

HUMBERSIDE POLICE AUTHORITY

18 DECEMBER 2007

- PRESENT:-** Ms Branton MBE in the Chair
- Elected Members:-** Councillors Black, De Freitas, Hull, Jawaid MBE, Matthews, Rudd, Uzzell and Vickers.
- Magistrate Members: -** Mr Palmerley, Mr Smith and Mr Stuart.
- Independent Members:-** Mr Doherty, Mrs Groves, Mr Shipley and Mr Southern.
- Officers: -** Ms S Ismail, Chief Executive, Mr J Bates, Director of Performance and Resources, Mr T Hollis, Chief Constable, Mr A Leaver, Assistant Chief Constable (O), Mr P Goatley, Assistant Chief Officer (Support), Mr N Kingston, Assistant Chief Executive, Mr P Wainwright, Performance and Resources Manager, Acting Superintendent L Winward, Programme Management, Mr M Newbury, District Audit, Chief Superintendent D Mann and Mr I Roberts, NPIA and Ms S Blair, Better Times Ltd.

The Authority met at Pacific Exchange, Kingston upon Hull.

POLICE PAY – The Chair opened the meeting by making a statement regarding the Home Secretary’s decision to not backdate the police officer pay award to 1 September 2007.

It was requested that the Chief Constable take back to the Force the Police Authority’s recognition of their hard work and recent improvements and support for the pay award to be backdated to 1 September 2007.

MR RON STUART JP – The Chair announced that Mr Stuart would be leaving the Authority on 31 December 2007. She commented on his service since joining the Authority on 1 April 1999 and Members, Staff and Officers joined her in thanking him for his contribution and wishing him well for the future.

The Chair advised that the Vice Chair of the Finance Committee would Chair that Committee until the Police Authority AGM.

- 58 **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 offering of gifts or hospitality.

Ms Branton MBE declared a personal and prejudicial interest in minute 79, Humberside Association of Neighbourhood Watch Groups (HANWaG) – Request to Extend Service Level Agreement, as the Chief Executive of HANWaG.

59 **APOLOGIES** – Apologies for absence were received from Councillor Parsons.

60 **MINUTES – Resolved** – That the minutes of the meeting of the Authority held on 18 September 2007, having been printed and circulated amongst the Members, be taken as read and correctly recorded and be signed by the Chair.

61 **UPDATE ON MINUTES** – The Chief Executive referred to minutes (i) 38 and advised that a recent change in regulations meant that the Chair could now sit on the Selection Panel for Independent Members, she therefore suggested the revocation of minute 38 and the re-appointment of the Chair to the Panel; (ii) 48 and advised that Councillor Hull had agreed to be the Lead Member for the Animal Welfare Lay Visiting Scheme; (iii) 51 and indicated that the final report resulting from Sir Ronnie Flanagan’s Review of Policing in England and Wales was imminent, and (iv) minute 57, regarding works to Pacific Exchange, and reported that the toilet improvement works had commenced, the audio visual equipment had been ordered and was due to be fitted towards the end of January, and that additional works including a bollard in the car park, decoration and window repairs would be added to the Capital Programme and reported to the Budget Workshop.

Resolved – (a) That the Chair be re-appointed to the Selection Panel for Independent Members, and (b) that the remainder of the updates be noted.

62 **(42) ACTION SCHEDULE** – Members received a rolling schedule of actions arising from previous meetings of the Authority.

The Chief Executive referred to minutes (i) 109 and advised that APA discussions relating to sponsorship were still awaited; (ii) 32 relating to the Staff Liaison Committee and requested that this be deleted from the schedule as there was no real wish, from the unions, to have a formal regular meeting – the Authority would, however, arrange a meeting when requested; (iii) 46 and 49 relating to requests for financial assistance from Police Officers involved in inquests and advised that this had been discussed regionally and it was felt that there was scope for national discussion, the matter was to be discussed by the Association of Police Authority Chief Executives (APACE) the results of which would be reported back to the Authority.

The Director of Performance and Resources referred to minute 78 and advised that the Assistant Chief Officer (Support) had discussed with Unitary Authorities the possibility of making payments in instalments, however, it had been decided against.

The Chief Executive referred to minute 45 and advised that the three Members who had not yet returned their Registers of Interest and Code of Conduct acceptance forms would be contacted by the Member Support Manager.

Resolved – That the action schedule and the updates be noted.

- 63 (43) **MINUTES** – The minutes of the meetings of the Communities and Partnerships Committee held on 4 September, Finance Committee held on 11 September, Protective Services Committee held on 2 October, Human Resources Committee held on 9 October and Performance Committee held on 30 October were submitted for information.

The Director of Performance and Resources referred to minute 7 of the Finance Committee minutes and advised that an appeal had been lodged requesting a review of the PURE score, particularly around value for money. The Commission had appointed a reviewer, however, the review had been completed via a desktop exercise based on evidence already submitted. The outcome of the review had been that the PURE score was to remain at 2, which was extremely disappointing and at odds with the recent findings of the HMIC. Following completion of this review the District Auditor had been able to issue his final Audit Letter which had been circulated to Members of the Authority. The Finance Committee, at its meeting on 11 December, had received a copy of the Audit Letter together with a copy of the full PURE report.

Mr Newbury advised that he had issued a positive letter which demonstrated that the Authority and the Force were travelling in the right direction and he had been able to issue an unqualified opinion on the financial statements. He had also been required to issue a statement on value for money on which he had also reached an unqualified opinion as it had been shown that the organisation was at least meeting the minimum standards in the 12 criteria he was required to check. With reference to the PURE evaluation, he advised that he had been required to look at areas not covered by HMIC and that the timing had been different. He had passed on the Authority's observations regarding the conducting of a desktop review back to the Audit Commission. He indicated that his value for money judgement had been a positive statement and that the Force and Authority arrangements were strong. He reported that he had advised the Authority and Force to think about the arrangements that should be in place to ensure that actions were delivered and commended the Authority for their rapid response to this. He concluded that he would not be attending any further Police Authority meetings and that he would advise of his successor when confirmed.

The Chair of the Human Resources Committee referred to minute 38 of that Committee and advised that the date for the withdrawal of a specific Magistrate Member category on Police Authorities had been postponed to October 2008.

The Performance and Resources Manager referred to minute 22 of the

Performance Committee minutes and referred to the good relationships being developed with partners and to the Priorities Workshop to be held on 14 January 2008. He referred also to the development of the 4 Local Area Agreements and to the regular contact with Government Office.

Resolved – (a) That the minutes of the above mentioned meetings be received, and (b) that the Audit Letter be received.

- 64 **(44) YORKSHIRE AND HUMBERSIDE JOINT POLICE AUTHORITIES COMMITTEE – MINUTES** – The minutes of the meetings of the Yorkshire and Humberside Joint Police Authorities Committee held on 28 June, 20 September and 15 November 2007 were submitted.

The Chief Executive referred to minute 119 and the Authority's statutory duty to meet Equalities legislation and to the appointment of a jointly funded specialist that would bring all 4 Authorities in the Region up to speed in this area.

Referring to minute 118 regarding Workforce Modernisation, the Chief Constable advised that the Office of Government and Commerce had been invited to undertake a gateway review which had highlighted a number of challenges for the Authorities and JPAC that would require a refocusing of efforts.

Resolved – That the minutes be noted.

- 65 **(45) PRESENTATION – WORKFORCE MODERNISATION** – Chief Superintendent Mann of the NPIA attended the meeting and gave a presentation on the national picture relating to Workforce Modernisation, the aim of which was to achieve cashable savings that could then be reinvested in the Force.

Acting Superintendent Winward gave a presentation on the progress being made in Humberside where the areas of custody and volume crime were being concentrated on.

Resolved - That the presentations be noted.

- 66 **(46) PRESENTATION – PERFORMANCE** – The Deputy Chief Constable gave a presentation on performance in Humberside over the last 12 months and on the marketing campaign that had been undertaken to highlight the improvements that had been achieved.

Members requested copies of the posters which they could distribute and suggested that meetings be arranged with the editors of the local newspapers.

Resolved – That the presentation be noted.

Adjournment – At this point the meeting was adjourned for lunch.

- 67 **(47) NEIGHBOURHOOD POLICING** – The Chief Constable submitted a report that gave an update on the progress being made regarding the embedding and development of Neighbourhood Policing Teams across Humberside. Appended to the report were papers which gave specific details on key elements of Neighbourhood Policing, including Police Community Support Officers, Special Constables and the Volunteer Scheme.

The Chief Constable commented on the phased introduction of the new logo and slogan. He also referred to police station opening hours and indicated that he would submit a further report to a future meeting. Regarding the difference between community engagement and citizen focus, which had been raised at the previous meeting, he advised that he would circulate some information outside of the meeting.

Members commented on (i) PCSOs and the need to maintain their public facing element; (ii) the number of hours worked by special constables; (iii) volunteers and concern over the capacity of the Training Branch to accommodate them, even temporarily; (iv) the number of analysts within the Force; (v) the difficulty in getting local and marketing information to parish residents, in response to which it was reported that the distribution of information would be tied in with parish council newsletters and parish noticeboards.

Resolved – (a) That the report be noted, and (b) that the submission of regular updates on Neighbourhood Policing to the Police Authority be noted.

- 68 **(48) IMPROVING CALL AND INCIDENT HANDLING** – The Chief Constable submitted a report that outlined the continued progress that had been made in the area of Call and Incident Handling within Humberside Police.

The Chief Constable commented on the successful improvements that had been made in this area and advised that HMIC referred other Forces to Humberside as an example of good practice.

Resolved – That the report be noted.

- 69 **(49) HMIC INSPECTION ACTIVITY** – The Chief Constable submitted a report that advised of the creation of a HMIC team, within Corporate Development Branch, with responsibility for coordinating and professionalising all HMIC activity within the Force.

The Chief Constable advised that updates on actions would be included in the next report. He also reported that Humberside had agreed to take part in a Thematic Inspection regarding frontline supervision.

Resolved – That the HMIC inspection activity be noted.

- 70 **(50) RESPECT AND DIGNITY AT WORK PROCEDURE – PROGRESS REPORT** – The Chief Constable submitted a report that detailed progress

made in relation to the implementation of the Respect and Dignity at Work procedure.

The Deputy Chief Constable advised that due to the limited number of grievances lodged a reasonable period of time needed to be allocated to the pilot.

Resolved – That the report be noted.

71

(51) SCHEME OF DELEGATION, FINANCIAL REGULATIONS AND CONTRACT STANDING ORDERS – The Chief Executive submitted a report that sought approval for the key documents that formed the Corporate Governance Framework, namely (i) the Scheme of Delegation of Powers to Officers, and (ii) Financial Regulations and Contract Standing Orders.

The Chief Executive outlined the Scheme of Delegations and Members (i) suggested the inclusion of the words “and determine their conditions of service” at the end of 2.2 xxiii; (ii) expressed some concern regarding 3.2 relating to the submission of urgent items to any committee rather than dealing with the matter by decision record to which the Chief Executive advised that, in terms of good governance, it was preferable for a decision to be taken by more than one Member; (iii) suggested that in relation to paragraph 5.3 regarding debt write offs, an annual report should be submitted to the Police Authority outlining the total amount, and (iv) regarding 6.13 relating to contracts not awarded to the lowest bidder, suggested that reports also needed to be made to the Authority where income was not awarded to the highest bidder. In addition to the comments made by Members, the Chief Executive advised that 2.2 xxii should read “to appoint and dismiss”.

The Director of Performance and Resources commented on the Financial Regulations and advised that he had tried to ensure that delegations to the Chief Constable were aligned with other Chief Constables in the region. He specifically highlighted (i) 1.11 and advised that the Police Authority would also have to prepare budget estimates for the forthcoming year and that contingencies, that Members were comfortable with, would need to be identified to avoid the need to have to keep returning to the Police Authority for decisions; (ii) 1.12 regarding the identification of major revenue projects which was a new proposal and could be picked up when the business cases were submitted; (iii) 2.1 relating to budgetary control and indicated that this was cash limited, would be within approved limits and governed by RPAF; (iv) 2.4 regarding variances and advised that he would come back to the Police Authority to identify tolerances; (v) 2.11 regarding budget monitoring and advised that the dates of the Finance Committee would be examined to ensure they were appropriate; (vi) 2.13 regarding virements and indicated that the Authority needed to be comfortable with the level of budget that was vired and advised that he would report back on this matter and continue to report virements to the Authority; (vii) 2.20 and advised that the rules regarding carry forwards would be defined; (viii) the Management of Risk, at page 14, and indicated that he would come back to Members on this issue; (ix) Contract Standing Orders and advised that these were more explicit than

the current arrangements and also included single tender action, and (x) the reference, on page 37, to Finance and Audit Committee which should read Finance Committee. He advised that the aim of the revised Financial Regulations was to try to replicate what other authorities were doing and that he would report back to the Finance Committee on how they were working.

Members commended officers on the documents and made comments regarding the following paragraphs (i) 3.9 it was hoped that a Financial Management Guide would emerge; (ii) 5.4 it was hoped that there would be an audit trail; (iii) 2.17b it was requested that this be re-examined; (iv) Whistleblowing, it was suggested that the Chief Constable and the Chief Executive should ensure that officers were aware of the policy; (v) Section E relating to External Arrangements, it was suggested that JPAC should be included; (vi) F6 relating to Single Tender Action, it was suggested that this should be time limited to allow for tests for competitiveness; (vii) within F7, Competitive Procurement Using Tenders, JPAC should also be included, and (viii) 2.23 it was suggested that planned underspends should be agreed by the Police Authority and that the amounts needed to be re-examined.

It was reported that due to the need to have this document in place by March it had not been possible to submit the Financial Regulations to the Finance Committee in the first instance. Any amendments would be reported to the Finance Committee which would also consider how they were working.

Resolved – (a) That the Scheme of Delegation of Powers to Officers, as attached at Appendix 1 to the report, be approved; (b) that the Financial Regulations and Contract Standing Orders, as attached at Appendix 2 to the report, be approved, and (c) that the Police Authority Code of Corporate Governance be reviewed and submitted to the next meeting of the Authority for approval.

- 72 **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 73 to 78, on the grounds that they may involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

CHAIR – The Chair, as the Chief Executive of HANWaG, declared a personal and prejudicial interest in the following matter, minute 79, and left the room during consideration of this item. The Vice Chair, Mr Smith, took the Chair.

- 73 **(52) HUMBERSIDE ASSOCIATION OF NEIGHBOURHOOD WATCH GROUPS (HANWaG) – REQUEST TO EXTEND SERVICE LEVEL AGREEMENT** – The Chief Executive submitted a report that advised of a formal request from HANWaG to seek to renegotiate and extend the Service Level Agreement with the Authority, which expired on 31 March 2008, for a period of 3 years.

Members discussed the issues in detail.

It was moved by Mr Southern and seconded by Councillor Jawaid –

That funding continue for one year.

Motion lost.

As an amendment it was moved by Mr Stuart and seconded by Mr Shipley –

That a decision on this matter be deferred to allow for a full business case, in the format of that used by the Force, to be submitted to the most appropriate Committee.

Amendment Carried.
Substantive Motion Carried.

CHAIR – The Chair rejoined the meeting and re-took the Chair.

- 74 (53) **PROVISION OF CATERING SERVICE** – The Chief Constable submitted a report that detailed the current position in relation to the in-house pilot.

Resolved – That the report be noted.

- 75 (54) **ESTATES STRATEGY** – The Chief Constable submitted a report that outlined the progress being made in refreshing the Estate Strategy that was approved by the Police Authority in November 2005.

Resolved – (a) That the report be noted; (b) that 2008/09 Resources Workshop receive a capital programme which includes, as a priority development of a bridewell for D Division; (c) that the proposed Medium Term Development Programme be presented to a future Finance Committee, and (d) that the Estates Strategy be discussed at the Finance Thematic Panel to be held on 22 January 2008.

- 76 (55) **NEIGHBOURHOOD POLICING TEAM (NPT) PROGRAMME GRIMSBY SOUTH** – The Chief Constable submitted a report that detailed reasons for the suspension of the Grimsby South NPT scheme and sought confirmation that the scheme should now be abandoned.

Members discussed this scheme in detail and expressed a number of concerns.

Resolved – (a) That the report be noted; (b) that the reasons underpinning the Chief Officer's decision to suspend work on the Grimsby South scheme be noted; (c) that the Grimsby South scheme at Scartho Baths now be cancelled, and (d) that further work on the identification of an acceptable alternative NPT base site be approved.

- 77 (56) **REPORT ON THE DEVELOPMENT AND IMPLEMENTATION OF CIS4**

– The Chief Constable submitted a report that outlined the current position with CIS4 development and implementation and the reasons for delay and additional cost.

Members commented on this project and requested detailed costs for the project.

Resolved – (a) That the report be noted, and (b) that that a post implementation review be conducted under Prince 2 methodology.

78 (57) **DECISION RECORDS 1213 – 1216** – Copies of Decision Records 1213 – 1216 were submitted for information.

Resolved – That Decision Records 1213 – 1216 be noted.