

POLICY & RESOURCES

A meeting of the Policy & Resources Panel was held on Thursday 15 December 2011, commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT Mr Aslam Hanif (Chair), Miss Pam Andrews-Mawer (Vice Chair), Councillor Carl Richardson, Councillor Norma Stephenson, Councillor Ray Goddard, Mr Ted Cox JP and Mayor Stuart Drummond.

OFFICIALS Mr Stuart Pudney, Dr Neville Cameron, Mr Michael Porter and Mr John Bage (CE).

Mrs Ann Hall, Ms Denise Curtis-Haigh and Miss Kate Rowntree (CC).

APOLOGIES FOR ABSENCE

There were no apologies for absence.

DECLARATIONS OF INTERESTS

There were no declarations of interests.

Action

MINUTES OF THE POLICY & RESOURCES PANEL HELD ON 27 OCTOBER 2011

The minutes were agreed as a true and accurate record.

MINUTES OF THE POLICY & RESOURCES PANEL HELD ON 23 NOVEMBER 2011

The minutes were agreed as a true and accurate record.

OUTSTANDING RECOMENDATIONS

ORDERED that:-

1. the Outstanding Recommendations be noted.

THE CHAIR AGREED TO TAKE AGENDA ITEM 12

2010/11 OUTTURN REPORT FOR EQUALITY AND DIVERSITY

The Head of People & Diversity informed Members that the purpose of the report was to present Members with details of key activities undertaken by Cleveland Police in 2010/11 which demonstrate its commitment to the promotion of equality and diversity in its operational and organisational procedures.

For public bodies equality and diversity activities have been specified by various pieces of UK legislation and European directives. Members were informed that 2010 saw the introduction of the Equality Act which brought previously passed legislation e.g. Disability Discrimination Act, Sex Discrimination Act under the umbrella of one single act covering equality in the UK.

Members were informed that the Force had adopted the National Police Improvement Agency (NPIA) diagnostic tool, the Equality Standard for the Police Service, as its mechanism to determine its level of capability regarding equality and diversity.

Two baseline assessments had been carried out by senior Police Officers and Police Staff, the most recent being in July 2011, from which the Force had determined that it had successfully met and maintained the baseline level of the Equality Standard. A gap analysis against the Equality Standard had informed the preparation of the Force Equality and Diversity Action Plan.

Members were informed that the Force is making significant progress in promoting equality and diversity across the Force. Identified areas for development form the basis of an action plan which will be kept under constant review.

ORDERED that;

1. the report be noted.

BUDGET MONITORING REPORT TO THE 31st OCTOBER 2011

Members were reminded that at their meeting on 24th February 2011 Members approved a Net Budget Requirement (NBR) of £129,843k and budgeted revenue expenditure of £141,678k, the balance of expenditure being funded by specific grants, other income and transfers from reserves.

The Assistant Chief Officer Finance & Commissioning (ACO F+C) informed Members that forecasts suggested that the Authority had pressures against the expenditure plan for 2011/12 and forecast a £80k overspend. The position to date and the year-end forecast were shown at Appendix A to the report. The work to address the potential overspend was set out in paragraphs 3.13 – 3.17 to the report.

Members were informed that the position to date and the year-end forecasts were shown at Appendix A to the report. No material risks, other than those set out in the Risk Monitor at Appendix D to the report, had been identified to that forecast.

Members queried the position of civil claims and what benchmarking had been done with-in our family of Force's. Other Members queried whether the Force contested every claim.

The ACO F+C informed Members that all major claims are contested.

Mayor Drummond informed members that local authorities regularly contest almost everything and that this had led to dramatic reductions in payouts.

The Chief Executive informed Members that he would communicate with the Police Authority's Solicitor and that the Force Solicitor would be contacted with a view to discuss such.

ORDERED that;

1. the content of the report be noted.

CAPITAL MONITORING REPORT TO THE 31ST OCTOBER 2011

The Assistant Chief Officer Finance & Commissioning (ACO F+C) reminded Members that they approved the capital programme of £6,054k for 2011/12 and the capital plan for 2011/15 at their meeting on 24th February 2011. Net carry forwards of £3,275.4k were also approved by the Authority on the 30th June 2011; giving a total capital programme for 2011/12 of £9,329.4k.

Members approved changes at their meeting of the Policy & Resources Panel on 25th October, shown at Appendix B to the report, increasing the budget and forecast spend for 2011/12 to £9,346.9k.

This report sets out progress against delivery of the Capital Programme for 2011/12 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.

TREASURY MANAGEMENT REPORT TO THE 30TH JUNE 2011

The Assistant Chief Officer Finance & Commissioning (ACO F+C) informed Members that 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'.

Members agreed an investment strategy for 2011/12 in line with the CIPFA Code of Practice at their meeting on 24th February 2011.

The ACO F+C informed Members that protection of the Authority's underlying investments will continue to be of utmost importance throughout 2011/12.

Members were informed that the protection of the Authority's underlying investments will continue to be of utmost importance throughout 2011/12. To that end the investments of the Authority will continue to be placed in a prudent manner and also one that ensures sufficient funds are available to meet its' commitments as they become due.

ORDERED that;

1. the contents of the report be noted.

TIME OFF IN LIEU

This report was deferred to a future meeting.

PROCUREMENT REPORT FOR THE PROVISION OF CLEANING SERVICES

The Assistant Chief Officer Finance & Commissioning (ACO F+C) informed members that the purpose of the report was to advise Members of the procurement process undertaken during the recent tender exercise for Cleaning Services. The current contract for Cleaning Services expired on the 31st March 2012. As a result, the service was re-tendered and a new contract will be put in place to ensure a seamless handover and continuity of service.

A restricted two stage tender was the chosen procedure for this procurement. The restricted tender procedure involved advertising the contract opportunity and then sending the first stage PQQ (Pre-Qualification Questionnaire) document to all interested parties to complete. The PQQ document focused on organisational/legislative compliance questions as well as an organisations experience and technical competence to deliver the service. The second stage of the tender, Invitation to Tender (ITT) focused on pricing, service management and contract delivery.

Members were informed that the procurement process had been completed in line with European Legislation. The use of the restricted procedure gave an opportunity for all interested parties to participate at the initial PQQ stage. The evaluation had been conducted in a fair, comprehensive, thorough and transparent process.

The ITT submission from Bidder 4 had fully met the specification required by Cleveland Police for the provision of cleaning services. The Evaluation Team are fully confident that the procurement process had achieved Best Value and the new contract will provide an efficient, responsive and cost effective service to the Authority.

ORDERED that;

- 1 the procurement method, analysis used and the recommendation put forward by the Evaluation Team be noted.
- 2 Bidder 4 be accepted as the best value solution to deliver Cleaning Services throughout Cleveland Police Authority's property portfolio, be agreed.

PROCUREMENT REPORT FOR THE PROVISION OF MECHANICAL MAINTENANCE AND WATER QUALITY MONITORING

The Assistant Chief Officer Finance & Commissioning (ACO F+C) informed Members that the purpose of the report was to advise Members of the procurement process undertaken during the recent tender exercise for mechanical maintenance and water quality

monitoring services.

Members were informed that the current contract for mechanical maintenance expires on the 31st March 2012. The current contract for water quality monitoring services expires on the 30th April 2012. As a result, both services were re-tendered and a new contract will be put in place with one service provider in order to ensure contract efficiency, a seamless handover and continuity of service.

The ACO F+C informed Members that the restricted two stage tender was the chosen procedure for this procurement. The restricted tender procedure involved advertising the contract opportunity and then sending the first stage Pre-Qualification Questionnaire (PQQ) document to all interested parties to complete. The PQQ document focused on organisational / legislative compliance questions as well as an organisations experience and technical competence to deliver the service. The second stage of the tender Invitation to tender (ITT) focused on pricing, service delivery and service response.

The procurement process had been completed in line with European Legislation. The use of the restricted procedure gave an opportunity for all interested parties to participate at the initial PQQ stage. The evaluation has been conducted in a fair, comprehensive, thorough and transparent process.

The ITT submission from Bidder 4 had fully met the specification required by Cleveland Police for mechanical maintenance and water quality monitoring services. The Evaluation Team are fully confident that the procurement process had achieved Best Value and the new contract will provide an efficient, responsive and cost effective service to the Authority by using local tradesmen as well as supporting the local economy.

ORDERED that;

- 1 the procurement method, analysis used and the recommendation put forward by the Evaluation Team be noted.
- 2 Bidder 4 be accepted as the best value solution to deliver mechanical maintenance and water quality monitoring services be agreed.

ENVIRONMENTAL MONITORING UPDATE

The Service Improvement Manager informed Members that the purpose of the report was to provide Members with an update of the business of the Environmental Monitoring Group held on 22 November 2011.

The Environmental Monitoring Group is key to enabling the delivery of reduced carbon emissions year on year for both Force and Authority. The scope of the business will ensure that holistic scrutiny is applied to the effects that the day to day business of Cleveland Police and its Authority have on the environment.

Members queried whether fuel procurement was undertaken with other partners such as local authorities as such an agreement could lead to cost savings.

The Assistant Chief Officer Finance & Commissioning informed Members that this would be looked into.

ACO F+C

ORDERED that;

1. the report be noted.

THE PUBLIC SECTOR PENSIONS DEBATE

The Treasurer informed Members that the purpose of the report was to outline some of the key issues in the current debate around the future of public sector pensions, with particular reference to funding issues, which has a direct impact on the cost of policing.

Members were informed that in June 2010 the Government commissioned former Work and Pensions Secretary, Lord Hutton, to chair the Independent Public Service Pensions Commission's review into the long term future of public service pensions. In his final report Lord Hutton set out his recommendations on how these can be made sustainable and affordable in the long-term, whilst at the same time being fair to both public sector workers and the taxpayer.

Members were informed that the Government accepted his recommendations as a basis for consultation with public sector workers, trade unions and other interested parties about the need for long term reform. The Government intends to introduce changes from 2015 and has confirmed that all pension benefits earned up to that point will be protected. The reforms will ensure that all public service pensions, including the Local Government Pension Scheme (LGPS), will continue to be amongst the best pensions available.

ORDERED that;

- 1 the report be noted.

INVESTIGATION – FINANCIAL UPDATE

The Treasurer informed Members that the purpose of the report was to provide Members with an opportunity to review and scrutinise the expenditure being incurred in relation to the on going criminal investigation that is currently being undertaken by Warwickshire Police.

Members were informed that the costs of the investigation will fall to Cleveland Police Authority to pay for, based on the actual costs incurred by Warwickshire Police, both in relation to the resources it has specifically allocated to this operation and also for the work that is being undertaken, on behalf of the Chief Constable of Warwickshire Police, by Police Officers from both North Yorkshire and West Yorkshire.

The Treasurer informed Members that currently he is receiving a fortnightly financial update on costs associated with the investigation.

Members queried where the information was sourced from and asked for an update on the number of Officers involved and the number of vehicles.

The Treasurer informed Members that he received his fortnightly update from the Senior Investigation Officer; the number of Officers involved was 26 full time equivalents, but the number of vehicles he would have to investigate and respond at a later date.

Treasurer

Members informed that it was vital that the local MP's are informed and an application made to Her Majesty's Government for reimbursement of costs of the investigation.

The Chief Executive informed Members that an application to the Home Office is being prepared and would be sent off shortly.

ORDERED that;

1. the direct costs of the investigation to the end of October 2011 totals £754k, (Appendix A to the report refers) be noted.
2. the additional costs resulting from the investigation totals £85k to the end of October 2011 be noted.
3. having taken into account the Authority's policy on Reserves (as at Appendix C to the report), that the direct costs of this investigation for 2011/12, forecast to be £1.44m, is met from the Authority's General Reserves be agreed.

HMIC VALUE FOR MONEY UPDATE

The Treasurer informed Members that the purpose of the report was to update Members on the HMIC Value for Money Profiles and to highlight those areas, from a financial perspective, where Cleveland Police are significantly different to both its Most Similar Group of Forces and all Forces in England and Wales.

Members were reminded that they received a report on the 27th January 2010 that established the importance of the HMIC Value for Money Profiles and how they link with the Police Report Card and the "balanced scorecard" approach that is under taken as part of this assessment. From this, HMIC would draw conclusions about the performance of individual Forces and Authorities. The report is to provide an overview of the financial profiles within the reports which are based on the budgets set for 2011/12.

The HMIC Value for Money Profiles present Cleveland Police Authority and Force with both an opportunity to inform, and the drive and financial imperative to improve, the value for money of service delivery.

Members noted the position the Force were in, with the lowest crime levels for nineteen years, highest detection rates, high levels of satisfaction and also Force of the year and considered where the areas of improvement could come from.

The Chief Executive suggested Members may wish to consider asking the Force for areas of improvement.

ORDERED that;

1. the report be noted.