

CLEVELAND POLICE AUTHORITY EXECUTIVE

A meeting of Cleveland Police Authority Executive was held on Thursday 26 April 2007 in the Mandela Room at Middlesbrough Town Hall.

PRESENT: Councillors Benbow, Lowes, McLuckie, Thompson and Wallace

Magistrate Members
Mr Fisher JP and Mr McGrory JP

Independent Members
Miss Andrews-Mawer, Mr Coombs, Mr Hanif, and Mr Race

OFFICIALS: Mr McCarthy, Mrs Llewellyn and Mrs Leng (CE)
Mr Price, Mr Hogg, Mr Bonnard and Mrs Hall (CC)

251 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Barker, Councillor Coppinger, Mr Cox and Councillor Womphrey.

252 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

253 **QUESTION TIME**

No questions were received from the public.

254 **OPERATION SABRE**

The Chief Constable provided Members with a verbal update on the Sabre operation that had taken place on Wednesday 25 April 2007. The operation was targeted to remove drug suppliers both within the Cleveland area and nationally and had involved over 400 officers from Cleveland. The operation had proved highly successful.

255 **FORCE PERFORMANCE 2006/07**

The Chief Constable updated Members of the Police Authority on force performance and notable achievements for the financial year ending March 2007.

The Force continues to make excellent progress in performance, with 12 of the 13 crime categories showing a reduction in

recorded crime, and 11 out of the 13 showing an improvement in sanction detections rates.

ORDERED that:-

1. the content of the report be noted.

256

**POLICE USE OF RESOURCES (PURE) AUDIT
COMMISSION NATIONAL SUMMARY REPORT**

The Assistant Chief Officer Finance and Commissioning presented Cleveland's outcomes compared with the national results of the first use of Resources evaluation of 43 Police Forces in England and Wales published by the Audit Commission in March 2007.

ORDERED that:-

1. the publication by the Audit Commission of the summary results of PURE 2005/2006 be noted.
2. the relevant position of Cleveland in relation to the national summary and that work had been undertaken to make improvements to arrangements where appropriate be noted.
3. under the Value for Money theme Cleveland is cited as a case study in relation to using collaboration and external funding sources, as a mechanism to manage and improve value for money, whilst directing resources to address both national and local priorities be noted.

257

ESTTES STEERING GROUP

The Assistant Chief Officer Finance and Commissioning sought delegated plenary powers and budget for the Estates Steering Group.

ORDERED that:-

2. the delegation of plenary powers for 12 months to the Estates Steering Group to undertake an

evaluation of options for appropriate headquarters facilities for the future and to deliver these facilities in line with Police Authority objectives and the Chief Constable's Operational Vision of "Putting People First". These plenary powers were to include the appointment of advisors, as appropriate be agreed.

3. a budget of £100k for the Estates Steering Group for the financial year 2007-2008 be agreed. This funding would come from within existing resources jointly identified by the force and the Police Authority.
4. the Estates Steering Group would keep members fully briefed on developments, including the appointment of advisors, preferred options, budget spend and progress with delivery. All key decisions would continue to be reported to the full Police Authority membership.

258

BUDGET MONITORING REPORT TO 28TH FEBRUARY 2007

The Assistant Chief Officer Finance and Commissioning reported the progress against delivery of the revenue budget 2006/07.

Budgets are been actively managed to ensure that a break even position was achieved and that operational objectives were delivered.

ORDERED that:-

1. the contents of the report be noted.

259

CAPITAL MONITORING REPORT TO 28TH FEBRUARY 2007

The Assistant Chief Officer Finance and Commissioning reported the progress against delivery of the capital programme for 2006/07.

This report set out the progress against delivery of the capital programme for 2006/07 and recommendations to make optimum use of the capital resource available to the Authority to refresh and develop the asset base for policing in the 21st century in line with the vision of Putting People First.

ORDERED that:-

1. the contents of the report be noted.
2. the transfer of £20k from 23007/08 to 2006/07 in respect of the Sexual Assault and Referral Centre / Vulnerable Persons Unit be approved.
3. the deletion of the PFI Open All Hours Scheme be approved.

260

PROCUREMENT REPORT FOR THE PROVISION OF MEDIA COMMUNICATIONS AND PUBLIC AFFAIRS SERVICES TO THE POLICE AUTHORITY

The Chief Executive provided members with a summation of the procurement exercise carried out to award a contract for the provision of Media Communications and Public Affairs Service to the Police Authority.

ORDERED that:-

1. the procurement method used be noted and the recommendation put forward by the Evaluation Team be approved.
2. the details submitted by tenderer 1 as the best value solution be accepted.
3. the awarding of the contract to tenderer 1 be approved.

261

REFURBISHMENT OF HARTLEPOOL CUSTODY OFFICE

The Assistant Chief Officer Finance and Commissioning advised members that the potential costs and timescales associated with the refurbishment of custody facilities and front desk of Hartlepool Police Office and replacement of plant and services to the main building cannot be fully determined at this immediate time.

This report sought members approval to start the tendering process in order to obtain up to date costs for refurbishment

and replacement works.

ORDERED that:-

1. tendering commence for the refurbishment of the existing custody facility and front desk, and the replacement of plant and service in the main building be approved.
2. members noted that full costs cannot be ascertained until the tender exercise was complete and a full evaluations had been undertaken to:
 - Identify costs associated with the relocation of people and operational issues, and costs around the custody facility relocation during the refurbishment.
 - Identify some off site accommodation both at Hartlepool and Stockton including a temporary reception area and associated costs.
 - Identify approximate costs for all IT/Communication work during the transitional phases.
 - Identify any other potential costs e.g. asbestos surveys, service and diversion costs.
3. a further summary report would be provided as soon as costs were identified be noted.

262

APPOINTMENT OF INDEPENDENT MEMBER OF STANDARDS COMMITTEE

The Chief Executive presented the report to members requesting they endorse the decision of the Appointments Panel and the extension of Mrs O'Hanlon's contract for a further four years.

ORDERED that:-

1. the appointment of Miss Jennifer Creek as an Independent Member of the Standards Committee be approved.
2. the extension of Mrs Ann O'Hanlon for an additional four years be approved.

263

COMMUNITY SAFETY PANEL – 28 FEBRUARY 2007

The Community Safety Panel Chair informed members that due

to insufficient panel members in attendance at the Community Safety Panel on the 28 February 2007 the meeting was not quorate. All the decisions agreed at that meeting were submitted for formal ratification.

ORDERED that:-

1. all the decision agreed by the Community Safety Panel held on 28 February 2007 be formally ratified.

264

MINUTES OF THE APPEALS PANEL HELD ON 7 FEBRUARY 2007

ORDERED that the following minutes of the Appeals Panel held on 7 February 2007 were submitted and approved.

APPEALS PANEL

A meeting of the Appeals Panel was held on Wednesday 7 February 2007 in the Members Conference Room at Police Headquarters.

PRESENT: Miss P Andrews-Mawer
Mr E M Cox JP (Chair)
Mr P Race, MBE

OFFICIALS: Mrs C Hunter – Personnel Adviser for Police Authority (CE)

Mr D Bradley

Mr D MacRae (Unison)

Appeallants

265

APOLOGIES FOR ABSENCE

No apologies were received

266

DECLARATION OF INTERESTS

There were no declarations of interests.

267

EXCLUSION OF PRESS AND PUBLIC

ORDERED that the press and public be excluded from the meeting pursuant to Section 100A(4) of the Local Government Act 1972, excluding the press and public from the Meeting under Paragraph 1 of Part 1 of Schedule 12A to the Act.

268

RE-GRADE APPEAL

The Members of the panel heard and considered an appeal application against the decision of the re-grading panel.

Three of the appellants appeared personally before the panel and were represented by Mr D MacRae, UNISON.

Cleveland Police's Management case was represented by Mr D Bradley.

The panel had regard to the appeals procedure.

ORDERED as follows:

That the decision of the Force re-grade panel be upheld.

269

MINUTES OF THE COUNCILLOR AND INDEPENDENT MEMBERS HELD ON 9 FEBRUARY 2007

ORDERED that the following minutes of the Councillor and Independent Members held on the 9 February 2007 were submitted and approved.

CLEVELAND POLICE AUTHORITY COUNCILLOR AND INDEPENDENT MEMBERS

A meeting of Cleveland Police Authority Councillor and Independent Members was held on Friday 9 February 2007 in the Members Conference Room at Police Headquarters.

PRESENT: Councillor B Coppinger, Councillor C Coombs, Councillor R Lowes, Councillor P Thompson and Councillor S Wallace.

Independents

Miss P Andrews-Mawer, Mr K Gardner MBE, Mr A Hanif and Mr P Race MBE

Mr J McCarthy, Mrs C Llewellyn and Mrs J A Leng (CE)

OFFICIALS

270

APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor C Barker, Councillor J Benbow, Mr K Nath and Councillor M Womphrey

271

EXCLUSION OF PRESS

ORDERED that pursuant to Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting under Paragraph 1 of Part 1 of Schedule 12A to the Act.

272

APPOINTMENT OF A LAY JUSTICE MEMBER

The Chief Executive presented the report and invited Members to appoint a Lay Justice Member to the Police Authority.

ORDERED that:-

1. Mr Mike McGrory JP be appointed as a Lay Justice Member on the Police Authority.
2. Mr McGrory commence his appointment on Monday 12 February 2007 and serve initially to 31 March 2008.

273 **LAY JUSTICE MEMBER SELECTION PANEL HELD ON THE 9
NOVEMBER 2006**

The following minutes of the Lay Justice Member Selection Panel held on the 9 November 2006 were submitted and noted.

LAY JUSTICE MEMBER SELECTION PANEL

A meeting of the Lay Justice Selection Panel was held on 9 November 2006.

PRESENT: Cllr Chris Coombs
 Mr Joe Rayner
 Mr John Robinson

OFFICIALS Mrs K J Allaway (Head of Corporate Support)

274 **LAY JUSTICE CANDIDATES INTERVIEWS**

Five applicants were interviewed by the Selection Panel for consideration to be appointed as a Lay Justice Member to serve on the Police Authority.

The Panel agreed that four of the candidates were suitable and should be interviewed by the Police Authority Appointments Panel.

ORDERED that:-

The four candidates selected by the Selection Panel be invited to attend a second interview by the Appointments Panel.

275 **APPOINTMENTS PANEL**

The following minutes of Cleveland Police Authority Appointments Panel held on 17 January 2007 were submitted and noted.

APPOINTMENTS PANEL

A meeting of the Appointments Panel was held on 17 January 2007.

PRESENT: Councillor Chris Coombs (Chair), Miss Pam Andrews-Mawer, Mr Ken Gardner
 MBE, Councillor Ron Lowes.

OFFICIALS: Mrs Julie Leng

276 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Barry Coppinger, Mr Peter Race, Cllr Dave McLuckie and Cllr Steve Wallace.

277 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

278 **INTERVIEW OF APPLICANTS**

The panel invited four candidates to be interviewed for the position of Lay Justice Member on Cleveland Police Authority.

279 **SELECTION OF CANDIDATE**

The panel considered all four applicants who were interviewed against the role profile and responsibilities and selected one candidate to be recommended to the Councillor and Independent members of the Authority for the position of Lay Justice member.

ORDERED that Mr McGrory be recommended for the position of Lay Justice member to the Councillor and Independent members of the Authority.

280 **MINUTES OF THE POLICE AUTHORITY EXECUTIVE HELD ON 23 FEBRUARY 2007**

ORDERED that the minutes of the Police Authority Executive held on the 23 February 2007 were approved and signed by the Chair as a true and accurate record.

281 **MINUTES OF THE SPECIAL POLICE AUTHORITY EXECUTIVE HELD ON 27 FEBRUARY 2007**

ORDERED that the minutes of the Special Police Authority Executive held on 27 February 2007 were approved and signed by the Chair as a true and accurate record.

282 **MINUTES OF THE COMMUNITY SAFETY PANEL HELD ON 28 FEBRUARY 2007**

ORDERED that the following minutes of the Community Safety Panel held on 28 February 2007 were submitted and approved.

COMMUNITY SAFETY PANEL

A meeting of the Community Safety Panel was held on Wednesday 28 February 2007 in the Mandela Room at Middlesbrough Town Hall.

PRESENT: Miss Pam Andrews-Mawer (Chair), , Cllr Ron Lowes, , Mr Keith Fisher JP, Mr Mike McGrory JP

OFFICIALS: Mr John Bage, Mrs Joanne Hodgkinson, Mrs Jayne Harpe, Mrs Kath Allaway (CE), ACC Adam Briggs, Supt Steve Ashman, Miss Kate Rowntree (CC)

283 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Dave McLuckie, (ex officio), Cllr Chris Coombs (ex officio). Cllr Joyce Benbow, Mr Ken Gardner MBE, Cllr Mike Womphrey, Cllr Caroline Barker

284 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

285 **THE CHAIR INFORMED THE MEETING THAT DUE TO INSUFFICIENT PANEL MEMBERS IN ATTENDANCE THIS MEETING WAS NOT QUORATE.**

286 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 29 November 2006 were agreed as a true and accurate record.

287 **MATTERS ARISING FROM THE PREVIOUS MEETING**

There were no matters arising from the minutes of the last meeting held 29 November 2006

288 **OUTSTANDING RECOMMENDATIONS**

The Outstanding Recommendations were noted and the Chair informed the meeting that the items remaining would be dealt with over the long term.

289 **NEIGHBOURHOOD POLICING PATHFINDER – HARTLEPOOL DISTRICT**

Supt Ashman outlined to Members the result of the evaluation of Neighbourhood Policing (NHP) within Hartlepool District.

It was reported that the introduction of Neighbourhood Policing in Hartlepool on the 3 April 2006 had been a resounding success. Recorded crime in Hartlepool had fallen by 11% since the pathfinder began. Visibility had increased markedly with feedback from the Tier 3 consultative meeting showing a level of satisfaction in visible patrol 3 times that of the other districts average.

The results of an independent MORI survey were provided these were compared against a similar survey that had taken place in 2002 and highlighted the improvements made in public opinion since the introduction of the Neighbourhood Policing.

The progress of Neighbourhood Policing and its implementation would continue to be managed by the Neighbourhood Policing Project Board.

The Chair thanked Supt Ashman for his presentation.

AGREED that the report be noted.

290 **VOLUNTEERS IN THE POLICE SERVICE**

The Police Authority Advisor informed Members that the police service had been considering the use of volunteers to enhance the links with the community, particularly linked to the progress with Neighbourhood Policing.

Cleveland Police Authority commissioned a report on the use of volunteers and this has subsequently been reported through a strategic group led by ACC Bonnard. The Police Authority Advisor updated Members on progress for the introduction of volunteers across the whole Force area.

AGREED that:-

1. Cleveland Police introduce volunteers throughout all the districts and that a project management approach be taken to implement the recommendations. Any steering group would include a Member of the Police Authority and a member of UNISON.
2. the role of Volunteer Manager be incorporated into the current Specials Co-ordinator role.
3. the force identify Volunteer co-ordinators at a district level to work with the Force Volunteer Manager. Consideration should be given to incorporating this role into that of the Neighbourhood Watch Co-ordinators.
4. Cleveland Police undertake a proactive marketing campaign to attract appropriately skilled volunteers. This would include targeting local communities in order that volunteers reflect as closely as possible the demographic profile of their communities. This would provide opportunities for members of all communities, including those that were currently under-represented to be involved in and influence policing services in their area.
5. volunteers be integrated into the police family and that training be relevant to their roles. The induction process must be robust and incorporated into that for other staff within the organization. A volunteer handbook be developed to incorporate all issues relating to volunteers.
6. Cleveland Police maintain an on-going dialogue with police staff associations with regard to the development of volunteer roles. Such roles should contribute directly to core policing and should not be roles currently undertaken.
7. Cleveland Police invest in Ringmaster to improve the efficiency of communications with the community pending the outcome of the long term project to improve communications between Cleveland Police, the community and partners.

291

DRUG ACTIVITY UPDATE

ACC Briggs provided Members with an update on progress on force activity on drug enforcement.

It was reported that the Force had undertaken a number of activities to tackle drug misuse in the Cleveland Police area and that Cleveland Police remains committed to addressing this issues.

The scheme identified areas where there was high levels of crime linked to substance misuse, and these were given "Intensive Status". Within the Cleveland Force area there are three intensive areas, namely Hartlepool, Middlesbrough and Stockton.

AGREED that the report be noted.

292

DOMESTIC VIOLENCE UPDATE

ACC Briggs updated Members on Force performance and activities to combat Domestic Violence (DV) over the Christmas period. Annually domestic violence incidents double over this period, placing additional demands on the police service, increasing the levels of DV related crime and increasing the number of victims resulting from these incidents.

The Force continues to make significant progress towards achieving this policing priority. This focus would continue across the Force area to support vulnerable victims of domestic violence and target offenders. BCU performance is subject to continuous review via the MPR process and the Domestic Violence Gold Group.

AGREED that the performance on the Force's arrangements introduced over the Christmas period be noted.

293

CRIME AND REDUCTION PARTNERSHIPS (CDRP) UPDATES

There were no meetings to report on

294

MINUTES OF THE MODERNISATION PANEL HELD ON 15 MARCH 2007

ORDERED that the minutes of the Modernisation Panel were submitted and noted.

MODERNISATION PANEL

A meeting of the Modernisation Panel was held on Thursday 15 March 2007 commencing at 10.00 am in the members Conference Room at Police Headquarters.

PRESENT:

Mr Keith Fisher JP (Chair), Cllr Dave McLuckie (Vice Chair), Miss Pam Andrews-Mawer, Cllr Chris Coombs, Cllr Barry Coppinger, Mr Ted Cox JP, Mr Aslam Hanif, Mr Peter Race MBE, Mr Mike McGrory JP.

OFFICIALS:

Mrs Caroline Llewellyn, Mr Norman Wright, Mrs Julie Leng and Mrs Clare Hunter (CE)
Acc Derek Bonnard, ACO Ann Hall, Mrs Andrea Crinnion, Mr Andrew Larkin and Mrs Julie Snell (CC)
Mrs Lynda Turnbull, Unison and Mr Brian Docherty, Federation

295

ADDITIONAL AGENDA ITEM

The Chair notified Members that he had agreed to hear an urgent additional agenda item 13 – Cleveland Police Authority Disability Scheme 2006-2009.

296

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Joe McCarthy, CC Sean Price and DCC Ron Hogg.

297

DECLARATIONS OF INTEREST

There were no declarations of interests.

298 **MINUTES OF THE PREVIOUS MEETING HELD ON 14 DECEMBER 2006**

The minutes of the previous meeting were agreed as a true and accurate record.

299 **OUTSTANDING RECOMMENDATIONS**

ORDERED that the Outstanding Recommendations be noted.

300 **UPDATE ON WORKSTREAM 2 PROJECTS - ESTATES**

The Strategy and Performance Manager informed the Panel of the current status of the projects to relocate the Police Headquarters, the Road Policing Unit and other functions.

ORDERED that:-

1. the updates for Ladgate Lane, Cannon Park and other crime and operations functions be noted.
2. with regard to the future Police Headquarters issues, a Police Headquarters steering group be established, with appropriate member and professional representation, from the authority and police service, to look at all options and agreed and oversee an appropriate way forward be agreed.

301 **LOCAL GOVERNMENT PENSION SCHEME – PROPOSALS FOR A NEW-LOOK SCHEME FROM APRIL 2008**

The Strategy and Performance Manager informed Members of the current status of the proposals to change the Local Government Pension Scheme (LGPS) following the recent consultation exercise carried out by the Department for the Communities and Local Government (DCLG). The new Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2007 would replace the existing Local Government Pension Scheme Regulations 1997 (as amended). In January 2007, following the initial round of consultation details of the proposed changes were sent out to interested parties for further statutory consultation, which closed on 28 February 2007.

ORDERED that:-

1. the latest proposals for a new-look LGPS, as detailed in Appendix A be noted.
2. the proposal for a final salary scheme based on 60ths, with no automatic lump sum be noted. In the previous consultation (September 2006), Members chose the 80ths option with automatic lump sum. The overall benefits are better with the 60ths option. It was estimated that in the new-look scheme members could receive the same lump sum as in the current scheme, plus a pension that was 8.3% higher for future service.
3. the LGPS member contributions would rise by an average of 0.5% and the provisional costings indicated that there would be no increase in employer contributions.
4. the removal of the Rule of 85 was confirmed, but with full protection for eligible current members to retire at age 60 on

- unreduced benefits before 31 march 2016, with limited protection extended until March 2020.
5. the early retirement factors had been reviewed to the benefit of members retiring before the normal retirement age.
 6. the 3-tier ill health scheme was confirmed, but that the trade unions were seeking a guarantee that enhancements would be no worse for those defined as being unable to find gainful employment.
 7. the death in service lump sum increase from 2 to 3 times annual salary was confirmed.
 8. the introduction of partners' pensions was confirmed.
 9. the proposed new-look scheme ensured that the rights accrued by existing scheme members up to April 2008 were fully protected by law. Service up to the end of March 2008 would be banked and these accrued rights would be calculated against final salary at the date of leaving or retiring.
 10. the new scheme would be finalised by April 2007 and it would be introduced to all members from April 2008.
 11. if Members had any thoughts on the latest proposals, these were to be made known and Cleveland Police Authority would respond to the LPGS website within the DCLG.
 12. a further report would be presented to Members should there be any significant changes made to the current proposals.

302

PRICEWATERHOUSECOOPERS (PWC) STRATEGIC PROCUREMENT UPDATE

The Assistant Chief Officer Finance and Commissioning presented this follow up report to the Modernisation Panel in March 2006 and was intended to provide an update on the progress made regarding the PWC force wide procurement recommendations.

This follow up report covered all of the procurement opportunities recommended by PWC and the Commissioning team.

ORDERED that:-

1. the progress to date be noted.
2. the contractual and efficiency savings achieved to date be noted.

303

UPDATE ON BUSINESS CONTINUITY PLANNING (BCP)/DISASTER RECOVERY (DR), INSURANCE AND OTHER RISKS PROJECT

The Head of People & Organisational Development informed the Panel of the current status of the progress to develop appropriate Business Continuity Planning (BCP)/Disaster Recovery (DR), Insurance and other Risk processes within Force.

It was currently anticipated that the project as initially defined would be delivered within the 2 year fixed term agreed. However, this would be further clarified as work continues and the Modernisation Panel would be provided with quarterly updates to review this progress.

ORDERED that:-

1. the report be noted.

304

REVIEW OF SHIFT PATTERNS

The Assistant Chief Constable presented the report on progress towards the implementation of a new shift pattern for response policing force wide. This new shift pattern would become the Force Standard Duty Rota (FSDR), replacing the existing 'four-on, four-off' arrangement operating in H, S and L Districts and the six-team pattern in M District.

The 'six-on, four-off' pattern favoured by staff from amongst the options presented was to be implemented as FSDR in April 2007. It enhances the force's ability to match resource to demand and to plan for operational need but has due regard for officers' health and welfare needs.

ORDERED that:-

1. members noted and supported progress towards implementation of the new shift pattern.

305

FORCE INDEPENDENT ADVISORY GROUP & SUPPORT NETWORKS CO-ORDINATOR AND OTHER FUNDING

The Head of People and Organisational Development sought approval to recruit and Independent Advisory Group (IAG) and Support Networks Co-ordinator and to approve additional funding to support IAG meetings and new initiatives.

The cost of an IAG Co-ordinator (approximately Scale 5, subject to grading panel) would be £27,913, with on-costs, per annum. A role description and person specification, which would support this grade, were attached to the report at Appendix 1.

The additional funding required would be £10,000 per year. A total cost of £37,913 per annum.

The cost of both of the above were contained within the mid term financial Plan.

ORDERED that:-

1. the recruitment of an IAG Co-ordinator (to be located within the Diversity Unit) and additional funding to improve the support of IAG meetings and new initiatives. Both were contained within the medium term financial plan.

306

WEB SERVICES INTEGRATION ARCHITECTURE PROJECT

The Head of ICT sought approval to recruit up to an additional 4 analyst/programmer posts to support the development of the Force's analytical infrastructure.

All hardware and software for this project was already in place. £256k had

been earmarked from reserves to fund the posts. The work is expected to take place over a period of two years and a phased plan would be produced in due course.

ORDERED that:-

1. the recruitment of up to 4 posts for a period of two years, which were contained and funded within the Long Term Financial Plan be approved.

307

MINUTES OF THE BEST VALUE REVIEW STEERING GROUP MEETINGS HELD ON THE 17 JANUARY 2007 AND 28 FEBRUARY 2007

This item was withdrawn.

308

CLEVELAND POLICE AUTHORITY DISABILITY EQUALITY SCHEME 2006-2009

The Strategy and Performance Manager presented the Cleveland Police Authority Disability Equality Scheme to members for approval.

ORDERED that:-

1. the Force Disability Equality Scheme 2006-2009 (50 pages), which was published on the Force website and intranet site be noted.
2. the Cleveland Police Authority Disability Equality Scheme 2006-2009 attached at Appendix A be approved. This would enable Cleveland Police Authority to comply with legal requirements and it was a first step towards creating a single Equality Scheme covering all aspects of equality, including race, religion, gender, sexual orientation and age considerations.

309

EXCLUSION OF THE PRESS AND PUBLIC

ORDERED that the press and public be excluded from the meeting pursuant to Section 100A(4) of the Local Government Act 1972, excluding the press and public from the Meeting under Paragraph 1 of Part 1 of Schedule 12A to the Act.

310

UPDATE ON WORKSTREAM 3A

The Head of People and Organisational Development informed the Panel of the current status of the consultation process for Workstream 3a, Police Staff Structures.

ORDERED that:-

1. the content of the report be noted.

311

MINUTES OF THE FINANCE PANEL HELD ON 22 MARCH 2007

ORDERED that the following minutes of the Finance Panel held

on the 22 March 2007 were submitted and approved.

FINANCE PANEL

ACTION

A meeting of the Finance Panel was held on Thursday 22 March 2007 commencing at 10.00 am in the Mandela Room at Middlesbrough Town Hall.

PRESENT: Councillor Chris Coombs (ex-officio), Mr Ted Cox JP, Mr Aslam Hanif (Chair), Councillor Mike Womphrey Mr Mike McGrory JP and Mr Keith Fisher JP

OFFICIALS: Mrs Jayne Harpe and Mr Alf Illingworth – Police Authority
Mrs Ann Hall and Miss Kate Rowntree (CC)

312 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio), Councillor Steve Wallace (Chair) and Mr Joseph McCarthy (CE)

DECLARATIONS OF INTERESTS

There were no declarations of interests.

313

MINUTES OF THE PREVIOUS MEETING HELD ON 16 NOVEMBER 2006

AGREED that the minutes of the previous meeting be approved as a true and accurate record. There were no matters arising from the minutes.

314

BUDGET MONITORING REPORT TO 31 JANUARY 2007

The Assistant Chief Officer Finance and Commissioning presented the report. Members approved the revenue budget for 2006/07 in the sum of £114,975k at their meeting on 23 February 2006. This report sets out the progress against delivery of that budget and was part of the process introduced by the Authority to maintain prudent financial management. Budget Monitoring reports have been consistent and settled since June 2006.

AGREED that:-

1. the contents of the report be noted.

315

CAPITAL MONITORING REPORT TO 31 JANUARY 2007

The Assistant Chief Officer Finance and Commissioning presented the report. Members approved the capital programme for 2006/07 and the capital plan for 2007/09 at their meeting on 23 February 2006. This report sets out the progress against delivery of the programme and was part of the process introduced by the Authority to maintain prudent financial management.

Following a risk assessment of existing security measures at Boulby Mast Site, it was proposed to upgrade the perimeter fencing and doors to the buildings.

Enquiries to be made as to whether the force still received rental from the

Mrs Hall

telephone company.

AGREED that:-

1. the report be noted and Members recommend that the proposals below be considered and approved by the Police Authority Executive:
2. Additional Grant funding of £273k be carried forward to 2007/08.
3. Approve a transfer of funding of £140k from PFI revenue budgets to capital in respect of additional furniture and equipment for the new Action Stations Building.

316

TREASURY MANAGEMENT TO 31 JANUARY 2007

The Assistant Chief Officer Finance and Commissioning presented the report. Local Authorities' (including Police Authorities) treasury management activities are prescribed by the Local Government Act 2003. Essentially a Police Authority may borrow or invest for any purpose relevant to its functions, under any enactment, or 'for the purpose of the prudent management of its financial affairs'.

Members agreed an investment strategy for 2006/07 at their meeting of 23 February 2006. This report updated Members of the Finance Panel on the status of the Authority's investments and borrowing. This was part of the process introduced by the Authority to maintain prudent financial management.

Mr Aslam Hanif complimented Mrs Hall and her staff in the Finance Department for their hard work.

AGREED that:-

1. the report be noted.

317

MINUTES OF THE PERFORMANCE AND AUDIT PANEL HELD ON 23 MARCH 2007

PERFORMANCE AND AUDIT PANEL

A meeting of the Performance and Audit Panel was held on Thursday 23 March 2007 commencing at 1.00 pm in the Stainsby Room, Middlesbrough Town Hall

PRESENT	Mr Peter Race MBE (Chair), Cllr Ron Lowes (Vice Chair), Mr Keith Fisher JP, Councillor Paul Thompson, Councillor Chris Coombs (ex officio), Mr Aslam Hanif.
OFFICIALS	Mr John Bage, Mr Norman Wright (CE) ACO Ann Hall, Miss Kate Rowntree (CC),
AUDITORS	Mr Ian Wallace (Bentley Jennison). Mrs Mandy Stevenson (Audit Commission)

318

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Dave McLuckie (ex officio), Mr Joe McCarthy and ACC Adam Briggs

319 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

Action

320 **MINUTES OF THE PREVIOUS MEETING HELD 8 FEBRUARY 2007**

The minutes were agreed as a true and accurate record.

321 **MATTERS ARISING**

There were no matters arising

322 **OUTSTANDING RECOMMENDATIONS**

It was reported that the outstanding recommendations regarding Sickness Absence Reports, Performance Report, and Statement of Internal Control were all on target, and they were addressed by reports in this meeting. The Internal Audit reports were discharged.

AGREED that:-

1. the Outstanding Recommendations be noted.

323 **AUDIT COMMISSION – AUDIT PLAN 2007/2008**

The District Auditor presented this report. The plan set out the work the audit team proposed to undertake in relation to the 2007/08 accounts. The plan was based on the Audit Commission's risk-based approach to audit planning which assesses:

current national risks relevant to the local circumstances;
the local risks and improvement priorities.

As the Audit Commission had not completed the audit for 2006/07, the audit planning process for 2007/08, including the risk assessment, would continue as the year progresses, and the information and fees in this plan would be kept under review and updated as necessary.

AGREED that:-

1. the report be noted

324 **INTERNAL AUDIT – AUDIT PLAN 2007/2008**

Internal Audit informed Members that following the issue of the initial Strategic Audit Plan (SAP), the Internal Audit had updated the audit needs assessment (ANA).

An updated Annual Plan for 2007/08 was included at Appendix A and the skills and resources to deliver that plan were set out at Appendix B. An updated Strategic Plan was set out at Appendix C.

AGREED that:-

1. the report be noted.

325

INTERNAL AUDIT – REVIEW OF INTERNAL AUDIT SERVICE FOR 2006/2007

Internal Audit advised that in December 2006 CIPFA published its revised Code of Practice for Internal Audit in Local Government in the United Kingdom 2006 (the Code). This report set out how Bentley Jennison's risk based internal audit methodology meets the requirements of the Code.

AGREED that:-

1. An amended Terms of reference for the Performance and Audit Panel be submitted to the next meeting to include that a private meeting with Internal Audit and the Police Authority can be held after the Performance & Audit Panel meeting if required
2. the report be noted.

John Bage

326

INTERNAL AUDIT - PROGRESS REPORT – OVERVIEW OF 2006/2007

Internal Audit notified Members that following approval of the the operational plan for 2006/07 by the Audit and Performance Panel on the 4 May 2006 this report summarised the outcome of work completed to date against that plan and incorporated cumulative data in support of internal audit performance.

Progress against the Operational Plan was detailed in Appendix B to the report.

AGREED that:-

1. the report be noted.

327

INTERNAL AUDIT CONTRACTING

Internal Audit presented the audit of Contracting undertaken as part of the approved internal audit periodic plan for 2006/07.

Within the last ten months the Authority/ Force had developed the use of external legal advisers to review contracts and to develop standard terms and conditions. This process addressed the legal risks associated with contracts and assists the Authority in managing these risks.

Evaluation of the system had shown that the overall controls in place surrounding the contracting process are sound and operating as expected.

AGREED that:-

1. the report be noted.

328

INTERNAL AUDIT BEST VALUE 2006-07

Internal Audit presented the audit of Best Value which was under taken as part of the approved internal audit periodic plan for 2006/07.

Evaluation of the system had shown that the overall controls in place surrounding the best value framework were sound.

AGREED that:-

1. the report be noted.

329

INTERNAL AUDIT BUDGETARY CONTROL 2006-07

The Internal Audit presented the audit of Budgetary Control that had been undertaken as part of the approved internal audit periodic plan for 2006/07.

Both the Authority and the Force continue to rigorously set, monitor and report on budgets. A new authority panel structure was established last year, which includes a Finance Panel who hold responsibility to monitor and approve the mid term financial plan and from the start of this financial year receive the Authority budget monitoring reports for review and comment.

The evaluation of the system had shown that the overall controls in place surrounding the Budgetary Control process were sound.

AGREED that:-

1. the report be noted.

330

INTERNAL AUDIT RISK MANAGEMENT 2006-7

Internal Audit presented the audit of Corporate Planning / Risk Management - Review of embedding was under taken as part of the approved internal audit periodic plan for 2006/07.

Evaluation of the system had shown that the overall controls in place surrounding the corporate planning and risk management process were sound.

AGREED that:-

1. an additional column be added to all future reports to indicate the percentage of work carried out to date.
2. the report be noted.

331

INTERNAL AUDIT INCOME AND DEBTORS 2006-07

Internal Audit presented the audit of Income and Debtors which was

undertaken as part of the approved internal audit periodic plan for 2006/07.

Members were informed that overall, there were appropriate controls in place to ensure that income due was identified, collected and correctly accounted for.

AGREED that:-

1. the report be noted.

332

INTERNAL AUDIT INSURANCE 2005-06

Internal Audit presented the audit of Insurance which was under taken as part of the approved internal audit periodic plan for 2006/07.

Members were informed that overall, there were appropriate controls in operation that were working effectively to ensure that the insurance arrangements in place were in line with the organisation's insurance strategy.

AGREED that:-

1. the report be noted.

333

INTERNAL AUDIT PAYROLL 2006-7

Internal Audit presented the audit of Payroll which was undertaken as part of the approved internal audit periodic plan for 2006/07.

Internal Audit informed Members that taking account of the issues mentioned in their opinion the control framework for the area under review, as currently laid down and operated, provides substantial assurance that risks material to the achievement of the organisation's objectives for this area are adequately managed and controlled.

AGREED that:-

1. the report be noted.

334

INTERNAL AUDIT TREASURY 2006-07

Internal Audit presented the audit of Treasury Management which was undertaken as part of the approved internal audit periodic plan for 2006/07.

Internal Audit informed Members that a review of the systems in place had confirmed that appropriate procedures were in place.

The Chair asked that a show of thanks be minuted to Paul Kirkham, Ann Hall and Ian Wallace for their time and effort in the work carried out to provide the reports to the Panel.

AGREED that:-

1. the report be noted.

335

POLICE AUTHORITY HEALTH AND SAFETY POLICY STATEMENT

The Head of Strategy and Performance informed the panel that the Police Authority was required to produce a Health and Safety Policy Statement in order to clearly define its health and safety role and responsibilities, particularly in relation to those held by the office of Chief Constable, which is the "Corporate Sole" for the purposes of health and safety (reference Serious and Organised Crime and Policing Act 2005).

The Police Authority has a key role to play in health and safety matters. The Police Authority is, as employer, legally responsible for the health and safety of police staff and also for health and safety issues in police buildings.

AGREED that:-

1. the Police Authority Health and Safety Policy Statement be agreed.
2. the Authority be represented on the force Health and Safety Group, for the authority to oversee force health and safety compliance and for the force to report to the Performance and Audit Panel quarterly on health and safety issues.

336

POLICE AUTHORITY – RISK MANAGEMENT

The Head of Strategy & Performance informed Members that the Police Authority were required to develop the risk profile of the CPA to assure the Authority that its own risks were being effectively managed.

AGREED that:-

1. the Police Authority Risk Register items as detailed in Appendix A to the report be agreed.
2. the Police Authority Risk Register be subject to quarterly review, reporting to the Performance and Audit Panel on progress and proposed changes.

337

MINUTES OF THE APPEALS PANEL HELD ON 27 MARCH 2007

ORDERED that the following minutes of the Appeals Panel held on 27 March 2007 were submitted and approved.

APPEALS PANEL

A meeting of the Appeals Panel was held on Wednesday 27 March 2007 in the Members Conference Room at Police Headquarters.

PRESENT:

Miss P Andrews-Mawer
Mr E M Cox JP (Chair)
Mr P Race, MBE

OFFICIALS: Mrs C Hunter – Personnel Adviser for Police Authority (CE)
Mr D Bradley
Mr D MacRae (Unison)
Appellant

338 **APOLOGIES FOR ABSENCE**

No apologies were received

339 **DECLARATION OF INTERESTS**

There were no declarations of interests.

340 **EXCLUSION OF PRESS AND PUBLIC**

ORDERED that the press and public be excluded from the meeting pursuant to Section 100A(4) of the Local Government Act 1972, excluding the press and public from the Meeting under Paragraph 1 of Part 1 of Schedule 12A to the Act.

341 **RE-GRADE APPEAL**

The Members of the panel heard and considered an appeal application against the decision of the re-grading panel.

The appellant appeared personally before the panel and was represented by Mr D MacRae, UNISON.

Cleveland Police's Management case was represented by Mr D Bradley.

The panel had regard to the appeals procedure.

ORDERED as follows:

That the decision of the Force re-grade panel be upheld.

342 **MINUTES OF THE APPOINTMENTS PANEL HELD ON 29 MARCH 2007**

ORDERED that the following minutes of the Appointments Panel held on 29 March 2007 were submitted and approved.

APPOINTMENTS PANEL

A meeting of the Appointments Panel was held on 29 March 2007.

PRESENT: Councillor Chris Coombs (Chair), Miss Pam Andrews-Mawer, Mr Ted Cox JP, Mr Ken Gardner MBE, Councillor Ron Lowes and Mr Peter Race MBE

OFFICIALS: Mrs Julie Leng

343 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Steve Wallace.

344 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

345 **INTERVIEW OF APPLICANTS**

The panel invited all five applicants to be interviewed for the position of Independent Member on the Standards Committee for Cleveland Police Authority.

346 **SELECTION OF CANDIDATE**

The panel considered all five applicants who were interviewed against the role profile and responsibilities and selected one candidate to be recommended to the Police Authority for the position of Independent member on the Standards Committee.

ORDERED that Miss Jennifer Creek be recommended for the position of Independent member on the Standards Committee to the Police Authority.

347 MINUTES OF THE COUNCILLOR AND LAY JUSTICE MEMBERS HELD ON 30 MARCH 2007

ORDERED that the following minutes of the Councillor and Lay Justice Members held on 30 March 2007 were submitted and approved.

CLEVELAND POLICE AUTHORITY COUNCILLOR AND LAY JUSTICE MEMBERS

A meeting of Cleveland Police Authority Councillor and Lay Justice Members was held on Friday 30 March 2007 in the Members Conference Room at Police Headquarters.

PRESENT: Councillor J Benbow, Councillor B Coppinger, Councillor R Lowes, Councillor D McLuckie and Councillor S Wallace.

Lay Justices
Mr E Cox JP and Mr K Fisher JP

OFFICIALS Mrs J A Leng (CE)

348 **APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillor C Barker, Mr M McGrory JP, Councillor P Thompson and Cllr M Womphrey.

349 **EXCLUSION OF PRESS**

ORDERED that pursuant to Section 100A(4) of the Local Government Act

1972 the press and public be excluded from the meeting under Paragraph 1 of Part 1 of Schedule 12A to the Act.

350 **APPOINTMENT OF TWO INDEPENDENT MEMBERS**

Members were invited to make two appointments to the Independent Membership of the Police Authority.

ORDERED that:-

1. Miss Pam Andrews-Mawer and Mr Chris Coombs be appointed as Independent Members on the Police Authority.
2. Miss Pam Andrews-Mawer and Mr Chris Coombs commence their appointments on Saturday 31 March 2007 for a period of four years.

351 **INDEPENDENT MEMBER SELECTION PANEL HELD ON THE 29 JANUARY 2007**

The following minutes of the Independent Member Selection Panel held on the 29 January 2007 were submitted and noted.

352 **INDEPENDENT MEMBER SELECTION PANEL**

A meeting of the Independent Member Selection Panel was held on 29 January 2007.

PRESENT: Councillor Dave McLuckie
 Mr Joe Rayner and Mr John Robinson

OFFICIALS: Mr Joe McCarthy
 Mrs Julie Leng

353 **Interview of applicants**

The panel invited seven candidates to attend for interview.

354 **Selection of candidates for Home Office Long List**

The panel considered all seven applicants who had been interviewed against the role profile and responsibilities and submitted all seven names to the Home Office in order of preference.

ORDERED that all seven names be submitted to the Home Office in order of preference.

355 **OUTSTANDING RECOMMENDATIONS**

ORDERED that the Outstanding Recommendations were submitted and noted.

356 **EXCLUSION OF THE PRESS AND PUBLIC**

ORDERED that pursuant to Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting under Paragraph 1 and 4 of Part 1 of Schedule 12A to the Act.

357 PROPOSAL FOR THE OUTSOURCING OF CUSTODY AND MEDICAL SERVICES

The Chief Executive presented the report to members.

ORDERED that the recommendations be approved.

358 PROPERTY DISPOSALS UPDATE

The Chief Executive presented the report to members.

ORDERED that the recommendations be approved.