

HUMBERSIDE POLICE AUTHORITY

AUDIT AND STRATEGY COMMITTEE

13 March 2007

<u>PRESENT:-</u>	Mr R Stuart , JP in the Chair
Elected Members:-	Councillors Brady, Brookes, Rudd and Stroud.
Independent Members:-	Mr J Shipley and Mr Southern
Magistrate Members:-	Mr C Palmerley, JP
Officers:-	Ms S Ismail, Chief Executive, Mr J Bates, Director of Performance and Resources, Mr D Griffin, Deputy Chief Constable, Mr P Goatley, Assistant Chief Officer (Support), Chief Superintendent G Di Duca, Head of Professional Standards Branch, Mr M Ellis, Senior Project Manager, Mrs J Smith, Performance and Resources Officer, Ms V Wise, Consultation and Partnership Officer, Chief Inspector A Oliver and Mr M Newbury and Mr M Moore, Audit Commission.

The Committee met at Pacific Exchange, Kingston upon Hull.

- 53 **DECLARATIONS OF INTEREST/OFFERS OF GIFTS OR HOSPITALITY** – The Chair reminded Members of the need to record any personal or prejudicial interest in items on the agenda and to disclose any relevant receipt or offers of gifts or hospitality.
- Councillor Brookes declared a personal interest, as a Councillor of North East Lincolnshire Council, in minute 79.
- 54 **APOLOGIES** – Apologies for absence were received from Councillor Phillips.
- 55 **MINUTES** – **Resolved** – That the minutes of the meeting of this Committee held on 12 December 2006, having been printed and circulated amongst the Members, be taken as read and correctly recorded and be signed by the Chair.
- 56 **UPDATE ON MINUTES** – The Director of Performance and Resources referred to minutes 31 and 33 regarding benchmarking and joint working and advised that a value for money action plan was being developed. Research on benchmarking was being conducted and the regional meetings of the

Treasurers and Force Finance Directors were discussing opportunities for joint procurement. Information had already been received on regional contracts and this would be regularly updated. He confirmed that this type of information would be included in future reports.

Resolved – That the update be noted.

- 57 **(41) ACTION SCHEDULE** – Members received a rolling schedule of actions arising from previous meetings of the Committee.

The Director of Performance and Resources referred to minute 59 regarding self assessment and training and advised that these issues were being picked up as part of the HMIC inspection. Joint work was also being conducted regionally and nationally.

He also referred to minute 39 regarding the provision of internal audit services and reported that North Yorkshire Police Authority had agreed a Service Level Agreement with West Yorkshire for the provision of internal audit services. This would be reported to the Yorkshire and Humberside Joint Police Authorities Committee on 29 March.

Resolved – That the action schedule and updates be noted.

- 58 **(42) FORCE AUDIT BOARD – AUDIT AND INSPECTION REPORTS AND RISK MANAGEMENT ISSUES** – The Chief Constable and Chief Executive submitted a joint report that summarised the activities of the Force Audit Board, updated Members on the progress of the audits and inspections that had taken place and set out details of risks currently under consideration.

Members commented on the good work being conducted by the Force Audit Board and the potential for demonstrating what performance enhancements they were producing. The Director of Performance and Resources advised that for the first time a review of internal audit procedures was to be undertaken and this would be considered alongside the Statement of Internal Control at the next meeting. The Deputy Chief Constable indicated that the frequency of meetings of the Force Audit Board had been increased by two per year to accommodate the volume of work that they had.

Resolved – That the report be noted.

- 59 **(43) PRUDENTIAL INDICATORS 2006/07 AND 2007/08** - The Director of Performance and Resources submitted a report that sought approval to a revision to the Prudential Indicators approved for 2006/07 in light of the decisions taken in respect of the Medium Term Financial Strategy (MTFS) and budget for 2007/08 and provided detailed information on the Indicators recommended for agreement for 2007/08.

The Director of Performance and Resources advised that, following points raised at the previous meeting, he would be writing to Members on the issue

of counterparties. He confirmed that he regularly received assurance information that treasury management activities were being carried out within counterparty limits.

The Director of Performance and Resources confirmed that reports would be produced on borrowing and compliance issues.

Resolved – (a) That the report be noted; (b) that the revisions to the Prudential Indicators as detailed in Section 3 of the report be agreed; (c) that the Prudential Indicators for 2007/08 be agreed; (d) that the Treasury Management Indicators set out in Section 4 be approved; (e) that the report be referred to the Police Authority meeting on 20 March 2007 for approval, and (f) that the Director of Performance and Resources produce a report on borrowing and compliance with approved limits.

- 60 **(44) REVIEW OF PSB “COMPLAINTS AGAINST THE POLICE AND LETTERS OF APPRECIATION” REPORT** – The Chief Executive submitted a report that outlined the outcome of a review of the PSB Report Complaints and Letters of Appreciation, that had been carried out in the light of the draft APA Guidance “Oversight and Scrutiny of Professional Standards Matters – The Role of Police Authorities”.

Members commented on the proposal to submit details of letters of appreciation annually and indicated that in order to receive a balanced report they would wish to continue to receive a summary of these letters quarterly with a more detailed report being submitted annually.

Resolved – That a summary of letters of appreciation continue to be presented to this Committee quarterly and that the remainder of the proposed revisions to the quarterly complaints report be noted.

- 61 **(45) COMPLAINTS AGAINST THE POLICE** – The Chief Constable submitted a report, in a revised format, that provided details of complaints against the police during the period 1 October to 31 December 2006.

Resolved – That the report be noted.

- 62 **(46) CONDUCT COMPLAINTS: MEMBER DIP SAMPLING OF COMPLETED CASE FILES** – The Chief Executive submitted a report that detailed the key issues that had arisen from the dip sampling visits to Professional Standards Branch during December 2006 and January 2007.

The Director of Performance and Resources advised that regular meetings were still being held with the IPCC and that they received all Police Authority committee agendas together with copies of reports if requested.

The Performance and Resources Officer indicated that Humberside were leading on the review of PSB oversight and dip sampling for the region. A report on the findings would be submitted to the Joint Committee in May and

to the next meeting of this Committee.

Resolved – (a) That the issues arising from the December and January dip sampling visits be noted and taken into account in future dip sampling visits, and (b) that the proposal to reduce conduct complaint dip sampling visits to PSB to every other month at the same time as increasing the direction and control complaint dip sampling visits to Divisions/Branches be agreed.

- 63 **(47) DIRECTION AND CONTROL COMPLAINTS: MEMBER DIP SAMPLING OF COMPLETED CASE FILES** – The Chief Executive submitted a report that detailed the key issues that had arisen from the dip sampling visits to Divisions and Operations/Crime Management Branch during Winter 2006/07. For the first time a visit had also been made to the Central Ticket Office to dip sample their completed complaints files.

Members commented on different practices in different Divisions and indicated that there was a need to implement force wide protocols to ensure consistency and fairness.

Resolved – (a) That the issues arising from the Winter 2006/07 dip sampling visits be noted and taken into account in future dip sampling visits, and (b) that a further programme of dip sampling of direction and control complaints be prepared for April 2007 and visits be arranged quarterly thereafter.

- 64 **(48) POLICE COMPLAINTS: STATISTICS FOR ENGLAND AND WALES 2005/06** - The Chief Executive submitted a report that advised that the IPCC had published a report in December 2006 that contained statistics on complaints about the Police in England and Wales for the financial year 2005/06 and outlined the key statistics from a Humberside Police perspective.

The Head of Professional Standards advised that Humberside recorded complaints in accordance with the national requirements that were in place.

Resolved – That the report be noted.

- 65 **(49) PUBLIC PERCEPTIONS OF THE POLICE COMPLAINTS SYSTEM** – The Chief Executive submitted a report that outlined the key findings of a national report published by the IPCC in January 2007 which aimed to explore and articulate the views of certain key groups about their willingness to make complaints about police conduct, their awareness and perception of the IPCC and their overall confidence in the complaints system.

A Member queried whether there was any evidence to suggest that perceptions changed with age and the Performance and Resources Officer advised that she would look into whether any research had been done into this.

Resolved – That the report be noted and the Chief Constable be requested

to report to the next meeting of this Committee on the matters raised therein and particularly on access to the complaints system in the Humberside Force area currently and any planned improvements in the light of the IPCC's report.

- 66 **(50) AUDIT COMMISSION UPDATE** – The Director of Performance and Resources submitted a report that detailed information on the current issues relating to ongoing discussions with the Audit Commission and external audit activity.

Resolved – (a) That progress against the Plan be noted together with the improved liaison arrangements with the District Auditor and his staff, and (b) that the appointment of Mr Newbury as external auditor to the Joint Police Authority Committee be noted.

- 67 **(51) AUDIT COMMISSION REPORTS – PARTNERSHIP WORKING, DRUGS MISUSE – HULL AND EAST RIDING LSPS** – The Director of Performance and Resources submitted a report that introduced the Audit Commission reports on Partnership Working – Drug Misuse in respect of the Hull Local Strategic Partnership (LSP) and the East Riding of Yorkshire LSP undertaken as part of the Audit Plan for 2006/07.

Members discussed the role and opportunities for partnership working and the Director of Performance and Resources advised that this matter, particularly Local Area Agreements and police contribution to partnerships, was being considered with the Chief Constable.

Resolved – (a) That the report be noted; (b) that the Chief Constable be requested to consider the impact of the work detailed in the report on the activities of C Division, D Division and other Force resources; (c) that the Chief Executive be requested to write to Kym Ryley, Chief Executive of Hull City Council and Nigel Pearson, Chief Executive of the East Riding of Yorkshire for their views on how the recommendations detailed in the reports will be progressed by the respective LSPs, and (d) that the matter be referred to the Consultation and Partnership Committee for information and action.

- 68 **(52) HUMBERSIDE POLICE AUTHORITY AND HUMBERSIDE POLICE INTERNAL AUDIT REPORTS** – The Director of Performance and Resources submitted a report that informed Members of the recommendations made by Internal Audit on the current systems and procedures adopted within Humberside Police Authority and the Police Force. The report highlighted the recommendations agreed to improve the overall control environment and progress made against actions agreed at previous audits.

The Director of Performance and Resources advised that the format of this report was to be updated to show performance against the plan.

Resolved – That the report be noted.

- 69 **(53) HUMBERSIDE INDEPENDENT CUSTODY VISITING SCHEME MONITORING REPORT** – The Chief Executive submitted a report that presented a monitoring account of the Humberside Independent Custody Visiting Scheme during December 2006 to February 2007. Attached at Appendix A was an analysis of the visits made and at Appendix B, the number of visits made.

The Consultation and Partnership Officer advised that all of the actions identified at the previous meeting had been put in place and visits in D Division had subsequently risen. She informed that police checks were awaited for new visitors for B and D Divisions and that a number of C Division visitors had been co-opted to conduct visits in D Division.

A Member commented that despite concerns being raised regarding the female shower and medical room at Scunthorpe, the problems had not been rectified and had been reiterated at the next visit which was a month later. The Assistant Chief Officer (Support) advised that he would look into this matter.

Resolved – That the report be noted.

- 70 **(54) 2006/07 REVENUE AND CAPITAL MONITORING** – The Chief Constable submitted a report that informed Members of the spending to the end of period 10 (31 January 2007) against profile, together with information on the latest forecast outturn expenditure for the 2006/07 financial year. The report also proposed a series of changes for provision of resource management information, including that on budget monitoring, within the Resource Performance Assessment Framework (RPAF).

The Assistant Chief Officer (Support) commented on intentions to change the process for underspends. He also advised that 2 issues had been identified for 2007/08 which included looking at the timeliness of reports and scrutiny, focussing more on Divisions and Branches.

Members commented on the feeding back of information on underspends to the Police Authority and raised concerns regarding the base budget; approval for major items of expenditure, and the way in which Members could monitor budget spend in Branches and Divisions throughout the year.

The Director of Performance and Resources indicated that consideration was being given to the base budget that required detailed analysis. He indicated that the Medium Term Financial Plan did not take account of in year underspends and that this also needed to be reviewed. The issue of how actual underspends and underspends where commitments existed had been addressed. He commented on the suggestions in the report to show information on a subjective and objective basis. The reporting arrangements adopted in other Police Authorities were being reviewed. The Assistant Chief Officer (Support) advised that the annual budget had been set within the

context of a Medium Term Financial Strategy and that the Development Fund carried all future commitments from previously approved business cases which would have been to the Police Authority Budget workshop. The Deputy Chief Constable commented on (i) the efforts being made to ensure that devolved budget holders were spending and reporting their position correctly, and (ii) the corporate use of underspends to improve performance.

Resolved – (a) That the report and the anticipated budget positions against the approved budgets based on the latest forecast outturn position together with the impact on the estimated level of reserves at 31 March 2007 be noted; (b) that the proposal to incorporate budget monitoring into the PMG be agreed in principle; (c) that the preferred frequency of reporting within the PMG be monthly from July; (d) that the Assistant Chief Officer and Director of Performance and Resources be requested to consider how budget monitoring can best be incorporated into formal and informal Challenge meetings in addition to reporting as part of the normal Committee cycle; and (e) that the Assistant Chief Officer and Director of Performance and Resources be requested to come forward with detailed suggestions for performance indicators in respect of resource management including budget monitoring.

- 71 **(55) CONTINGENCY PROVISION AND VIREMENTS 2006/07** – The Chief Constable submitted a report that sought approval to allocations from the Contingency Provision and virements exceeding £100,000.

Resolved – (a) That the allocation from the Contingency Provision outlined in paragraph 2 of the report be approved, and (b) that the revenue virements detailed in paragraph 4 of the report be approved.

- 72 **(56) ANNUAL ACCOUNTS 2006/07** – The Director of Performance and Resources submitted a report that provided information on the procedures that were being implemented in connection with the closure of the Authority's accounts for 2006/07. It sought endorsement of the timetable required to enable the financial statements to be approved by the deadline of 30 June 2007. He indicated that the the accounts were scheduled to be submitted for approval to the Police Authority at its meeting on 19 June 2007 but that if there were unforeseen delays then it may be necessary to hold a special meeting of the Police Authority. Members would be provided with an update at the next meeting of this Committee.

Resolved – (a) That the report be noted; (b) that the timetable for closure of the accounts for 2006/07 be endorsed, and (c) that the Director of Performance and Resources provide a progress report to the next meeting of this Committee.

- 73 **(57) HANWaG SERVICE LEVEL AGREEMENT QUARTERLY MONITORING REPORT** – The Chief Executive submitted in accordance with minute 2187 (2004/05), a report that contained the monitoring information

received for the second and third quarters of the second year, covering the period 1 July to 31 December 2006.

Members noted that HANWaG's annual accounts were provided to the Police Authority.

Resolved – That the activity during the period July to December be noted

- 74 **(58) STANDING ORDERS – QUOTATIONS AND TENDERS** – The Chief Constable submitted a report that informed Members of the contracts entered into in compliance with Humberside Police Authority Standing Orders, United Kingdom and European commercial legislation and appropriate European procurement directives.

Resolved – That the report be noted.

- 75 **(59) SELECT LIST** – The Chief Constable submitted a report that sought Members' approval to amend the Select Lists for Contractors and Consultants.

Resolved – That the Select List be amended as detailed in the report.

- 76 **EXCLUSION OF PRESS AND PUBLIC** – **Resolved** - That in accordance with the provisions of Section 100 (A) (4) of the Local Government Act 1972 the public (including the press) be excluded from the meeting for the following items of business, minutes 77 to 80 inclusive, on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

- 77 **(60) ESTATES STRATEGY** – The Chief Constable submitted a report that outlined the current issues and updated on progress in implementing key changes in property holdings and the use of buildings.

Resolved – (a) That the report be noted; (b) that the submission of a report comprising the business case for a D Division central property store and relocation of the Force Disclosure Unit to the 20 March 2007 Police Authority meeting be noted; (c) that the disposal of the building at Fryston Corner, Grimsby be approved, and (d) that the use of the additional £369k Capital Grant in 2006/07 to fund the programme of essential improvement works to Force custody facilities be approved.

- 78 **(61) MOVE TO GEOGRAPHICAL POLICING** – The Chief Constable submitted a report that gave an update on progress toward delivery of the estate infrastructure for neighbourhood policing.

Resolved – (a) That the report be noted; (b) that the further cost pressures of £18,292 due to the need to replace the roofing at Hornsea and that the increased costs are to be jointly funded by projected scheme gainshare and C Division be noted; (c) that the likely extra security and window costs at

Gordon Street, to be met from projected scheme gainshare be noted; (d) that the Grimsby South NPT scheme at Scartho Baths be discussed in the subsequent item; (e) that the refurbishment option for the scheme at Brigg at a projected cost of £640,717 be reactivated and the revised works GMP of £630,717 be approved; (f) that the scheme at Immingham has reverted to refurbishment of the existing station, subject to Police Authority approval of the projected cost, be noted; (g) that following the Estate Strategy workshop on 20 February 2007, the reported situations regarding possible future schemes for the Riverside NPT and for upgrading the Convent building at Beverley Police Station be noted; (h) that progress in relation to the special arrangements being made for the sale of the former Newlands LPT plot on Chanterlands Avenue back to the original owners, the Hull YPI be noted; and (i) that further reports on the Move to Geographical Policing be submitted to future meetings of this Committee.

- 79 **(62) MOVE TO GEOGRAPHICAL POLICING – GRIMSBY SOUTH UPDATE REPORT** – The Chief Constable submitted a report that gave an update on the latest cost estimates for Grimsby South NPT scheme.

Members discussed (i) the difficulty in identifying a suitable site in this area; (ii) the cost of the site and a need, when taking a decision on this matter to be aware of comparative gross costs; (iii) discussions that had taken place with North East Lincolnshire Council, and (iv) that they felt it unreasonable for the Police Authority to bear any excess costs of the highway works which should be underwritten by North East Lincolnshire Council.

During the debate it was discussed whether to (i) move the recommendations contained in the report or (ii) refer the matter to the full Police Authority. Following a vote on the matter in which the Chair used his casting vote it was:-

Resolved – That the matter be referred to the meeting of the Police Authority on 20 March 2007.

Councillor Brookes declared a personal interest, as a Councillor of North East Lincolnshire Council, in the above matter, minute 79.

- 80 **(63) CIVIL CLAIMS AGAINST THE FORCE** – The Chief Constable submitted a report that gave details of claims settled between 1 September 2006 and 31 January 2007.

Resolved – That the report be noted.