

CLEVELAND POLICE AUTHORITY EXECUTIVE

A meeting of Cleveland Police Authority Executive was held on Thursday 4 June 2009 in the Members Conference Room at Police HQ.

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.

Independent Members

Miss Pam Andrews-Mawer, Mr Ted Cox JP, Mr Peter Hadfield, Mr Aslam Hanif, Mr Alf Illingworth TD JP, and Mr Peter Race MBE.

OFFICIALS: Mr Joe McCarthy, Mr Norman Wright and Mr John Bage (CE) Mr Sean Price, Mr Derek Bonnard, Mrs Ann Hall, Mr Christian Ellis and Miss Kate Rowntree (CC).

6 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Chris Coombs and Mr Mike McGrory JP.

7 DECLARATIONS OF INTERESTS

There were no declarations of interests.

8 STATEMENT OF ACCOUNTS

The Chief Executive informed Members that under the Account and Audit Regulations 2003, local authorities, including police authorities, were required to receive and approve the Statement of Accounts for 2008/09 before the end of June 2009.

Members were informed that the Draft Statement of Accounts had been the subject of a detailed Members Briefing on 19th May 2009 and were approved with a minor change to the Annual Governance Statement by the Audit and Internal Control Panel on 28th May 2009.

The Chief Executive informed Members that the role of the Authority is to approve the Statement of Accounts, subject to the results of the scrutiny undertaken by the Audit and Internal Control Panel, and its recommendations.

ORDERED that:

1. the detailed accounting policies as set out in the Statement of Accounts on pages 13 to 18 inclusive to the report, which the Authority had followed in producing these accounts be noted.
2. the analytical review of the accounts, contained with the body of the report and specifically within paragraphs 3.4 to 3.9 to the report, provided to facilitate Member scrutiny of the accounts be noted.
3. the Statement of Accounts be agreed.

9

ANNUAL GOVERNANCE STATEMENT 2008/9

The Assistant Chief Officer Finance and Commissioning (ACO F+C) informed Members that with effect from the financial year 2007/2008 the requirement to produce a Statement on the Systems of Internal Control ceased.

The review of the internal control arrangements now form part of a wider ranging document entitled "Annual Governance Statement". The report tabled, sought Member review of the second Annual Governance Statement to be produced under these arrangements.

Members were informed that the Police Authority Executive on the 11th December 2007 received a report regarding 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.

The ACO F+C informed Members that the CIPFA/SOLACE working group had produced a governance framework and subsequently drew up a draft document. The document was an interrelated system that brought together an underlying set of legislative requirements, governance principles and management processes.

ORDERED that:

1. the Annual Governance Statement at Appendix A to the report be approved.

REVISED CODE OF CORPORATE GOVERNANCE

The Strategy & Performance Manager informed Members that the new style Code of Corporate Governance was accepted by the Police Authority at its meeting in December 2007, becoming effective from 1st January 2008.

Members were informed that there would be an annual review of the Code, which would be brought to Members for approval. Since the last update in June 2008 there had been important changes to the working document and therefore it was an opportune time to bring these to the attention of Members and seek approval for their inclusion within the Code.

The Strategy & Performance Manager informed Members that by revising and updating the Code of Corporate Governance, the Police Authority will help ensure that it continues to meet its legal obligations.

ORDERED that:

1. the revised Code of Corporate Governance be agreed.
2. the amendments to the Code of Corporate Governance as outlined in para's 5.1 to 5.6 to the report be noted.

CLEVELAND POLICE AUTHORITY AND THE HUMAN RIGHTS

The Strategy & Performance Manager informed Members of the statutory duty that the police authority had with regard to the Human Rights Act and to propose a monitoring and reporting structure to ensure that the police authority's scrutiny role is properly exercised. The report contained a proposal to have an annual report on human rights compliance from the Chief Constable and for each report to Panels in future to include a section on Human Rights Act Implications.

Members were informed that the Police and Justice Act 2006 (and subsequent Statutory Instrument 2008 No. 82) stated that "police authorities shall monitor the performance of the police force maintained for its area in complying with the duties imposed on that force by the Human Rights Act 1998." Although the duty is mandatory, each police authority can choose how it

carries out monitoring in its particular police area.

The Chief Constable informed Members that he is the national Lead on reducing bureaucracy. Members were informed that accommodation with the Human Rights Act is covered by ongoing compliance with other primary and secondary legislation applied to policing. The Chief Constable stated that because of this, there is a question over the need for this new additional level of reporting.

The Strategy & Performance Manager informed that the Human Rights Act sought to promote equality and to protect the diversity of human culture and interaction. By monitoring compliance with the Act, the Police Authority is supporting its equality and diversity obligations and policies. The aim of the report is to seek compliance with the Human Rights Act through the monitoring of policies and practices.

ORDERED that:

1. all reports to Panels in future, contain a new section entitled "Human Rights Act Implications" to detail any Convention rights (Appendix A) that are directly relevant, together with a brief impact assessment, be agreed.
2. the Force provide an annual report on compliance with the Human Rights Act that included the sections detailed in Appendix B to the report. This to be presented to the Human Resources and Diversity Panel annually be agreed.
3. the Police Authority receive an annual report on the operation of the Independent Custody Visiting process, including details of any human rights issues raised during the last 12 months and details of human rights training provided for Independent Custody Visitors, be agreed.

12

MINUTES OF THE STRATEGIC PROCUREMENT & MAJOR PROJECTS PANEL HELD ON 16 FEBRUARY 2009

ORDERED that the following minutes of the Strategic Procurement & Major Projects Panel held on 16 February 2009 were submitted and approved.

STRATEGIC PROCUREMENT & MAJOR PROJECTS PANEL

ACTION

A meeting of the Strategic Procurement & Major Projects Panel was held on

Monday 16 February 2009 in the Members Conference Room at Police Headquarters.

PRESENT: Miss Pam Andrews-Mawer (Chair), Mr Mike McGrory JP (Vice Chair), Mr Chris Coombs (ex officio), Mr Aslam Hanif, Councillor Hazel Pearson OBE

OFFICIALS: DCC Bonnard, Mrs Ann Hall, Mrs Jean Hodgkinson, Superintendent Glenn Gudgeon and Miss Kate Rowntree (CC) Mr Joe McCarthy and Mrs Jayne Harpe (CE)

ADDITIONAL MEMBERS Councillor Victor Tumilty, Mr Peter Hadfield, Councillor Ron Lowes.

13 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Dave McLuckie (ex officio), Councillor Barry Coppinger and Mr Ted Cox JP.

14 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

15 **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 4 of Part 1 of Schedule 12A to the Act.

16 **UPDATE OF THE HARTLEPOOL HQ REFURBISHMENT**

The Project Manager updated Members on the Hartlepool Refurbishment Project.

ORDERED that:

1. whilst some changes to the original project had been made, the final results were of a very high standard and costs had been contained from within existing budgets be noted.
2. a full reporting process had been in place throughout with Client/Construction meetings, Stakeholder meeting and Project Boards all held on a monthly basis be noted.
3. the latest Project document attached to this report be noted.

17 **UPDATE OF THE ROAD POLICING UNIT, WYNYARD BUSINESS PARK**

The Project Manager updated Members of progress on the Strategic Road Policing Unit located at Wynyard Business Park.

ORDERED that:

1. the details as shown in the latest Project Board document attached to this report be noted.
2. Members noted that:-
 - Construction work started late September 2008 and was on target to be completed late July 2009;
 - The lease on Cannon Park expires on 24 August 2009 and

- the premises must be vacated by this date;
- The transition to the new premises would start no later than week commencing 3 August 2009 and would aim to be seamless.
3. a full reporting process had been in place throughout with Client / Construction meetings and Stakeholder meetings been held on a monthly basis and Project Boards held on a bi-monthly basis be noted.

18 **UPDATE ON PROJECT "I"**

The Head of Project "I" updated Members on the progress of Project "I".

The project had now entered the formal stage of Competitive Dialogue Process. An update report would be provided to the Authority at each evaluation stage or when required.

ORDERED that:

1. the report be noted.

19 **MINUTES OF THE COMMUNITY PROTECTION PANEL
HELD ON 18 FEBRUARY 2009**

ORDERED that the following minutes of the Community Protection Panel held on 18 February 2009 were submitted and approved.

COMMUNITY PROTECTION PANEL

A meeting of the Community Protection Panel was held on Wednesday 18th February 2009 in the Members Conference Room at Police Headquarters.

PRESENT: Cllr Hazel Pearson OBE (Chairman), Cllr Victor Tumilty (Vice Chair), Mr Ted Cox JP, Mr Mike McGrory JP, Cllr Ron Lowes, Mr Chris Coombs (ex officio), Cllr Paul Kirton, Cllr Steve Wallace and Miss Pam Andrews-Mawer.

OFFICIALS: Mr John Bage, Mr Norman Wright and Mrs Sarah Wilson (CE)
ACC Sean White, A/ACC Michael Hartnack, Cmdt Ann Shaw and Miss Kate Rowntree (CC).

20 **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Dave McLuckie (ex officio), Mr Chris Coombs (ex officio) and Mr Peter Race MBE.

21 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

22 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the Community Protection Panel meeting held on 18 December 2008 were agreed as a true and accurate record.

23

OUTSTANDING RECOMMENDATIONS

ORDERED that:-

1. The outstanding recommendations be noted.

24

PROGRESS ON THE CLEVELAND POLICE SPECIAL CONSTABULARY

The Assistant Chief Constable and the Commandant updated Members on the progress of implementation of the Special Constabulary.

Cleveland currently has 137 serving Special Constables and a further 41 in training due to be attested in March and May 2009. A further 48 will be recruited in the 2009/10 financial year. The core strength for Specials should be in the region of 170 officers – 10% of our regular establishment.

The National Strategy for the Special Constabulary was launched in March 2008. The aim of the strategy is to enable the Special Constabulary to strengthen its position as a valuable part of policing provision and to make best use of Specials to increase force performance.

ORDERED that:-

1. the contents of the report be noted.

25

UPDATE ON THE SEXUAL ASSAULT REFERRAL CENTRE

The Acting Assistant Chief Constable updated Members on the progress of the Sexual Assault Referral Centre (SARC).

The SARC was founded on the basis of best practice recommendations from Her Majesty's Inspectorate of Constabulary (HMIC) and Her Majesty's Crown Prosecution Service Inspectorate (HMCPPI). The purpose of the SARC is to improve the service to victims of rape or sexual assault.

The Centre, based in the North Ormesby Health Village combines bespoke facilities for forensic medical examination and video interview of victims with direct access to crisis support, contraceptive and sexual health advice and signposting to counseling and ongoing support. This is all carried out within a single location, designed to provide a safe and appropriate environment for victims.

The SARC is functioning well and meeting its key objectives in providing an excellent facility for dealing with victims of rape and sexual assault. The SARC has taken advantages of additional Home Office funding to make further improvements to the facility.

ORDERED that:-

1. the contents of the report be noted.

26

PROGRESS ON THE CLEVELAND POLICE VOLUNTEER SCHEME

The Assistant Chief Constable updated Members on the present position

with regard the Cleveland Police Volunteer Scheme.

Volunteers were launched in force in February 2008. The Cleveland Police Volunteer Scheme had been established with the primary aim of getting local communities more closely involved with their police service, and so improving the service we can offer. To date 120 volunteers have attended and completed the Volunteer induction course which comprises of four, three hour sessions.

At the end of January approximately 30 volunteers were in place across the Force and a further 45 are waiting posting – this is in consultation with the Chief Inspectors from Districts. The remaining 45 are still waiting to clear our processes, namely vetting. By the start of the new financial year we would expect at least 90% of our original 120 volunteers to be in post within the organisation.

ORDERED that:-

1. the contents of the report be noted.

27

AUDIT COMMISSION REPORT ON CHILDREN'S TRUST BOARDS

The Consultation and Performance Officer informed Members of the findings of the Audit Commission report 'Are we there yet? Improving governance and resource management in Children's Trusts'.

Members were informed that the Laming Report following the death of Victoria Climbié recommended that services for children and young people should become more integrated. This led to the publication of the Government's Green Paper, Every Child Matters, and the establishment of local children's trusts to bring health and social care of children under one management structure.

Members were informed that the Audit Commission report concluded that there was little evidence of better outcomes for children and young people resulting from the requirement that arrangements are put in place to co-ordinate children's services.

The Audit Commission found that the creation of Children's Trust Board's had not improved the outcomes for children and young people, and that Boards had not developed as much as would have been hoped.

ORDERED that:-

1. the contents of the report be noted.

28

POLICING PLAN AND 3 YEAR STRATEGY

The Acting Assistant Chief Constable presented to Members the final draft of the 2009-12 Local Policing Plan. Members were informed of the work carried out in compiling the Plan so that Members would be in a position to now 'issue' the plan.

Members were informed that under the Police and Justice Act 2006 (section 6ZB) Cleveland Police Authority shall, every year, issue a policing plan setting out:

- The authority's policing priorities for the policing of its area during that year;
- The proposed arrangements for the policing of Cleveland for the period of three years beginning with that year.
- Policing objectives should be consistent with the strategic priorities determined by the Home Secretary under section 37A of the 1996 Act.

The Local Policing Plan is a key document in communicating the policing priorities, activities and the resources to the public, as well as to Force managers for the forthcoming financial year.

The Local Policing Plan is in effect the action plan for the year ahead. It sets out in an accessible format the process by which we will meet our priorities and objectives allowing the Authority to measure the performance of the Force.

ORDERED that:-

1. the final draft of the 2009-12 Local Policing Plan be issued, subject to minor amendments and the additions of budgetary details, performance targets and outturn results.

29

LOCAL SUSTAINABLE COMMUNITY STRATEGIES

The Strategy and Performance Manager informed Members of the contents of the Sustainable Community Strategies, published by the Local Strategic Partnerships (LSPs) for Hartlepool, Stockton, Middlesbrough and Redcar & Cleveland. A summary of the four documents was attached in appendices A – D to the report.

Members were informed that the police have a key role to play on LSPs, with the District Commander sitting on their local Executive Board and that all local authorities have a statutory duty to work with partner organisations, to produce a Sustainable Community Strategy (Local Government Act 2000 and Local Government and Public Involvement in Health Act 2007). Any document should set out the long-term vision for the local authority area concerned, identifying local priorities for improvement and shaping the future direction and plans of the major public service providers.

The Sustainable Community Strategies for the four boroughs describe the partners' aspirations for community development over the long-term. These documents will form part of the evidence base for the Audit Commission when carrying out the new Comprehensive Area Assessments from April 2009. The report apprised Members of the contents of the latest versions of the Community Safety Strategies as published by the local LSPs.

ORDERED that:-

1. the contents of the report be noted.

30

MINUTES OF THE POLICE AUTHORITY EXECUTIVE HELD ON 26 FEBRUARY 2009

ORDERED that the minutes of the Police Authority Executive held on 26 February 2009 were approved and signed by the

Chair as a true and accurate record.

31

MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON 5 MARCH 2009

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on 5 March 2009 were submitted and approved.

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 5 March 2009 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT

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

OFFICIALS

Mrs Julie Leng and Mrs Clare Hunter (CE)
Mr Derek Bonnard, Mrs Ann Hall and Miss Kate Rowntree (CC).

ADDITIONAL
ATTENDEES

Councillor Ron Lowes and Councillor Victor Tumilty

32

APOLOGIES FOR ABSENCE

Apologies for absence were received from, Councillor Dave McLuckie, Mr Joe McCarthy and Mr Bonnard.

33

DECLARATIONS OF INTERESTS

There were no declarations of interests.

34

MINUTES OF THE POLICY & RESOURCES – CORPORATE DEVELOPMENT PANEL HELD ON 5 FEBRUARY 2009

The minutes were agreed as a true and accurate record.

OUTSTANDING RECOMMENDATIONS

ORDERED that:-

1. the Outstanding Recommendations be noted.

35

BUDGET MONITORING REPORT TO 31 JANUARY 2009

The 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 set out the progress against delivery of that budget and was part of the process introduced by the Authority to maintain prudent financial management.

The Authority was on target to deliver the £750k provision against the cost of a stand alone air support unit in 2009/10. The budget of £300k from the non-recurring costs of the Project I to be set aside from additional savings generated during the year. Project I would run significantly into 2009-10 and therefore Members agreed, at their meeting on 5 February that any money remaining unspent at the end of the 2008-9 financial year, along with any underspends within the ICT revenue budget, would be earmarked for the completion of this project.

Members also approved, at their meeting on 5 February to set up an earmarked reserve totalling £810k for Injury / Medical Requirements budget to be reduced on a non-recurring basis in 2009/10 and 2010/11 contributing to the achievement of a balanced budget in 2009/10 whilst retaining the resilience to make Medical Retirements where appropriate.

The position to date and the year-end forecast were shown at Appendix A to the report and reflected the decisions detailed above and were subject to members approval of the carry forwards requested in 2.2 to the report.

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 forecast position for 2008/9. Although some pressures were emerging there was currently sufficient resilience in budgets to absorb them in the current year.

ORDERED that:-

1. the contents of the report be noted.
2. the carry forward of budgets totaling £662k to 2009-10 as detailed below be approved:-

Carry Forwards	
	£000s
Dilapidation Costs	200
Neighbourhood Policing Grant	196
Medical/Injury Pensions	170
Devolved Budget Carry Forwards	96
Forecast Outturn	662

36

CAPITAL MONITORING REPORT TO 31 JANUARY 2009

The 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.

The 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 Easytask Software at a cost of £12.9k be approved.
3. the adding back to unallocated monies the budget of the following project be approved:-
 - Vehicle Data Recorders - £3k
4. the carry forward to 2009/10 of the following budgets be approved:-
 - Impact Data Preparation - £5.2k
 - Hartlepool upgrade to Voice Over Internet Protocol - £10k
 - Integrated Risk & Performance Management - £20k
 - Criminal Justice Extranet (CJX) Resilience - £12.7k
 - Specialist Vehicle - £15k

37

TREASURY MANAGEMENT TO 31 JANUARY 2009

The 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. 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. Due to the unprecedented turbulence of the financial markets, this initial strategy had been updated to enable speed of action when responding to emerging risks to the Authority's investment portfolio. At their meeting on the 30 September 2008, Members resolved to delegate authority to amend the approved List of Counterparties and the investment limits with institutions to the Chief Executive in consultation with the Deputy Section 151 officer. This delegated authority would automatically be withdrawn at 31 March 2009.

This report updated Members 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.

Given the current unprecedented turbulence and uncertainty in financial markets and financial institutions, the protection of the Authority's underlying investments was of utmost importance. The investment strategy that underpins this had recently been reviewed and amended to enable a quick response to changes in market conditions as they take place. Consequently, the Authority continued to manage its cash resources in a low risk yet highly liquid manner.

ORDERED that:-

1. the contents of the report be noted.
2. members were informed that the following recommendation had been agreed at the Police Authority Executive meeting on

the 26 February 2009 and that future Treasury Management reports would reflect this updated position:-

“the period of delegated authority to the Chief Executive in consultation with the Deputy Section 151 Officer, to amend the approved List of Counterparties and the Investment Limits within institutions be extended to 30 September 2009 be agreed”.

38 **FIRE AND SAFETY UPDATE**

The Deputy Chief Constable provided Members with an insight into the position with regard to health and safety within Cleveland Police for the period 1 October 2008 to 31 December 2008 respectively.

ORDERED that:

1. the contents of the report be noted.

39 **PENSION CONTRIBUTION RATES**

The Deputy Chief Constable presented this report which was a follow up to the report that was submitted to the Policy & Resources / Corporate Development Panel meeting held on 9 July 2008. The report highlighted changes to the Local Government Pension Scheme made on 1 April 2008, specifically in relation to pension contribution rates.

Members agreed that for the financial year 2008/09 pension contribution rates would be allocated on 1 April 2008 and from 1 April 2009 pension contribution rates would be re-allocated whenever pay changes.

The regulations allow an employer to reallocate an employee to a new pension contribution band following a material change in pay. There were three options to consider. The previous paper had highlighted the advantages and disadvantages of each option.

Consideration had been given to all of the available options and the advantages of each.

It was concluded that Option 1 (reallocating every year on 1 April) was the most appropriate option to implement at the present time due to the limitations of the existing payroll system and was the most practical option to adopt.

ORDERED that:-

1. members reconsidered the issues presented and decided upon the method of reallocation pension contribution rates.
2. the implementation of Option 1 with effect from 1 April 2009 and that such changes to pension contribution rates were made on the 1 April every year thereafter be approved.

3. assessment of employees' pensionable pay for all staff within the Force would take place annually on 28 February and any staff who moved from one band to another would be advised accordingly prior to 1 April be approved.

40

RECRUITMENT UPDATE

The Deputy Chief Constable provided performance outturn information regarding recruitment activities carried out by the Force between January 2009 and March 2009.

As part of the Long Term Financial Plan a recruitment plan for 2008/9 was agreed, which resulted in a budgeted vacancy rate of 1% for Police Officers and an increase in PCSO numbers to 197. Both targets were achieved.

This report provided performance outturn information regarding recruitment activities carried out by the Force in quarter 3 2008/9 and projected financial outturns on appropriate budgets. A further work report would be delivered in June 2009 to this Panel.

ORDERED that:-

1. the contents of the report be noted.

41

PROCUREMENT REOPORT FOR 'PENSION ADMINISTRATION SERVICES CONTRACT'

The Assistant Chief Officer Finance and Commissioning presented the report to members.

HBS Business Services (who were acquired by Mouchel in 2008) had provided the Authority with an Administration Service for its Pension Scheme since the Authority came in being.

The contract with Mouchel for Pension administration services was due to expire on 31 March 2009.

The Procurement Department in conjunction with Corporate Finance had completed an options appraisal of this service to ensure that the Authority achieved best value for the services procured via contract.

To ensure business continuity for the Force and to also resume a local partnership arrangement, it was recommended that the Authority enter into a new agreement with Mouchel for the provision of Pension Administration Services for the perio 1 April 2009 to 31 March 2012.

The award of a new three year agreement with Mouchel was fully complaint with EU procurement legislation as the pension fund administration service falls under a part B service; therefore a full EU tender was not compulsory.

The new agreement would provide business continuity for the Authority and also offer value for money when compared to national arrangement.

ORDERD that:-

1. the award of a 3 year contract for Pension Administration

Services via an exemption to standing order to Mouchel be approved.

2. the criteria for exemption from the normal requirement to tender set out in Contract Standing Order 4 were satisfied be agreed.
3. the terms were more favourable than those under the national framework agreement, benefiting the Authority by £39.6k be noted.

42

MINUTES OF THE LEADERSHIP PANEL HELD ON 17 MARCH 2009

ORDERED that the following minutes of the Leadership Panel held on 17 March 2009 were submitted and approved.

LEADERSHIP PANEL

A meeting of the Leadership Panel was held on Tuesday 17 March 2009 in the Chair's office at Police Headquarters.

PRESENT:

Miss Pam Andrews-Mawer, Mr Chris Coombs, Cllr Barry Coppinger, Mr Ted Cox JP, Mr Aslam Hanif, Cllr Dave McLuckie (Chair). Cllr Hazel Pearson OBE and Mr Peter Race MBE

43

APOLOGIES FOR ABSENCE

There were no apologies for absence.

44

DECLARATIONS OF INTERESTS

There were no declarations of interests.

45

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

46

LEADERSHIP ISSUES

The Chair presented the report to Members of the Leadership Panel.

ORDERED that:-

1. the recommendations be approved.

47

MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON THE 19 MARCH 2009

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on 19 March

2009 were submitted and approved.

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 19 March 2009 commencing at 9.00 am in the Members Conference Room at Police Headquarters.

PRESENT	Miss Pam Andrews-Mawer, Councillor Barry Coppinger (Chair), Mr Chris Coombs (ex officio), Mr Ted Cox JP, Mr Peter Hadfield, Mr Aslam Hanif, Mr Alf Illingworth TD JP, Cllr Dave McLuckie, Mr Peter Race MBE, and Councillor Steve Wallace (Vice Chair).
OFFICIALS	Mr Joe McCarthy, Mrs Julie Leng and Mr John Bage (CE) Chief Constable Mr Sean Price, T/ACC Dave Pickard, ACO F+C Mrs Ann Hall, Insp Heather Allen and Miss Kate Rowntree (CC).
ADDITIONAL ATTENDEES	Councillor Ron Lowes and Councillor Victor Tumilty

48 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from, Councillor Hazel Pearson OBE..

49 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

50 **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.

51 **PROCUREMENT REPORT FOR THE PROVISION OF HELICOPTER INSURANCE**

The Temporary Assistant Chief Constable informed Members that as of the 1st April 2009, the ownership of the EC135T1 Helicopter will transfer to Cleveland Police Authority. To protect against risk the Authority must ensure that it has adequate insurance to cover operating risk and public liability in relation to the air support unit.

Members were informed that adequate insurance is a key mitigation of the financial risks to the Authority should something adverse occur with the aircraft. The procurement process has been completed in line with European Legislation.

ORDERED that:-

1. the normal requirement to tender be waived because of the specialist nature of this insurance be agreed.
2. the award of the contract to Quotation No 2. be agreed.
3. the contract term of two years to coincide with the delivery of the new aircraft. This insurance is subject to the normal

annual review and renewal processes be agreed.

52

PROCUREMENT REPORT FOR THE PROVISION OF HELICOPTER FUEL AT DURHAM TEES VALLEY AIRPORT

The Temporary Assistant Chief Constable informed Members that as of the 1st April 2009, the ownership of the EC135T1 Helicopter will transfer to Cleveland Police Authority. This aircraft requires Jet A1 fuel to operate.

Cleveland Air Support Unit will be located at Durham Tees Valley Airport and re-fuelling of the EC135T1 will take place at this location.

Cleveland Air Support Unit will operate for the same number of flying hours as the aircraft previously located at Durham Tees Valley Airport, therefore the number of litres purchased in 2008 is a reflective of future purchases. The procurement process has been completed in line with European Legislation

ORDERED that:-

1. the procurement method used, be noted.
2. the award of the contract to Tenderer No 1, be agreed.
3. the contract term of five years with an option to extend annually for a period of four years, maximum contract term of nine years, be agreed.
4. the Police Authority will have the right to terminate its contract with Tenderer 1, should Durham Tees Valley Airport terminate their contract with Tenderer 1, be agreed.

53

MINUTES OF THE POLICE AUTHORITY EXECUTIVE AGM HELD ON 19 MARCH 2009

ORDERED that the minutes of the Police Authority Executive AGM held on 19 March 2009 were approved and signed by the Chair as a true and accurate record.

54

MINUTES OF THE STRATEGIC POLICING & PERFORMANCE PANEL HELD ON 19 MARCH 2009

ORDERED that the following minutes of the Strategic Policing & Performance Panel held on 19 March 2009 were submitted and approved.

STRATEGIC POLICING & PERFORMANCE

A meeting of the Strategic Policing & Performance Panel was held on Thursday 19 March 2009 commencing at 10.30am in the members' conference room at Police Headquarters.

PRESENT

Mr Aslam Hanif (Chair), Mr Alf Illingworth TD JP (Vice Chair), Mr Ted Cox JP, Mr Chris Coombs, Councillor Mary Lanigan Councillor Ron Lowes, Councillor

Hazel Pearson OBE, Miss Pam Andrews-Mawer and Mr Peter Hadfield.

OFFICIALS

Mr John Bage and Mr Norman Wright (CE).
T/ACC Dave Pickard and Miss Kate Rowntree (CC).

ADDITIONAL
MEMBERS

Councillor Caroline Barker and Councillor Victor Tumilty.

55

APOLOGIES FOR ABSENCE

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

56

DECLARATIONS OF INTERESTS

There were no declarations of interests.

Action

57

**MINUTES OF THE STRATEGIC POLICING AND PERFORMANCE
PANEL HELD ON 28 JANUARY 2009**

The minutes were agreed as a true and accurate record.

58

OUTSTANDING RECOMMENDATIONS

ORDERED that:-

1. The Outstanding Recommendations be noted.

59

FORCE PERFORMANCE REPORT (APRIL 2008 TO JANUARY 2009)

A/ACC Pickard informed Members of actual performance from 1st April 2008 to 31st January 2009 and includes sections on:

- Recorded crime
- Sanction detections
- Incidents
- Statutory Performance Indicators
- Offences Brought to Justice

Members were informed that the performance figures showed that the Force continued to work to make good progress in reducing crime and increasing detections. An improvement in all 13 crime categories had been achieved and the detection rate had improved in 10 of the 13 crime categories.

ORDERED that:-

1. the performance be noted.

60

FORCE PERFORMANCE TARGETS 2009-10

A/ACC Pickard provided Members with an update in relation to the Force target setting process. Members were informed that the recent Policing Green Paper "From the Neighbourhood to the National: Policing our Communities Together" and its response set out the intention to remove all top-down numerical targets set by the Government for the police service. Instead, a single, top-down numerical target, based on the PSA (23) indicator to improve public confidence will be introduced.

In light of the proposals, a priority indicator set has been identified against

which performance improvement targets are proposed. These proposals have been agreed in principle by the Force Executive team, in consultation with key stakeholders who together will work to deliver the required improvements.

ORDERED that:-

1. the report be noted.

61

REVIEW OF CRIME REPORTING AND MANAGEMENT

A/ACC Pickard informed Members on the progress of the Corporate Action Plan arising out of the Operational Performance Team (OPT) review on Crime Recording and Management. This work took place during June 2008.

Following publication of the review the Chief Constable gave an undertaking to manage the implementation of the recommendations. In order to achieve a structured process that ensured timely development of inter-dependent actions, each recommendation was aligned to one of the following business areas:

- Strategic Management
- Crime Management Units
- Communications Centre Management
- Training

Implementation is progressing satisfactorily with key recommendations either completed or approaching finalisation. The goal is to move the Force towards a 'commonsense' approach to crime recording and management whilst retaining integrity and compliance with National Crime Recording Standard (NCRS) and other standards as the foundation of good, ethical performance.

ORDERED that:-

1. the report be noted.

62

ACTIVITY BASED COSTING (ABC): UPDATE ON ABC

A/ACC Pickard updated Members on the position of Activity Analysis (AA) and Activity Based Costing (ABC). ABC was originally developed by ACPO in conjunction with the Home Office as a method of calculating the costs of policing activities or outputs. At the time of launch (2003/04) the vision was that ABC would become a key tool in enabling more efficient use of resources. However, the pragmatic realities of undertaking the model have proved difficult and the effectiveness of ABC as a tool for forces to improve service delivery at a local level has proved elusive.

The Flanagan Review (2008) and Home Office Green Paper (2008) both identified the need to reassess the balance between the effort expended in undertaking the work and the benefits gained from delivering ABC and AA.

The ACPO response to Flanagan and the Home Office has been the development of the Police Objective Analysis (POA). This aims to provide robust financial information; to give a clearer understanding of the costs of policing and how resources are used within the service. The Home Office has accepted POA as an alternative model to ABC.

ORDERED that:-

1. the report be noted.

63

MINUTES OF THE AUDIT & INTERNAL CONTROL PANEL HELD ON 26 MARCH 2009

ORDERED that the following minutes of the Audit & Internal Control Panel held on 26 March 2009 were submitted and approved.

AUDIT AND INTERNAL CONTROL PANEL

ACTION

A meeting of the Audit and Internal Control Panel was held on Thursday 26 March 2009 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 Victor Tumilty, Councillor Mary Lanigan , Councillor Hazel Pearson OBE, Mr Aslam Hanif, Mr Ted Cox JP, Mr Peter Race MBE (ex officio) and Mr Peter Hadfield.

OFFICIALS

Mr John Bage and Mr Paul Kirkham (CE).
Mrs Ann Hall, Ms Andrea Crinnion and Sgt Anne Marie Salwey (CC).

AUDITORS

Mr Ian Wallace (RSM Bentley Jennison), Ms Catherine Andrew (Audit Commission)

64

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Dave McLuckie (ex officio), DCC Derek Bonnard, Mr Chris Coombs, Mr Joe McCarthy

65

DECLARATIONS OF INTERESTS

There were no declarations of interests.

66

MINUTES OF THE PREVIOUS MEETING HELD 22 January 2008

The minutes were agreed as a true and accurate record.

67

OUTSTANDING RECOMMENDATIONS

ORDERED that:-

1. the Outstanding Recommendations were noted.

68

BUSINESS CONTINUITY PLANNING/DISASTER RECOVERY & RISK MANAGEMENT UPDATE

The Head of People & Organisational Development provided Members a progress update on Business Continuity Planning (BCP)/Disaster Recovery (DR) and Risk Management.

The report updated Members on the progress to implement a Service Continuity System within the Force structure and aligning it with the Risk Register. This was linked to the Service Continuity Framework Document developed by the Head of Governance as supported by the Executive.

Members were informed that the delivery of the updated Risk Register and robust BCP/DR plans is a key to enabling the long term sustainable future of the Force. Progress to date is pleasing and with the re-alignment of Risk and BCP/DR already undertaken in Q3 and Q4 of 2009/10. A sound platform for the delivery of these plans will continue to be maintained.

ORDERED that:-

1. the contents of the report and progress to date be noted.

69

THE ANNUAL GOVERNANCE STATEMENT 2008-2009 – SOURCES OF ASSURANCE

The Executive Accountant informed Members that the report was intended for the Audit and Internal Control Panel to review and comment on the Sources of Assurance as part of the process of establishing the assurance framework in support of the Annual Governance Statement.

Members were informed that as part of the framework for preparing the Annual Governance Statement the "PURE & Annual Governance Statement Group" (PURE & AGS Group) had identified through its work, the Sources of Assurance which underpin the provision of assurance on the adequacy and effectiveness of controls over key risks.

The Executive Accountant informed Members that the report is focused on organisational health and governance issues which if not addressed represent risks to the reputations of the Police Authority and the Force. The report represented the progression of advice in the CIPFA – Rough Guide to the AGS.

ORDERED that:-

1. the Sources of Assurance be agreed.

70

ANNUAL GOVERNANCE STATEMENT

The Executive Accountant informed Members that Authorities, including Police Authorities, are required to prepare an Annual Governance Statement. Though the statement is published within the Annual Statement of Accounts, it should be considered and agreed as a separate document as it is about all corporate controls and not confined to financial issues. Guidance from CIPFA envisages that the statement is reviewed by a Member group during the year (rather than just at year end) as an integral and indeed critical component of the review process.

Members were informed that the purpose of the report is firstly to update the panel on progress against significant governance issues, and the action

points for improvement, identified in the 2007/2008 Statement (approved by the Police Authority Executive on the 5th June 2008). Secondly it sets out an initial draft of the 2008/2009 AGS.

The Executive Accountant informed Members that the Annual Governance Statement process is to provide a continuous review of the effectiveness of an organisation's governance arrangements including internal control and risk management systems. The report is intended to give assurance on their effectiveness or otherwise leading to an action plan to address identified weaknesses.

ORDERED that:-

1. the current progress against the significant governance issues and action points for 2008/2009 identified in the 2007/2008 Annual Governance Statement be noted.
2. the current draft of the Annual Governance Statement 2008/2009 be noted.

71

REVISED CONTRACT STANDING ORDERS

The Executive Accountant informed Members that the review of contract standing orders which commenced early last year has been given greater emphasis by the Transformation of Procurement Project currently being carried out by Redcap on behalf of the Force, and the need to provide a completely new set of Contract standing Orders to facilitate implementation of a step change in procurement practices.

Members were informed that governance arrangements are the subject of an ongoing and sustained review. Work on contract standing orders commenced last year. This included a briefing and consultation session with all members of the Police Authority on the 5th February 2008.

The Executive Accountant informed members that given the nature and scale of change Internal Audit has been consulted on a draft of these standing orders. There has been no adverse commentary on that draft. It has been agreed in principle with the Head of Internal Audit that there will be an audit of the application of these new Contract Standing Orders approximately a year after they are implemented.

ORDERED that:-

1. the proposed new Contract Standing Orders as set out at Appendix A of the report be agreed.
2. the Chief Executive, in consultation with the Chair and Vice Chair of the Audit & Internal Control Panel decide the implementation date be agreed.
3. a review of their application be undertaken by the Head of Internal Audit in 2010/2011 be agreed.

72

AUDIT & INTERNAL CONTROL PANEL SELF ASSESSMENT ACTION PLAN

The Executive Accountant informed Members that as part of the continuous process of development and improvement of the Police Authority the Chief Executive and the Chair of the Panel commissioned a self assessment of the Audit & internal Control Panel.

Members were informed that following two workshop sessions for Members, on the 28th October and 5th November 2008, and an analysis of the self assessment questionnaires completed by all of the members of the panel, an Action Plan intended to address areas for improvement had been developed. This was attached at Appendix A to the report.

The Executive Accountant informed Members that the financial consequences of the action plan are included in the budgets of the Authority and those of the Force. The self assessment process had proven to be useful to Members and Officers alike in developing the role and effectiveness of the Panel.

ORDERED that:-

1. the progress against the approved Action Plan be noted.

73

RISK MANAGEMENT REPORT

The Executive Accountant informed Members the 2007 CIPFA/APA guidance for police authorities "Delivering Good Governance in Local Government Framework" recommended that an effective risk management system be put in place and that decisions be subject to effective scrutiny and the management of risk. It further recommended that the authority should ensure that risk management is embedded into the culture of the organization; with Members and managers at all levels recognising that risk management is part of their job.

Members were informed that the ability to identify and manage its risks will enhance the Authority's capability to promote the openness and accountability, promote corporate governance and performance improvement. The report is part of an ongoing process within both Force and Authority to embed risk management in every aspect of the business.

ORDERED that:-

1. the Police Authority Risk Register as detailed in Appendix 1. Item PA7, the replacement of police HQ, has been reinstated because expressions of interest in the HQ site are currently being sought be agreed.
2. the Risk Register Analysis - Appendix 2 to the report be noted
3. the draft Action Plan - Appendix 3 to the report be noted.

74

CONTRACT STANDING ORDER NO. 4 – EXEMPTION FROM THE NORMAL REQUIREMENT TO TENDER.

The Assistant Chief Officer Finance & Commissioning informed Members that Standing Orders paragraph 4.3c states that "Every authorised exemption shall be reported to the Authority via the appropriate Panel, and shall be recorded in the minutes of the Authority." The report covered exemption

requests for the period October to December 2008.

Members were informed that in compliance with Contract Standing Orders it had been the practice to report quarterly every circumstance where it appears that the normal requirement to tender has not been followed.

The details of the exemption requests attached at Appendix A to the report not only comply with the methodology approved by Members but represent the Force's ongoing commitment to greater efficiency and effectiveness.

ORDERED that:-

1. the exemptions in Appendix A to the report which satisfy the criteria for exemption from the normal requirement to tender set out in Contract Standing Order 4 be noted.
2. those items outside of the Police Authority Exemption Reasons were discussed in detail and approved, be noted.

75

DRAFT AUDIT AND INSPECTION PLAN

The District Auditor verbally updated Members that a report on future work would shortly be sent to Chair of the Audit & Internal Control Panel, the Chief Executive and the Assistant Chief Officer Finance & Commissioning for consideration.

ORDERED that:-

1. the verbal update be noted.

76

STRATEGY FOR INTERNAL AUDIT – INITIAL PROPOSAL

The Internal Auditor informed Members that the purpose of internal audit is to provide the Authority, 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 forms part of the framework of assurances that the Authority receives and should be used to help inform the annual Statement on Internal Control.

Members were informed that in 2008/2009 the Internal Auditors undertook a risk maturity thematic review of the Police Authority. For the Police Authority the Internal Auditors used the days allocated to risk management to assist in providing training to Service Unit Managers and Members.

In 2009/10 the Internal Auditors proposed to complete the risk maturity review and provide the Authority with a report highlighting areas of best practice that they will identify and map where the Authority is in relation to risk maturity in comparison with their wider client base.

ORDERED that:-

1. the report be noted.

77

INTERNAL AUDIT PROGRESS REPORT

Members were informed that the periodic Internal Audit plan for 2008/09 was approved by the Audit & Internal Control Panel on 28 May 2008. The report summarised the outcome of work completed to date against that plan, and at Appendix A to the report provided cumulative data in support of internal audit performance.

The Internal Auditor informed Members that regular liaison meetings were held with the Authority and the Force to discuss developments within the organisation and the scoping of individual audits. A meeting had been held with the Audit Commission and access to files had been provided.

ORDERED that:-

1. the report be noted.

78

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.

SUCCESSION PLAN

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

Members were informed that Succession Planning is a critical activity in business continuity management to ensure the Force have a suitable process by which one or more successors are identified to replace business critical roles. As such the Force's Corporate Risk Register was updated in March 2006 to include Succession Planning & Talent Management and was rated as the Forces highest current risk.

ORDERED that:-

1. the report be noted.

79

MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON 9 APRIL 2009

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on 9 April 2009 were submitted and approved.

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 9 April 2009 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT

Miss Pam Andrews-Mawer, Councillor Barry Coppinger (Chair), Mr Peter Hadfield, Mr Alf Illingworth TD JP, Councillor Hazel Pearson OBE, Mr Aslam Hanif, and Councillor Steve Wallace (Vice Chair).

OFFICIALS Mr John Bage (CE)
Mr Derek Bonnard, Mrs Ann Hall, Mr Dave Beswick and Miss Kate Rowntree (CC).

ADDITIONAL ATTENDEES Councillor Ron Lowes and Councillor Victor Tumilty

80 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio), Mr Peter Race MBE (ex officio), Mr Chris Coombs, Mr Ted Cox JP, Mr Sean Price, and Mr Joe McCarthy.

81 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

Action

82 **MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON 5 MARCH 2009**

The minutes were agreed as a true and accurate record.

83 **MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON 19 MARCH 2009**

The minutes were agreed as a true and accurate record.

84 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

2. the Outstanding Recommendations be noted.

85 **BUDGET MONITORING REPORT TO 28 FEBRUARY 2009**

The 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. The report set out the progress against delivery of that budget and was part of the process introduced by the Authority to maintain prudent financial management.

The Authority is on target to deliver the £750k provision against the cost of a stand alone air support unit in 2009/10 and the agreed budget of £300k from the non-recurring costs of the exploratory procurement exercise for ICT services, which is to be set aside from additional savings generated during the year.

Members were informed that Project I will run significantly into 2009-10 and Members agreed at their meeting on 5th February 2009 that any money remaining unspent at the end of the 2008-9 financial year, along with any under spends within the ICT revenue budget, would be earmarked for the completion of this project.

Members also approved at their meeting on 5th February 2009 to set up an earmarked reserve totaling £810k for Injury/Medical Retirements. This had

enabled the Medical Retirements budget to be reduced on a non-recurring basis in 2009/10 and 2010/11 contributing to the achievement of a balanced budget in 2009/10 whilst retaining the resilience to make Medical Retirements when appropriate.

Members were informed that at their meeting on the 5th March 2009, members approved the requested carry forwards of £662k be earmarked for use in 2009-10.

The position to date and the break-even year-end forecast shown at Appendix A reflect the position to date. No material risks other than those mentioned in the report or set out in the Risk Monitor at Appendix D had been identified for the delivery of the forecast position for 2008/09. Although some pressures have emerged there are currently sufficient resilience in budgets to absorb them in the current year.

ORDERED that:-

3. the contents of the report be noted.

86

CAPITAL MONITORING REPORT TO 28 FEBRUARY 2009

The 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 included both new schemes; schemes brought forward from 2007/08 and unallocated funding. Members were asked to consider two changes to the programme.

Procurement of a Vetting Computer System at a cost of £15.0k In recent years, the vetting process had become more high profile with increasing demands. The process currently relies on a heavily paper-based system, the introduction of this software solution will result in a more consistent and efficient process. Funding for this system would come from the revenue budget within the Professional Standards Unit.

The second element would be the adding back of £13.1k of the Communication Service Provider – Secure Information Software budget, due to the forecast completion of the project, under budget.

The 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:-

5. the contents of the report be noted.
6. the additional procurement of a Vetting Computer System with a budget of £15k to be covered by a revenue transfer be agreed.
7. the adding back to unallocated monies the budget of the following project: Communication Service Provider – Secure Information Software - £13.1k be agreed.

TREASURY MANAGEMENT TO 28 FEBRUARY 2009

The 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. Due to the unprecedented turbulence of the financial markets, this initial strategy had been updated to enable speed of action when responding to emerging risks to the Authority's investment portfolio. At their meeting on the 30 September 2008, Members resolved to delegate authority to amend the approved List of Counterparties and the investment limits with institutions to the Chief Executive in consultation with the Deputy Section 151 officer. This delegated authority would automatically be withdrawn at 31 March 2009. At their meeting on 26th February 2009, Members agreed to extend this period of delegated authority to 30th September 2009.

The report updated Members on the status of the Authority's investments and borrowing. It is part of the process introduced by the Authority to maintain prudent financial management.

Members were informed that given the current unprecedented turbulence and uncertainty in financial markets and financial institutions, the protection of the Authority's underlying investments is of utmost importance. The investment strategy that underpins this has recently been reviewed and amended to enable a quick response to changes in market conditions as they take place. Consequently, the Authority continues to manage its cash resources in a low risk yet highly liquid manner.

ORDERED that:-

3. the contents of the report be noted.

MICROSOFT ENTERPRISE AGREEMENT

The Deputy Chief Constable informed Members of the requirement to refresh the Microsoft software estate and to seek approval to renew the Enterprise Agreement.

Following the launch of the national Information Systems Improvement Strategy (ISIS), Project I was set up to look at how ICT services are delivered to officers and staff, and to evaluate how the Force would meet the challenges of delivering ISIS.

Members were informed that as a result of Project I all ICT schemes have been deferred. As part of the 2009/10 Capital Programme & Long Term Capital Plan 2010/13 Members agreed that ICT schemes will now be reviewed and risk assessed and only taken forward if deemed critical to the continuation of the service or to meet mandatory requirements such as IMPACT.

The Authority did not renew the last Enterprise Agreement (EA) with Microsoft when it came to an end in June 2005. Microsoft products are a key element of the IT infrastructure. They support many business processes such as personal productivity (word processing, spreadsheets, e-mail and calendar), collaborative working via Sharepoint and also underpin major system such as IRIS, TPAM and intranet briefing.

There is a need to commence the upgrade to these products in 2009/10 in order to maintain an up to date infrastructure and more critically to maintain support from 3rd party suppliers.

The most cost effective way for the Authority to refresh the entire estate of desktop Microsoft software was to enter an Enterprise Agreement (EA). An EA entitles an organisation to upgrade to the latest versions of products at no cost for the period of the agreement (3 years).

There is an urgent need to upgrade to the latest version of Microsoft products to enable continued support for operational systems. In addition, the Force needed to migrate to the up to date versions of products to keep in step with other organisations and take advantage of new capabilities.

ORDERED that:-

1. the application for capital funds for a 3 year Enterprise Agreement with Microsoft for the licensing of desktop software be agreed.

89

USE OF RESOURCES ASSESSMENT

This item was deferred to the next meeting.

90

MINUTES OF THE COMMUNITY PROTECTION PANEL HELD ON 22 APRIL 2009

ORDERED that the following minutes of the Community Protection held on 22 April 2009 were submitted and approved.

COMMUNITY PROTECTION PANEL

A meeting of the Community Protection Panel was held on Wednesday 22 April 2009 in the Members Conference Room at Police Headquarters.

PRESENT: Cllr Hazel Pearson OBE (Chairman), Cllr Victor Tumilty (Vice Chair), Mr Ted Cox JP, Mr Mike McGrory JP, Cllr Ron Lowes.

OFFICIALS: Mr John Bage and Mrs Sarah Wilson (CE)
ACC Sean White, T/ACC Dave Pickard and Miss Kate Rowntree (CC).

91

APOLOGIES FOR ABSENCE

Apologies were received from Cllr Dave McLuckie (ex officio), Mr Chris Coombs Cllr Paul Kirton, Miss Pam Andrews-Mawer and Mr Peter Race MBE (ex officio).

92

DECLARATIONS OF INTERESTS

There were no declarations of interests.

93 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the Community Protection Panel meeting held on 18 February 2009 were agreed as a true and accurate record.

94 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

2. The outstanding recommendations be noted.

95 **2009/10 LOCAL POLICING SUMMARY**

Members were informed that the Serious Organised Crime and Police Act 2005 set out the requirement for police authorities to prepare local policing information, on matters relating to the policing of the area for the year and is referred to as the Local Policing Summary.

It is planned that the 2009/10 Local Policing Summaries will be distributed to households in the six weeks following delivery to a distribution company on 1st July 2009. Electronic copies will be added to the Cleveland Police and the Police Authority websites.

The production of the local policing summary highlights some of the policing activities and areas of interest for the public. It supports the implementation and development of our citizen focus activities and helps to drive forward the vision of the Force and Authority.

ORDERED that:

1. Members considered and approved the proposal and schedule included within the report, be noted.
2. Members approved the content, format and style of the 2009/10 local policing summaries, be noted.

96 **JOINT FORCE AND AUTHORITY CONSULTATION STRATEGY**

The Assistant Chief Constable (Territorial) informed Members that the original Joint Consultation Strategy was approved by this Panel in March 2008. This replaced previous separate Force and Authority policies.

Members were informed that the Joint Consultation Strategy has been updated to take account of the citizen focus agenda, the new joint neighbourhood survey and the recently established programme of education activity in schools regarding stop and search. The Joint Consultation Strategy remains aligned and complementary to the Communications Strategy.

ORDERED that:

1. Members agreed the revised Joint Consultation Strategy, be noted.

HATE CRIME UPDATE

The Temporary Assistant Chief Constable (Crime Operations) provided Members with an overview of the Force's current response to incidents of Hate Crime.

Members were informed that the Diversity Unit had been successful in their bid to become a pilot site for the new Equality Standards for Policing, and will work with NPIA on the implementation of the new standards which incorporate hate crime. This will put Cleveland Police in the best possible position for the HMIC Work Force Inspection in 2010 as outlined in the recent Green paper.

Hate Crime and Incidents 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 partner agencies.

ORDERED that:

- 1 the contents of the report be noted.

DOMESTIC ABUSE UPDATE

The Temporary Assistant Chief Constable (Crime Operations) updated Members on the current work being undertaken across the Force to tackle domestic abuse.

Members were informed that each District has a domestic abuse unit within the Neighbourhood Safety Team. The unit is responsible for a daily review of all incidents of domestic abuse.

The unit has the role of conducting a risk assessment in relation to each incident and putting in place further protective measures according to the level of risk.

Domestic abuse is a key area of work for the Force and forms part of mainstream policing activity. The incidence of reported domestic abuse had increased since the last report although it should be noted that increased reporting in this area can reflect increased confidence in the police.

The Force has recognised the importance of domestic abuse and initiated a review of current structures. This will be reported to Members when complete.

ORDERED that:

- 1 the contents of the report be noted.

STOP AND SEARCH

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

Members were informed that the Cleveland Police policy on stop and search

was agreed in December 2007 setting out the responsibilities of officers and staff in relation to stop and search powers. This policy will be the subject of an annual review.

The policy sets out a framework for the effective management of stop and search to:

- Reduce the fear of crime
- Promote trust and confidence in the police by providing transparency and accountability, for police initiated stop and search encounters
- Increase trust and confidence within the community.

Members were informed that encounters between police officers and the public range from a general conversation to detention and arrest. The continuum of activity is:

- conversational encounter
- stop and account
- stop and search
- arrest

During the period October 2008 to March 2009 the Force carried out 6363 stop and searches, of which 96.1% were white and 2.4% were of a visible minority ethnic (VME) origin. Of those stopped and subsequently arrested, 95% were white and 3.4% were of VME origin.

ORDERED that:

- 1 the contents of the report be noted.

100

COMMUNICATIONS STRATEGY 2009

The Consultation and Performance Officer informed Members that the original Communications Strategy was approved by the Community Protection Panel in April 2007. Members were informed that it was designed to describe the required standards for police authority communications and to improve stakeholder and public awareness of the police authority.

The Communications Strategy has been revised to take account of the new national focus on public confidence measures for policing and remains aligned and complementary to the (Joint) Consultation Strategy.

ORDERED that:

- 1 the revised Communications Strategy at Appendix A to the report be agreed.

YOUNG PERSONS POLICING PLAN 2008/2009 CONSULTATION REPORT.

The Police Act 1996 clearly sets out the statutory duty placed upon police authorities to 'consult with those in that policing area, about the policing of that area.' This is one of the authority's core activities. Throughout the year Cleveland Police Authority consulted with a wide range of groups and individuals from communities across the Cleveland Police area.

Cleveland Police Authority had commissioned a young people's version of

the policing plan summary since 2007, which had attained national recognition for its engagement with young people. The youth proofing service is provided by the "Just4Youth" organisation, a community organisation that engages with young people in our policing area.

The project has again been a great success, with a greatly increased response to the consultation exercise. Criminal damage is an increasing concern for young people in Cleveland, and teenagers hanging around the streets remains the key anti-social behaviour priority.

ORDERED that:

- 1 the results of the consultation exercise be noted.
- 2 the continued engagement of the "Just4Youth" organisation to 'youth proof' the policing plan summary for 2009/10 be agreed.

101

CLEVELAND POLICE CADET PROGRAMME UPDATE

The Temporary Assistant Chief Constable (Crime Operations) informed Members that the aim of the Cadets programme is to provide an inclusive youth scheme with a focus on diversion and re-engagement for young people across Cleveland.

The first phase of the scheme has been met, within agreed time frames, with the delivery of the programme beginning week commencing 9th March 2009.

There are currently 76 cadets on the programme in the age range 14-17 years old. One third of the cadets are from wards indicated nationally as the most deprived 10%.

ORDERED that:

- 1 the contents of the report be noted.

102

MINUTES OF THE COMPLAINTS PANEL HELD ON 29 APRIL 2009

ORDERED that the following minutes of the Complaints Panel held on 29 April 2009 were submitted and approved.

COMPLAINTS PANEL

ACTION

A meeting of the Complaints Panel was held on Wednesday 29 April 2009 in the Members Conference Room at Police Headquarters.

PRESENT: Mr Ted Cox JP (Chair), Cllr Mary Lanigan (Vice Chair), Cllr Caroline Barker, Mr Aslam Hanif and Mr Mike McGrory JP.

OFFICIALS: T/Supt Darren Best, DCC Bonnard and Mrs Jacqueline Chaffey (CC)
Mrs Jayne Harpe (CE)

ADDITIONAL MEMBERS Cllr Victor Tumilty.

103 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Dave McLuckie (ex officio), Mr Peter Race MBE (ex officio), Mrs Joanne Monkman, Cllr Paul Kirton and Cllr Ron Lowes.

104 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

105 **OUTSTANDING RECOMMENDATIONS**

The Grievance Procedure was being looked at in light of a recent Employment Tribunal result. A full report would be brought to a future Complaints Panel meeting.

106 **CIVIL CLAIM STATISTICS**

The Legal Advisor presented the Civil Claim Statistics for the period 1st April 2008 – 31st March 2009. 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 3.03% increase in the number of claims received when compared with the same period last year. Public liability was the leading category.
2. There had been a 12.08% decrease in the number of claims finalised when compared with the same period last year.
3. 20% of finalised cases during the period were successfully defended which was to be compared with 13.18% successfully defended during the same period last year.
4. The 64 cases settled during the period cost the Force £305,510. This was to be compared with the 79 cases settled during the same period last year at a cost of £308,483.
5. Middlesbrough remained the area with most claims.
6. The contents of the report be noted.

Whilst Legal Services had no control over the number of claims received, feedback was provided on a case by case basis to ensure assistance was given to Basic Command Units in managing risks.

107 **COMPLAINTS AGAINST POLICE**

The Head of Professional Standards Department presented the Complaints Against Police for the period 1st January 2009 to 31st March 2009. The Quarterly Progress Report on Complaint Issues for Cleveland Police for the

period January to March 2009 was attached to the report.

There had been a 4% decrease in the number of cases recorded during that period (113 to 108), with a 6% increase in the number of complaints (up from 204 to 214).

Complaints of "other neglect/failure in duty" and "Incivility" continued to outnumber those of "Assault" allegations, 62 and 31 complaints respectively, compared to 26 in the "Assault" categories.

32.7% (35) of completed complaints had been locally resolved. During that period 60% (21) of locally resolved complaints had been by District and 40% (14) by the Professional Standards Department.

There was a discussion regarding the percentage of complaints by Ethnic Minority groups as opposed to the percentage of the population.

145 letters of appreciation had been received.

ORDERED that:

1. The contents of the report be noted.

108

DELIBERATE DAMAGE STATISTICS

The Head of Professional Standards Department informed Members of the cost to the Force of deliberate damage by way of forced entry into premises for the period 1st January 2009 to 31st March 2009 and of the operational results achieved through such forced entry and other premises searches.

Members were informed that the Force had paid out £13,028 in compensation for acts of deliberate damage, this compared to £7,987 paid out in the same period during the previous year. Whilst 3226 searches were conducted, only 283 (8.77%) resulted in deliberate damage compared to 7.6% in the previous year. The value of property, cash and drugs seized totaled £720,429 and this compared to £783,689 seized during the same period in 2008.

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.
3. Report to be revised – a refined draft proposal for future meetings would be brought to the next meeting.

109

EXCLUSION OF THE PRESS AND PUBLIC

ORDERED that pursuant to the local Government Act 1972, excluding the press and public from the meeting under Paragraphs 1 and 7 of Part 1 of Schedule 12A to the Act.

110

CASES FROM THE COMPLAINTS REGISTER

Members of the Complaints Panel were shown the cases from the Complaints Register which had previously been selected by the Panel Chair.

111

MINUTES OF THE STRATEGIC PROCUREMENT & MAJOR PROJECTS PANEL HELD ON 1 MAY 2009

ORDERED that the following minutes of the Strategic Procurement & Major Projects Panel were submitted and approved.

STRATEGIC PROCUREMENT & MAJOR PROJECTS PANEL

ACTION

A meeting of the Strategic Procurement & Major Projects Panel was held on Friday 1 May 2009 in the Members Conference Room at Police Headquarters.

- PRESENT:** Miss Pam Andrews-Mawer (Chair), Mr Mike McGrory JP (Vice Chair), Cllr Dave McLuckie (ex officio), Mr Aslam Hanif, Councillor Hazel Pearson OBE, Cllr Barry Coppinger.
- OFFICIALS:** Chief Constable, DCC Bonnard, Mrs Ann Hall, Superintendent Glenn Gudgeon and PC Steve Matthews (Federation) (CC)
Mr Joe McCarthy, Mrs Jayne Harpe and Mr Rob Beattie (Enterprise Consultancy) (CE)
- ADDITIONAL MEMBERS** Cllr Victor Tumilty and Mr Alf Illingworth.

112

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Peter Race MBE (ex officio).

113

DECLARATIONS OF INTERESTS

There were no declarations of interests.

114

MINUTES OF THE LAST MEETING 16 FEBRUARY 2009

The minutes were agreed as a true record.

115

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

116

PROJECT "I" – SHORTLISTING OF POTENTIAL PARTNERS

The Deputy Chief Constable updated Members on the progress of Project "I" and the procurement process.

4 from the 7 Long Listed candidates were chosen to go through to the Invitation to Participate in Dialogue (ITPD). Once the candidates were Invited to Participate in Dialogue they were officially classed as Bidders. On 18 May 2009 they would commence six weeks of on site due diligence at Cleveland Police Headquarters. This was the stage where they would

develop their detailed proposals for Cleveland Police and where both Cleveland Police and the Bidders began to invest significant time and resource.

The procurement process has been completed in line with European Legislation and has been open and transparent with all Bidders.

ORDERED that:

2. the report be noted.
3. the following four of the seven candidates who completed the Short Listing Proposals were invited through to the next stage of the competitive dialogue process:
 - Candidate 3
 - Candidate 4
 - Candidate 5
 - Candidate 7

117 **UPDATE OF THE ROAD POLICING UNIT, WYNYARD BUSINESS PARK**

The Assistant Chief Officer for Finance and Commissioning updated Members on the progress for the Strategic Road Policing Unit located at Wynyard Business Park.

The Project was on target both budget and time wise.

ORDERED that:

1. the report be noted.

118 **MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON 7 MAY 2009**

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on 7 May 2009 were submitted and agreed

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 7 May 2009 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

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

OFFICIALS Ms Clare Hunter, Mr Norman Wright and Mr John Bage (CE)
Mr Sean Price, Mr Derek Bonnard, Mrs Ann Hall, and Miss Kate Rowntree (CC).

ADDITIONAL ATTENDEES Councillor Ron Lowes, Councillor Victor Tumilty, Mr Mike McGrory JP, and Ms Cath Andrew (AC)

119 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio), Mr Ted Cox JP, and Mr Joe McCarthy.

120 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

Action

121 **MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON 9 April 2009**

The minutes were agreed as a true and accurate record.

The Chair brought the Use of Resources Report forward.

122 **USE OF RESOURCES ASSESSMENT**

The Audit Commission informed Members that the use of resources (UoR) assessment considers how well organisations are managing and using their resources to deliver value for money and better and sustainable outcomes for local people. Value for money runs throughout the streams.

The assessment is structured into three themes that focus on the importance of sound and strategic financial management, strategic commissioning and good governance, and the effective management of natural resources, assets and people.

ORDERED that:

1. the report be noted.

123 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

3. the Outstanding Recommendations be noted.

124 **UPDATE ON CLEVELAND POLICE AUTHORITY SERVICE IMPROVEMENT PLAN**

The Strategy and Performance Manager informed Members that they approved the first Cleveland Police Authority Service Improvement Plan in 2006. Since then the Plan had undergone 6-monthly updates.

Members were informed that the Plan was reviewed in the light of recommendations for service improvements emanating from strategic assessments, inspections, audits and reviews of the police authority and force. The latest revision took account of significant matters identified in several pieces of work including, the Audit & Internal Control Panel self assessment action Plan (Nov 2008) ; the Annual Governance Statement preparation; and the initial gap analysis following the scoping exercise for the HMIC/Audit Commission inspection of the Police Authority, which is to take place during 2009/10.

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. the 8 service improvement areas and key deliverables included within section 3 of the revised Service Improvement Plan 2009-12 be agreed.
2. the strategic objectives that are appended to the Service Improvement Plan be agreed.
3. the equal pay audit item (old PA8) had been removed and the matter consolidated within the Single Equality Scheme action plan be noted.
4. the obsolete detail had been removed, completed tasks had been highlighted in blue text, and some new tasks had been included be noted.

125

FIRE AND HEALTH & SAFETY UPDATE

The Deputy Chief Constable provided Members with an annual report with regard to health and safety and fire safety within Cleveland Police for the period 1st April 2008 to 31st March 2009 respectively.

Members were informed that the prevention of injury and damage/loss to property and equipment is an essential element of proactive corporate governance and a reflection of safe working and risk management.

The Deputy Chief Constable informed Members that they will continue to receive updates at subsequent Policy & Resources / Corporate Development Panel meetings.

ORDERED that:

1. the report be noted

126

FLEXIBLE RETIREMENTS – POLICE STAFF

The Deputy Chief Constable informed Members that the Force has received a request for flexible retirement from a member of staff who wishes to commence flexible retirement as soon as possible.

Members were informed that Flexible Retirement was introduced into the Local Government Pension Scheme in April 2006 as a discretionary provision which allows employees, with the employer's consent, to reduce their hours or move to a lower graded position and withdraw the pension benefits already accrued. Employees can also continue to pay into the LGPS under flexible retirement in order to accrue further benefits.

The Deputy Chief Constable informed Members that Cleveland Police's statement of policy in relation to Flexible Retirement is as follows:
Applications will be approved only where there are operational and financial grounds for doing so. Cleveland Police will only agree to waive any reduction to benefits if there is a clear operational and/or financial advantage to Cleveland Police. Cleveland Police must also have the ability to fund costs.

It is recommended that the Police Authority consider this application for flexible retirement. However, due to the cost and the lack of efficiency savings the application is not supported by the Force.

ORDERED that:

1. the request be considered.
2. the request be not approved.

127

STRUCTURAL CHANGES IN PROFESSIONAL STANDARDS, CORPORATE PLANNING & PERFORMANCE, CRIME AND PROJECT I

The Deputy Chief Constable informed Members of proposals to make a number of structural changes to the establishment, across a number of Service Units.

Members were informed that the changes were needed to avoid delays in the delivery of key activities and that the subsequent reputational risks to both the Police Authority and the Force could not be mitigated. The proposals would provide immediate resilience to the Force.

ORDERED that:

1. the items para's 1.1 – 1.6 to the report be agreed.

128

MINUTES OF THE STRATEGIC POLICING & PERFORMANCE PANEL HELD ON 20 MAY 2009

ORDERED that the following minutes of the Strategic Policing & Performance Panel held on 20 May 2009 were submitted and approved.

STRATEGIC POLICING & PERFORMANCE

A meeting of the Strategic Policing & Performance Panel was held on Thursday 20 May 2009 commencing at 10.00am in the members' conference room at Police Headquarters.

PRESENT

Mr Aslam Hanif (Chair), Mr Alf Illingworth TD JP (Vice Chair), Mr Ted Cox JP, Mr Chris Coombs, Councillor Mary Lanigan, Councillor Ron Lowes, Councillor Hazel Pearson OBE, Miss Pam Andrews-Mawer, Councillor Caroline Barker, Councillor Victor Tumility and Mr Peter Hadfield.

OFFICIALS

Mr John Bage and Mr Norman Wright (CE).
ACC Dave Pickard and Miss Kate Rowntree (CC).

129

APOLOGIES FOR ABSENCE

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

130

DECLARATIONS OF INTERESTS

There were no declarations of interests.

Action

131 **MINUTES OF THE STRATEGIC POLICING AND PERFORMANCE
PANEL HELD ON 19 MARCH 2009**

The minutes were agreed as a true and accurate record.

132 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

2. The Outstanding Recommendations be noted.

133 **FORCE PERFORMANCE REPORT (APRIL 2008 TO MARCH 2009)**

ACC Pickard informed Members of actual performance from 1st April 2008 to 31st March 2009 and includes sections on:

- Recorded crime
- Sanction detections
- Incidents
- Statutory Performance Indicators
- Offences Brought to Justice

Members were informed that the performance figures showed that the Force continued to work to make good progress in reducing crime and increasing detections. An improvement in all 13 crime categories had been achieved and a reduction in crime of 17.3% had been achieved throughout the year. The detection rate had improved in 10 of the 13 crime categories and a 4.5% improvement had been achieved compared with the previous year.

ORDERED that:-

2. the performance be noted.

134 **REVIEW OF CRIME REPORTING AND MANAGEMENT ACTION PLAN**

ACC Pickard updated Members on the progress of the Corporate Action Plan arising out of the Operational Performance Team (OPT) review on Crime Recording and Management.

The Operational Performance Team (OPT) were tasked by the Force Executive to undertake a review of crime recording and management within the Force. This work took place during June 2008.

Following publication of the report ACC White gave an undertaking on behalf of the Force Executive to manage the implementation of the recommendations, listed at Appendix 1 to this report. These recommendations now form the basis of the Force Action plan.

ORDERED that:-

1. the report be noted.

135 **LSP/CDRP COMMUNITY SAFETY TARGETS 2009-10**

The Strategy & Performance Manager provided Members with an overview of Local Strategic Partnerships / Crime and Disorder Reduction Partnerships, (LSP/CDRP) community safety targets for 2009-10 and a comparison with

the Force level targets set as part of the Policing Plan process.

Members were informed that the initial Local Area Agreement (LAA) measures and targets for community safety in 2008-11 were reported in outline to this Panel in July 2008. Since then the measures and targets have been refined, including some renegotiation with the Government Office.

The Strategy & Performance Manager informed Members that refinement of community safety targets for 2009-10 is now nearing completion, including agreeing changes with the Government Office, where applicable. This paper apprised Members of the latest position and allowed comparisons to be made between the partnerships.

ORDERED that:

1. the analysis of LSP/CDRP community safety targets and relevant comparisons with Force targets for 2009-10, as outlined in Appendices A and B to the report be noted.

136

CLEVELAND POLICE CONTROL ROOM PERFORMANCE

ACC Pickard provided information to Members on the recent and sustained improvements in call handling standards by the Cleveland Police Control Room.

Members were informed that improved systems of working had been introduced, having the effect of reducing the numbers of terminated calls (occasions where the caller 'hangs up'). During 2008/9 less than 0.5% of callers 'hung up' prior to the call being answered and average time for calls to be answered is less than 2 seconds for 999 calls and 10 seconds for non-999 calls.

ACC Pickard informed members that call handling performance had improved significantly in the last 5 years. The graphs at Appendix A to the report show the increased performance levels on answering calls with target times: 98% for 999 calls and 99% for non-999 calls. These performance results compared very favourably with other Forces and place Cleveland Police at the higher end of all 43 Forces in this area of business.

ORDERED that:-

1. the report be noted.

137

MANAGEMENT OF POLICE INFORMATION (MOPI) PEER

ACC Pickard updated Members of the results of the recent peer review into the Management of Police Information (MoPI).

Members were informed that the Management of Police Information (MoPI) project is one of the strands of the national IMPACT programme. This is the Governments response to implementing the recommendations of the Bichard Inquiry. Every force had been issued with a 300+ point Force Action Plan to ensure it implements and complies with the national MoPI requirements.

ACC Pickard informed Members that as with all forces, Cleveland Police's progress is monitored by the National Policing Improvement Agency (NPIA). This is achieved in a number of ways including quarterly submission/checking of the Force Action Plan and regular inspections and interviews (called Peer Reviews) by NPIA staff.

Members were informed that this had been a very good Peer Review with a number of the Cleveland Police approaches being held up as best practice for other forces. Following the assessment of the Force Action Plan, Cleveland Police is currently ranked ninth for achievement towards MoPI implementation and compliance.

ORDERED that:-

1. the report be noted.