

CLEVELAND POLICE AUTHORITY EXECUTIVE

A meeting of Cleveland Police Authority Executive was held on Thursday 26 February 2009 in the Members Conference Room at Police HQ.

PRESENT: Councillor Caroline Barker, Councillor Barry Coppinger, Councillor Paul Kirton, Councillor Mary Lanigan, Councillor Ron Lowes, Councillor Dave McLuckie, Councillor Hazel Pearson OBE, Councillor Victor Tumilty and Councillor Steve Wallace

Independent Members

Miss Pam Andrews-Mawer, Mr Chris Coombs, Mr Ted Cox JP, Mr Peter Hadfield, Mr Aslam Hanif, Mr Alf Illingworth TD JP, Mr Mike McGrory JP and Mr Peter Race MBE

OFFICIALS: Mr Joe McCarthy, Mr Paul Kirkham, Mrs Caroline Llewellyn and Mrs Julie Leng (CE)
Mr Sean Price, Mr Derek Bonnard, Mrs Ann Hall, Mr Mick Hartnack, Miss Anne-Marie Salway and Miss Kate Rowntree (CC)

407 **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

408 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

409 **ROBUSTNESS OF ESTIMATES AND ADEQUACY OF FINANCIAL RESERVES**

The Chief Executive presented this report in accordance with the requirement under Part 2 of the Local Government Act 2003 (Financial Administration). This requires the Treasurer (i.e. Chief Executive in the case of Cleveland Police Authority) to report to the Authority on the following matters:-

- a. 'the robustness of the estimates made for the purposes of the calculations in setting the budget for the forthcoming financial year'; and
- b. 'the adequacy of the proposed financial reserves'.

The Authority's budget setting process had been designed to ensure that estimates brought forward for approval were sound and robust. This report confirmed that approach and identified the key elements of the process that make it so.

Similarly, the Authority policy is to ensure that it has sufficient levels of reserves and balances to provide for known, anticipated and unforeseen costs and liabilities. The Chief Executive advised that he was satisfied that the proposal emerging from the 2009/2010 budget process were clear, soundly based and deliverable, and that the approach to reserves and balances contained therein were appropriate.

In setting a budget for 2009/2010 the Authority will need to continue to have regard to the underlying level of available resources. The budget report requires the Authority to continue to take a robust approach to this issue by agreeing a long term financial plan aimed at maintaining a sustainable position through the Plan period.

ORDERED that:-

1. the contents of the report be noted and taken into account when considering the 2009/10 Budget Report.

410

PRUDENTIAL BORROWING INDICATORS & TREASURY MANAGEMENT STRATEGY 2009/2013

The Chief Executive presented this report which was one of six that were on the agenda for consideration. These reports are part of the process introduced by the Authority to establish sustainable annual and long term financial plans and maintain prudent financial management.

To ensure compliance with the CIPFA Prudential Code of Practice members are required to set a range of Prudential Indicators for the financial year 2009/10. The code also states that the indicators for treasury management should be considered together with the annual investment strategy for 2009/10

ORDERED that:-

1. the report be noted.
2. the Prudential Indicators set out in paragraphs 3.4, 3.5 and 3.6 be approved.
3. the Annual Investment Strategy set out at Appendix A to the report be approved.

4. the period of delegated authority to the Chief Executive in consultation with the Deputy Section 151 Officer, to amend the approved List of Counterparties and the Investment Limits within institutions be extended to 30 September 2009 be agreed.

411

MINIMUM REVENUE PROVISION STRATEGY 2009/9 & 2009/10

The Chief Executive presented this report which was one of six that were on the agenda for consideration.

Minimum Revenue Provision (MRP) is the annual revenue provision that authorities have to make in respect of their debts and credit liabilities. The requirement to make MRP has existed since 1990.

Due to changes to the Local Authorities (Capital Financing and Accounting) (Amendment) (England) Regulations on calculation of the MRP, a report is now necessary to seek approval from the Authority as to the annual MRP strategy for the 2008/09 and 2009/10 financial years.

The MRP Strategy complements the wider financial picture which aimed to provide transparency on the cost of the Authority of taking on new borrowing, therefore linking into the Authority's prudential indicators, the overall management of the Authority's assets and the move towards the international accounting standards.

ORDERED that:-

1. the MRP Strategy to be implemented from the 1 April 2008 covering the financial years 2008/9 and 2009/10 be approved. Specifically that being:-
 - o Option 1 ("Regulatory Method") be used to calculate the MRP on existing borrowing (before the 1 April 2008) and any future supported borrowing (after 1 April 2008).
 - o Option 4 ("Depreciation Method") be used to calculate the MRP in the case of any future unsupported borrowing (after 1 April 2008).
2. all future reports which involve borrowing to support capital expenditure considered by the Authority contain an assessment of additional MRP costs as this will have an impact on future revenue budgets be

approved.

3. the MRP Strategy be presented to the Authority on an annual basis and its recommendations adopted for the following financial year in line with the requirements of the 2007 Regulations be agreed.

412

PROPOSED 2009/10 BUDGET AND LONG TERM FINANCIAL PLAN 2010/13

The Chief Constable presented this report which was one of six on the agenda. These reports were part of the process introduced by the Authority to establish sustainable annual and long term financial planning underpinned by prudent financial management.

Members accepted a recommendation to provide a Council Tax increase of 9.97% for 2008/09. Paragraph 1.4 of the report detailed a number of achievements that had been made to date during 2008/09.

In setting the budget for 2009/10, only one option was provided for Members to consider. A Council Tax increase of 4.95% was assessed to be the minimum requirement to maintain and protect current levels of service whilst working within guidance from the Government, and more significantly on this occasion the requirement to minimise the impact on Council Tax payers, especially in the current economic environment – the increase equates to a Band D increase of 17p per week, £8.61 per annum.

In seeking to minimise the Council Tax increase the budget had been constructed around a major savings package of £3m and a contribution from balances of £2.1m. Developmental proposals for 2009/10 have been capped at £800k with costs attributable to National Settlements and the effects of uncertainty in the national and international economy contributing a further £1.1m of cost to the budget. Significantly, a savings programme of £2.7m will need to be agreed for the 2011/12 budget, with reserves projected to sit at £4.1m (3.0% of net budget at that time).

The proposed budget and long term financial plan underpin the Authority's financial objectives of:

- Retaining a frontline focus through:
 - Maintaining numbers of Officers and PCSOs;

- Embedding Neighbourhood Policing;
- Strengthening Protective Services;
- Enhancing the effectiveness of officers and staff;
- Continuing to drive performance improvements;
- Maintaining financial & operational resilience.

ORDERED that:-

1. the proposed budget for 2009/10 be approved.
2. the increase in Net Budget Requirement of 3.3% and a precept increase of 4.95% in the Band D level for 2009/10 be agreed.
3. contributions from Reserves of £3,100k in 2009/10 be agreed.
4. contributions from the General Fund of £2,250k in 2010/11 taking the General Fund to 3.0% of net budget be agreed.
5. cognisance be taken of the Robustness of Estimates and Adequacy of Financial Reserves Report of the Chief Executive considered earlier in the meeting.

413

PROPOSED 2009/10 CAPITAL PROGRAMME & LONG TERM CAPITAL PLAN 2010/13

The Chief Constable presented the report to Members, this would be the third year that the Authority had adopted such an approach to the development of its Long Term Capital Programme.

2008/09 had seen the delivery of a number of key strategic projects, with further projects to come to successful fruition during the first half of 2009/10:

- An investment of £7.3m was approved in August 2008 to provide front line officers with state of the art hand held information devices, the CUPID project.
- A £4.8m investment in the refurbishment of Hartlepool BCU would be realised in 2009/10, in investment in a new Strategic Road Policing Unit (£5.25m) and a new Organised Crime Unit (£1.5m) on target to be completed in the summer of 2009.

The Capital Plan setting out the capital priorities of the organisation and the funding required for their delivery was set out at Appendix A to the report and covered the period April 2009 to March 2013.

This report set out 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. prudential borrowing of £2.4m in 2009/10 be approved.
2. the earmarking of funds for developments in the Estate Strategy (£500k), the Information Systems Improvement Strategy (£1,330k) and for business cases arising during 2009/10 (460k) as set out at Appendix A be approved.
3. the Facilities Programme set out at Appendix B be approved.
4. the ICT Programme set out at Appendix C be approved.
5. the Air Support Programme set out at Appendix D be approved.
6. the Fleet Programme set out at Appendix E be approved.

414

SETTING THE 2009/10 PRECEPT

The Chief Executive presented this report which was one of a set of six that were on the agenda for consideration by Members.

These reports are part of the process introduced by the Authority to establish sustainable annual and long term financial plans and maintain prudent financial management.

This report establishes the Council Tax Base and proposed a 4.95% increase in the precept for the forthcoming year based on an increase in Net budget Requirement of 3.3%.

This proposal was consistent with the 2009/10 Budget and Long Term Financial Plan 2010/13 paper that was also on the Agenda.

Legislation requires that the Police Authority agree its budget and associated precept and basic council tax for the forthcoming year before 1st March 2009.

When formulating the budget strategy for 2009/2010 the Authority had taken account of national and local implications of the current economic recession to establish a prudent budget. The proposed budget sought to strike a balance between improved service levels and performance, savings and efficiencies, prudent reserves over the Long Term Financial Plan period and, moreover, the implications for council taxpayers. As a result the increase in precept had been contained at 4.95% in line with previously agreed planning assumptions.

ORDERED that:-

1. the Net Budget Requirement for 2009/10 as £128,790k be agreed.
2. the funding for the Net Budget Requirement for 2009/10 be agreed as:
 - Police Grant £48,939k
 - Revenue Support Grant/NNDR £48,721k
 - Net Surplus on Collection Funds £283k
 - Precept £30,847k
 - £128,790k
3. the tax base for 2009/10 as 169,047 Band D equivalent properties be agreed.
4. the basic amount of council tax (Band D equivalent) for 2009/10 be set at £182.473 be agreed.
5. the following precepts be levied on the four billing authorities:-
 - Hartlepool Borough Council £5,040,244
 - Middlesborough Borough Council £7,288,901
 - Redcar & Cleveland Borough Council £7,936,245
 - Stockton on Tees Borough Council £10,581,206

6. the council tax be set at the following levels be agreed:-

• A	2/3rds	£121.649
• B	7/9ths	£141.924
• C	8/9ths	£162.199
• D	1	£182.473
• E	1&2/9ths	£223.023
• F	1&4/9ths	£263.573
• G	1&2/3rds	£304.122
• H	2	£364.947

415

POLICE AUTHORITY INSPECTION 2009

The Chair of the Inspection Panel outlined the Police Authority Inspection process and sought authority to proceed as described within the report.

The Policing Green Paper signalled that Police Authority Inspections, undertaken jointly by the Audit Commission and HMIC, would proceed from April 2009, using provisions in the Criminal Justice and Immigration Act 2008. The inspection would also involve a peer reviewer – a trained assessor from another Police Authority.

The inspection would be based around two sources of evidence; the PURE assessment and elements from the APA self-assessment process. A matrix of these requirements had been developed at was detailed at Appendix A to the report.

The preparations for the inspection process were well underway and therefore Cleveland Police Authority was in a good position to understand its baseline position and to undergo a formal inspection.

ORDERED that:-

1. the general approach outlined within the report to prepare for the forthcoming Police Authority inspection be agreed.
2. the stakeholder survey letters attached at Appendices B & C be agreed.

416

CLEVELAND AIR SUPPORT UNIT UPDATE

The Deputy Chief Constable updated Member on the progress in establishing a stand alone Cleveland Air Support Unit to be operational from 1 April 2009.

A meeting had taken place with the Heads of Operations from the Cleveland, Durham and Northumbria Forces regarding the dissolution of assets within NEASU. We were waiting for the minutes of this meeting to be agreed by Northumbria and Durham and the schedules of assets to be updated as agreed.

Work regarding setting up all the contracts was ongoing by the procurement department with most areas progressing well.

The Force and Authority continued to make good progress in the preparations for a stand alone air support unit to be effective from 1 April 2009. Members would continue to receive updates in due course.

ORDERED that:-

1. the contents of the report be noted.

417

MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON 10 DECEMBER 2008

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on the 10 December 2008 were submitted and approved.

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Wednesday 10 December 2008 commencing at 10.00 am in the Media Briefing Centre at Police Headquarters.

PRESENT

Miss Pam Andrews-Mawer, Councillor Barry Coppinger (Chair), Mr Chris Coombs, Mr Ted Cox JP, Mr Peter Hadfield, Mr Aslam Hanif, Mr Alf Illingworth TD JP, Mr Peter Race and Councillor Steve Wallace (Vice Chair)

OFFICIALS

Mr Julie Leng (CE)
Mr Sean Price, Mr Derek Bonnard, Mrs Ann Hall, Mr Graeme Slaughter, Mrs Heather Allen and Miss Kate Rowntree (CC).

ADDITIONAL
ATTENDEES

Councillor Ron Lowes and Councillor Victor Tumilty

418 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from, Councillor Dave McLuckie (ex officio) and Mr Joe McCarthy.

419 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

Action

420 **MINUTES OF THE POLICY & RESOURCES – CORPORATE DEVELOPMENT PANEL HELD ON 6 NOVEMBER 2008**

The minutes were agreed as a true and accurate record.

421 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

1. the Outstanding Recommendations be noted.
2. a verbal update in relation to the possible use of Liquid Petroleum Gas (LPG) would be provided as part of the Budget Monitoring Report. A finalised report would be submitted to the meeting of this Panel in January.

422 **BUDGET MONITORING REPORT TO 31 OCTOBER 2008**

The Temporary Assistant Chief Officer Finance and Commissioning presented the report. Members had approved a Net Budget Requirement (NBR) of £124,623k and budgeted revenue expenditure of £145,301k, the balance of expenditure being funded by specific grants, other income and transfers from reserves at their meeting on 28 February 2008. This report set out the progress against delivery of that budget and was part of the process introduced by the Authority to maintain prudent financial management.

The position to date and the year end forecast were detailed in Appendix A to the report. Appendix A also reflected the Members' decisions to create a £750k provision against the potential costs of a stand alone air support unit in 2009/10 and the consequent reduction in revenue support necessary to £2,623k in 2008/09. It also reflected Members' decision to use additional underspends of £300k for the non-recurring costs of the exploratory procurement exercise for ICT services.

No material risks other than those mentioned in the report or set out in the Risk Monitor at Appendix D had been identified to the delivery of a break even position against this revised budget.

ORDERED that:-

1. the report be noted.
2. the funding of covert operations totaling approximately £250k from underspending budgets including Police Officer Pay.

423 **CAPITAL MONITORING REPORT TO 31 OCTOBER 2008**

The Temporary Assistant Chief Officer Finance and Commissioning presented the progress against the delivery of the Capital Programme for 2008/09 and the Capital Plan for 2008/11 which Members had approved at their meeting on 28 February 2008.

The report set out the progress made in delivering the Capital Programme for 2008/09 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 be noted.
2. the deletion of the £50k server upgrade scheme be approved.
3. the implications of the deferral of the HQ relocation scheme on the capital and periodic maintenance budgets be considered.

424

TREASURY MANAGEMENT TO 31 OCTOBER 2008

The Temporary Assistant Chief Officer Finance and Commissioning presented the report to Members.

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'.

An investment strategy for 2008/09 was agreed by Members at their meeting on 28 February 2008. The report provided an update 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.

Given the current unprecedented turbulence and uncertainty in financial markets and financial institutions, the protection of the Authority's underlying investments is of utmost importance. The investment strategy that underpins this has recently been reviewed and amended to enable a quick response to changes in market conditions as they take place. Consequently, the Authority continued to manage its cash resources in a low risk yet highly liquid manner..

ORDERED that:-

1. the contents of the report be noted.

425

PROCUREMENT REPORT FOR THE PROVISION OF ARREST REFERRAL SERVICES

The Temporary Assistant Chief Officer Finance and Commissioning presented the report to Members. Crime and Disorder Reduction Partnerships, consisting of Drug Action Teams (DAT's), Criminal Justice Intervention Programme (CJIP), Courts and Probation Services provide a co-ordinated approach to drug related crime reduction.

Arrest Referral Services are a support network to provide continued support and increase the number of offenders taking up the drug and alcohol referral services. Support is provided in custody facilities, court liaison, assertive outreach teams and out of hours service and a 24/7 freephone help line service. Cleveland Police Authority contributes approximately 7% of the annual cost of Arrest Referral Services, however, the Authority take the strategic lead in their procurement through the tendering exercise to award of final contract.

Due to significant changes in service delivery, which included the introduction of a new Alcohol Arrest Referral Pilot Scheme, Cleveland Police Authority and its partners have decided to bring forward the scheduled tender date. The original contract commenced on 1st April 2005 for 1 year with annually renewable extensions of up to 4 years. The Force would not be renewing this contract for 2009/10 as we had to revisit the market to include a programme of change which would continue to support and increase the number of offenders taking up the drug and alcohol referral services.

The purpose of the tender exercise is to ensure that Cleveland Police Authority and its partners achieve best value for the goods and services procured and complies with legislation.

The procurement process had been completed in line with Cleveland Police Authority's Standing Orders and European legislation. The tender submission had fully met the specification required by Cleveland Police Authority and the DAT's. The Evaluation Team recommended that the contractor responsible for Tender 1 be offered the contract due to the reasons detailed in the report.

ORDERED that:-

1. the procurement method and evaluation analysis used be approved.
2. the contract be awarded to Tenderer 1 be approved.

426

FIRE AND SAFETY UPDATE

The Deputy Chief Constable provided members with an insight into the position with regard to health and safety and fire safety within Cleveland Police for the period 1st July 2008 to 30th September 2008 respectively.

ORDERED that:-

1. the contents of the report be noted.

427

POLICE USE OF RESOURCES EVALUTION (PURE) 2007/2008

The Temporary Assistant Chief Officer Finance and Commissioning provided information relating to the progress made in implementation of the recommendations from PURE 2007/2008.

Appendix A to the report showed positive progress against the majority of PURE 2007/2008 recommendations. Compared with October two areas show slower progress – R8 Financial target setting, and R11 Partnership Guidance.

ORDERED that:

1. the information in Appendix A relating to implementation of the recommendations of the Audit Commission for PURE 2007/2008 be noted.

428 **MINUTES OF THE POLICE AUTHORITY EXECUTIVE HELD ON 17 DECEMBER 2008**

ORDERED that the minutes of the Police Authority Executive held on 17 December 2008 were approved and signed by the Chair as a true and accurate record.

429 **MINUTES OF THE COMMUNITY PROTECTION PANEL HELD ON 18 DECEMBER 2008**

ORDERED that the following minutes of the Community Protection Panel held on 18 December 2008 were submitted and approved.

COMMUNITY PROTECTION PANEL

A meeting of the Community Protection Panel was held on Thursday 18th December 2008 in the Members Conference Room at Police Headquarters.

PRESENT: Cllr Hazel Pearson OBE (Chairman), Cllr Victor Tumilty (Vice Chair) Mr. Peter Race MBE, Mr. Ted Cox JP, Mr Mike McGrory JP, Cllr Ron Lowes, Mr Chris Coombs (ex officio) and Miss Pam Andrews-Mawer.

OFFICIALS: Mr John Bage, Mr. Norman Wright and Mrs. Sarah Wilson (CE) ACC White, A/ACC Hartnack and Miss Kate Rowntree. (CC)

430 **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Dave McLuckie (ex officio) and Cllr Paul Kirton

431 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

432 **MINUTES OF THE PREVIOUS MEETING**

The minutes of the Community Protection Panel meeting held on 15 October 2008 were agreed as a true and accurate record.

433 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

1. The outstanding recommendations be noted.

434 **NEIGHBOURHOOD POLICING UPDATE**

The Assistant Chief Constable updated Members on the progress of implementation of Neighbourhood Policing.

The Force's approach to Neighbourhood Policing is based on the Chief Constable's Ward based model of a named Police Constable per neighbourhood. In addition, each neighbourhood has a minimum of one PCSO working alongside the Constable.

The Force continued to build upon the experience and identification of effective practice in embedding Neighbourhood Policing and recognised the increase in visible patrols and improved service. The Force continued to reduce crime rates whilst embedding Neighbourhood Policing.

ORDERED that:-

1. the contents of the report be noted.

435

STOP AND SEARCH - UPDATE

The Consultation and Performance Officer updated Members on progress made against the recommendations outlined in the last report on 8 May 2008.

Cleveland Police Authority had implemented measure to ensure that statutory duties were being fulfilled with regards to stop and search. However, there was scope for further work to be undertaken if desired.

ORDERED that:-

1. the contents of the report be noted.

436

JOINT CONSULTATION BASED AROUND CITIZEN-FOCUSED POLICING

The Temporary Assistant Chief Constable sought authority to remodel the consultation work of both the Force and Authority around a new bi-annual Neighbourhood Survey.

Cleveland Police Authority has a statutory duty to make arrangements for obtaining the views of local people about the policing of their area, including issues around anti-social behaviour. The Force had a duty to promulgate and implement a citizen-focus agenda based around neighbourhood policing.

In March 2008 the Community Safety Panel agreed the Joint Consultation Strategy 2008-11, which was the first attempt to join up the consultation activities of the Force and the Authority. This is now in need of amendment to take account of the developing citizen focus agenda.

The proposed Neighbourhood Survey is based on a refocused Quality of Life Survey. The proposal is to survey around 25,000 residents in total each year, completed in two tranches, with the aim of achieving statistically significant results at neighbourhood sector level.

The proposed Neighbourhood Survey would see the Force and Authority pooling resources to plan and deliver consultation around the citizen-focus

theme. This would make the Consultation Strategy more robust and holistic, providing richer results and incorporating citizen feedback loops. This in turn should improve the quality of services provided in the long-run.

ORDERED that:-

1. the outline proposal for a rolling bi-annual neighbourhood survey as Attached at Appendix A to the report be agreed.
2. a net additional budget of £10k per annum from 2009/10 onwards be agreed for consultation work.
3. the Joint Consultation Strategy be amended to reflect this change of focus be agreed.
4. an outline Neighbourhood Survey(attached at Appendix B to the report) had been drafted and that it would be piloted with stakeholder groups (IAG Members, Neighbourhood Watch Co-ordinators) in the coming weeks.
5. the Chief Constable and the Chair of the Authority would approve the use of the survey following the outcome of the pilot.

437

POLICE CADET SCHEME

The Assistant Chief Constable updated Members on the progress of the Police Cadet Scheme.

Following the appointment of the Force Cadet Co-ordinator in September 2008 a working party, including two representative young people, have made considerable progress in planning the cadet scheme.

Support has been secured from all four District Management Teams who had each nominated a District Co-ordinator, to manage the programme at district level and ensure local needs were reflected in the programme.

The Cleveland Police Cadet scheme is now a considerable way through the planning and design stage and is on track to launch in early 2009.

ORDERED that:-

1. the content of this report and the progress to date be noted.

438

2009-2012 LOCAL POLICING PLAN

The Temporary Assistant Chief Constable updated Members on the development of the Corporate Planning Process within the Force and background information regarding the production of the 2009/12 Local Policing Plan. Appendix 1 showed the publication schedule and Appendix 2 outlined the proposed structure of the Plan. Appendix 3 contained a schematic of the annual planning cycle.

The production of the three year Local Policing Plan set out the medium term objectives for driving forward the vision of the Force and Authority.

The Local Policing Plan provided a structured approach that allowed force and authority managers to deliver objectives and priorities. It also

supported the planning and performance framework, by ensuring we continued to provide quality services and keep the public informed of our activities.

ORDERED that:-

1. the proposals and production scheduled included within this report be approved.

439

ANTI-SOCIAL BEHAVIOUR UPDATE

The Temporary Assistant Chief Constable provided Members with an overview of current anti-social behaviour (ASB) initiatives that are taking place across the Cleveland area.

Anti-Social Behaviour is a key concern for our local communities and a continue focus should be maintained.

Data suggested that the largest problem in all four policing districts is rowdy and inconsiderate behaviour by young people. The response to such problems required a balanced and proportionate approach to enforcement combined with education and diversionary activities.

Malicious / nuisance communication is an increasingly significant category.

A holistic and partnership approach is required to ensure long term solution are found to local problems.

ORDERED that:-

1. the contents of the report be noted.

440

DRUGS UPDATE

The Temporary Assistant Chief Constable updated Members in relation to drug treatment, enforcement, recover and disruption efforts that continued across the Force area.

This last period had seen some very positive results on a number of fronts. There was no 'silver bullet' solution to this extremely complex subject area however the Force continued to tackle drug use and abuse in line with Government strategy and the wishes of local people as articulated in our consultation processes.

ORDERED that:-

1. the content of the report be noted.

441

ALCOHOL ABUSE UPDATE

The Temporary Assistant Chief Constable provided Members with an overview of the current alcohol abuse initiatives taking place in the Force area.

Alcohol leads to a range of public health problems. Alcohol effects all of society, from the burden on the NHS, economic burden due to loss of employment and reduced capacity to work through to other negative

effects of alcohol on the social and behavioural welfare of communities.

The national strategy 'Safe, Sensible, Social; The next steps in the National Alcohol Strategy', published in June 2007 outlined a co-ordinated response across a wide range of community groups.

Public Service Agreements (PSA) for 2008-2011 set out the key priority outcomes the Government wants to achieve in that spending period.

The stronger communities and better quality of life PSA aims towards 'having a safe, sensible and social drinking culture where violent and anti-social behaviour is not tolerated' – a sub strand being 'reducing harms caused to the community as a result of associated crime, disorder and anti-social behaviour'.

There is a need for a continued focus on this issue, collaboration with other partners and a robust, multi-agency response in order to combat current trends.

ORDERED that:-

1. the content of the report be noted.

442

LOCAL POLICING PRIORITIES 2009/10

The Assistant Chief Constable sought approval for the proposed Policing Priorities for 2009/10.

The annual process for setting policing priorities for the Force had been undertaken in the following way:

- Evaluation of current position and environmental scanning;
- Collation of issues impacting on policing priorities;
- Presentation of options and agreement by Strategic Development Group;
- Presentation for approval to Police Authority.

The Strategic Development Group met on 2 December 2008 to discuss the proposals for Policing Priorities for 2009/10. The following option was approved:-

- To enhance public confidence in Cleveland Police by Putting People First.

We would:

- Deliver citizen focused policing to all our neighbourhoods
- Reduce crime, antisocial behaviour and protect our neighbourhoods
- Reduce the harm caused by drugs and alcohol
- Ensure efficient and effective use of our people and the public's money.

ORDERED that:-

1. the Policing Priorities for 2009/10 as detailed in the report be approved.

443 **MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON THURSDAY 15 JANUARY 2009**

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on Thursday 15 January 2009 were submitted and approved.

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 15 January 2009 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT Miss Pam Andrews-Mawer, Councillor Barry Coppinger (Chair), Mr Chris Coombs (ex officio), Mr Ted Cox JP, Mr Peter Hadfield, Mr Alf Illingworth TD JP, Councillor Hazel Pearson OBE, Mr Peter Race MBE and Councillor Steve Wallace (Vice Chair)

OFFICIALS Mrs Julie Leng, Mr Norman Wright, Mr John Bage and Mrs Clare Hunter (CE) Mr Sean Price, Mr Derek Bonnard, Mrs Ann Hall, Miss Andrea Crinnion and Miss Kate Rowntree (CC).

ADDITIONAL ATTENDEES Councillor Ron Lowes and Councillor Victor Tumilty

444 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from, Councillor Dave McLuckie (ex officio), Mr Aslam Hanif and Mr Joe McCarthy.

445 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

Action

446 **MINUTES OF THE POLICY & RESOURCES – CORPORATE DEVELOPMENT PANEL HELD ON 10 DECEMBER 2008**

The minutes were agreed as a true and accurate record.

447 **OUTSTANDING RECOMMENDATIONS**

ORDERED that:-

1. the Outstanding Recommendations be noted.

448 **BUDGET MONITORING REPORT TO 30 NOVEMBER 2008**

The Assistant Chief Officer Finance and Commissioning presented the report. Members had approved a Net Budget Requirement (NBR) of £124,623k and budgeted revenue expenditure of £145,301k, the balance of expenditure being funded by specific grants, other income and transfers from reserves at their meeting on 28 February 2008. This report set out the progress against delivery of that budget and was part of the process introduced by the Authority to maintain prudent financial management.

The Authority is on target to deliver the £750k provision against the cost of a stand alone air support unit in 2009/10 and the budget of £300k from the non-recurring costs of the exploratory procurement exercise for ICT services. The position to date and the year-end forecast were shown at Appendix A to the report.

No material risks other than those mentioned in the report or set out in the Risk Monitor at Appendix D had been identified to the delivery of a break even position against this revised budget.

ORDERED that:-

1. the contents of the report be noted.

449

CAPITAL MONITORING REPORT TO 30 NOVEMBER 2008

The Assistant Chief Officer Finance and Commissioning presented the progress against the delivery of the Capital Programme for 2008/09 and the Capital Plan for 2008/11 which Members had approved at their meeting on 28 February 2008.

The report set out the progress made in delivering the Capital Programme for 2008/09 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 be noted.
2. the addition of the Hartlepool Headquarters Artwork scheme at a cost of £25k be approved.
3. the removal of the £18.3k PFI Voice and Data budget be approved.
4. the carry forward to 2009/10 of the following budgets be approved:-

£50.6k on NSPIS HR & Origin Improvements
£31.0k on BMS Outstation Improvements

450

TREASURY MANAGEMENT TO 30 NOVEMBER 2008

The Assistant Chief Officer Finance and Commissioning presented the report to Members.

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'.

An investment strategy for 2008/09 was agreed by Members at their meeting on 28 February 2008. Due to the unprecedented turbulence of the financial markets, this initial strategy had been updated to enable speed of

action when responding to emerging risks to the Authority's investment portfolio. At their meeting on the 30 September 2008, Members resolved to delegate authority to amend the approved List of Counterparties and the investment limits with institutions to the Chief Executive in consultation with the Deputy Section 151 officer. This delegated authority would automatically be withdrawn at 31 March 2009.

This report updated 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 Authority continued to manage its cash resources in a low risk yet highly liquid manner..

ORDERED that:-

1. the contents of the report be noted.

451

POLICE USE OF RESOURCES EVALUATION (PURE)

The Head of Strategy and Performance provided Members with information relating to the progress made in implementation of the recommendations from PURE 2007/2008, and to describe the methodology that is being used for 2008/2009.

Appendix A showed a positive progress against the majority of PURE 2007/2008 recommendations. Compared with December two areas showed slow progress – R5 Asset Management Plan and R7 Whole Life Costing.

Members were informed that PURE would be a key element of the Police Authority Inspection process.

ORDERED that:-

1. the information in Appendix A relating to the implementation of the recommendations of the Audit Commission for PURE 2007/2008 be noted.
2. the arrangement that were being used for 2008/2009 be noted.

452

LIQUEFIED PETROLEUM GAS (LPG)

The Assistant Chief Officer Finance and Commissioning presented the report to Members.

The Budget Monitoring report for July 2008 reported a gross forecast overspend on petrol/diesel of £130k due to the rising prices experienced at the pumps. Although crude oil prices have fallen dramatically, this has not been fully reflected in the petrol/diesel prices charged at the pumps and the market continues to be volatile. Members considered the impact of oil price rises on Force petrol/diesel budgets and requested a report on the potential use of Liquefied Petroleum Gas (LPG) to fuel the fleet.

The Fleet Manager conducted research into this proposal and although there were apparent financial benefits of moving to LPG these are unlikely to be

delivered. The widespread LPG also exposed the Force to some operational risks. For these reasons it is not recommended that LPG be adopted by the Force. However, the recommendations of the Energy Savings Trust Green Fleet Review would be brought forward in the updated fleet strategy.

ORDERED that:-

1. the contents of the report be noted.

453

**PEOPLE & ORGANISATION DEVELOPMENT STRATEGY 2008/11
AND ANNUAL PLAN – 2008/9**

The Deputy Chief Constable provided Members with a copy of the third of the Force's People and Organisational Developmental Strategies covering 2008-11 and an update on progress against the 2008/9 People and Organisational Development Plan.

The delivery of the P&OD Strategy and Annual Plan is key to enabling the success of the Force's 'Putting People First' vision and long term sustainable business improvements. Progress against the 2008/9 plan to date is pleasing and with the reprioritisation already undertaken in Q3 and Q4 a sound platform for the delivery of the strategy would continue to be maintained.

ORDERED that:

1. the progress to date against the 2008/9 People and Organisational Development Plan be noted.

454

CLEVELAND POLICE AUTHORITY WEBSITE

The Secretariat Support Manager sought approval from Members for the proposed process to acquire a new Police Authority website and annual support.

In addition Members were asked to note the exemption to the normal requirement to obtain quotations or tenders in order to secure the continued maintenance of the Authority's existing website.

There was clearly a need to continue the development of the Cleveland Police Authority website and this report suggested a way forward which would give a much earlier implementation date than using the Force's provider, and cheaper annual costs. The suggested provider had recently successfully created and supplied similar to Lancashire and Cheshire Police Authorities.

ORDERED that:-

1. the Policy & Resources/Corporate Development Panel in exercise of its plenary powers agreed to waive standing orders and agreed to the Authority acquiring a new website from Creative Lynx in the projected sum of £17k, with annual running costs of £1.2k.
2. the exemption to the normal requirements to obtain quotations

or tenders of the extension of the contract with 13 Strides to no later than the end of January 2010 be agreed.

455

PROCUREMENT REPORT FOR RESTAURANT & CATERING SERVICES

The Assistant Chief Officer Finance and Commissioning provided Members with details of the recent catering tender exercise for the provision of Restaurant and Catering services, including the recommendations put forward by the Evaluation Team.

The Procurement process had been completed in line with European Legislation and directives.

The tender evaluation had been conducted in a fair, comprehensive, thorough and transparent process.

The tender submission had fully met the specification required by Cleveland Police.

The Evaluation Team were confident that the new contract offered Value for Money.

ORDERED that:-

1. the procurement method used and the recommendation put forward by the Evaluation Team be noted.
2. Tender 2 be accepted as the most economically advantageous tender on the basis of a "nil" subsidy..

456

ENERGY AND WATER USAGE REDUCTION PROPOSALS

ORDERED that this item be withdrawn from this Agenda due to additional information received. This report would be updated and submitted to the next meeting of this Panel for consideration.

457

EXCLUSION OF THE PRESS AND PUBLIC

ORDERED that pursuant to the Local Government Act 1972 the press and public be excluded from the meeting under Paragraph 7 of Part 1 of Schedule 12A to the Act.

458

CAPITAL ACCOMMODATION REPORT

The Assistant Chief Officer Finance and Commissioning updated members on the progress of a project which related to covert operations and therefore was reported separately from the monthly capital monitoring report.

ORDERED that:-

1. the contents of the report be noted.
2. the carry forward of £254k to 2009/10 from the 2008/9 capital budget be approved.

3. the carry forward of £108k from the 2008/9 revenue budget that was set aside for work on this Project be approved.

459

MINUTES OF THE AUDIT AND INTERNAL CONTROL PANEL HELD ON THURSDAY 22 JANUARY 2009

ORDERED that the following minutes of the Audit and Internal Control Panel held on Thursday 22 January 2009 were submitted and approved.

AUDIT AND INTERNAL CONTROL PANEL

ACTION

A meeting of the Audit and Internal Control Panel was held on Thursday 22 January 2009 commencing at 10.00 am in the Members Conference Room, Police Headquarters.

PRESENT

Mr Mike McGrory JP (Chair), Councillor Ron Lowes (Vice Chair), Councillor Caroline Barker, Councillor Victor Tumilty, Mr Chris Coombs (ex officio), and Mr Peter Hadfield.

OFFICIALS

Mr Joe McCarthy, Mr John Bage and Mr Paul Kirkham (CE).
Mr Graeme Slaughter and Miss Kate Rowntree (CC).

AUDITORS

Mr Ian Wallace (RSM Bentley Jennison), Ms Catherine Andrew (Audit Commission)

460

APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Dave McLuckie (ex officio), Councillor Mary Lanigan, DCC Derek Bonnard, Councillor Hazel Pearson OBE, Mr Aslam Hanif.

461

DECLARATIONS OF INTERESTS

There were no declarations of interests.

462

MINUTES OF THE PREVIOUS MEETING HELD 27 NOVEMBER 2008

The minutes were agreed as a true and accurate record.

463

OUTSTANDING RECOMMENDATIONS

ORDERED that:-

1. the Outstanding Recommendations were noted.

464

ANNUAL GOVERNANCE STATEMENT

The Executive Accountant informed Members that Authorities, including

Police Authorities, are required to prepare an Annual Governance Statement. Guidance from CIPFA suggests that the statement is reviewed by a Member group during the year (rather than just at year end) as an integral and indeed critical component of the review process. The Audit and Internal Control Panel has been tasked with this role in the light of its other remits.

The purpose of the Annual Governance Statement process is to provide a continuous review of the effectiveness of an organisation's governance arrangements including internal control and risk management systems. This is intended to give assurance on their effectiveness or otherwise leading to an action plan to address identified weaknesses.

ORDERED that:-

1. the current progress against the significant governance issues and action points for 2008/2009 identified in the 2007/2008 Annual Governance Statement be noted.
2. the current draft of the Annual Governance Statement 2008/2009 be noted.

465

SERVICE UNIT MANAGERS QUESTIONNAIRE

The Executive Accountant requested Members to review and comment on the proposal to amend the annual survey of Service Unit Managers, as part of the process of establishing the assurance framework in support of the Annual Governance Statement.

At its meeting on the 7th November 2006 the Performance and Audit Panel was advised that the methodology used to prepare the Statement of Internal Control would follow the CIPFA Advisory Networks "Rough Guide for Practitioners - The Statement on Internal Control – meeting the requirements of the Account and Audit Regulations 2003".

The "Rough Guide" advocates undertaking an annual survey of managers to obtain a signed adequacy of controls statement as part of the work in obtaining assurance on the effectiveness of key controls.

ORDERED that:-

1. the report be noted.

466

PROGRESS REPORT ON THE ANNUAL AUDIT LETTER RECOMMENDATIONS

The Executive Accountant provided Members with the opportunity to review progress in implementing the external auditors recommendations contained in the Annual Audit Letter.

The Annual Audit Letter 2007/2008 summarised the key issues arising from the work of the Audit Commission auditors carried out during the year. The auditor addressed this Letter to Police Authority Members as it is the responsibility of the Authority to ensure that proper arrangements are in place for the conduct of its business and that it safeguards and properly accounts for public money.

ORDERED that:-

1. the report be noted.

467

OPINION AUDIT PLAN

The Audit Commission informed Members of the External Audit Opinion Plan for 2008/9. This plan sets out the work the external audit team proposed to undertake in relation to the 2008/09 accounts. The plan is based on the Audit Commission's risk-based approach to audit planning.

Members were informed of the methodology to undertake the audit work, and a timetable for the implementation was put forward.

ORDERED that:-

1. the report be noted.

468

EXCLUSION OF THE PRESS AND PUBLIC

ORDERED that pursuant to the local Government Act 1972, the press and public be excluded from the meeting under Paragraph 3 of Part 1 of Schedule 12A to the Act.

469

INTERNAL AUDIT PROGRESS REPORT

The Internal Auditor informed Members that the periodic internal audit plan for 2008/09 was approved by the Audit Panel on 28 May 2008. The report presented at this meeting summarised the outcome of work completed to date against that plan, and Appendix A to the report provided cumulative data in support of internal audit performance.

ORDERED that:-

1. the report be noted.

470

REPORTS OF THE INTERNAL AUDIT

The Internal Auditor informed Members that there were six finalised reports for 2008/09 since the last Panel meeting. These were:

- High Level Financial Controls
- Treasury Management
- Payroll
- Debtors / Income
- VAT
- Fixed Assets

The Internal Auditor spoke to these reports.

ORDERED that:-

1. the reports be noted.

471 **CONTRACT FOR INTERNAL AUDIT FROM 1ST APRIL 2009**

The Executive Accountant informed Members that by the end of March 2009, the Authority will need to have renewed the contract for provision of internal audit services.

The Executive Accountant gave a presentation to Members regarding the process of establishing the awarding of a new contract for Internal Audit services.

ORDERED that:-

1. the Internal Audit Contract be awarded to Tender 1 with effect from 1.4.09 for a period of three years, (with an option for an extension of up to 2 years at a price to be negotiated at that time).

472 **MINUTES OF THE STRATEGIC POLICING & PERFORMANCE PANEL HELD ON WEDNESDAY 28 JANUARY 2009**

ORDERED that the following minutes of the Strategic Policing & Performance Panel held on Wednesday 28 January 2009 were submitted and approved.

STRATEGIC POLICING & PERFORMANCE

A meeting of the Strategic Policing & Performance Panel was held on Wednesday 28 January 2009 commencing at 2.30pm in the members' conference room at Police Headquarters.

PRESENT Mr Alf Illingworth TD JP (Chair), Mr Ted Cox JP, Mr Peter Race MBE, Councillor Ron Lowes and Mr Peter Hadfield.

OFFICIALS Mr Norman Wright (CE).
Mr Sean White, Mr Mick Hartnack and Miss Kate Rowntree (CC).

ADDITIONAL MEMBERS Councillor Victor Tumilty.

473 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Dave McLuckie (ex officio), Mr Chris Coombs (ex officio), Mr Aslam Hanif, Councillor Barry Coppinger, Councillor Mary Lanigan and Miss Pam Andrews-Mawer.

474 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

475 **MINUTES OF THE STRATEGIC POLICING AND PERFORMANCE PANEL HELD ON 28 NOVEMBER 2008**

The minutes were agreed as a true and accurate record.

476 **OUTSTANDING RECOMMENDATIONS**

Action

ORDERED that:-

1. The Outstanding Recommendations be noted.

477

NATIONAL QUALITY OF SERVICE COMMITMENT REPORT

The Assistant Chief Constable (Territorial Operations) presented an update on the quality of service (QoS) commitment for Cleveland, pointing out that this has been supplemented by the new Policing Pledge.

There are 10 elements to the Policing Pledge, which covers most of the QoS requirements. The Pledge was promulgated in December 2008 and the force will formally review its implementation in April 2009.

The ACC reported that the citizen focus project board will continue to monitor the delivery of the QoS commitment and the Policing Pledge, reporting progress to the police authority.

ORDERED that:-

1. The report be noted.

478

NATIONAL CRIME RECORDING STANDARD REPORT

The Temporary Assistant Chief Constable (Crime Operations) updated members on the force's current position on crime recording.

The ACC reported that recent internal audits indicated a good to excellent performance on recording crimes properly and within the approved timeframe.

In 2008 the National Policing Improvement Agency (NPIA) expressed concern at the number of incidents recorded as crime related (CR10). An analysis was carried out for Cleveland and subsequent actions, including regular audits and instruction, have led to a much reduced use of this category for incidents.

The ACC concluded that the NCRS arrangements are effective and efficient, based on an ethical approach to crime recording.

ORDERED that:-

1. The report be noted.

479

NATIONAL STANDARD FOR INCIDENT RECORDING (NSIR) REPORT

The Temporary Assistant Chief Constable (Crime Operations) updated Members on the Force's current position on incident recording.

NSIR went live in 2006 and in January 2008 the NPIA were invited to audit the implementation of the new standard – a "health check". The subsequent NPIA report resulted in an agreed action plan with 17 items. Progress on this action plan was reported to members, with most items discharged.

Recording compliance has increased by 4% since 07/08 to 86.1% and this is recognized as an acceptable standard.

ORDERED that:-

1. The report be noted.

480

SICKNESS REPORT

The Assistant Chief Constable (Territorial Operations) presented a report on the recent trends in sickness absence for officers and staff of Cleveland police force.

The report shows that there has been a reducing level of sickness for both police officers and police staff over the last 3 years. The report includes analysis of long-term and short-term sickness as well as sickness by gender. Comparison with most similar forces shows that for police officers Cleveland has the lowest level of sickness.

The ACC described the police staff sickness levels as relatively high and this is an area where further reviews will be carried out with the aim of improving this performance measure.

Members congratulated the force on this performance success and noted the likely correlation between staff morale and improved performance in the key areas of crime reduction and increased detections over recent years.

ORDERED that:-

1. The report be noted.

481

MINUTES OF THE COMPLAINTS PANEL HELD ON THURSDAY 29 JANUARY 2009

ORDERED that the following minutes of the Complaints Panel held on Thursday 29 January 2009 were submitted and approved.

COMPLAINTS PANEL

ACTION

A meeting of the Complaints Panel was held on Thursday 29 January 2009 in the Members Conference Room at Police Headquarters.

PRESENT: Mr Ted Cox JP (Chair), Cllr Mary Lanigan (Vice Chair), Cllr Paul Kirton, Cllr Caroline Barker and Cllr Ron Lowes.

OFFICIALS: T/Supt Darren Best, Mrs Jacqueline Chaffey, Mr David Bradley, Miss Kate Rowntree (CC)
Mrs Jayne Harpe (CE)
Mr Gary Garland, Commissioner from IPCC.

ADDITIONAL MEMBERS: Cllr Victor Tumilty.

482

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Dave McLuckie (ex officio), DCC Bonnard, ACC White, Mr Aslam Hanif and Mr Mike McGrory JP.

483 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

484 **OUTSTANDING RECOMMENDATIONS**

The Grievance Procedure was currently under review and a full report would be presented to the Panel on 29 April 2009.

485 **CIVIL CLAIM STATISTICS**

The Legal Advisor presented the Civil Claim Statistics for the period 1st April 2008 – 31st December 2008. The Panel was informed of the number and types of civil claims against the Force received during that period, the amount paid out for those claims finalised during the period and the amount recovered. The report also detailed a comparison between the Basic Command Units.

ORDERED that:

1. Members noted there had been an 11.11% decrease in the number of claims received when compared with the same period last year. Public liability was the leading category.
2. There had been a 7.57% increase in the number of claims finalised when compared with the same period last year.
3. 19.71% of finalised cases during the period were successfully defended which was to be compared with 15.15% successfully defended during the same period last year.
4. The 57 cases settled during the period cost the Force £296,404. This was to be compared with the 56 cases settled during the same period last year at a cost of £227,808.
5. Middlesbrough remained the area with most claims.
6. The contents of the report be noted.

486 **COMPLAINTS AGAINST POLICE**

The Head of Professional Standards Department presented the Complaints Against Police for the period 1st October 2008 to 31st December 2008. The Quarterly Progress Report on Complaint Issues for Cleveland Police for the period October to December 2008 was attached to the report.

There had been a 13% decrease in the number of cases recorded during that period (100 to 87), with a 27% decrease in the number of complaints (down from 192 to 141).

Complaints of "other neglect/failure in duty" and "Incivility" continued to outnumber those of "Assault" allegations, 27 and 36 complaints respectively, compared to 14 in the "Assault" categories.

24.6% (35) of completed complaints had been locally resolved. During that

period 88.6% (31) of locally resolved complaints had been by District and 11.4% (4) by the Professional Standards Department.

There was a discussion regarding the percentage of complaints by Ethnic Minority groups as opposed to the percentage of the population.

167 letters of appreciation had been received. A breakdown of contents would be included in future reports.

ORDERED that:

1. The contents of the report be noted.

487

DELIBERATE DAMAGE STATISTICS

The Head of Professional Standards Department informed Members of the cost to the Force of deliberate damage by way of forced entry into premises for the period 1st October 2008 to 31st December 2008 and of the operational results achieved through such forced entry and other premises searches.

Members were informed that the Force had paid out £12,110 in compensation for acts of deliberate damage, this compared to £7,987 paid out in the same period during the previous year. Whilst 2871 searches were conducted, only 254 (8.85%) resulted in deliberate damage compared to 11% in the previous year. The value of property, cash and drugs seized totaled £1,801,060 and this compared to £1,101,258 seized during the same period in 2007.

ORDERED that:

1. The contents of the report be noted.
2. The operational benefits accruing to the Force in terms of property, drugs and cash seized, outweigh the cost of the damage claims be noted.

488

POLICE STAFF RETIREMENT POLICY

The Human Resources Manager presented the proposed Police Staff Retirement Policy in accordance with the Employment Equality (Age) Regulation 2006 which came into effect in October 2006 to comply with the European Equal Treatment Framework Directive (2007/78/EC).

ORDERED that:

1. Members approved the Police Staff Retirement Policy attached at (Appendix A) to the report.
2. Members agreed in line with other Force Policies that the Stage 4 Appeal procedure be submitted to the Police Authority Appeals Panel for consideration.

Mr Gary Garland, Commissioner for IPCC stated that Cleveland performed well in this area and expressed satisfaction with the level of performance by the Professional Standards Department.

489 **EXCLUSION OF THE PRESS AND PUBLIC**

ORDERED that pursuant to the local Government Act 1972, excluding the press and public from the meeting under Paragraphs 1 and 7 of Part 1 of Schedule 12A to the Act.

490 **CASES FROM THE COMPLAINTS REGISTER**

The Chair of the Panel advised Members that in order to improve the current process and to ensure that APA Guidelines were complied with that in future he would select files from a specific category for examination by Panel Members. A different theme would be chosen each quarter.

Members of the Complaints Panel were shown the cases from the Complaints Register which they had previously selected.

491 **MINUTES OF THE POLICY & RESOURCES / CORPORATE DEVELOPMENT PANEL HELD ON THURSDAY 5 FEBRUARY 2009**

ORDERED that the following minutes of the Policy & Resources / Corporate Development Panel held on Thursday 5 February 2009 were submitted and approved.

POLICY & RESOURCES / CORPORATE DEVELOPMENT

A meeting of the Policy & Resources / Corporate Development Panel was held on Thursday 5 February 2009 commencing at 10.00 am in the Members Conference Room at Police Headquarters.

PRESENT Miss Pam Andrews-Mawer, Councillor Barry Coppinger (Chair), Mr Chris Coombs (ex officio), Mr Ted Cox JP, Mr Peter Hadfield, Mr Aslam Hanif, Mr Alf Illingworth TD JP, Mr Peter Race MBE and Councillor Steve Wallace (Vice Chair).

OFFICIALS Mr Joe McCarthy and Mr John Bage (CE)
Mr Graeme Slaughter and Miss Kate Rowntree (CC).

ADDITIONAL
ATTENDEES Councillor Ron Lowes and Councillor Victor Tumilty

492 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from, Councillor Dave McLuckie (ex officio), Councillor Hazel Pearson OBE, Mr Joe McCarthy, Mr Bonnard, Mr Price, Mrs Hall and Mrs Clare Hunter.

493 **DECLARATIONS OF INTERESTS**

There were no declarations of interests.

494 **MINUTES OF THE POLICY & RESOURCES – CORPORATE DEVELOPMENT PANEL HELD ON 15 JANUARY 2009**

The minutes were agreed as a true and accurate record.

495

OUTSTANDING RECOMMENDATIONS

ORDERED that:-

1. the Outstanding Recommendations be noted.

496

BUDGET MONITORING REPORT TO 31 DECEMBER 2008

The Head of Finance presented the report. Members had approved a Net Budget Requirement (NBR) of £124,623k and budgeted revenue expenditure of £145,301k, the balance of expenditure being funded by specific grants, other income and transfers from reserves at their meeting on 28 February 2008. This report set out the progress against delivery of that budget and was part of the process introduced by the Authority to maintain prudent financial management.

The Authority was on target to deliver the £750k provision against the cost of a stand alone air support unit in 2009/10 and the budget of £300k form the non-recurring costs of the exploratory procurement exercise for ICT services. The position to date and the year-end forecast were shown at Appendix A to the report.

No material risks other than those mentioned in the report or set out in the Risk Monitor at Appendix D had been identified to the delivery of a the forecast position for 2008/09.

ORDERED that:-

1. the contents of the report be noted.
2. the current £84k underspend, and any future underspends that developed within the ICT revenue budget during 2008/09 be transferred to the budget for Project I, the exploratory procurement exercise for ICT Service (para 3.5 refers) be approved.
3. the budget for Project I that remained unspent at the end of the 2008/09 financial year be carried forward into 2009/10 and earmarked for the completion of the exercise be agreed.
4. the creation of a Medical/Injury Retirements Earmarked Reserve which totaled £810k be agreed.

497

CAPITAL MONITORING REPORT TO 31 DECEMBER 2008

The Head of Finance presented the progress against the delivery of the Capital Programme for 2008/09 and the Capital Plan for 2008/11 which Members had approved at their meeting on 28 February 2008.

The report set out the progress made in delivering the Capital Programme for 2008/09 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 be noted.
2. an increase in the following budgets be agreed:
 - Police Authority Refurbishment Scheme £42.0k
 - CUPID £202.5k
3. the addition of the Data Network Resilience Project at a cost of £35.0k be agreed.
4. the adding back to unallocated monies, £19.0k, in the Vehicle Data Recorders Project be agreed.
5. the carry forward to 2009/10 of the following budgets be agreed:
 - Automatic Number Plate Recognition £12.0k
 - E-forms £6.8k
6. the following ICT schemes which had not yet been started, have their budgets added back to a ISIS/ICT provision fund pending a review and a risk assessment by the Project I Board be approved:
 - Relocation of Force Fallback Facilities £250.0k
 - IT Security Infrastructure £54.0k
 - Police Records Management System £53.0k
 - Firewall Resilience & Encryption £45.0k
 - Criminal Justice Extranet Resilience £20.7k

498

TREASURY MANAGEMENT TO 31 DECEMBER 2008

The Head of Finance presented the report to Members.

Local Authorities' (including Police Authorities) treasury management activities are prescribed by the Local Government Act 2003. 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'.

An investment strategy for 2008/09 was agreed by Members at their meeting on 28 February 2008. Due to the unprecedented turbulence of the financial markets, this initial strategy had been updated to enable speed of action when responding to emerging risks to the Authority's investment portfolio. At their meeting on the 30 September 2008, Members resolved to delegate authority to amend the approved List of Counterparties and the investment limits with institutions to the Chief Executive in consultation with the Deputy Section 151 officer. This delegated authority would automatically be withdrawn at 31 March 2009.

This report updated 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 Authority continued to manage its cash resources in a low risk yet

highly liquid manner.

ORDERED that:-

1. the contents of the report be noted.

499

ENERGY AND WATER USAGE REDUCTION PROPOSALS

The Head of Finance presented the report to Members.

Members had agreed a programme of works recommended by the Carbon Trust to reduce energy consumption at an estimated cost of £137k with an overall pay back period of 1.2 years at their meeting on 7 August 2008. At that meeting, Members had requested an update report and further measures that could be undertaken to reduce both energy and water usage.

The measures outlined in the report would contribute to the financial stability of the organisation and overall environmental sustainability.

ORDERED that:

1. the contents of the report be noted.
2. a detailed investigation by the Facilities Team into the recommendations of the Carbon Trust had resulted in the clarification of the Estate carbon reduction priorities be noted.
3. the following revised priorities be agreed:
 - the installation of voltage optimisers at Force Headquarters.
 - the completion of lighting efficiencies across the Estate, as piloted within Ladgate Lane HQ.
 - the implementation of a boiler efficiency programme as first indicated within the Carbon Trust Report.
 - the implementation and review of plant control settings as first indicated within the Carbon Trust Report.
 - the implementation of a programme to manage the purchasing and installation of cistern displacement water saving devices throughout Ladgate Lane. Including the validity of expanding this programme across the Estate.
4. the revised allocation of the £137k as follows be agreed:
 - Purchase of voltage optimisers £90k
 - Lighting, boiler & sundry efficiencies £12k
 - Project implementation £35k

500

GAS & ELECTRICITY PRICES

The Head of Finance presented the report to Members. In the current economic climate, it had become important to assess whether the Force was getting value for money through its regional utilities contracts, for gas and electricity.

Market prices over the past three/four years for gas and electricity have

been increasing year-on-year. The Market has recently become more complex and is not driven simply by 'seasonality'.

ORDERED that:-

1. the contents of the report be noted.
2. the two year extension of the North Eastern Procurement Organisation (NEPO) contract for gas be agreed.
3. that 6 months before the end of the two year extension, the Authority review procurement options for gas for 2011 onwards be agreed.
4. the new five year NEPO contract for electricity be agreed.