

CLEVELAND POLICE AUTHORITY EXECUTIVE

A meeting of Cleveland Police Authority Executive was held on Tuesday 4 November 2008 in the Members Conference Room at Police HQ.

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

Independent Members

Miss Pam Andrews-Mawer, Mr Ted Cox JP, Mr Peter Hadfield, Mr Alf Illingworth TD JP, Mr Mike McGrory JP and Mr Peter Race MBE

OFFICIALS: Mr Joe McCarthy, Mrs Caroline Llewellyn and Mrs Julie Leng (CE)
Mr Derek Bonnard, Mr Graeme Slaughter and Miss Kate Rowntree (CC)
Mrs Kath Andrew – Audit Commission

287 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr Chris Coombs, Mr Aslam Hanif and Councillor Steve Wallace.

288 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

289 **POLICE USE OF RESOURCES AUDITOR FEEDBACK REPORT**

The District Auditor presented the results of the 2007/08 police use of resources assessment (PURE) at Cleveland Police Authority. As the Audit Commission's appointed auditor to the Police Authority they undertook the review during the period March 2007 – May 2007, as part of their responsibility to examine the economy, efficiency and effectiveness of the Authority's use of resources under section 5(1)(e) of the Audit Commission Act 1998.

The review was completed in accordance with the methodology and guidance issued by the Audit Commission. The results were subject to internal and national quality control arrangements, designed to ensure compliance with the methodology and guidance, and consistency.

This report summarised the approach taken and the results of

the assessment. It also highlighted areas for improvement based on the criteria issued by the Commission.

The overall messages from the Audit Commission were as follows:-

- The Force and Authority have continued to embed arrangements for financial reporting, financial management and financial standing;
- Arrangement for internal control have improved and existing arrangement are now becoming embedded. Risk management arrangement were continuing to develop and arrangements to support the annual governance statement have been put in place;
- The Force and Authority continued to demonstrate value for money, but there were less examples of new innovative partnership and collaborative working in 2007/08;
- The key challenges lie within the internal control arrangements where business continuity plans need to be developed for all areas and once developed need testing and reviewing on a regular basis; and
- Use of resources assessments for 2008/09 would change significantly and include assessment of the arrangements in place for workforce planning and strategic asset management.

Members were advised of the following key action to ensure a continue focus on effective use of resources:-

- Adopt the asset management plan and ensure that it was updated annually;
- Develop business continuity plans and ensure that these were regularly tested and reviewed;
- Continue to develop collaborative and partnership working to progress against the modernisation agenda;
- Ensure there were arrangements in place for the expanded use of resources assessment being introduced in 2008/09.

The results of the work carried out had been discussed and agreed with officers and an action plan which was attached as Appendix 1 to the report. The District Auditor recommended that the completed action plan be formally monitored by the Authority to ensure that the improvement opportunities were realized.

The final scores, key messages and improvement opportunities would be included in the Police Authority 2007/08 annual audit

letter.

ORDERED that:-

1. the report be noted and the action plan attached at Appendix 1 to the report be monitored by the Authority.

290

ANNUAL AUDIT LETTER

The District Auditor presented the Annual Audit Letter which summarised the key issues arising from our work carried out during the year. The letter was prepared in accordance with the Statement of Responsibilities of Auditors and Audited Bodies issued by the Audit Commission.

Recommendations were included within the report to assist the Authority in meeting its responsibilities to ensure that proper arrangements are in place for the conduct of its business and that it safeguards and properly accounts for public money.

The District Auditor had issued an unqualified opinion on the Police Authority's accounts for 2007/08. The financial statements were prepared to a good standard, well in advance of the statutory deadline of the 30 June and were supported by comprehensive working papers. The accounts were amended to more accurately reflect capital transactions and pension fund entries, but these changes had no impact on the reported financial position of the Authority. Arrangements for valuation of fixed assets need to be improved to ensure that balance sheet values were accurate.

The Police Authority and Force have arrangements in place to ensure effective use of resources and internal control arrangements have improved. The Authority and Force have exceeded minimum standards set in our annual assessment of use of resources in all areas. To further strengthen internal control arrangements business continuity plans should be developed and regularly tested.

The Police Authority and Force continued to demonstrate value for money, but need to review and challenge areas of relatively high cost and seek to maximize opportunities for continuous service improvement and increased efficiency.

ORDERED that:-

1. the report and its recommendations be noted and agreed.

291

POLICE AUTHORITY INSPECTIONS

The Chair advised members of the forthcoming round of Police Authority inspections.

The Policing Green Paper "From the Neighbourhood to the National: Policing our Communities Together", signaled that police authority inspections, undertaken jointly by the Audit Commission and HMIC would proceed from April 2009, using provisions in the Criminal Justice and Immigration Act 2008.

The pilot inspections should be completed in the spring of 2009 and the remaining inspections should be completed during the 2009/10 and 2010/11 financial years.

The inspection would cover four broad areas of performance:-

- Performance management and scrutiny
- Resource management
- People management
- Community engagement and collaboration

ORDERED that:-

1. the report be noted.
2. the Leadership Panel assuming the lead on preparing for this inspection, supported by the appropriate officer substructure be agreed.
3. Cleveland Police Authority volunteer to be inspected at the beginning of the inspection process (2009) rather than towards the end of the process (2010) be agreed.

292

CREATION OF THE STRATEGIC PROCUREMENT AND MAJOR PROJECTS PANEL

The Chief Executive presented the report to members to create a Strategic Procurement and Major Projects Panel.

The Code of Corporate Governance states that the Police Authority may delegate decision making to a subordinate panel or committee, in line with the provisions of the Local Government Act 1972 (section 101).

The Strategic Procurement and Major Projects Panel was required to direct and oversee the work being carried out and planned on major projects and procurements, such as the putative partnership arrangements for IT service provision, and the management of the Police Estate. This Panel supersedes the Estates and Evaluation Committee, which was created at the Cleveland Police Authority Annual General Meeting in June 2008.

ORDERED that:-

1. the creation of a Strategic Procurement and Major Projects Panel with plenary powers be approved.
2. the Terms of Reference for the Panel (attached as Appendix A to the report) be approved.

293

MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on 10 September 2008 were submitted and approved.

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Wednesday 10 September 2008 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT Cllr Barry Coppinger (Chair), Mr Ted Cox JP, Mr Keith Fisher JP, Mr Aslam Hanif, Mr Alf Illingworth TD JP, Councillor Hazel Pearson OBE, Mr Peter Race MBE and Cllr Steve Wallace (Vice Chair)

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

ADDITIONAL MEMBERS Councillor Ron Lowes and Councillor Victor Tumilty

294

APOLOGIES FOR ABSENCE

Apologies for absence were received from Miss Pam Andrews-Mawer, Mr Chris Coombs (ex-officio) and Councillor Dave McLuckie (ex officio).

295

DECLARATIONS OF INTERESTS

There were no declarations of interests.

296

MINUTES OF THE POLICY & RESOURCES – CORPORATE

Action

DEVELOPMENT PANEL HELD ON 7 AUGUST 2008

The minutes were agreed as a true and accurate record.

297

OUTSTANDING RECOMMENDATIONS

ORDERED that:-

1. the Outstanding Recommendations be noted.

298

BUDGET MONITORING REPORT TO 31 JULY 2008

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the report. Members had approved a Net Budget Requirement (NBR) of £124,623k and budgeted revenue expenditure of £145,301k, the balance of expenditure being funded by specific grants, other income and transfers from reserves at their meeting on 28 February 2008. 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 position to date and the year-end forecast were shown at Appendix A to the report. Appendix A showed that following the review of expenditure plans requested by Members at their meeting on 9 July, a managed underspend of £750k could be generated to offset the potential costs of a standalone Air Support Unit in 2008/09.

As a consequence of this it was proposed that the revenue support of £3,373k approved by Members when agreeing the financial plan for 2008/09 is reduced to £2,623k. This would be available for Air Support in 2009/10.

No material risks other than those mentioned in the report or set out in the Risk Monitor at Appendix D had been identified to the delivery of the reported position.

ORDERED that:-

1. the contents of the report be noted.
2. the review of the expenditure plan for 2008/09 which would generate £750k towards the additional costs of a stand alone Air Support Unit in 2009/10 be approved.
3. the reduction in agreed revenue support of £3,373k in 2008/09 by £750k to £2,623k be approved. This would be available for Air Support in 2009/10.

299

CAPITAL MONITORING REPORT TO 31 JULY 2008

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the progress against the delivery of the Capital Programme for 2008/09 and the Capital Plan for 2008/11 which Members had approved at their meeting on 28 February 2008.

This report set out the progress made in delivering the Capital Programme for

2008/09 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 addition of the following project which was approved by the Authority prior to this meeting:-
 - Police Authority Refurbishment £60k
3. bringing forward the following funding from the 2009/10 programme to the 2008/09 programme be approved:-
 - CUPID project £237.7k
4. the transfer of the Abacus capital project budget of £6.8k to the E-forms capital project budget.

300

TREASURY MANAGEMENT TO 31 JULY 2008

The Temporary Assistant Chief Officer (Finance and Commissioning) presented the report to Members.

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'.

An investment strategy for 2008/09 was agreed by Members at their meeting on 28 February 2008. This report provided an update on the status of the Authority's investments and borrowing. It was part of the process introduced by the Authority to maintain prudent financial management.

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

ORDERED that:-

1. the contents of the report be noted.

301

HEALTH AND SAFETY UPDATE

The Temporary Deputy Chief Constable provided members with an insight into the position with regard to health and fire safety within Cleveland Police for the period 1 April 2008 to 30 June 2008 respectively.

The content of the report was proposed by the Authority's Strategy & Performance Manager on behalf of Members and agreed with the Head of Governance and Safety accordingly.

ORDERED that:-

1. the contents of the report be noted.
2. future quarterly reports set out in summary format the programme and processes underlying health and safety inspections, and the actions taken to reduce incidents be agreed.

302

PROCUREMENT REPORT FOR THE PROVISION OF A NATIONAL DRIVER OFFENDER RE-TRAINING SCHEME

The Temporary Assistant Chief Officer (Finance & Commissioning) presented the report to Members.

Members had approved a capital scheme in respect of the Speed Awareness Module of the National Driver Offender Re-Training Scheme at their July meeting. This report provided Members with a summation of the procurement exercise carried out to award the contract for the provision of the scheme.

The National Driver Offender Re-Training Scheme would be offered to members of the public who would benefit from improving their driving skills following Police intervention. The National Speed Awareness element of this scheme will be offered to members of the public who have been caught speeding between 10%+2 and 10%+6 of the speed limit, in place of the fixed penalty notice and points on their licence.

ORDERED that:-

1. the procurement method used and the recommendation put forward be noted.
2. the details submitted as the best value solution be accepted.
3. the proposed contract be awarded to Tender 5 be noted.
4. the National Speed Awareness Course to be initially charged at £75 per client.
5. a review of the scheme to be undertaken after six months and a report to be submitted to this Panel.

303

STRUCTURAL CHANGES IN CORPORATE PLANNING & PERFORMANCE, CENTRAL BUSINESS UNIT AND COMMISSIONING

The Temporary Deputy Chief Constable asked Members to approve an increase in the establishment by 0.1 FTE within Corporate Planning and Performance to support the expansion of the performance framework across all service units and increase cover within the department.

In addition Members were also asked to approve:-

- a change in structure within the Central Business Unit to improve service delivery, encourage team working and improve departmental resilience in business critical areas;

- a change in structure within the Commissioning function, to increase resilience and increase strategic planning throughout the estate.

Whilst the above units continued to react flexibly to competing demands within existing resource constraints, this cannot be sustained. The solutions proposed would provide resilience and sustainability and have the recommendation of the Force's Resource Management Group.

The Chief Constable therefore recommended the proposal to Members for approval.

ORDERED that:

1. the proposal to increase the Corporate Planning establishment by 0.1 FTE be approved. The costs of the change would be met from existing non-pay budgets.
2. the proposed changes to the structure in the Central Business Unit and Commissioning Team be agreed. The costs of the change would be met from existing non-pay budgets.

304

GREEN PAPER CONSULTATION RESPONSE

The Head of Strategy and Performance sought agreement from Members of the proposed formal response to the Policing Green Paper Consultation form. The recently published Green Paper proposed some fundamental changes to policing, including governance structures and strategic performance issues. It was important that feedback was provided so that Government policy could be influenced by those who were responsible for overseeing the delivery of policing.

ORDERED that:-

1. the responses to the 28 questions included in the Policing Green Paper Response Form as set out in Appendix A to the report be agreed, and that this completed document be forwarded to the Home Office Police Reform Unit.

305

MINUTES OF THE POLICE AUTHORITY EXECUTIVE

ORDERED that the minutes of the Police Authority Executive held on 17 September 2008 were approved and signed by the Chair as a true and accurate record.

306

MINUTES OF THE AUDIT AND INTERNAL CONTROL PANEL

ORDERED that the following minutes of the Audit and Internal Control Panel held on 18 September 2008 were submitted and approved.

AUDIT AND INTERNAL CONTROL PANEL

ACTION

A meeting of the Audit and Internal Control Panel was held on Thursday 18 September 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, Mr Aslam Hanif, Mr Keith Fisher JP, Councillor Victor Tumilty.

OFFICIALS Mr Joe McCarthy Mr John Bage and Mr Paul Kirkham (CE)
T/DCC Derek Bonnard, Mr Graeme Slaughter and Miss Kate Rowntree (CC)

AUDITORS Ms Sue Turner (RSM Bentley Jennison)
Ms Catherine Andrew (Audit Commission)

307 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio), Councillor Mary Lanigan, Mr Chris Coombs (ex-officio).

308 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

309 **MINUTES OF THE PREVIOUS MEETING HELD 17 JULY 2008**

The minutes were agreed as a true and accurate record.

310 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

1. the Outstanding Recommendations were noted.

311 **PROGRESS REPORT OF INTERNAL AUDIT**

The Internal Auditor informed Members that the 2008-9 Internal Audit Plan had been agreed by this Panel on 28 May 2008 and that the report presented today summarized the work carried out to date.

The Internal Auditor informed Members that there were no issues arising from their work for the year to date that would have a negative impact upon their opinion for 2008/09.

ORDERED that:-

1. the report be noted.

312 **INSURANCE REPORT**

The Temporary Assistant Chief Officer Finance & Commissioning verbally updated Members on issues surrounding Risk and Insurance.

Members were informed that the Force was currently having difficulty in recruiting three posts for the Risk Team.

The Temporary Assistant Chief Officer Finance & Commissioning informed Members that new arrangements had been put in place to administer the Insurance contract.

ORDERED that:-

1. the verbal update be noted.

313

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 3 and 7 of Part 1 of Schedule 12A to the Act.

314

EXEMPTIONS TO STANDING ORDERS

The Executive Accountant presented to Members the quarterly report detailing the exemption requests to the Authority's Standing Orders. This report covered exemption requests for the period April to June 2008.

ORDERED that:-

1. Standing Orders had been waived and the details of the exemptions were included in Appendix A to the report be noted.
2. More focused reporting of exemptions as outlined in para's 3.2 to 3.7. of the report and that this style of reporting be utilized for future reports be agreed.

315

BUSINESS CONTINUITY & DISASTER RECOVERY UPDATE

The Temporary Deputy Chief Constable presented Members with an overview of the arrangements in place for business continuity and disaster recovery.

ORDERED that:-

1. the report be noted.

316

BUDGET SETTING

The Internal Auditor presented Members with a report which evaluated the adequacy of risk management and control within the Authority for the Budget Setting process.

Members were informed of the extent to which controls had been applied and that risks to the achievement of the organisation's objectives had been managed effectively.

ORDERED that:-

1. the report be noted.

317

PURCHASING / PAYMENTS

The Internal Auditor informed Members that an audit of Purchasing and Payments had been undertaken as part of the approved internal audit periodic plan for 2008/09.

ORDERED that:-

1. the report be noted.

318

CAPITAL EXPENDITURE

The Internal Auditor informed Members that the 2008/09 Capital Programme and Long Term Capital Plan 2009/12 were approved by the Police Authority Executive on the 28th February 2008.

Members were also informed that the Authority had also set a range of Prudential Indicators for the financial year which complied with the CIPFA Prudential Code of Practice. The code is a key element in the system of capital finance and enables the Authority to mitigate risks identified in the corporate risk register.

ORDERED that:-

1. the report be noted.

319

RISK REGISTER

The Temporary Deputy Chief Constable presented the latest copy of the Risk Register to Members.

Members were informed that the process is currently managed through monthly performance reviews, however it was hoped that in the near future software can be found to permit Service Unit Managers to see 'live' data of the Risk Register.

ORDERED that:-

1. the report be noted.

320

MINUTES OF THE STRATEGIC POLICING & PERFORMANCE PANEL

ORDERED that the following minutes of the Strategic Policing & Performance Panel held on 24 September 2008 were submitted and approved.

STRATEGIC POLICING & PERFORMANCE

A meeting of the Strategic Policing & Performance Panel was held on Wednesday 24 September 2008 commencing at 10.00 am in the Executive Conference Room at Police Headquarters.

PRESENT Miss Pam Andrews-Mawer, Mr Ted Cox JP, Mr Aslam Hanif (Chair), Mr Alf Illingworth TD JP (Vice Chair), Councillor Mary Lanigan and Councillor Barry Coppinger.

OFFICIALS Mr John Bage and Mr Norman Wright (CE).
Mr Sean White and Miss Kate Rowntree (CC).

ADDITIONAL MEMBERS Mr Mike McGrory JP and Councillor Victor Tumilty.

321 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio), Mr Peter Race MBE, Mr Chris Coombs (ex officio), Councillor Hazel Pearson OBE and Councillor Ron Lowes.

322 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

Action

323 **MINUTES OF THE STRATEGIC POLICING AND PERFORMANCE PANEL HELD ON 30 JULY 2008**

The minutes were agreed as a true and accurate record.

324 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

1. the Outstanding Recommendations be noted.

325 **PERFORMANCE REPORT**

The Assistant Chief Constable (Territorial Operations) presented an update on Force performance for the period 1 April 2008 to 30 August 2008.

Recorded crime during this period showed a reduction in the number of crimes. There was a 16.5% decrease in overall crime, which equated to 4769 fewer victims of crime.

The Force sanction detection rate during the reporting period increased to 37.8%, a 5.2 percentage point improvement from the same period last year.

The performance figures show that the Force continued to make excellent progress in reducing crime and increasing detections.

ORDERED that:-

1. the positive performance figures for the period April 2008 – August 2008 be noted.

326 **LOCAL POLICING PLAN UPDATE**

The Assistant Chief Constable (Territorial Operations) presented a progress report update on the 2008 – 11 Local Policing Plan activities.

Members were informed that the policing priority activities are measured using performance indicators with-in the Assessment of Police and Community

Safety (APACS) performance framework.

The activities presented at Appendix 1 of the report cover the principles of:

- Putting People First
- Reducing harm caused by Drugs
- Reducing crime and Anti-social behaviour
- Protecting the public from serious crime and terrorism.

ORDERED that:-

1. the report be noted.

327

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 7 of Part 1 of Schedule 12A to the Act.

328

REVIEW OF CRIME RECORDING AND MANAGEMENT

The Assistant Chief Constable (Territorial Operations) presented a progress report update on the current review of Crime Recording and Management being undertaken by the Operational Performance Team (OPT).

ORDERED that:-

1. the report be noted.

329

MINUTES OF THE SPECIAL POLICE AUTHORITY EXECUTIVE

ORDERED that the minutes of the Special Police Authority Executive held on 30 September 2008 were approved and signed by the Chair as a true and accurate record.

330

MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on 9 October 2008 were submitted and approved.

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 9 October 2008 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT

Miss Pam Andrews-Mawer, Mr Chris Coombs (ex-officio), Cllr Barry Coppinger (Chair), Mr Ted Cox JP, Mr Peter Hadfield, Mr Alf Illingworth TD JP, Councillor Hazel Pearson OBE, Mr Peter Race MBE and Cllr Steve Wallace (Vice Chair)

OFFICIALS

Mrs Julie Leng, Mr Norman Wright and Miss Rachelle Kipling (CE)
Mr Sean Price, Mr Michael Porter, Mrs Julie Snell and Miss Kate Rowntree (CC).

ADDITIONAL
MEMBERS
331

Councillor Ron Lowes and Councillor Victor Tumilty

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Aslam Hanif, Councillor Dave McLuckie (ex officio), Mr Joe McCarthy, Mr Derek Bonnard and Mr Graeme Slaughter.

332

DECLARATIONS OF INTERESTS

There were no declarations of interests.

Action

333

**MINUTES OF THE POLICY & RESOURCES – CORPORATE
DEVELOPMENT PANEL HELD ON 10 SEPTEMBER 2008**

The minutes were agreed as a true and accurate record.

334

OUTSTANDING RECOMMENDATIONS

ORDERED that:-

1. the Outstanding Recommendations be noted.
2. An update be provided to the next meeting of the Policy & Resources / Corporate Development Panel in relation to time of in lieu in view of discussions that are currently taking place with Federation.

ACC White

335

BUDGET MONITORING REPORT TO 31 AUGUST 2008

The Deputy Head of Financial Services presented the report. Members had approved a Net Budget Requirement (NBR) of £124,623k and budgeted revenue expenditure of £145,301k, the balance of expenditure being funded by specific grants, other income and transfers from reserves at their meeting on 28 February 2008. 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 position to date and the year-end forecast were shown at Appendix A to the report. Appendix A reflected Members' decision to create a £750k provision against the potential costs of a stand alone air support unit in 2009/10 and the consequent reduction in revenue support necessary to £2,623k in 2008/09.

No material risks other than those mentioned in the report or set out in the Risk Monitor at Appendix D had been identified to the delivery of the reported position.

ORDERED that:-

1. the contents of the report be noted.

336

CAPITAL MONITORING REPORT TO 31 AUGUST 2008

The Deputy Head of Financial Services presented the progress against the

delivery of the Capital Programme for 2008/09 and the Capital Plan for 2008/11 which Members had approved at their meeting on 28 February 2008.

This report set out the progress made in delivering the Capital Programme for 2008/09 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 addition of £17k to the Police Authority Refurbishment scheme budget taking it to £77k be approved.
3. the bringing forward of £30k from 2009/10 on the Airwaves project taking this to £240k in 208/09 be approved.
4. A report detailing key projects for consideration at Ladgate Lane in light of the development that a new Headquarters is now on hold because of the current financial climate.

337

TREASURY MANAGEMENT TO 31 AUGUST 2008

The Deputy Head of Financial Services presented the report to Members.

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'.

An investment strategy for 2008/09 was agreed by Members at their meeting on 28 February 2008. This report provided an update on the status of the Authority's investments and borrowing. It was part of the process introduced by the Authority to maintain prudent financial management.

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

ORDERED that:-

1. the contents of the report be noted.

338

POLICE AUTHORITY SERVICE IMPROVEMENT PLAN

The Strategy and Performance Manager presented the revised Police Authority Service Improvement Plan 2008-2011 (attached as Appendix A to the report) to Members.

The service improvement planning process provided Members with assurances that the recommendations of audits, inspection and reviews were being progressed in a systematic and timely manner.

ORDERED that:-

1. the simplified format of the Service Improvement Plan in line with the proposal outlined at the Policy and Resources / Corporate Development Panel in May 2008 be noted.
2. the 9 service improvement items included within section 3 of the revised Service Improvement Plan 2008-11 be agreed. That the removal of completed and obsolete items and the addition of a new item on estates issues be noted. The table below is a summary of the revisions:-

New Ref.	Old Ref.	Comment
PA1	PA1	Partnerships
PA2	PA27/35	Governance and business planning
PA3	PA16	Asset management
PA4	PA18	Risk management
PA5	PA20	Performance issues
PA6	PA28	Collaboration and workforce modernisation
PA7	New	Estates issues
PA8	PA36	Equal pay audit
PA9	PA30	Listing key strategic objectives

339

CLEVELAND POLICE AUTHORITY SINGLE EQUALITY SCHEME 2008-11

The Strategy and Performance Manager presented the agreed 6-monthly update on the operation of Cleveland Police Authority's Single Equality Scheme, which was accepted by the Police Authority Executive on 14 June 2007.

The Cleveland Police Authority Single Equality Scheme was progressing as expected, with the action plan items being attended to and equality impact assessments being carried out, as required.

ORDERED that:-

1. the updated action plan attached at Appendix A to the report be noted, in particular:-
 - a. item 2 – that the next diversity training for Members and Independent Custody Visitors be arranged for December 2008;
 - b. items 7 and 8 – that the force Diversity Unit had begun to enhance its diversity data and reporting to comply with Home Office guidelines regarding recruitment and employment procedures and processes.
2. there had been no requirements for Equality Impact Assessments to be carried out by police authority staff over the last 6 months be noted.
3. there the two regulatory items on the horizon detailed below be noted:-

- The 2008 Policing Green Paper proposed the development of a new three-year equality, diversity and human rights strategy for the police service, including partnership arrangements;
- The Government had outlined (June 2008) a new Equality bill to bring together all strands of diversity legislation currently contained in 116 separate pieces of legislation. The legislative focus would be on positive actions that employers and businesses must take to promote equality of opportunity and end discriminatory practices. The publicity surrounding the bill focuses on making it easier for women to claim equal pay and on strengthening age discrimination provisions.

Both developments would be monitored and the Single Equality Scheme would be amended as appropriate.

340

POLICE USE OF RESOURCES EVALUTION (PURE) 2007/2008 AND 2008/2009

The Deputy Head of Financial Services provided information relating to the progress made in implementation of the recommendations from PURE 2007/2008.

The report drew Members attending to the commencement of work relating to PURE 2008/2009 which would feed into the new Comprehensive Area Assessment, on which Members would receive a briefing.

Appendix A to the report showed a positive progress against the majority of PURE 2007/2008 recommendations.

ORDERED that:

1. the information in Appendix A relating to implementation of the recommendations of the Audit Commission for PURE 2007/2008 be noted.
2. a briefing by the Audit Commission on Comprehensive Area Assessment be arranged for Members be noted.

341

PROPOSED MOVE OF FALLBACK EQUIPMENT FROM PARK ROAD SOUTH TO MIDDLESBROUGH DISTRICT HQ

The Head of ICT presented to Members the detailed business case for the proposed move of the equipment that provides communications fallback from Park Road South (RPS) to Middlesbrough District HQ(M8).

The scheme received approval in principal in the 2008/2009 capital programme agreed by Members on 28 February 2008, and indicative funding had been reserved pending the agreement of the full business case.

This report sought approval to proceed to the procurement and

implementation phases of the project.

The project had an intrinsic urgency due to the vulnerabilities resulting from the limitations of Park Road South which had been known about for several years but due to a lack of any other suitable location the Force had risk managed this location.

Without the proposed enhanced facility being implemented at M8 then any evacuation of HQ would continue to result in only a short term limited service being available to Communications at Park Road South.

This work needed to be carried out as quickly as possible to ensure the Force could meet its obligations to both its operational officers and the public.

There were no national constraints for this project and it should be possible to complete this project within the 2008/09 financial year.

ORDERED that:-

1. the detailed business case be presented with this report be noted.
2. approval be given to proceed with the implementation of the relocation of the Force's fallback site, subject to the implementation plans being reviewed in the context of the ICT Strategic Procurement exercise and expenditure only incurred where the assessed risk warrants investment.
3. approval be given for the project to proceed with a contingency of £50k should Sungard be required to relocate the Integrated Command & Control System (ICCS) – detailed in paragraph 4.2 to the report.

342

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.

343

MINUTES OF THE FINANCE MEETINGS 1, 2 AND 3 OCTOBER 2008

ORDERED that:-

1. the minutes be noted.
2. a further update be given to all members as appropriate at the next Police Authority Executive.

344

MINUTES OF THE COMMUNITY PROTECTION PANEL

ORDERED that the following minutes of the Community Protection Panel held on 15 October were submitted and approved.

COMMUNITY PROTECTION PANEL

A meeting of the Community Protection Panel was held on Wednesday 15th

October in the Executive Conference Room at Police Headquarters.

PRESENT: Cllr Hazel Pearson OBE (Chairman), Cllr Victor Tumilty (Vice Chair) Mr. Peter Race MBE, Mr. Ted Cox JP, Mr Mike McGrory JP, Cllr Ron Lowes and Cllr Paul Kirton

OFFICIALS: Mr. Norman Wright and Mrs. Sarah Wilson (CE)
ACC White, ACC Bonnard and Kate Rowntree.

345 **APOLOGIES FOR ABSENCE**

Miss Pam Andrews-Mawer, Cllr Dave McLuckie (ex officio) and Mr. Chris Coombs (ex officio).

346 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

347 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the Community Protection Panel meeting held on 14 August 2008 were agreed as a true and accurate record subject to one amendment – Cllr Paul Kirton to be added to the list of apologies.

348 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

1. The outstanding recommendations be noted.

349 **HATE CRIME REPORT**

The T/Assistant Chief Constable Pickard gave Members an overview of current issues around the management of hate crime by Cleveland Police. Sections 4 to 7 of the report detailed specific work being carried out on all four police districts.

Members were informed of the following facts and issues:

- The YTD statistics show a significant decrease in incidents, but this was mainly due to incorrect reporting in previous periods. A Chief Inspector from the Diversity Unit has been tasked to further review the reporting arrangements to ensure the continued accuracy of data.
- There is a newly appointed Sergeant for community engagement, part of the PREVENT strategy to help reduce hate crime and build trust amongst the diverse communities.
- Cleveland Police have been chosen as a pilot site for the new Equality Standards for Policing, which should assist in focusing on the management of hate crime and help with the forthcoming HMIC Workforce Inspection.

ORDERED that:

1. The report be noted.

350 **VOLUNTEER POLICE CADET SCHEME**

The Assistant Chief Constable White provided Members with an update on the progress of the Volunteer Police Cadet Scheme.

The following items were reported:-

- A Coordinator had been appointed as from 1st September 2008.
- Districts have been asked to nominate a local contact for the Coordinator to work with.
- The Coordinator has established a working party for the project, with CPA representation. The first meeting was held on 6th October 2008. A GANT chart detailing the workload was handed out at the Panel meeting.
- The project has funding until mid 2009 and further funding is now being sought, including from partners.

ORDERED that:

1. The Working Party meetings should be minuted/noted in future, with details made available for this Panel to note.
2. The report be noted.

351

CHILD ABUSE INVESTIGATION

The T/Assistant Chief Constable Pickard provided Members with an overview of the current procedures for child abuse investigation. This included details of the make up of Child Abuse Investigation Units, their workload and how they align with the work of the three Local Safeguarding Children's Boards, on which the police are a key member.

The following points were noted:-

- There are four Child Abuse Investigation Units, one based in each district. Each unit has a Sergeant and between four and six constables. Weekend cover is provided.
- The Local Safeguarding Children's Board instigates a Serious Case Review when a child dies or is seriously injured and abuse or neglect is a factor. This year there has been one such review and there were no recommendations relating to Cleveland Police.
- The Local Safeguarding Children's Board also reviews all child deaths, and the Head of Crime Operations is the Cleveland Police representative on the Overview Panel.
- For the financial YTD there have been 145 relevant crimes recorded and 109 crimes detected. 261 suspects have been arrested or formally interviewed under caution.
- The annual police contribution to the three Local Safeguarding Children's Boards is around £120k, or 11% of the total cost. The budget and expenditure is reported to the Children's Trust Boards, on which both the Force and Authority are represented.

ORDERED that:

1. The report be noted.

352

VULNERABLE ADULTS UNIT REPORT

The T/Assistant Chief Constable Pickard updated Members on the current work across the Force to tackle abuse caused to, and committed by, vulnerable adults. The nature and range of offences covered was highlighted.

The following points were noted:-

- The Vulnerable Adults Unit consists of 4 staff working within the Crime Department at Police HQ.
- There is a strong emphasis on multi-agency investigation, including case reviews, adhering to the Home Office "No Secrets" guidance.
- Each Social Services Dept has a Vulnerable Adult Coordinator in place for this work.
- Reported incidents of abuse have steadily increased over recent years, and this may continue as more old people enter care arrangements.
- Cleveland Police currently contribute 10% to the arrangements for partnership working in each local authority (Safeguarding Adults), approximately £30k per annum in total. There is pressure from local authorities to increase the funding and the Force is looking for greater collaboration before it recommends any commitment to this.

ORDERED that:

1. The report be noted.

353

DOMESTIC ABUSE REPORT

The T/Assistant Chief Constable Pickard updated Members on the current work being undertaken across the Force to tackle domestic abuse. This included an explanation of the MARAC arrangements for safeguarding victims and the MAPPA arrangements for monitoring offenders.

The following points were noted:-

- Domestic abuse investigation is very much a core policing role for response policing. Domestic violence is a major factor in murder and other serious violent crime and a main emphasis of domestic abuse training is to see it as homicide prevention.
- There is currently a review of domestic abuse underway led by CI Alistair Simpson.
- Each district has a Domestic Abuse Unit and in addition Middlesbrough and Redcar & Cleveland districts have Domestic Violence Investigators in place. The domestic abuse review will look at whether this should be the case in the other 2 districts.
- The Force now has a national reputation for the way it handles Honour Based Violence and forced marriage.
- Statistics for reported incidents and repeat victims were discussed, both at force and district level. The steady increase in reporting is seen by the Force as a positive in that it indicates increasing confidence in the reporting process. A recent survey found that 70% of victims felt safer after being through the criminal justice process and 92% felt that they were getting the support they needed.
- Following Members' questions it was confirmed that the domestic abuse review will look at the links between the MARAC and MAPPA processes to ensure that victims continue to be protected.

ORDERED that:

1. Once the domestic abuse review is completed, a Members' Briefing takes place covering the subjects of child abuse, vulnerable adults and domestic abuse.
2. The report be noted.

STOP AND SEARCH REPORT

The Assistant Chief Constable White presented Members with the latest statistics on stop and search by ethnicity and the reason for the stop and search.

The following points were noted:-

- The policy framework around stop and search is to reduce the fear of crime, promoting trust and confidence.
- This financial YTD there were 5567 stop and searches conducted, of which 2.3% were VME. Of the people stopped, 21% were arrested, mostly for going equipped or for stolen property. Of these 2.5% were VME. This shows a fair and proportionate approach, one that is intelligence led and very effective. Officers do not conduct "fishing trips". Each day there are 31 searches, resulting in 6 arrests, a relatively high conversion rate. After members' questions it was agreed to supply the stop and search data by time segments so long as this is not too onerous to collate.
- When the CUPID project is piloted in Hartlepool in the New Year it is hoped to make the stop and search form electronic. This is in line with the recent Flanagan recommendations.
- It was agreed that information provided by Neighbourhood Watch is very useful for this process as it often provides reasonable grounds for stop and search.
- It was agreed that there is a need to provide more feedback to victims and witnesses of crime. This was pointed out by the recent internal review of crime reporting and it is recognised nationally as a weakness in police performance. The Assistant Chief Constable expressed his aspiration to have every victim of crime personally visited in future.

ORDERED that:

1. The report be noted

NPIA REVIEW OF PCSO DEPLOYMENT

The Police Authority's Strategy and Performance Manager presented a report to Members explaining the details of the recent National Policing Improvement Agency's review of Police Community Support Officer Deployment.

The following points were noted:-

- The review found that the introduction of PCSOs and neighbourhood policing is generally viewed as a success.
- PCSOs predominantly undertake core public reassurance roles as per the 2005 ACPO Guidelines. The review recommends that all Forces should be made to comply with the Guidelines and focus PCSO resources around Neighbourhood Policing. It was noted that Cleveland Police already complies with this requirement.
- The review found that certain PCSO powers are seldom used and some, such as detention powers, may put PCSOs into conflict situations that are better dealt with by police officers. The recommendation in the report is to review PCSO powers to ensure that they are all required and used.
- The review recommends that all Forces follow the standard recruitment and training protocols from 2009. Cleveland Police will

review any changes required to the University training, which are expected to be minimal.

- The review recommended improved career development for PCSOs, including an NVQ and accredited learning, with a view to allowing PCSOs to more easily become police officers.
- The review comments upon the supervision of PCSOs and neighbourhood police teams. Cleveland Police will study carefully any issues arising, such as the supervision of PCSOs by PCs instead of Sergeants.
- Members commented that some neighbourhood policing teams seemed to lack resources in relation to the potential workload in their areas.
- It was acknowledged that the issue of continued partnership funding for PCSOs may cause a problem for the Force and Authority within the long-term financial plan.
-

ORDERED that:

1. The report be noted.

356

END OF YEAR POLICE AUTHORITY CONSULTATION REPORT

The police authority's Consultation Officer presented a report detailing all of the consultation activities carried out by the authority over the year to October 2008. This includes a broad span of consultation exercises, from the large postal survey as part of the Policing Plan Summary down to numerous focus group exercises with various local interests.

The following points were noted;-

- Anti-social behaviour remains the number one priority for residents in Cleveland. The top items are vandalism, graffiti and other deliberate damage, followed by people using and dealing drugs and people being rowdy and causing a nuisance.
- Other high priority areas for residents are crimes associated with drugs and violence.
- The top priorities for policing are emergency response followed by neighbourhood policing followed by serious and organised crime investigation.
- The views of young people, who were extensively consulted, are aligned to those of adults, except that they favour more CCTV coverage and the provision of more activities for young people.
- The residents perceive an overall reduction in crime and anti-social behaviour in their area over the last 12 months, with Redcar & Cleveland showing the biggest improvements. The same applies to satisfaction with, and the perceptions of, neighbourhood policing.
- Overall, residents felt that the police had a very good understanding of local issues, and that these were being dealt with relatively well.
- Members acknowledged the public's satisfaction following drugs raids, which creates a lasting feel-good factor.
- The Assistant Chief Constable agreed to discuss the contents of this report at his next BCU meetings.

ORDERED that:

1. The report's findings be recognised and used, along with the Force's strategic assessments and the Home Secretary's national policing

priorities, to assist in the setting of local policing priorities for Cleveland for 2009/10.

357 **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.

358 **CLEVELAND AIR SUPPORT UNIT POSITION UPDATE**

The Chair of the Strategic Air Support Unit updated Members on the provision of Air Support in the Cleveland areas and of the termination of the North East Air Support Unit (NEASU).

ORDERED that:-

1. the report be noted.

359 **PROCUREMENT REPORT FOR THE PROVISION OF PILOT SERVICES**

The Temporary Assistant Chief Officer (Finance & Commissioning) presented the report to Members in relation to the procurement for the provision of pilot services.

The procurement process had been completed in line with Cleveland Police Authority's Standing Orders and European Legislation.

The tender submission had fully met the specification required by Cleveland Police Authority.

The Evaluation Team recommended that the contract be awarded to Tender 2.

ORDERED that:-

1. the procurement method, analysis used and the decision made by the Evaluation Team be approved.
2. the contract be awarded to Tender 2 be approved.
3. that the stand alone option detailed in paragraph 4.1 to the report be approved.

360 **PROCUREMENT REPORT FOR THE PROVISION OF**

HELICOPTER MAINTENANCE SERVICES

The Temporary Assistant Chief Officer (Finance & Commissioning) presented the report to Members in relation to the procurement for the provision of helicopter maintenance services.

The procurement process had been completed in line with Cleveland Police Authority's Standing Orders and European Legislation.

The tender submission had fully met the specification required by Cleveland Police Authority.

The Evaluation Team recommended that the contract be awarded to Tender 1.

ORDERED that:-

1. the procurement method, analysis used and the decision made by the Evaluation Team be approved.
2. the contract be awarded to Tender 1 as the most economically advantageous tender be approved.

361

MINUTES OF THE FINANCE MEETINGS HELD ON 1 AND 15 OCTOBER 2008

ORDERED that:-

1. the minutes be noted.