

CLEVELAND POLICE AUTHORITY EXECUTIVE

The Annual General Meeting of Cleveland Police Authority Executive was held on Thursday 5 June 2008 in the Media Briefing Centre at Police Headquarters.

PRESENT: Councillor Caroline Barker, Councillor Barry Coppinger, Councillor Paul Kirton, Councillor Mary Lanigan, Councillor Ron Lowes, Councillor Dave McLuckie, Councillor Hazel Pearson OBE, Councillor Victor Tumilty and Councillor Steve Wallace

Lay Justice Members
Mr Keith Fisher JP and Mr Mike McGrory JP

Independent Members
Miss Pam Andrews-Mawer, Mr Chris Coombs, Mr Aslam Hanif Mr Alf Illingworth TD JP and Mr Peter Race MBE

OFFICIALS: Mr Sean Price, Mr Derek Bonnard, Mr Dave Pickard and Mr Graeme Slaughter (CC)
Mr Joe McCarthy, Mrs Caroline Llewellyn, Mr Norman Wright and Mrs Julie Leng (CE)

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Ted Cox JP.

2 DECLARATIONS OF INTERESTS

There were no declarations of interests.

3 APPOINTMENT OF CHAIR AND VICE CHAIR

Nominations and seconders for the role of Chair and Vice Chair had been submitted to the Chief Executive in accordance with Standing Orders.

The Chief Executive confirmed that he had only received one nomination for the position of Chair and one for the position of Vice Chair. The Chief Executive therefore asked Members to agree to vote by show of hands rather than a secret ballot. This was agreed and Councillor Dave McLuckie was nominated and seconded and

unanimously voted as Chair for the forthcoming year. Mr Chris Coombs was nominated and seconded and unanimously voted as Vice Chair for the forthcoming year.

ORDERED that:-

1. Councillor Dave McLuckie be appointed Chair for the ensuing year.
2. Mr Chris Coombs be appointed Vice Chair for the ensuing year.

4

QUESTION AND ANSWER SESSION

No questions were received from the public.

The Chairman sought Members approval to remove the Question and Answer session from future agendas as no questions had been received from the public during the previous year.

ORDERED that:-

1. the question and answer session be removed from future agendas be agreed.

5

COUNCILLOR MEMBERSHIP AND NOMINATIONS FOR ANSWERING QUESTION AT COUNCIL MEETINGS

The Chief Executive reported the decision that had been made by the Police Authority Joint Committee held on 7 June 2007 regarding the elected membership of the Police Authority. At that Police Joint Committee it was agreed that the Councillor Members from the four Unitary Authorities be elected to serve as Police Authority Members for a period of four years. Therefore there was no change to the elected membership for the Police Authority for the coming year.

ORDERED that:-

1. Members noted that the following Councillors be appointed to the Police Authority to serve

their second of four years as agreed by the Police Joint Committee on 7 June 2007:-

- **Hartlepool** – Councillor Caroline Barker, Councillor Victor Tumilty and Councillor Steve Wallace
- **Middlesbrough** – Councillor Barry Coppinger, Councillor Ron Lowes and Councillor Hazel Pearson OBE
- **Redcar and Cleveland** – Councillor Mary Lanigan and Councillor Dave McLuckie
- **Stockton** – Councillor Paul Kirton

2. The above Councillor's be appointed as representatives to answer questions on the discharge of the function of the Police Authority at meetings of their relevant councils be agreed.

6

STATEMENT OF ACCOUNTS 2007/08 (SUBJECT TO AUDIT)

The Chief Executive presented the Statement of Accounts (Subject to Audit) to Members Under the Account and Audit Regulations 2003, local authorities, including police authorities, are required to receive and approve the Statement of Accounts for 2007/08 before the end of June 2008.

The Statement of Accounts has been prepared in accordance with the Code of Practice on Local Authority Accounting in the United Kingdom: Statement of Recommended Practice (SORP) 2007/08 and the subsequent Police Pension Fund Regulations 2007 (SI 1932/2007) and 'presents fairly' the financial position and transactions of the Authority and the Police Pension Fund for the year ended 31 March 2008.

Appendix A to the report provided Members with a brief explanation of the format and purpose of the accounts.

ORDERED that:-

1. the recommendations of the audit & Internal Control Panel held on 28 May 2008 be accepted, and that the Statement of Accounts 2007/08 attached to this report, including the

provisions and earmarked reserves be agreed.

7

FORCE PERFORMANCE – BUILDING ON SUCCESS

The Chief Constable updated Members on Force performance and other notable achievements for the financial year ending March 2008.

This report also provided the results of the MORI survey which had taken place in April 2008 of residents in the force area, to gauge public opinion in relation to Neighbourhood Policing.

The Force was continuing to make excellent progress in performance, with 11 of the 13 crime categories showing a reduction in recorded crime, and all 13 categories showing an improvement in sanction detection rates.

The results of the MORI poll indicated over 70% of respondents have more confidence in the ability of Cleveland Police to deal with the local problems.

Under the Chief Constable's operational vision of 'Putting People First', staff and officers at all levels across the force had continued to work towards putting Cleveland Police at the forefront of modern policing by 2014 which was reflected in the positive and innovative performance of the force during the last financial year.

ORDERED that:-

1. the continued improvements in Force performance with a reduction in overall crime and an increase in sanction detection rates be noted.
2. the positive results from the recent MORI poll on the impact of Neighbourhood Policing be noted.

8

CLEVELAND POLICE AUTHORITY – REVISED CODE OF CORPORATE GOVERNANCE

The Strategy and Performance Manager presented the updated Code of Corporate Governance in line with agreed procedures.

ORDERED that:-

1. the revised Code of Corporate Governance attached at Appendix A to the report be agreed.
2. the following key challenges be noted:-
 - the inclusion of the whistle-blowing policy (attached at Appendix G) that was accepted by the Audit and Internal Control Panel in May 2008.
 - the inclusion of the Counter Fraud and Corruption Policy (attached at Appendix H) that was accepted by the Audit and Internal Control Panel in May 2008.
 - Reference to the Police Authority Membership Regulations 2007 in Part 3.
 - The inclusion of hyperlinks throughout the document for ease of cross-reference.

9

**THE ANNUAL GOVERNANCE STATEMENT
2007/2008**

The Chief Executive presented the Annual Governance Statement 2007/2008 for approval. With effect from the financial year 2007/2008 the requirement to produce a Statement of the Systems of Internal Control ceases. The review of the internal control arrangements now forms parts of the wider ranging documents entitled 'Annual Governance Statement'.

The Police Authority Executive on the 11 December 2007 received a report about the new arrangements required under the Account and Audit Regulations, and defined proper practices to publish an Annual Governance Statement (AGS). The Executive agreed to build upon the existing arrangements for production of the Statement of Internal Control. This meant that the Audit & Internal Control Panel would have the responsibility to review the draft AGS and make recommendations to the Executive meeting. The draft had been drawn up using the CIPFA / SOLACE framework and the guidance referred to in the report.

ORDERED that:-

1. Members considered and approved the Annual Governance Statement following its review by the Audit and Internal Control Panel on 28 May 2008.

10

OUTLINE ANNUAL SCHEDULE OF REPORTS

The Head of Strategy and Performance presented the outline schedule of reports for the Police Authority Executive and the Panels.

The ability to plan the reporting cycle and therefore the scrutiny function, and to monitor service initiatives and performance in a timely and effective way, will enhance the risk management capabilities of the Force and Authority

The outline annual schedule of report will enable the panel/committee business to be more effectively and efficiently planned and executed.

ORDERED that:-

1. the Outline Annual Schedule of Reports attached at Appendix A be agreed.

11

MEETING SCHEDULE 2008/09

The Chief Executive sought agreement of the meeting timetable for all the Police Authority meeting during 2008/09.

Members had agreed a new committee structure and panel membership at its AGM on 14 June 2007.

The new committee structure had successfully ran for a year and following discussion with both the Panel Chairs and the Force the following slight changes were recommended:-

- Strategic Policing & Performance meet bi-monthly rather than monthly;

- Community Protection meet bi-monthly rather than six weekly.

The meeting schedule would enable the panel/committee business to be more effective and efficiently planned and executed.

ORDERED that:-

1. the meeting timetable attached at Appendix A to the report be agreed.

12 **MINUTES OF THE POLICE AUTHORITY EXECUTIVE HELD ON 28 FEBRUARY 2008**

The minutes of the Police Authority Executive held on 28 February 2008 were approved and signed by the Chair as a true and accurate record.

13 **MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT**

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on the 6 March 2008 were submitted and approved.

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 6 March 2008 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT Miss Pam Andrews-Mawer, Mr Ted Cox JP, Mr Keith Fisher JP, Mr Aslam Hanif, Mr Alf Illingworth TD JP, Councillor Hazel Pearson OBE and Councillor Steve Wallace (Chair) Mr Chris Coombs (ex officio)

OFFICIALS Mr Joe McCarthy, Mr Paul Kirkham and Mr John Bage, Mrs Clare Hunter,(CE)

Mr Sean Price, Mr Derek Bonnard, Mr Graeme Slaughter and Miss Kate Rowntree (CC).

ADDITIONAL MEMBERS Mr Mike McGrory JP, Councillor Ron Lowes

14 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from, Councillor Dave McLuckie (ex officio), Councillor Barry Coppinger, and Mr Peter Race MBE.

15 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

Action

16 **MINUTES OF THE POLICY & RESOURCES – CORPORATE DEVELOPMENT PANEL HELD ON 7 FEBRUARY 2008**

The minutes were agreed as a true and accurate record.

17 **OUTSTANDING RECOMMENDATIONS**

Written updates will be provided for lieu / annual leave and IPLDP following the end of the financial year.

ORDERED that:-

1. the Outstanding Recommendations be noted.

18 **BUDGET MONITORING REPORT TO 31 JANUARY 2008**

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the report. Members had approved a Net Budget Requirement (NBR) of £119,737k and budgeted revenue expenditure of £138,835k, the balance of expenditure being funded by specific grants, other income and transfers from reserves at their meeting on 23 February 2007. 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.

The current forecast was for a year-end underspend of £1.4m reducing to £1.0m after allowing for Member's authorisation to carry forward £372k on Performance Improvement, Volunteers, Training and Development Initiatives. Budgets are being actively managed to ensure that material variances do not develop and that operational objectives are delivered. No material financial risks, other than those set out in the Risk Monitor at Appendix D, had been identified.

ORDERED that:-

1. the contents of the report be noted.
2. a carry forward of budgets totalling £372k to 2008-9 be noted
3. Members continued to support the proper implementation of the pay award for Police Officers to be back dated to 1 September 2007 and any monies identified would be set aside until this issue was resolved.

**ACO (F & C)
Chief
Executive**

19 **CAPITAL MONITORING REPORT TO 31 JANUARY 2008**

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the progress against the delivery of the Capital Programme to date. Members had approved the Capital Programme and the Capital Plan for 2008/10 at their meeting on 23 February 2007. This report made recommendations to amend the approved

plan.

ORDERED that:-

1. the contents of the report be noted.
2. the carry forward of the following budgets totaling £562.5k to 2008/09 be approved:-
 - Disaster recovery and storage management £250k
 - Fleet replacement £312.5k
3. an underspend of £240.3k be noted, mainly due to
 - Placing of orders for the Roads Policing Unit not happening as anticipated (£123k)
 - Continuing delays in delivery of motor vehicles (£90k)

ACO (F & C)

20

TREASURY MANAGEMENT TO 31 JANUARY 2008

The Temporary Assistant Chief Officer (Finance and Commissioning) updated Members on the status of the Authority's investments and borrowing. Members had agreed an investment strategy for 2007/08 at their meeting on 23 February 2007.

The Authority manages its cash resources in a low risk yet highly liquid manner. Returns on the investments are very competitive given that no risk is taken and the funds are only invested in the short term.

Paragraph 3.8 advised members of the high cash balances and interest rates that have been experienced since the 2007-08 budget was set the Authority will achieve greater returns on its investments than planned. It is therefore anticipated that the £700k interest receivable income budget will be over achieved by approximately £420k, and this has been factored into the Long Term Financial Plan.

ORDERED that:-

1. the contents of the report be noted.

21

POLICE PENSIONS REGULATIONS 1987 – RE-ISSUE OF CHILDREN'S ALLOWANCE

The Assistant Chief Constable (Corporate Development) provided Members with a report which outlined the process relating to the re-issue of Children's Allowances, under the Police Pensions Regulations 1987.

A request had recently been received from the Teesside Pension Fund in relation to a request to re issue a Children's Allowance. The Children's allowance applies to a child of a regular police officer who, having retired, dies while in receipt of that pension, or who dies or has died while serving as a regular police officer.

ORDERED that:-

1. the request be agreed
2. delegation of any future decisions be given to the Chief Constable in consultation with the Chief Executive

**ACC
(Corporate
Development
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22

ORIGIN RESOURCE MANAGEMENT SYSTEM

The Assistant Chief Constable (Corporate Development) presented to Members the business case for the implementation of the ORIGIN Resource Management System.

Members were informed that currently the Force utilises NSPIS HR database as its Human Resource Management System. NSPIS HR is supported by NPIA as the national standard HR system

The existing database technology upon which the NSPIS HR application resides is now over ten years old the manufacturers (ORACLE) have now ceased to support the older version.

ORIGIN is the latest version of the NSPIS HR system, and uses new functionality available in the latest version of the underlying Oracle database to drive greater business benefit from the software

The project requires the creation of one new grade 5 post – that of Duty Management System Administrator. The costs of which are incorporated in the revenue costs of the project and Long Term Financial Plan.

The project presents an opportunity to continue to benefit from the 'shared' approach of a nationally mandated system, achieving enhanced business benefits from reduced capital investment compared with a bespoke or distinct separate system

ORDERED that:

1. the report and business case be noted
2. to proceed with the implementation of ORIGIN and the establishment of one permanent post with-in the Force

**ACC Corporate
Development)**

23

CLEVELAND POLICE AUTHORITY SINGLE EQUALITY SCHEME

The Strategy and Performance Manager presented a report and Action Plan to update Members on the Authority's Single Equality Scheme which was accepted by the Police Authority Executive on 14 June 2007, and covered all six strands of diversity

There is a legal requirement for public authorities to produce equality schemes covering race, disability and gender. Authorities must show how they intend to fulfil their general and specific duties under these schemes, relevant to the provisions of the Race Relations Amendment Act, the Disability Discrimination Act, the Equalities Act and related regulations. There is a further requirement to report annually on the exercise of these equality schemes and to

publish details of this assessment and of all equality impact assessments carried out during the year.

The Cleveland Police Authority Single Equality Scheme is progressing as expected, with the action plan items being attended to and equality impact assessments being carried out, as required. The next step is to update the document in the light of best practice for compliance as identified by the Association of Police Authorities.

ORDERED that:-

1. the report be noted.
2. the Action Plan be noted.

24

HEALTH & SAFETY UPDATE

The Assistant Chief Constable (Corporate Development) informed Members of the current position with regard to Health and Safety within Cleveland Police.

Members gave approval at the December meeting to the development of a joint Health and Safety Policy by the Governance Team relating to both the Force and the Police Authority, including appropriate reporting arrangements

Members were informed that a meeting to finalise the joint policy was held on the 21st February 2008 between members of the Governance Unit and the Strategy & Performance Manager. The policy comprises of three elements namely:

- a general statement of policy intent
- the organisational arrangements for carrying out the policy, and ultimately
- the arrangements for policy implementation.

Members noted the current work underway. Future reports will contain specific information relating to Force performance in health and safety and fire safety.

ORDERED that:-

1. the report be noted

25

ANY OTHER URGENT BUSINESS

The Chair informed the meeting that this meeting is the Policy & Resources / Corporate Development Panel and that the remit is currently too concentrated on finance issues and does not regularly debate Corporate Development issues.

The Chair informed the meeting that he has asked Officers to bring scoping documents to the next meeting, particularly around the areas of Modernisation and Scrutiny.

26

OPERATION SAFEGUARD

A Member requested an update on Operation Safeguard

The Chief Constable informed Members that Operation Safeguard is an initiative to temporarily overcome overcrowding in local jails. Where prisoners on remand can be temporarily housed in local police cells.

The Chief Constable informed Members that he has had a number of correspondence on these matters recently. The Chief Constable informed the meeting that Cleveland did offer facilities if the financing of such would come from the Home Office. The Home Office declined to offer any finances.

27 **MINUTES OF THE AUDIT & INTERNAL CONTROL PANEL**

ORDERED that the following minutes of the Audit & Internal Control Panel held on the 13 March 2008 were submitted and approved.

AUDIT AND INTERNAL CONTROL PANEL

ACTION

A meeting of the Audit and Internal Control Panel was held on Thursday 13 March 2008 commencing at 10.00 am in the Members Conference Room, Police Headquarters.

PRESENT Mr Mike McGrory JP (Chair), Councillor Ron Lowes (Vice Chair), Councillor Caroline Barker, Councillor Hazel Pearson OBE, Cllr Mary Lanigan, Mr Keith Fisher JP, Mr Aslam Hanif

OFFICIALS Mr Joe McCarthy, Mr Paul Kirkham, Mr Norman Wright and Mrs Jayne Harpe (CE)
Mr Graeme Slaughter, ACC Derek Bonnard and Miss Kate Rowntree (CC)

AUDITORS Mr Ian Wallace (RSM Bentley Jennison)
Ms Catherine Andrew and Ms Sandra Swan (Audit Commission)

28 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Victor Tumilty and Mr Chris Coombs (ex officio)

29 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

30 **MINUTES OF THE PREVIOUS MEETING HELD 24 JANUARY 2008**

The minutes were agreed as a true and accurate record.

OUTSTANDING RECOMMENDATIONS

Updates were provided in relation to all the outstanding recommendations.

ORDERED that:-

1. the Outstanding Recommendations were noted and updated.

POLICE AUTHORITY RISK REGISTER

The Strategy & Performance Manager provided Members with details of each item on the Police Authority Risk Register.

Since the last risk register report to the Audit and Internal Control Panel in November 2007, risk management arrangements had been revised and the Force had produced a revamped Corporate Risk Register. This was reported to the January 2008 meeting of the Panel. In light of this development it was necessary to reconsider the risk management arrangements for the Police Authority and to update the Police Authority Risk Register in order to follow the same risk assessment format as that used for the Force Corporate Risk Register. It was also necessary to consider the removal of items from the Police Authority Risk Register that overlapped with items included in the Force Corporate Risk Register.

There were 3 elements to be taken into account before arriving at the score, these were:

Inherent Risk - the level of risk before any controls were put in place = the worst case scenario.

Current Risk - the current level of risk after controls had been put in place.

Residual Risk - the theoretical level of risk after all possible controls were put in place.

ORDERED that:-

1. Members agreed the revised Police Authority Risk Register at Appendix A.
2. Members noted that Appendix A was a summary document and that comprehensive details of the risk assessments were kept and regularly reviewed. These details would inform the debate on risk management when the Police Authority Risk Register was reported to this Panel bi-annually.
3. Members noted that the Chair of the Audit and Internal Control Panel now acted as Risk Champion for the Authority and that the Chair and the Chief Executive meet on a quarterly basis to review the Police Authority Risk Register.
4. Members noted that risk PA2 – “the possibility of failure to provide value for money and to achieve the efficiency saving

targets set by the Home Office and included within the Long Term Financial Plan" – had been omitted as it had been reflected in the Force Corporate Risk Register item 001 – "An inability to secure LTFP and/or required savings".

5. Members noted that the scoring system for the risk items had changed and therefore the old and new Police Authority Risk Register scores were not directly comparable.
6. Members noted that there were no risk items with a purple (significant risk) score of 20 points or more within the Police Authority Risk Register.
7. Members agreed the Police Authority Risk Register.

33

CLEVELAND POLICE AUTHORITY AUDIT PLAN

The Audit Manager from the Audit Commission introduced the new Team Leader for Cleveland Police. The draft audit plan was presented to the meeting and the Audit Manager clarified the increase in fees. The fees had gone out for consultation at the time of the report and had not yet been agreed. Members agreed to delegate to the Chief Executive to agree the fees.

3 key risks had been identified with planned work to address the risk:

1. There were a variety of forms of partnership in which the Police Authority and Force participate – *A review of partnership arrangements, with particular focus on procurement through partnerships.*
2. The Police Authority and Force may not have arrangements in place for areas included in the new expanded use of resources assessment – *Early review of arrangements in place for:*
 - *Asset Management;*
 - *Human resources, including workforce planning;*
 - *and*
 - *IT*
3. Improving data quality and use of information in audited bodies remains a key strategic objective for the Commission - *Review of use of information for performance management across the organisation, including arrangements to ensure agreed action plans are monitored.*

ORDERED that:-

1. the report and recommendations in the action plan be noted.

34

INTERNAL AUDIT BUDGET MONITORING & CONTROL

The Head of Internal Audit informed the meeting that an audit of Budget Monitoring and Control was undertaken as part of the approved internal audit periodic plan for 2007/08.

ORDERED that:-

1. the report and recommendations in the action plan be noted.

35

INTERNAL AUDIT PROGRESS REPORT FOR 2007/08

The Internal Auditor informed the meeting that the periodic internal audit plan for 2007/08 was approved by the Audit and Performance Panel on 23 March 2007. This report summarised the outcome of work completed to date against that plan, and Appendix A provided cumulative data in support of internal audit performance.

All of the audits completed had yielded audit opinions of substantial assurance. Internal Audit had identified no areas of fundamental weakness and only a small number of significant recommendations had been made.

The Chair of the Panel commended the Corporate Finance Team for their hard work.

ORDERED that:-

The report be noted.

36

INTERNAL AUDIT DRAFT AUDIT PLAN 2008/09

The Head of Internal Audit informed the meeting that the purpose of internal audit was to provide the Authority Executive, through the Audit Panel, with an independent and objective opinion on risk management, control and governance and their effectiveness in achieving the organisation's agreed objectives. This opinion formed part of the framework of assurances that the Executive received and would be used to help inform the Annual Governance Statement. Internal Audit also had an independent and objective consultancy role to help line managers improve risk management, governance and control.

From 2008/09 Internal Audit were enhancing their internal audit methodology and their updated risk based internal audit approach was now linked to the COSO Enterprise Risk Management framework. The new internal audit methodology was designed to ensure that as well as meeting professional internal auditing standards, the assurance provided was clearly mapped to the organisation's objectives and associated risks.

ORDERED that:-

1. That the final version of this report be submitted to the next Audit and Internal Control Panel on 28 May 2008.

37

INTERNAL AUDIT - CORPORATE GOVERNANCE AUDIT REPORT

The Internal Auditor informed the meeting that an audit of Corporate Governance was undertaken as part of the approved internal audit periodic plan for 2007/08.

The Technical Accountant highlighted the new requirement referenced in the Internal Audit report for an Annual Governance Statement, and sought approval for provision of a briefing session for Members on the draft statement for 2007/08.

ORDERED that:-

1. The report and action plan be noted.
2. Arrangements for a briefing of all Members of the Police Authority in relation to the draft 2007/08 Annual Governance Statement be made.

P Kirkham

38

MINUTES OF THE COMMUNITY PROTECTION PANEL HELD ON 19 MARCH 2008

ORDERED that the following minutes of the Community Protection Panel held on the 19 March 2008 were submitted and approved.

COMMUNITY PROTECTION PANEL

A meeting of the Community Protection Panel was held on Wednesday 19 March 2008 in the Members Conference Room at Police Headquarters.

PRESENT: Miss Pam Andrews-Mawer (Chair), Mr Ted Cox JP, Cllr Paul Kirton, Mr Mike McGrory JP, Cllr Hazel Pearson OBE (Vice Chair), Mr Peter Race MBE and Cllr Victor Tumilty

ADDITIONAL MEMBERS Mr Keith Fisher JP

OFFICIALS: Mrs Julie Leng, Mrs Joanne Hodgkinson and Mr Norman Wright (CE)
Mr Dave Pickard, Mr Michael Hartnack and Miss Kate Rowntree (CC)

39

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Chris Coombs (ex-officio) and Cllr Dave McLuckie (ex officio).

40

DECLARATIONS OF INTERESTS

There were no declarations of interests.

41

MINUTES OF THE PREVIOUS MEETING

The minutes of the Community Protection Panel meeting held on 23 January 2008 were agreed as a true and accurate record.

42

OUTSTANDING RECOMMENDATIONS

ORDERED that:-

1. the outstanding recommendations be noted with the following updates:-
 - Following receipt of additional information in relation to the East Middlesbrough Community Justice Court visit that this item could now be removed.
 - Following the letter of thanks sent to the Independent Custody Visitors (ICVs) it was agreed to look at implementing a commendation scheme to acknowledge the excellent contribution made by our ICVs.

43

JOINT CLEVELAND POLICE AND POLICE AUTHORITY 2008 – 2011 CONSULTATION STRATEGY

The Strategy Manager presented the 2008-2011 Joint Cleveland Police and Police Authority Consultation Strategy.

This Consultation Strategy would enable Cleveland Police and Police Authority to effectively engage with local people. This strategy should ensure that a structured, well planned programme of consultation activity is integrated into Cleveland Police and Police Authority's planning processes.

ORDERED that:

1. the Consultation Strategy attached at Appendix A to the report be approved.
2. the Strategy be updated periodically and fully reviewed in 2011 be agreed.

44

THE NATIONAL COMMUNITY SAFETY PLAN 2008-2011

The Head of Strategy and Performance outlined the contents of the National Community Safety Plan for 2008-2011 which was issued by the Home Officer earlier this year.

The National Community Safety Plan detailed the Government's priorities for crime and disorder that would inform the Police Authority and force in the formulation of the Policing Plan, and the CDRPs in the formulation of their Partnership Plans.

ORDERED that:-

1. the summary of the National Community Safety Plan attached at Appendix A to the report be noted.

45

STOP AND SEARCH STATISTICS

The Temporary Assistant Chief Constable presented the latest statistics on stop and search by ethnicity and reason for stop and

search. As this was the first paper presented to the Authority on stop and search statistics, the figures presented were for the year to date. Future reports would be six monthly statistics.

During the period April to December 2007 the Force carried out 6841 stop and searches, of which 96.1 % were white and 2.1 % were of a visible minority ethnic origin. Of those stopped and subsequently arrested, 90.8% were white and 2.6% were of VME origin.

Cleveland Police would continue to monitor the use of stop and search powers across the Force.

ORDERED that:-

1. the contents of the report be noted.

46

CLEVELAND POLICE SPECIAL CONSTABULARY UPDATE

The Temporary Assistant Chief Constable updated Members on the present position with regard to the Special Constabulary – Capacity Building programme and the associated financial support from the Home Office to March 2008.

In September 2003 Cleveland Police submitted a bid under the 'Funding for the Special Constabulary – Capacity Build Funding' programme requesting financial support from the Home office for the 3 year period January 2004 to December 2007, the funding was then extended by the Home Office to March 2008.

As a result of the 'Capacity Building' programme Cleveland had achieved its target to have at least 171 officers in force by the end of March 2008, our recruitment processes and foundation training had seen immense improvements. The Force now have a dedicated team who are solely responsible for all matters in relation to Specials and best practice is being implemented in relation to HR matters, security of information and the up keeping of personal files.

There were a number of operational benefits to the Force gained from the use of Special Constables, such as being part of the Neighbourhood Support Teams and also being utilised to back up response and attend major events such as football and the Riverside festival.

So far in 2007/08 Specials have been responsible for the arrests of 220 people, have completed over 300 street encounters, confiscated over 300 units of alcohol, submitted 60 crime reports, 200 HORT/1's and attended domestic incidents, issued section 59 warnings and provided high visibility policing and public reassurance patrols.

The Special Constabulary in Cleveland continued to be a prime example of police working in partnership with members of its

communities.

Members were advised that the Commandant, Mr Peter Prunty, was due to retire from the role in April 2008 following 44½ years of service. Members expressed their gratitude and asked that their formal thanks be recorded for the excellent work carried out by Mr Prunty.

ORDERED that:-

1. the contents of the report be noted.

47

CLEVELAND POLICE VOLUNTEER SCHEME

The Temporary Assistant Chief Constable updated Members on the present position with regard to the Cleveland Police Volunteer Scheme.

The Force has had volunteers assisting at the front desk at Saltburn Police Station for the last ten years who assist to provide an enhanced service. In addition the Force also have a more structured approach to volunteering in the use of Special Constables.

In 2006 a pilot project to recruit volunteers was launched in Redcar & Cleveland District. The pilot was only partially successful and it quickly became apparent that more work would have to be done prior to the project being launched force wide and that a more robust structure would have to be in place to support the introduction of volunteers.

A Volunteer Scheme has since been developed and has been keenly supported and funded by the Police Authority.

The Force wide launch of the volunteer scheme is a new chapter in the history of Cleveland Police. As with all new initiatives, the bedding in of volunteers will not be without its challenges and a period of adjustment is to be expected. An update on the scheme would be brought back to the panel for Members' information in September.

ORDERED that:-

1. the contents of the report be noted.

48

UPDATE ON THE SEXUAL ASSAULT REFERRAL CENTRE (SARC)

The Chair presented an update on the progress of the Sexual Assault Referral Centre (SARC) – named Helen Britton House following its opening on 24 September 2007.

Since opening on 24 September 2007 there had been 107 referrals and a total of 105 face to face sessions held at Helen Britton

House. These sessions include support, counselling and advocacy support.

The benefits of the provision of such a centre would assist victims and survivors of serious sexual assault. The facilities would assist Cleveland Police in its support of victims and provide a medical environment, described by Government as best practice, for the investigation and prosecution of crimes of this nature.

A marketing campaign was due to commence on 14 April 2008, to raise awareness of the Centre's existence and the excellent facilities and support it can offer.

This was an excellent example of partnership working, with agencies from Police Authority, Police, Health, Local Authorities and the Volunteer Sector all contributing to a single goal.

ORDERED that:-

1. the report be noted.

49

COMBINED 2008-11 POLICING PLAN, ABRIDGED BEST VALUE PERFORMANCE PLAN AND 2007-08 ANNUAL REPORTS

The Temporary Assistant Chief Constable presented Members with a copy of the combined 2008-11 Policing Plan, abridged Best Value Performance Plan and 2007-08 Annual Reports.

To inform Members of the work carried out in compiling the Plan and for Members to 'issue' the plan.

'Issue' means that the final content of the plans must have been approved by the Police Authority subject to minor updates and amendments by the start of the financial year. The plan does not have to be published by that date; however publication must be completed by 30 June.

The combined plan is a key document in communicating our policing priorities, activities and our resources to the public as well as to force managers for the forthcoming financial year.

The Policing Plan is in effect the action plan for the year. It sets out in a format that facilitates a 'live' performance process how we will meet our priorities and activities allowing the authority to measure performance.

ORDERED that:-

1. the final draft of the 2008-11 Policing Plan, abridged Best Value Performance Plan and 2007-08 Annual Report be issued subject to amendments discussed and agreed with the Community Protection Panel Chair, Chair of the Authority and the Chief Executive in consultation with the Chief Constable.

50 **MINUTES OF THE STRATEGIC POLICING & PERFORMANCE HELD ON 27 MARCH 2008**

ORDERED that the following minutes of the Strategic Policing & Performance Panel held on the 27 March 2008 were submitted and approved.

STRATEGIC POLICING & PERFORMANCE

A meeting of the Strategic Policing & Performance Panel was held on Thursday 27 March 2008 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT Miss Pam Andrews-Mawer, Mr Ted Cox JP, Mr Keith Fisher JP, Mr Aslam Hanif (Vice Chair), Mr Alf Illingworth TD JP, Councillor Ron Lowes and Mr Peter Race MBE (Chair).

OFFICIALS Mr John Bage (CE)
Mr Dave Pickard, Ms Anne-Marie Salwey, Mr Paul Baker, Mr Graeme Slaughter (CC)

51 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio). Mr Chris Coombs (ex officio), Clouncilor Victor Tumilty, DCC Ron Hogg

52 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

Action

53 **MINUTES OF THE STRATEGIC POLICING AND PERFORMANCE PANEL HELD ON 31 JANUARY 2008**

The minutes were agreed as a true and accurate record.

54 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

1. the Outstanding Recommendations be noted.

55 **FORCE PERFORMANCE TARGETS 2008-9**

The Temporary Assistant Chief Constable presented the report on Force performance targets for 2008-9

The Police Authority was required to prepare a three year policing plan, by the 31 March 2008. This is updated annually. The plan must include details of Force Performance targets that show a clear commitment to the outcome the Force will strive to achieve over the coming year.

When setting local performance improvement targets, a number of

'drivers' must be taken into consideration. For 2008-9 these key drivers have been identified as:

- Public Service Agreements 2008-11
- Home Secretary's Strategic Policing Priorities
- Assessment of policing and Community Safety (APACS) – the National Performance Framework
- Local Area Agreements (LAA)
- Local Policing Priorities (LPP)
- IQANTA Analysis – Most Similar Forces Comparison

A review of the target setting process has been carried out, and this, taking into consideration the key drivers associated with performance improvement, will be used to measure and drive performance over the next twelve months.

ORDERED that:-

1. the report be noted
2. Members agree the performance targets for 2008-9
3. a figure to be provided and included for sickness performance targets once data is available for 2008-9

T/ACC Corporate
Development

56

ACTIVITY BASED COSTING (ABC) – ANNUAL ABC REVIEW AND SUMMERY

The Performance Development Officer presented the report on the annual review and summary of Activity Based Costing (ABC)

The Home Office requires the Force to carry out an annual review of policing activity, using the Home Office's Activity Based Costing model.

The report compared the resources used to achieve the statutory performance indicators (SPIs) targets for the financial years 2003/4 to 2006/7 and to forecast performance and resource use for 2007/8.

Performance assessment compares our policing performance with our Most Similar Family of Forces in terms of crime priorities. The key crime areas are:

- Total crime
- Vehicle crime
- Robbery
- Burglary Dwelling
- Violent crime (Violence against the person, Sexual Offences, Robbery)

It was reported that the Force had met and surpassed many of its performance targets and has improved against its Most Similar Family of Forces between 2003/4 to 2006/7, and that this has been achieved with less resources than in previous years. The trend if continued will allow the Force to enhance future productivity and

value for money into 2007/8.

AGREED that:-

1. the report be noted.

57

**MINUTES OF THE POLICY & RESOURCES /
CORPORATE DEVELOPMENT HELD ON 3 APRIL
2008**

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on the 3 April 2008 were submitted and approved.

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 3 April 2008 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT

Miss Pam Andrews-Mawer, Councillor Barry Coppinger (Chair), Mr Ted Cox JP, Mr Keith Fisher JP, Mr Aslam Hanif, Mr Alf Illingworth TD JP, Councillor Hazel Pearson OBE and Mr Peter Race MBE

OFFICIALS

Mr Joe McCarthy, Mr Paul Kirkham, Mr Norman Wright, Mrs Clare Hunter and Mrs Julie Leng(CE)
Mr Sean Price, Mr Derek Bonnard, Mr Graeme Slaughter and Miss Kate Rowntree (CC).

ADDITIONAL
MEMBERS

Councillor Ron Lowes and Councillor Victor Tumilty

58

APOLOGIES FOR ABSENCE

Apologies for absence were received from, Councillor Dave McLuckie (ex officio), Mr Chris Coombs (ex officio) and Councillor Steve Wallace.

59

DECLARATIONS OF INTERESTS

There were no declarations of interests.

Action

60

**MINUTES OF THE POLICY & RESOURCES – CORPORATE
DEVELOPMENT PANEL HELD ON 6 MARCH 2008**

The minutes were agreed as a true and accurate record.

61

OUTSTANDING RECOMMENDATIONS

Assurance was provided that the annual Health and Safety Report would be submitted to the July Panel.

The report in relation to lieu / overtime would be submitted to the Policy & Resource / Corporate Development Panel on 1 May 2008.

ORDERED that:-

1. the Outstanding Recommendations be noted.

62

BUDGET MONITORING REPORT TO 29 FEBRUARY 2008

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the report. Members had approved a Net Budget Requirement (NBR) of £119,737k and budgeted revenue expenditure of £138,835k, the balance of expenditure being funded by specific grants, other income and transfers from reserves at their meeting on 23 February 2007. 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.

The current year-end forecast reflected a continuation of the trends previously reported and was for a gross underspending of £1.4m reducing to £1.0m after Members approved the carry forward of budgets totaling £372k at the meeting of the Policy & Resources / Corporate Development Panel on the 6 March 2008.

Members at their meeting on 28 February 2008 agreed that any unplanned underspendings that developed during the year were to be used to provide additional revenue support in 2008/09.

Budgets continued to be actively managed to ensure that material variances do not develop and that operational objects were delivered. No material financial risks, other than those set out in the Risk Monitor at Appendix D, had been identified.

ORDERED that:-

1. the contents of the report be noted.

63

CAPITAL MONITORING REPORT TO 29 FEBRUARY 2008

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the progress against the delivery of the Capital Programme to date. Members had approved the Capital Programme and the Capital Plan for 2007/10 at their meeting on 23 February 2007. This report set out progress against delivery of the Capital Programme for 2007/08 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 carry forward of the following budgets to 2008/09 be approved:-

- Fleet replacement £223.3k

ACO (F & C)

3. the following underspends totalling £12k to be added back to revenue be approved:- **ACO (F & C)**

- Cannabis/Drug Store for PFI £3.0k
- Headcams Back Office £9.0k

64

TREASURY MANAGEMENT TO 29 FEBRUARY 2008

The Temporary Assistant Chief Officer (Finance and Commissioning) updated Members on the status of the Authority's investments and borrowing. Members had agreed an investment strategy for 2007/08 at their meeting on 23 February 2007. This report updated Members on the status of the Authority's investments and borrowing.

The Authority manages its cash resources in a low risk yet highly liquid manner. Returns on the investments are very competitive given that no risk is taken and the funds are only invested in the short term.

ORDERED that:-

1. the contents of the report be noted.

65

2008/09 RECRUITMENT PLAN

The Assistant Chief Constable provided Members with effective oversight of the 2008/09 Recruitment Plan, which would ensure the delivery of 1727 FTE Police Officers within a 1% vacancy factor and also the delivery of 197 FTE Police Community Support Officers (PCSOs) within a vacancy factor of 1.5%. This report also sought Members approval for the additional staffing identified to deliver the plan.

The recruitment plan established to ensure the delivery of the above was attached at Appendices 1 and 2 of this report. This would ensure that the Force recruit the right people with the right skills at the right time to improve service delivery, performance and resilience within agreed budgets.

This recruitment plan had already been initiated and would be reviewed on a monthly basis to ensure that staffing levels continued to meet the requirement of the Force. Regular updates would be provided to Members of the Policy & Resources / Corporate Development Panel through the monthly budget report.

ORDERED that:-

1. the recruitment plan be agreed.
2. the appointment of 2 FTE Trainers (Scale 6 – SO1) and 1 FTE Recruitment (Scale 4) to ensure delivery of the

**ACC
Corporate
Development**

plan, to be funded from the £400k already agreed in the approved budget.

66

CLEVELAND UNIVERSAL POLICE INFORMATION DEVICES (CUPID) PROJECT POLICE STAFF RESOURCES

The Chief Constable presented the report to Members which provided an understanding of the current and future resourcing requirement for project CUPID.

This report also sought approval for the creation of the following additional posts to support the CUPID project for a period of 2 years, to be funded from the project CUPID capital budget:-

- 1 x Systems Administrator FTE, 2 Year Fixed Term, Scale 6
- 1 x Admin Clerk (Programme Office) FTE, 2 Year Fixed Term Scale 2
- 1 x Business Analyst FTE, 2 Year Fixed Term, PO1 plus £4k Market Premium
- 1 x Honorarium for current ICT Projects Team member to undertake the line management responsibilities of the current Senior Business Analyst.

Project CUPID was one of the Authority's most significant projects in terms of cost and impact. The project budget profile was forecast at £8.82m over the next 10 years. As such a fulltime team was required to deliver the project successfully.

ORDERED that:

1. the creation of the new, 2 year, fixed term posts to be funded by the project CUPID capital budget.

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Development**

67

LOCAL GOVERNMENT PENSION SCHEME – THE NEW LOOK SCHEME FROM APRIL 2008

The Strategy and Performance Manager informed Members of the current status of the 'new look' Local Government Pension Scheme (LGPS) following the numerous consultation exercises and negotiations carried out by the Communities and Local Government Department (CLG) over the past 2 years.

The new look LGPS would be introduced on 1 April 2008. The current proposals meet the Government's stated objectives of providing an affordable scheme in the long-run; one that was of good quality to attract of benefits to members. The benefits for members are increased and there is no extra cost for employers.

ORDERED that:-

1. Members noted the 'new look' LGPS had been finalised in all aspects following publication in February 2008 and the LGPS (Administration) Regulations 2008 and the LGPS (Transitional Provisions) Regulations 2008. This follows publication of the LGPS (Benefits, Membership

and Contributions) Regulations 2007. These Regulations came into effect from 1 April 2008. The salient features of the scheme were attached at Appendix A to this report.

2. Members noted that the rights accrued by existing scheme members up to 1 April 2008 were fully protected by law. These accrued rights would be calculated separately against final salary at the date of leaving or retiring.
3. Members noted that the cost to Cleveland Police Authority for the new Teesside Pension Fund arrangements in 2008/9 was a contribution rate equivalent to 14.7% of scheme pay. This compared to the 2007/8 contribution rate for the old arrangements was equivalent to 15.7% of scheme pay – this had already been factored in to the Long Term Financial Plan (LTFP) approved in February.
4. the following future cost pressures that affect all final salary pension scheme be noted:-
 - a. The Pensions Regulator announced in February 2008 that he will insist on tougher assumptions about longevity trends within future 3-yearly actuarial valuations of final salary pension schemes. In the 1990s the assumptions about life expectancy led to an average increase of 2 years, and in the first decade of the 21st Century it is expected to increase by a further 2.5 years. The trend in longevity should be projected to 2040 in actuarial valuations. According to the Regulator an increase of one year pushes up pension scheme liabilities by 2.5 – 3%.
 - b. The Accounting Standards Board has recently called for the discount rate, which is used to calculate the net present value of future pension liabilities, to be based on government bond rates rather than corporate bond rates. This will push up the liabilities calculation because government bond rates are lower than company bond rates, so the discount to net present value will be less. If implemented, this will necessitate greater contributions or investment returns in future in order to balance assets and liabilities.

68

DEVELOPING THE 'CLEVELAND AGENDA'

The Executive Accountant presented the report which was intended to give the Members of the Panel the opportunity to consider potential areas of development activity on which to progress delivery of its remit.

The Authority had undergone a steady and progressive process of reviewing and changing what it does and how it does it in order to

promote and develop its corporate management. As part of the process the new Panel structure was implemented last year.

The Chair and Vice Chair of the Policy & Resources / Corporate Development Panel feel now would be an opportune time for the Panel to take the next step and identify in which areas of its remit it would be beneficial if the Panel undertook more detailed developmental activity. Officers of the Police Authority were therefore commissioned to bring forward proposals for potential areas for scrutiny and development.

This report detailed proposed areas of work against the agreed terms of reference for this Panel.

ORDERED that:-

1. the proposals detailed in paragraph 3.4 to the report and the development of those proposals be agreed.

69

ANY OTHER URGENT BUSINESS

70

NORTH EAST AMBULANCE SERVICE

The Chair updated Members on the current position around the proposals to relocate the Ambulance Control Room. The Ambulance Service had deferred any decision about its relocation until the local elections had taken place. This would enable further discussion to take place around the costs of re-locating to a new build v remaining at Police HQ, Ladgate Lane.

ORDERED that:-

1. The Chief Executive write to the North East Ambulance Service requesting a breakdown of costs for the Ladgate Lane option.
2. The Chief Executive obtain cost estimates from the Force in relation to the Ladgate Lane option.

71

CRIME FIGURES

The Chief Constable was pleased to report that the end of year crime figures show a reduction in crime and improvements in detection figures compared to the previous years.

72

MINUTES OF THE COMPLAINTS PANEL HELD ON 24 APRIL 2008

ORDERED that the following minutes of the Complaints Panel held on 24 April 2008 were submitted and approved.

COMPLAINTS PANEL

ACTION

A meeting of the Complaints Panel was held on Thursday 24 April 2008 in the Members Conference Room at Police Headquarters.

PRESENT: Mr Ted Cox JP (Chair), Mr Keith Fisher JP (Vice Chair), Mr Aslam Hanif, Cllr Paul Kirton and Mr Mike McGrory JP

OFFICIALS: ACC Derek Bonnard, Supt Brian Dunn, DCI Darren Best, DI Bill Matthews, Mrs Joanne Monkman and Miss Kate Rowntree (CC). Gary Garland (IPCC)
Mrs Jayne Harpe (CE)

73 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Ron Lowes, Cllr Dave McLuckie (ex officio), Cllr Caroline Barker and Mr Chris Coombs (ex officio)

74 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

The Chair of the Complaints Panel welcomed Gary Garland, IPCC Commissioner to the meeting. He also introduced DCI Best who would be taking over the position of Head of Professional Standards in June 2008.

It was agreed that Agenda item 7 would be heard first.

75 **SEIZURE OF ASSETS**

The Head of the Economic Crime Unit informed Members of the force performance in relation to the Proceeds of Crime Act 2002 and other asset recovery legislation.

The scheme was introduced in 2005-06 and was administered by the home Office. A percentage of all monies recovered across the country through asset recovery was returned to forces and other agencies, pro-rata to what they had contributed. 50% of all Confiscation Orders automatically went to the Treasury, the other 50% was divided equally between the Police, Crown Prosecution Service (CPS) and Her Majesty's Court Service (HMCS).

Over £3m had been removed from criminals in the Police area in the last three years with over £766k paid back to the force through the incentivisation scheme. A further £700k in Civil Forfeiture Orders had also been obtained by Asset Recovery Agencies using their civil taxation powers in relation to two cases referred to them by Cleveland.

ORDERED that:

1. Members noted the force targets and performance information.
2. This would be an annual report.

CIVIL CLAIM STATISTICS

The Legal Advisor presented the Civil Claim Statistics for the period 1st April 2007 – 31st March 2008. The Panel was informed of the number and types of civil claims against the Force received during that period, the amount paid out for those claims finalised during the period and the amount recovered. The report also detailed a comparison between the Basic Command Units.

ORDERED that:

1. Members noted there had been a very slight decrease in the number of claims received when compared with the same period last year. Motor liability was the leading category.
2. There had been an 11.65% decrease in the number of claims finalised when compared with the same period last year.
3. 13.18% of finalised cases during the period were successfully defended which was to be compared with 10.67% successfully defended during the same period last year.
4. The 79 cases settled during the period cost the Force £308,483. This was to be compared with the 92 cases settled during the same period last year at a cost of £816,591.
5. Headquarters continued to be the area with most claims be noted.

COMPLAINTS STATISTICS

The Head of Professional Standards presented the Complaints Against Police for the period 1st January 2008 to 31st March 2008. The Quarterly Progress Report on Complaint Issues for Cleveland Police for the period October to December 2007 was attached to the report.

There had been a 2% decrease in the number of Cases recorded during this period (115 to 113), with a 22% increase in the number of complaints (up from 167 to 204).

Complaints of other neglect/failure in duty and Incivility continued to outnumber those of Assault allegations, 44 and 47 complaints respectively compared to 28 in the Assault categories.

49.2% (97) of completed complaints had been locally resolved. During this period 66% (64) of locally resolved complaints had been by District and 34% (33) by the Professional Standards Unit.

138 letters of appreciation had been received.

The IPCC Commissioner praised the Professional Standards Department for the content of this report and expressed satisfaction OF how the force dealt with complaints.

ORDERED that:

1. The contents of the report be noted.

78

DELIBERATE DAMAGE STATISTICS

The Assistant Chief Constable informed Members of the cost to the Force of deliberate damage by way of forced entry into premises for the period 1st January 2008 to 31st March 2008 and of the operational results achieved through such forced entry and other premises searches.

Members were informed that the Force had paid out £11,156 in compensation for acts of deliberate damage. Whilst 3341 searches were conducted, only 254 (7.6%) resulted in deliberate damage. The value of property, cash and drugs seized totaled £783,689.

ORDERED that:

1. The contents of the report be noted
2. The operational benefits accruing to the Force in terms of property, drugs and cash seized, outweigh the cost of the damage claims be noted.

79

IPCC REPORT ON DEATHS DURING OR FOLLOWING POLICE CONTACT

The Chair informed Members that for the period 1st April 2006 to 31st March 2007 fatalities were lower than the previous 2 financial years in all categories:

- Road traffic fatalities (down by 25% from 2005-06)
- Fatal shootings (down by 80% from 2005/06)
- Deaths in or following police custody (down by 50% from 2005-06)

During the period reported on, Cleveland Police had no fatalities or serious injuries in any category. Incidents in any of the categories required a mandatory referral to IPCC who then directed who was to conduct the investigation. The report had been scrutinised by Superintendent Dunn and all custody orders, guidelines and reporting procedures reviewed to ensure compliance.

ORDERED that:

1. The contents of the report be noted.

80

NEAR MISSES IN POLICE CUSTODY

The Head of Professional Standards informed Members of the Force's checks to ensure compliance with the recommendations identified in the IPCC report "Near Misses in Custody".

The IPCC published their report in March 2008. The report examined incidents which resulted in, or could have resulted in, the serious illness or self-harm of those held in police custody and identified 11 recommendations for all police forces.

Cleveland Police had reviewed the recommendations to ensure compliance and the controls in place had been outlined in the Appendix.

The ACC informed Members that there was an appropriate level of medical support dedicated to the cell areas. If staff were in doubt about individuals brought into custody they would be transferred to hospital.

Commendations were recently given to a nurse and staff from a Custody Suite for saving the life of an individual brought into custody.

Thanks were expressed to the Head of Professional Standards Department for work and cooperation from him and his team throughout his tenure of office.

ORDERED that:

1. Members noted the report and agreed recommendations

81

EXCLUSION OF THE PRESS AND PUBLIC

ORDERED that pursuant to the Local Government Act 1972 the press and public be excluded from the meeting under paragraphs 1 & 7 of Part 1 of Schedule 12A to the Act.

82

TACTICAL TRAINING CENTRE

83

APPENDIX A – RECORDED COMPLAINTS

84

CASES FROM THE COMPLAINTS REGISTER

Members of the Complaints Panel were shown the cases from the Complaints Register which they had previously selected.

85

MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT HELD ON 1 MAY 2008

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on 1 May 2008 were submitted and approved.

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 1 May 2008 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT Miss Pam Andrews-Mawer, Mr Chris Coombs (ex officio), Councillor Barry Coppinger (Chair), Mr Ted Cox JP, Mr Keith Fisher JP, Mr Alf Illingworth TD JP, Councillor Hazel Pearson OBE and Mr Peter Race MBE

OFFICIALS Mr Paul Kirkham, Mr Norman Wright, Mrs Clare Hunter and Mr John Bage (CE)
T/ACC Pickard, Ms Andrea Crinnion, Mr Graeme Slaughter and Miss Ann Marie Salwey (CC).

ADDITIONAL Councillor Ron Lowes and Councillor Victor Tumilty

MEMBERS

86

APOLOGIES FOR ABSENCE

Apologies for absence were received from, Councillor Dave McLuckie (ex officio), Councillor Steve Wallace, Mr Aslam Hanif, Mr Derek Bonnard, Mr Ron Hogg and Mr Sean Price.

87

DECLARATIONS OF INTERESTS

There were no declarations of interests.

Action

88

MINUTES OF THE POLICY & RESOURCES – CORPORATE DEVELOPMENT PANEL HELD ON 3 APRIL 2008

The minutes were agreed as a true and accurate record.

89

OUTSTANDING RECOMMENDATIONS

A further report would be submitted to this Panel as to how lieu time / overtime would be managed across the organisation to ensure manageable levels were achieved.

ACC Corporate Development

ORDERED that:-

1. the Outstanding Recommendations be noted.

90

EXEMPTIONS UNDER STANDING ORDER NO.4

The Temporary Assistant Chief Officer (Finance and Commissioning) presented a quarterly report detailing the exemption requests to the Authority's Standing Orders. The report covered the period 1st January 2008 to 31st March 2008.

ORDERED that:-

1. Members noted that Standing Orders had been waived and the details of the exemptions were included in Appendix A to this report.

91

SICKNESS ABSENCE REPORTING

The Temp./Assistant Chief Constable Territorial Operations provided updated projected figures for 2007/08 in relation to Sickness Absence Reporting.

The figures for the first ten months of 2007/08 were extremely encouraging. There had been significant reductions for both officers and staff. Members were informed that if the figures were sustained for the remainder of the year a reduction of 2.65 days absence for Police Officers and a reduction of 2.7 days absence for Police Staff could be anticipated.

There had also been significant reductions within long-term sickness absence for both Police Officers and Staff.

The data provided formed part of the Force's ongoing monitoring of sickness absence. The projected figures for 2007/08 were very encouraging. Attendance management would continue to be given a high priority.

ORDERED that:-

1. the contents of the report be noted.

92

PROCUREMENT REPORT FOR A FORCE-WIDE 'DATA STORAGE SOLUTION'

The Temporary Assistant Chief Officer (Finance and Commissioning) informed Members that following a strategic review in early 2007, recommendations were put forward for a whole new storage infrastructure which was deemed essential in order to support the Forces' business continuity plans.

With the current maintenance contract coming to an end, it is essential to re-tender for a whole new data storage solution in order to ease the pressures on the current storage infrastructure and cater for the anticipated long term growth in data storage.

It was agreed that in procuring a 'Data Storage Solution' an Invitation to tender through Office of Government Commerce (OGC) was considered to offer the Force best value and provide the most viable option.

The procurement process had been completed in line with European Legislation and directives. The use of the OGC Procedure gave an opportunity for all interested parties under the network infrastructure framework to participate.

ORDERED that:-

1. The procurement method, analysis used and the recommendation put forward by the Evaluation Team to be noted.
2. The details submitted by Tenderer 2 as the best value solution be agreed.
3. The budget be increased by £16k to £416k be agreed

POLICE AUTHORITY SERVICE IMPROVEMENT PLAN

The Strategy and Performance Manager reported on progress with the Police Authority Service Improvement Plan 2007 – 2010, which was agreed at the Police Authority Executive meeting in June 2007, with the last update reported to this Panel in November 2007.

The service improvement planning process provides Members with assurance that the recommendations of audits, inspections and reviews are being progressed in a systematic and timely manner

ORDERED that:-

1. Members noted the current status of the actioned items within section 4 of the Service Improvement Plan (Appendix A). Items progressed had been highlighted in blue in the appendices.
2. Members agreed to re-visit the entire plan, following feedback of the Police Use of Resources (PURE) and Annual Governance statements from the Audit Commission in the summer.

RECRUITMENT UPDATE

The Temp./ Assistant Chief Constable Territorial Operations provided performance outturn information regarding recruitment activities carried out by the Force between April 2007 and March 2008.

ORDERED that:

1. the contents of the report were noted.

CLEVELAND POLICE AUTHORITY SINGLE EQUALITY SCHEME 2008-11

The Strategy and Performance Manager informed Members that it was necessary to amend and update the Police Authority Single Equality Scheme in line with the guidance contained in the Association of Police Authorities' Combined Equalities Scheme Framework 2008, their Equalities Guide 2008 and the National Policing Improvement Agency's Race Equality Scheme Advice 2008.

Members were informed that there was a legal requirement for police authorities to produce equality schemes covering race, disability and gender and to show how they intend to fulfil their general and specific duties under these schemes. There was a further requirement to report annually on the exercise of these equality schemes and to publish details of this assessment and of all equality impact assessments carried out during the year.

The Cleveland Police Authority Single Equality Scheme is now embedded and it would be further reviewed no later than 2011, when fresh consultation would be carried out with the diverse communities of the Cleveland Force area.

ORDERED that:-

1. The amended and updated Cleveland Police Authority Single Equality Scheme be approved.

96

EXCLUSION OF THE PRESS AND PUBLIC

ORDERED that pursuant to the Local Government Act 1972 the press and public be excluded from the meeting under paragraph 3 of Part 1 of Schedule 12A to the Act.

97

RENEWAL OF INSURANCE CONTRACT

The Temp / Assistant Chief Constable Territorial Operations and the Temporary Assistant Chief Officer (Finance and Commissioning) jointly reported to Members the process for obtaining and evaluating competitive bids to provide the Authority's Insurance from 1st June 2008 and to recommend approval of the most appropriate tender.

The current insurance arrangements of the Authority end on 31st May 2008. Giles Insurance Brokers were engaged to collate information, issue tender documents to the market, then evaluate tenders received and provide their expertise to enable recommendations to be made to the Police Authority appertaining to the best provider or mix of providers. Five tender responses were received in total

That Insurance cover is awarded to Tenderer 2. This Insurer is a highly respected UK registered AA+ Local Authority Insurer.

ORDERED that:

1. The process followed in establishing the tender arrangements, and the evaluation of the tenders be agreed.
2. TENDERER 2 quotation that is a 3 year Long Term Agreement + 2 year option (£10,000 annual discount offered for 3 year + 2 year option contract), be agreed.
3. Members agreed that the first year's premium (from 1st June 2008) shall be £294,001.67 (net of the £10K annual discount.).

98

MINUTES OF THE COMMUNITY PROTECTION PANEL HELD ON 8 MAY 2008

ORDERED that the following minutes of the Community Protection Panel held on 8 May 2008 were submitted and approved.

COMMUNITY PROTECTION PANEL

A meeting of the Community Protection Panel was held on Thursday 8 May 2008 in the Members Conference Room at Police Headquarters.

PRESENT: Miss Pam Andrews-Mawer (Chair), Mr Chris Coombs (ex officio) Mr Ted Cox JP, Cllr Ron Lowes, Mr Mike McGrory JP, Cllr Dave McLuckie (ex officio), Cllr Hazel Pearson OBE (Vice Chair), Mr Peter Race MBE and Cllr Victor Tumilty

ADDITIONAL MEMBERS Mr Keith Fisher JP

OFFICIALS: Mrs Julie Leng, Mrs Joanne Hodgkinson, Mrs Sarah Wilson and Mr Norman Wright (CE)
Mr Ron Hogg, Miss Judith Nellist, Miss Ann-Marie Salway, and Miss Kate Rowntree (CC)

99 **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

100 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

101 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the Community Protection Panel meeting held on 19 March 2008 were agreed as a true and accurate record subject to the following amendment – Cllr Chris Coombs be changed to Mr Chris Coombs.

Members were advised that following the retirement of Mr Peter Prunty, Specials Commandant, Mrs Anne Shaw had been appointed to take over this role.

102 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

1. the outstanding recommendations be noted.

103 **CHANGE TO THE AGENDA**

It was agreed that Agenda Item No. 8 would be heard as Agenda Item No. 5.

104 **INDEPENDENT CUSTODY VISITOR SCHEME - ALLOWANCES**

The Independent Custody Visitor Scheme Administrator presented this report for Members to consider the option of paying a small allowance in recognition of the administrative costs incurred by the Custody Visitors in carrying out their role.

Police Authorities are required to operate an Independent Custody Visiting Scheme within the Police Reform Act 2002. Within guidance published it was recommended that regular visits were undertaken by volunteers recruited and managed by the Police Authority to Police Custody units.

Although Independent Custody Visitors are volunteers and as such give their time to fulfill the role it does not seem appropriate that they are out of pocket when making calls etc as an essential part of the role.

The proposals within the report were to recognize the expenses encountered by the volunteers but do not effect the ethos of volunteers as they would still give their time to the role.

Cllr Dave McLuckie supported the recommendations but proposed that the payments be changed from £120 to £300 for Co-ordinators and from £60 to £200 for all other ICVs. This amendment was seconded and unanimously agreed.

ORDERED that:

1. Members agreed to pay the Independent Custody Visitor Co-ordinators an annual allowance of £300.
2. Members agreed to pay all other Independent Custody Visitors an annual allowance of £200.

105

DRUGS UPDATE

The Deputy Chief Constable provided members with an update in relation to drug treatment, enforcement, recovery and disruption efforts that continue across the Force area.

The last year had seen very positive results on a number of fronts, much of which continued to be communicated to the public via local media.

The Force continued to tackle drug use and abuse in line with Government strategy and the wishes of local people as articulated in extensive consultation with them.

ORDERED that:-

1. the contents of the report be noted.

106

SURVEY AND ANALYSIS OF NEIGHBOURHOOD POLICING AND ANTI-SOCIAL BEHAVIOUR 2007/8

The Head of Strategy and Performance provided Members of the Community Protection Panel with an analysis of the impact of neighbourhood policing on anti-social behaviour using survey data and crime and disorder statistics.

The initial analysis of public perceptions and reported incidents would appear to underline the positive impact that neighbourhood policing is having on the quality of life of the communities policed.

ORDERED that:-

1. the contents of the report be noted in particular:-
 - a. Appendix A: Neighbourhood Policing and Anti-Social Behaviour Survey Analysis March 2008.
 - b. Appendix B: Analysis of Reported Anti-Social Behaviour (including criminal damage and harassment) 2006-2008 – Cleveland Police Force.
2. Members noted that from Appendix A the introduction of neighbourhood policing across the Force appeared to have resulted in an initial improvement in the public's perception of the policing services provided and of the safety of neighbourhoods with a concurrent reduction in the perception of crime and anti-social behaviour. Members should also note that the public's priorities for policing and firstly response and secondly neighbourhood policing, with roads policing and anti-terrorism being low priorities. The public's priorities for tackling anti-social behaviour are firstly more police on the streets, secondly tougher enforcement activities such as ASBOs, and thirdly penalties for the families of those involved in anti-social behaviour.
3. Members noted from Appendix B that the introduction of neighbourhood policing across the Force appears to have resulted in a reduction in reported incidents of anti-social behaviour and associated crimes (criminal damage and harassment) over the 12 months after it was introduced. The first year after the launch of neighbourhood policing the Cleveland Force area had seen a reduction in such reported incidents of 1.5% (85,517 in 2006/7 against 84,255 in 2007/8). In the first quarter of 2007/8 there was an 11.6% rise compared to the first quarter 2006/7, but this was followed by quarterly reductions of 2.2%, 8.1% and 6.9%. This was a predicted result of the introduction of neighbourhood policing, with a rise in reporting immediately after the launch, followed by a reduction in reporting as the new regime was embedded and became effective at tackling low level crime and disorder.

107

STOP AND SEARCH

The Consultation Officer outlined the current process in place for the use and monitoring of Police stop and search powers and to provide advise on what actions the Police Authority should take in order to fulfil its statutory obligations in this area.

The current stop and search procedures were established under the Police and Criminal Evidence Act (PACE) 1984. PACE Code A governs how the police exercise their statutory powers of stop and search.

Under Lawrence Report recommendations 62 and 63 Police Authorities have a statutory responsibility both to scrutinise police use of stop and search powers and to educate the public regarding

stop and search. The Authorities' role provides independence to the process, thereby hopefully increasing public trust.

Whilst Cleveland Police Authority and Force were presently fulfilling the bulk of their responsibilities, there was still further work to be done. The recommendations contained within this report would, if approved, rectify the situation.

ORDERED that:-

1. the Community Protection Panel remit be amended to include overall responsibility of the stop and search function, as per Lawrence Report recommendation 62, which states that 'records of stops/stop searches should be monitored and analysed by Police Services and Police Authorities'.
2. the Force Hate Crime Scrutiny Group, which was currently being developed, encompasses the stop and search scrutiny function, and that the Chair and Vice Chair of the Community Protection Panel sit on the scrutiny group.
3. members, alongside members of the Force Hate Crime Scrutiny Group, receive appropriate training on stop and search and the scrutiny process to allow them to fulfil their scrutiny function.
4. the Community Protection Panel receive bi-annual report from the Force which include stop and search and search data from each BCU covering analysis by age, gender, ethnicity (including relative likelihood of being stopped or stopped and search by ethnic group), reason for stop or stop/search, number of stops and stop searches which lead to arrest and number of forms issued.
5. the Community Protection Panel ensure that the Chief Constable has in place effective arrangements for public access to the Force Stop and Search policy and for its annual review.
6. the Community Protection Panel considered the options detailed within the report to ensure that the Police Authority had in place effective arrangements to educate the public regarding stop and search provisions, as per Lawrence Report recommendation 63. Recommendation 63 states 'that Police Authorities be given the duty to undertake publicity campaigns to ensure that the public is aware of 'stop and search' provisions and the right to receive a record in all circumstances. This should be included in the joint Force and Authority Consultation Strategy.
7. the Community Protection Panel review the current Force stop and search policy, as per Association of Police Authorities guidelines in 'Stop and Search, Asking the Right Questions'. A future report would be submitted to this Panel within six months to discharge this duty.

8. the Community Protection Panel agrees to comprehensive stop and search statistical records being presented for scrutiny to community representatives who sit on the Force Hate Crime Scrutiny Group. Note that this should cover the recommendation in PACE Code A, section 5, that comprehensive stop and search statistical records are presented for scrutiny to representatives of the community.
9. the Force Hate Crime Scrutiny Group dip sample a representative sample of stop and search forms at their quarterly meetings to ensure that they are being correctly completed.
10. the Community Protection Panel consider the options for public feedback detailed in this report.
11. a stop and search information section be added to the Police Authority website be agreed.
12. the current stop and search training provision to be reviewed along with training to front line supervision officers be agreed.
13. recommendation 24 of Sir Ronnie Flanagan's Independent Review of Policing, published on 7 February 2008, proposed that the current form used for police stops should be removed and replaced with a less bureaucratic solution be noted.

108

HATE CRIME

The Executive Staff Officer provided members with an overview of the current response to incidents of Hate Crime.

A hate incident is defined as any incident, which may or may not constitute a criminal offence, which is perceived by the victim or any other person, as being motivated by prejudice or hate.

A hate crime is defined as any hate incident, which constitutes a criminal offence, perceived by the victim or any other person, as being motivated by prejudice or hate.

These definitions absorb the definitions of racist, religiously aggravated, faith, gender, disability, transphobic or homophobic incidents, and any other hate crime but not that of domestic violence, which is covered by a separate policy.

Hate Crime/Incidents abuse are key concerns and a continuing focus needs to be maintained. The response to such a problem calls for improved confidence in communicating with the Police and improved initial police intervention together with longer-term solutions involving our partners.

ORDERED that:-

1. the contents of the report be noted.

109

DOMESTIC ABUSE

The Deputy Chief Constable updated members on the current work being undertaken across the Force to tackle domestic abuse.

There had been a light increase in reported incidents of domestic abuse during the last year. However the Force would continue to work with our partners to tackle domestic abuse and honour based violence.

A further report would be brought to members following the HMIC review of domestic abuse.

ORDERED that:-

1. the contents of the report be noted.

110

DRAFT LOCAL POLICING PLAN SUMMARY

Members were provided with a draft copy of each of the four districts Local Policing Plan Summaries for their consideration. Members were asked to feedback any comments/alterations/amendments to either Judith Nellist or Joanne Hogkinson by 27 May 2008.

111

MINUTES OF THE LEADERSHIP PANEL HELD ON 2 APRIL 2008

ORDERED that the following minutes of the Leadership Panel held on 2 April 2008 were submitted and approved.

LEADERSHIP PANEL

A meeting of the Leadership Panel was held on Tuesday 2 April 2008 in the Members Conference Room at Police Headquarters.

PRESENT: Miss Pam Andrews-Mawer, Mr Ted Cox JP, Cllr Dave McLuckie (Chair) and Mr Peter Race MBE

OFFICIALS: Mrs Caroline Llewellyn and Mrs Julie Leng (CE)

112

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Chris Coombs, Mr Mike McGrory and Cllr Steve Wallace.

113

DECLARATIONS OF INTERESTS

There were no declarations of interests.

114

EXCLUSION OF THE PRESS AND PUBLIC

ORDERED that pursuant to the Local Government Act 1972 the press and public be excluded from the meeting under paragraphs 1 of Part 1 of Schedule 12A to the Act.

115 **LEADERSHIP ISSUES**

ORDERED that the recommendations be agreed.

116 **MINUTES OF THE LEADERSHIP PANEL HELD ON 9 APRIL 2008**

ORDERED that the following minutes from the Leadership Panel held on 9 April 2008 were submitted and approved.

LEADERSHIP PANEL

A meeting of the Leadership Panel was held on Tuesday 9 April 2008 in the Members Conference Room at Police Headquarters.

PRESENT: Miss Pam Andrews-Mawer, Mr Ted Cox JP, Mr Mike McGrory, Cllr Dave McLuckie (Chair), Cllr Steve Wallace and Mr Peter Race MBE

OFFICIALS: Mrs Caroline Llewellyn and Mrs Julie Leng (CE)

117 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr Chris Coombs.

118 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

119 **EXCLUSION OF THE PRESS AND PUBLIC**

ORDERED that pursuant to 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.

120 **LEADERSHIP ISSUES**

ORDERED that the recommendations be agreed.

121 **EXCLUSION OF THE PRESS AND PUBLIC**

ORDERED that pursuant to the Local Government Act 1972 the press and public be excluded from the meeting under paragraph 3 of Part 1 of Schedule 12A to the Act.

122 **DISPOSAL OF LADGATE LANE**

The Chief Executive presented the Disposal of Ladgate Lane report to Members.

ORDERED that the recommendations be agreed.