACTED]>
Subject: FW: SCC announcement [NOT PROTECTIVELY MARKED]

Classification: NOT PROTECTIVELY MARKED
Julie,

Further to the emails below, would you please give Trevor Lake a call to let him know - can you tell him I'm AL today so will pick this up with him next week. You can also tell him I've been in touch with Alison Lowe to inform her.

The duration of the course, prep etc will result in an absence of around 3 months all in.

Thank you,

Jayne

Jayne D Sykes MSt (Cantab) BA (Hons)
Interim Chief Executive
West Yorkshire Office of the Police and Crime Commissioner

[REDACTED]

From: Swift, Nigel
Sent: 23 August 2018 21:24
To: Sykes, Jayne <[REDACTED]>;
Collins, Dee <[REDACTED]>; Ware, Daniel <[REDACTED]>
Subject: RE: SCC announcement [NOT PROTECTIVELY MARKED]

That's fine Dee, thank you, we will put it on after 9 tomorrow.

Nigel

From: Collins, Dee
Sent: 23 August 2018 21:07
To: Swift, Nigel <S40(2)>; Sykes, Jayne
<S40(2)>; Ware, Daniel
<S40(2)>
Subject: RE: SCC announcement [NOT PROTECTIVELY MARKED]

Nigel,

Yes I think we need to be up front about this now following on from the College's announcement and given our PCC will be back next week.

Thank you.

Dee

Dee Collins CBE QPM,
Chief Constable,
West Yorkshire Police,
Force HQ,
PO Box 9,
Laburnum Road,
Wakefield,
West Yorkshire,
WF1 3QP,
Office Telephone Number S40(2)

Follow me on Twitter at @WYPDeeCollins

From: Swift, Nigel
Sent: 23 August 2018 18:09
To: Collins, Dee <S40(2)>; Sykes, Jayne
<S40(2)>; Ware, Daniel
<S40(2)>
Subject: SCC announcement [NOT PROTECTIVELY MARKED]

Classification: NOT PROTECTIVELY MARKED

Dee,

Further to discussions with Dan and Jayne earlier today, I have prepared the attached for the Force Intranet. I think that as there is something on Chiefsnet it will be reasonably well known. If you are Ok with the content, I will have it put on there from tomorrow.

Jayne - I have included the comment we previously agreed for Mark.

Chief Constable to lead 2019 Strategic Command Course

The College of Policing has announced West Yorkshire Police Chief Constable Dee Collins as Service Director for the 2019 Strategic Command Course.

Mike Cunningham, CEO of the College of Policing said:

'To have a Chief Constable of Dee's standing in this role reinforces the importance of the course in the development of the future most senior leaders of the Service. I would like to thank both Dee for this commitment and Mark Burns-Williamson, West Yorkshire Police and Crime Commissioner, for supporting Dee's short secondment to the College of Policing to deliver the course.'

West Yorkshire Police and Crime Commissioner, Mark Burns-Williamson said: "Dee is an excellent choice for what is a pivotal role in developing the future leaders in policing. I am sure her significant experience and approachable delivery style will be hugely beneficial. I also look forward to continuing to work with John, who I am sure will continue to develop West Yorkshire Police's reputation as a progressive, inclusive organisation, which is focused on keeping all our communities safe and feeling safe, through a continued commitment to a neighbourhood policing and partnership approach."

Chief Constable Dee Collins said:

"I am delighted to have been offered this excellent opportunity and am grateful to the Police and Crime Commissioner, Mark Burns-Williamson for supporting my short secondment. I will, of course, continue to stay in touch with what is happening in West Yorkshire and I thank my Deputy, John Robins, for stepping up to act as Temporary Chief Constable in my absence. I know he and his Chief Officer Team colleagues, along with all the officers and staff of West Yorkshire Police, will continue to do their best to keep our communities safe and feeling safe".