

POLICY & RESOURCES

A meeting of the Policy & Resources Panel was held on Thursday 27 October 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 Chris Abbott, Councillor Barry Coppinger Councillor Norma Stephenson, Councillor Ray Goddard
- ADDITIONAL MEMBERS Councillor Ron Lowes, Councillor Terry Laing.
- OFFICIALS Mrs Clare Hunter, Dr Neville Cameron, Mr Michael Porter and Mr John Bage (CE).
- Mr Sean White, Ms Claire Hinnigan and Miss Kate Rowntree (CC).

APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr Peter Race MBE (ex officio), Mayor Stuart Drummond, Councillor Carl Richardson and Mrs Ann Hall.

MARK OF RESPECT

A minutes silence was held in respect of the death of PC Michael Gillespie.

DECLARATIONS OF INTERESTS

There were no declarations of interests.

Action

MINUTES OF THE POLICY & RESOURCES PANEL HELD ON 25 AUGUST 2011

There was one correction from the previous meeting, following this the minutes were agreed as a true and accurate record.

OUTSTANDING RECOMENDATIONS

ORDERED that:-

1. the Outstanding Recommendations be noted.

REVENUE OUTTURN 2010/2011 – REVISED

The Head of Finance informed Members that at their meeting on 25th February 2010 Members approved a Net Budget Requirement (NBR) of £132,172k and budgeted revenue expenditure of £149,573k, the balance of expenditure being funded by specific grants, other income and transfers from reserves. The report set out the revised year end position against that budget.

Members were informed that the report was a revision of the final report for 2010/11 and set out the year end position against the approved budget. This reflected the single monetary adjustment as

a result of the audit, and also a correction to the original Appendix A to the report.

In the original Appendix A the split between core and transfers to/from reserves was incorrectly stated and is now corrected, this had no impact on the accounts or outturn. It also appended the reconciliation of transfers to/from reserves as requested by Members at Appendix D to the report.

It should be noted that the results had now been subject to audit by the Audit Commission.

ORDERED that;

1. the revised revenue outturn position for 2010/11 of a £650k underspend which represented a 0.43% underspend against a gross expenditure budget of £149.6m be noted.
2. the outturn position is in excess of the £250k underspend forecast in the Period 11 report be noted.
3. the results are presented having been audited by the Audit Commission be noted.

BUDGET MONITORING REPORT TO THE 31ST AUGUST 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 Head of Finance informed Members that forecasts suggested that the Authority had pressures against the expenditure plan for 2011/12; but had sufficient predicted underspends to more than cover these pressures and therefore forecast a £100k underspend after medical retirement expenditure. The position to date and the year-end forecast are shown at Appendix A to the report.

Members were informed that the position to date and the year-end forecast 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.

ORDERED that;

1. the content of the report be noted.

CAPITAL MONITORING REPORT TO THE 31ST AUGUST 2011

The Head of Finance 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 were reminded that they approved a capital programme totaling £6,054k at their meeting on 24th February 2011. Net carry forwards of £3,275.4k were also approved taking the total capital plan for 2011/12 to £9,329.4k.

The Head of Finance informed Members that the report set 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.
2. the addition of the Electrical Re-wiring of Stockton Divisional HQ scheme (phase 2) at a cost of £28.0k to be funded from the Provision for Business Cases be agreed.
3. the addition of the Replacement of Obsolete Air-conditioning Units and Dehumidifiers in HQ scheme at a cost of £15.0k to be funded from the Provision for Business Cases and approved under delegated authority be noted.
4. the addition of the Body Armour scheme at a cost of £88.0k, to be funded from the Provision for Business Cases and approved by Members at the Policy and Resources Panel on 25th August 2011 be noted.
5. the addition of the Job Evaluation scheme at a cost of £30.0k, to be funded from the Provision for Business Cases and approved by Members at the Policy and Resources Panel on 25th August 2011 be noted.
6. the addition of the Covert Equipment scheme at a cost of £17.5k to be funded with a transfer from revenue, as external funding has been received, and approved under delegated authority be noted.

TREASURY MANAGEMENT REPORT TO THE 30TH JUNE 2011

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

Members were informed that the report was to update 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.

The ACO F+C informed Members that 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.

PLAN B IMPLEMENTATION UPDATE

The Assistant Chief Constable (Crime & Operations) informed Members that the report outlined to Members the Human Resource activities planned to enable the delivery of Plan B, within the constraints of the Long Term Financial Plan (LTFP).

Members had requested that the HR plan referred to within the Plan B proposal, be presented to the Policy and Resources Panel. This would provide sufficient information and assurances that the Force is able to plan and deliver the necessary activities that will facilitate the implementation of the Plan B proposal within the constraints of the LTFP.

The Assistant Chief Constable (Crime Operations) informed Members that the implementation of Plan B will be closely monitored to ensure it is delivered within the relevant timescales.

Members queried who was to carry out these actions and how frequently would they be done.

The Assistant Chief Constable (Crime Operations) informed Members that it was his role to carry out these functions and that this would continue to 2013-14. He would be happy to report back to Members at a frequency that Members were content with.

ORDERED that;

1. the content of the report be noted.
2. Members would receive updates every second meeting be agreed.

TIME OFF IN LIEU

The Assistant Chief Constable (Crime Operations) informed Members that the report was to update Members on the work being undertaken by the Force to manage the levels of time off in lieu (TOIL) and rest days in lieu (RDIL).

Previous reports to Members had highlighted the approach taken by the Force in reducing the commitment in TOIL and RDIL. These reports were in response to concerns raised around the changes to the International Financial Recording Standards (IFRS), and any potential financial liability that may be incurred as a consequence of retaining large amounts of time off held by members of the Force.

Members were informed that there is a financial risk to the Force in respect of time off owing particularly as figures are not currently available to assess whether the levels are increasing or decreasing. The financial cost of the outstanding levels of TOIL is calculated at the end of each financial year. The figures for the last three years

were presented to Members.

Members were assured that the Force is working closely with Steria to ensure that Oracle is an accurate record of 'time off' and that a corporate response can easily be given to the amount of hours and days of time off owing to Officers. Future audits will be able to provide a more accurate reflection of outstanding time off once the Oracle system is updated.

Members queried if Officers received increases in pay for any overtime worked.

The Assistant Chief Constable (Crime Operations) informed Members that Officers do receive increases in pay for overtime worked and Bank Holidays, he informed members of the increase ranges.

Members queried if this information was captured and reported on.

The Head of Finance assured Members that all information pertaining to this was captured and reported annually in the Statement of Accounts, but that this element of cost was not chargeable to Council Tax payers.

The Treasurer informed Members that an update would be brought to the December meeting.

ACC (Crime and Ops).

ORDERED that;

1. the content of the report be noted.

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 11 October 2011.

Members were given an update of the participation in the Public Sector Carbon Management Programme 2011/12 and environmental updates from departments whose operations are included within the scopes of the carbon footprint; namely Fleet Management, Estates Management (including PFI), Information and Communication Technology, Business Support and Sustainable Procurement.

The Service Improvement Manager informed Members that 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 Group 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.

ORDERED that;

1. the report be noted.