

# HUMBERSIDE POLICE AUTHORITY

## ANNUAL GENERAL MEETING

23 June 2009

### PRESENT:-

- Elected Members:-** Councillors Beasant, Black, Bunyan, Hull, Jawaid MBE, Matthews, Parsons, Rudd and Uzzell.
- Independent Members:-** Ms A Branton MBE, Mr G Doherty, Mrs H Groves, Mr C Palmerley JP, Mr J Shipley, Mr A Smith JP, Mr G Southern and Mrs R Taylor MBE.
- Officers: -** Mr K Sharp, Chief Executive, Mr J Bates, Deputy Chief Executive and Treasurer, Mr T Hollis, Chief Constable, Mr P Goatley, Assistant Chief Officer (Support), Mr A Leaver, Assistant Chief Constable (O), Mr S Donald, Assistant Chief Constable (OS), Mr I Watson, Assistant Chief Officer (Human Resources), Mr P Wainwright, Strategic Development Manager (Corporate Business), Mr P Cheeseman, Strategic Development Manager (Communities and Partnerships), Mr R Gray, Strategic Development Officer (Corporate Business), Mr S Garmston, Police Federation and Ms S Blair, Better Times Ltd.

The Authority met at Pacific Exchange, Kingston upon Hull.

- 1** **APPOINTMENT OF CHAIR** – It was moved and seconded that Ms Branton MBE be elected as Chair.

**Resolved** – That Ms Branton MBE be appointed Chair of the Humberside Police Authority for the ensuing year.

Ms Branton MBE thanked Members for their support and took the Chair.

Councillors Beasant and Bunyan were welcomed to their first meeting of the Authority.

- 2** **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.

No interests were declared or disclosures made.

**3** **APOLOGIES** – There were no apologies for absence submitted.

**4** **APPOINTMENT OF VICE CHAIR** – It was moved and seconded that Councillor Rudd be elected as Vice Chair.

**Resolved** – That Councillor Rudd be appointed Vice Chair of the Humberside Police Authority for the ensuing year.

**5** **MINUTES** – **Resolved** – That the minutes of the meeting of the Authority held on 24 March 2009, having been printed and circulated amongst Members, be taken as read and correctly recorded and be signed by the Chair.

**6** **UPDATE ON THE MINUTES** – The Chief Executive referred to minute 69 and advised that on 15 May South Yorkshire Police Authority had agreed to be the Lead Authority for the employment of regional staff.

**Resolved** – That the update be noted.

**7** **(1) ACTION SCHEDULE** – Members received a rolling schedule of actions arising from previous meetings of the Authority which provided an update on outstanding actions.

Referring to minute 48 the Strategic Development Manager (Communities and Partnerships) updated Members on work being undertaken in relation to the Policing Pledge which included:- working closely with the Force; representation on the Force Practitioners Group; the development of a mystery shopper exercise; a programme of visits to NPTs, and the dip sampling of complaints of incivility. Nationally, the Strategic Development Officer (Communities and Partnerships) was working with the APA to develop guidance for Police Authorities on the Pledge. He reported that he and the Chair of the Authority would be meeting with HMIC in early July as part of their inspection on the Pledge. The Chief Constable commented on ACC Donald's role as national lead on the Pledge at ACPO level.

**Resolved** – That the action schedule and update be noted.

**8** **MINUTES** – The minutes of the meetings of the Committees were submitted. A Member referred to the outstanding actions arising from the Performance Committee, which, if the revised committee structure was agreed, would no longer exist. The Chief Executive confirmed that any outstanding actions would be picked up and dealt with by the relevant new Committee.

**Resolved** - (a) That the minutes of the meetings of the Protective Services

Committee held on 17 March and 12 May, the Finance Committee held on 31 March and 19 May, the Standards Committee held on 14 April, the Human Resources Committee held on 21 April and the Performance Committee held on 28 April, having been printed and circulated amongst Members, be received, and (b) that the minutes of the meeting of the Yorkshire and Humberside Joint Police Authorities Committee held on 19 March 2009 be noted.

- 9 **(2) MEMBERSHIP OF HUMBERSIDE POLICE AUTHORITY 2008/2009** - The Chief Executive submitted a report providing information on the membership of the Authority and requesting that Members be nominated to answer questions raised at the Unitary Authority meetings in relation to the discharge of the functions of the Police Authority.

**Resolved** – (a) That the current membership of the Authority be noted, and (b) that the following elected representatives be authorised to answer questions raised by Members of their Council in relation to the work of the Police Authority :-

East Riding of Yorkshire	Councillor Rudd
Kingston upon Hull	Councillor Black
North East Lincolnshire Council	Councillor Beasant
North Lincolnshire Council	Councillor Jawaid MBE

- 10 **(3) HUMBERSIDE POLICE AUTHORITY CORPORATE PLAN AND PROPOSED CHANGES TO COMMITTEES** – The Chief Executive submitted a report that sought approval for the Police Authority Corporate Plan along with the proposed changes that were required to ensure it continuously improved and could ‘secure outstanding policing for local people’.

The Chief Executive commented in detail on the Plan and on the changes to the committee structure which he felt would ensure that the ownership of performance and scrutiny was embedded in all committees. He commented on the HMIC inspection of Police Authorities, which for Humberside, was likely to take place in 2010/11.

The majority of Members expressed support for the revised structure, however, Mr Southern wished to be recorded as expressing concern at the way that performance oversight was proposed to be conducted in the future. Members commented on the importance of reviewing the operation of the revised structure to ensure that it was providing sufficient oversight of performance issues. It was suggested that in order to do this quantitative performance indicators needed to be in place and further clarification of the Terms of Reference for the Committees was therefore required.

The Chief Constable, whilst largely welcoming the changes, advised that the Force had some slight reservations relating to the possibility for the discussion of performance issues to be duplicated across Committees, and the potential

resource and time implications of the task and finish scrutiny. He indicated, however, that the Force would work together with the Authority to resolve any issues. The Chief Executive confirmed that evidence gathering for scrutiny purposes would be conducted by the Secretariat, not the Force.

**Resolved** – (a) That the Corporate Plan be approved; (b) that the revised Committee structure, as shown at Appendix 2 of the report, be approved, subject to the implementation of an ongoing mechanism for the monitoring and evaluation of its effectiveness by the Chairs Co-ordination and Assurance Group; (c) that the Committee Terms of Reference, as shown at Appendix 3 of the report, be approved subject to the inclusion of quantitative performance indicators to enable a judgement to be made regarding whether the Committees are fulfilling their respective remits; (d) that the generic elements of the Member and Committee Chair role profiles, at Appendix 4, be approved, and (e) that the operating standards, outlined at paragraph 18 of the report be approved.

**11 (4) APPOINTMENT OF MEMBERS TO COMMITTEES AND PROPOSED SCHEDULE OF MEETINGS** – The Chief Executive submitted a report seeking the appointment of Members to the Police Authority’s Committees and approval of a schedule of meetings for 2009/10.

Due to the nomination of more than one candidate for the positions of Vice Chair of the Human Resources Committee, Chair of the Strategic Policing Committee, and the vacancy on the Selection Panel for the Appointment of Independent Members, secret ballots were conducted, in accordance with Standing Orders, for those appointments.

**Resolved** – (a) That appointments be made as follows for the ensuing year:-

<b>Membership 2009/2010</b>	
<p><b>Communities and Partnerships Committee</b></p> <p>Committee of 9 Members. Quorum of 4.</p>	<ol style="list-style-type: none"> <li>1. Ms Branton MBE</li> <li>2. Councillor Bunyan</li> <li>3. Mr Doherty</li> <li>4. Councillor Hull</li> <li>5. Councillor Jawaid MBE</li> <li>6. Mr Palmerley JP</li> <li>7. Mr Shipley</li> <li>8. Mrs Taylor MBE</li> <li>9. Councillor Uzzell</li> </ol> <p style="margin-left: 40px;"><i>Chair</i>                Mr Palmerley JP</p> <p style="margin-left: 40px;"><i>Vice Chair</i>        Mrs Taylor MBE</p>

### **Human Resources Committee**

Committee of 9 Members.  
Quorum of 4.

1. Councillor Beasant
2. Councillor Black
3. Ms Branton MBE
4. Mr Doherty
5. Mrs Groves
6. Councillor Jawaid MBE
7. Councillor Matthews
8. Mr Smith JP
9. Mrs Taylor MBE

*Chair* Mr Smith JP  
*Vice Chair* Mrs Groves

### **Strategic Policing Committee**

Committee of 9 Members.  
Quorum of 4.

1. Ms Branton MBE
2. Mrs Groves
3. Councillor Hull
4. Mr Palmerley JP
5. Councillor Parsons
6. Councillor Rudd
7. Mr Smith JP
8. Mr Southern
9. Councillor Uzzell

*Chair* Mr Southern  
*Vice Chair* Councillor Uzzell

### **Finance Committee**

Committee of 9 Members.  
Quorum of 4.

1. Councillor Beasant
2. Councillor Black
3. Ms Branton MBE
4. Councillor Bunyan
5. Councillor Matthews
6. Councillor Parsons
7. Councillor Rudd
8. Mr Shipley
9. Mr Southern

*Chair* Councillor Parsons  
*Vice Chair* Councillor Matthews

### **Chairs Co-ordination and Assurance Group**

Chair and Vice Chair of the Police Authority and the Chairs of the 4 Committees.

*Chair* – Chair of the Police Authority  
*Vice Chair* – Vice Chair of the Police Authority

### **Standards Committee**

Committee of 5 Members of which at least 25% must be independent.  
Quorum of 3, comprising 1 lay member and 2 Police Authority Members

1. Mrs Groves
2. Councillor Rudd
3. Mr Shipley

Independent Lay Members:

4. Mr Goolden
5. Mr Robinson

Chair to be appointed at the first meeting post AGM.

### **Appeals Sub Committee**

3 Members of the Human Resources Committee on a rota basis.

### **Police Appeals Tribunal**

Members of the Authority on a rota basis.

### **Humberside Police Authority Appointments Panel**

Committee of 5 Members.  
Quorum of 3.

1. Chair – Ms Branton MBE
2. Vice Chair – Councillor Rudd
3. Councillor Parsons
4. Mr Smith JP
5. Councillor Uzzell

*Any Member of this Panel will not be eligible to participate in the appointment of Independent Members should that Member be seeking re-appointment as an Independent Member.*

Chair – Chair of the Police Authority  
Vice Chair – Vice Chair of the Police Authority

### **Selection Panel for the Appointment of Independent Members**

(Ms Branton MBE, Mr Doherty and Councillor Matthews were appointed on 18.03.08 for a period of 5 years, or until they leave the Authority, whichever is the sooner).

1. Mr Doherty
2. Councillor Matthews
3. Councillor Rudd

Home Office Representative – Mr Philip Bond

Independent Assessor – Mr David Taylor

*Any Member of the Selection Panel will not be eligible to participate in the selection of Independent Members should they themselves be seeking re-appointment as an Independent Member.*

(b) that the schedule of meetings for 2009/2010 be agreed as follows:-

**COMMITTEE**

**TIME**

**Police Authority**

Tuesday 22 September 2009	10 am
Tuesday 8 December 2009	10 am
Tuesday 16 February 2010 (Special)	10 am
Tuesday 23 March 2010	10 am
Tuesday 29 June 2010 (AGM)	On rising of Finance Committee

**Chairs Co-ordination and Assurance Group**

Monday 13 July 2009	2 pm
Monday 7 September 2009	2 pm
Monday 9 November 2009	2 pm
Monday 14 December 2009	2 pm
Monday 8 February 2010	2 pm
Monday 12 April 2010	2 pm

**Communities and Partnerships Committee**

Tuesday 28 July 2009	10 am (Chair's Briefing 9.30am)
Tuesday 3 November 2009	10 am (Chair's Briefing 9.30am)
Tuesday 2 February 2010	10 am (Chair's Briefing 9.30am)
Tuesday 4 May 2010	10 am (Chair's Briefing 9.30am)

**Human Resources Committee**

Tuesday 21 July 2009	10 am (Chair's Briefing 9.30am)
Tuesday 10 November 2009	10 am (Chair's Briefing 9.30am)
Tuesday 9 February 2010	10 am (Chair's Briefing 9.30am)
Tuesday 11 May 2010	10 am (Chair's Briefing 9.30am)

**Finance Committee**

Tuesday 29 September 2009	10 am (Chair's Briefing 9.30am)
Tuesday 15 December 2009	10 am (Chair's Briefing 9.30am)
Tuesday 30 March 2010	10 am (Chair's Briefing 9.30am)
Tuesday 18 May 2010	10 am (Chair's Briefing 9.30am)
Tuesday 29 June 2010	10 am (Chair's Briefing 9.30am)

\* Special Meeting to be confirmed for late January/early February to discuss the Budget

### **Strategic Policing Committee**

Tuesday 14 July 2009	10 am (Chair's Briefing 9.30am)
Tuesday 27 October 2009	10 am (Chair's Briefing 9.30am)
Tuesday 26 January 2010	10 am (Chair's Briefing 9.30am)
Tuesday 27 April 2010	10 am (Chair's Briefing 9.30am)

### **Standards Committee**

Tuesday 17 November 2009	10 am
Tuesday 13 April 2010	10 am

### **Information Sessions**

TBC	Priorities Workshop
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- 12 **(5) APPOINTMENT OF MEMBERS TO FORCE PROJECT BOARDS, WORKING GROUPS AND EXTERNAL ORGANISATIONS** – The Chief Executive submitted a report requesting the Authority to make appointments of Members to Force Project Boards, Working Groups and to External Organisations.

Members indicated that they felt that it was appropriate to retain representation on the Business and Workforce Modernisation Project Board and on the Estates Board.

Members referred to the appointment of representatives to the Children Trusts; the Divisional Challenge meetings; the CDRPs and LSPs, and to the appointment of Lead Members and the Chief Executive advised that these would be discussed at the next Development Day and confirmed at the next meeting of the Authority.

**Resolved** – (a) That appointments be made as follows for the ensuing year:-

#### **Membership 2009/2010**

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<b>Outstanding Policing Board</b>	Chair Chief Executive (Substitute Vice Chair and Deputy Chief Executive and Treasurer)
<b>Force Audit Board</b>	Lead Member for Audit and Risk Management Deputy Chief Executive and Treasurer
<b>Deputy Chief Constable's Performance Meeting</b>	Chairs of the 4 Committees Strategic Development Manager (Corporate Business)

<b>Professional Standards Board</b>	Lead Member for Professional Standards Strategic Development Manager (Assistant Chief Executive) (Deputy Chief Executive and Treasurer for anti-corruption issues)
<b>Health and Safety Board</b>	Lead Member for Health and Safety
<b>Prevent Sub-Regional Steering Board</b>	Lead Member for Prevent
<b>Force Independent Advisory Group</b>	Mr Doherty (Substitute Councillor Hull)
<b>Force Diversity Group</b>	Mr Doherty
<b>Equality and Fairness Scrutiny Group/Action Group</b>	Strategic Development Manager (Assistant Chief Executive) – Scrutiny Group Strategic Development Officer (Consultation and Partnership) – Action Group
<b>Business and Workforce Modernisation Project Board</b>	Mr Smith Mr Southern
<b>Estates Board</b>	Ms Branton MBE
<b>Yorkshire and Humberside Joint Police Authorities Committee</b>	Chair – Ms Branton MBE Vice Chair – Councillor Rudd Mr Palmerley JP Mr Smith JP (alternate)
<b>Yorkshire Crimestoppers</b>	Mr Palmerley JP
<b>Local Government Yorkshire and Humber</b>	Councillor Parsons
<b>Humberside Criminal Justice Board</b>	Chair – Ms Branton MBE (representative for Police Authority, but not statutory partner)
<b>APA National Networks:-</b>	
<b>Corporate Business Policy Network</b>	South Yorkshire Police Authority

<b>People Policy Network</b>	North Yorkshire Police Authority
<b>Strategic Policing Policy Network</b>	West Yorkshire Police Authority
<b>Citizen Focus and Partnerships Network</b>	Humberside Police Authority – Chair of Communities and Partnerships Committee and Ms Branton MBE

**APA Regional Networks:-**

<b>Corporate Business Policy Network</b>	Councillor Parsons Mr Southern Mrs Groves
<b>People Policy Network</b>	Mr Smith JP Mrs Groves Councillor Matthews
<b>Strategic Policing Policy Network</b>	Mr Southern Councillor Hull Councillor Rudd
<b>Citizen Focus and Partnerships Network</b>	Mr Palmerley JP Ms Branton MBE Councillor Uzzell

and (b) that authority to approve representatives to new groups established during the forthcoming year, where such representation compliments the Police Authority Corporate Plan, be delegated to the Chief Executive in consultation with the Chair and Vice Chair of the Authority.

- 13 **(6) CRIMINAL RECORD BUREAU (CRB) CHECKS** – The Chief Constable submitted a report that gave an update on progress in reducing the backlog of applications for enhanced criminal record certificates, received through the Criminal Records Bureau, since the previous report submitted in April 2009.

Members commented on the need for the report to contain details of the oldest case so that they could determine the full extent of the backlog. The Chief Constable advised that a further update report would be submitted to the next meeting of the Authority which would include this information. He commented also on the national standards that were in place for dealing with requests and advised that every effort was being made to achieve them. The Chair requested that the Chief Constable do everything possible to resolve this issue.

**Resolved** – (a) That the report be noted, and (b) that a further report, including

details of the oldest case, be submitted to the next meeting of the Authority.

- 14 **(7) POLICING PLAN 2009-12: CHANGES TO TARGETS** – The Chief Executive submitted a report that sought agreement to a number of targets proposed by the Humberside Criminal Justice Board (HCJB) and principles to stretch the target for satisfaction at Divisional level as requested by the Performance Committee.

**Resolved** – (a) That the Offences Brought To Justice (OBTJ) targets, as proposed in paragraph 5 of the report, be adopted; (b) that the aspiration to improve the OBTJ rate further in 2010/11 be agreed and a further report be submitted to a future meeting of the Strategic Policing Committee; (c) that the principle at paragraph 10, in respect of Divisional satisfaction targets, be agreed and the Strategic Development Manager (Corporate Business) work with the Force in developing relevant targets and a report be submitted to a future meeting of the Communities and Partnerships Committee, and (d) that the targets be included in the Policing Plan 2009-12 as appropriate.

- 15 **(8) CHOICES PROGRAMME** – The Chief Constable submitted a report that outlined progress regarding the newly formalised Choices Project.

Members commented on the importance of ensuring that adequate processes were in place but highlighted the need to achieve the targets that had been agreed. The Chief Constable advised that the targets for this year would be met, if not exceeded. The Assistant Chief Officer (Support) indicated that reports would be submitted to the September meetings of the Finance Committee and the Authority evidencing this.

The Chief Constable commented on regional issues and the future need for the budget for regional working to be increased.

**Resolved** – That the report be noted.

- 16 **(9) CITIZEN FOCUS POLICING** – The Chief Constable submitted a report that gave an update on the progress of the Citizen Focus Project, including the Policing Pledge.

In response to a query relating to ethnic minority groups, the Assistant Chief Constable (OS) advised that the Pledge had been translated into 18 different languages and he commented on the use of the Independent Advisory Groups to provide reassurances. A Member commented on the dissemination of Pledge information in rural areas and the use of noticeboards. Reference was made to complaints relating to incivility and the Assistant Chief Constable (OS) reported that he was working with the Head of Professional Standards to look at issues of dissatisfaction with the service that members of the public received. Reference was made to the pilot in C Division and to hopes that, if the evaluation proved it to be successful, it could be rolled out across the Force.

Members commented on the need to identify any risks within the report.

**Resolved** – That the report be noted.

- 17 **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 18 to 20 inclusive, on the grounds that they involve the likely disclosure of exempt information as defined in paragraphs 1 and 5 of Part 1 of Schedule 12A of the Local Government Act 1972.

- 18 **(10) FINANCIAL SUPPORT TO OFFICERS** – The Chief Executive submitted a report that provided an update regarding the requests from officers for financial assistance in meeting fees and other costs incurred in legal proceedings and sought decisions regarding three of the outstanding cases.

The Deputy Chief Executive and Treasurer reported on the two outstanding cases.

At the invitation of the Chair, Mr Garmston of the Federation, spoke in favour of the applications and then left the meeting.

Members discussed the applications for financial support.

**Resolved** – (a) That the information contained within the report in respect of the requests for financial assistance received by the Authority be noted; (b) that the application for financial support outlined at:- (i) Appendix A, be rejected as it is felt that the legal representations of the interests of the Force as a whole would have been sufficient for the particular interests of the officers, (ii) Appendix B, be supported and authority be delegated to the Chief Executive and Deputy Chief Executive and Treasurer, in consultation with the Chair, to negotiate the actual amount with the Federation, up to a maximum of £7,232.55, and (iii) Appendix C, be rejected as it is felt that the legal representations of the interests of the Force as a whole would have been sufficient for the particular interests of the officers; (c) that the action that is being taken to progress the outstanding cases detailed in paragraphs 5(d) and 5(e) be endorsed, and (e) that further information in respect of the new potential cases, detailed at paragraph 8 of the report, be reported to a future meeting.

- 19 **(11) DECISION RECORD** – A copy of Chief Executive Decision Record 113 was submitted for information.

The Chief Constable advised that the period of the secondment would run from 14 July to 31 August 2009.

**Resolved** – That Decision Record 113 be noted.

- 20     **(12) REQUEST FOR AN EXTENSION TO A FIXED TERM APPOINTMENT** – The Chief Executive submitted a report that asked Members to consider a request to extend the fixed term appointment of the Chief Constable by three years.

Members discussed the request and expressed their support for the Chief Constable.

**Resolved Unanimously** – That the request to extend the Chief Constable’s fixed term appointment by three years, until 31 March 2013, be approved.