

**MINUTES OF THE MEETING OF THE POLICE AUTHORITY HELD ON TUESDAY
29 SEPTEMBER 2009 IN CONSTABULARY HEADQUARTERS, WINSFORD**

Present: M Ollerenshaw, Chairman
D Bateman, Vice-Chairman
A Arnold
D Cargill
M Chapman
M Darby
A Doran
J Ebo
P Findlow

R Hodson
E Lam
R McNeil
B Maher
C Oliver
T Savage
B Silvester
A Walmsley

Police Authority Officers:
M Sellwood, Chief Executive
L Lunn, Treasurer
M Eaton, Member Services
Manager

Constabulary Officers:
D Whatton, Chief Constable
G Gerrard, Deputy Chief Constable
B Simmons, Assistant Chief Officer

47 MINUTES

RESOLVED:

That the Minutes of the meeting held on 30 June 2009 be confirmed as a correct record.

48 MINUTES OF COMMITTEES AND PANELS

RESOLVED:

That the Minutes of the following meetings be received and the recommendations from the specific Minutes listed below, be adopted:-

Audit Committee – 29 June and 22 September 2009
Remuneration Committee – 23 July and 1 September 2009
Engagement Committee – 25 August 2009
Staff Committee – 1 September 2009
Police Authority Improvement Panel – 24 July 2009
Performance Panel – 18 August 2009
Service Improvement Panel – 8 September 2009
Finance Panel – 15 September 2009

- Minute 10: Capital Expenditure and Financing: First Quarter Review
- Minute 13: PCSOs: Future Funding Arrangements
- Minute 14: Value For Money Strategy
- Minute 15: Two year Budgeting
- Minute 16: Review of Members' Mileage and Subsistence rates
- Minute 17: Any Other Business: Use of Resources

49 NORTH WEST JOINT COMMITTEE FOR REGIONAL COLLABORATION

RESOLVED: That

- (1) the notes of North West Joint Committee for Regional Collaboration held on 28 July 2009, be noted; and
- (2) the Vice-Chairman be appointed as the Authority's second Member on the Joint Committee.

50 CHIEF CONSTABLE'S REPORT

The Chief Constable presented the operational report which showed a reduction in the total number of recorded crimes, with decreases across all the main crime areas except serious acquisitive crime, domestic burglary and incidents of anti-social behaviour, for the period June to August 2009. The report outlined the work and a number of successful operations undertaken by the Neighbourhood Policing Units and Crime Teams across the Constabulary.

The Chief Constable in particular focused on the Constabulary's response to the recommendations from HMIC Report 'Adapting to Protest'; the plans included in the national Serious and Organised Crime Strategy in Cheshire; the policing of the 2012 Olympics and the potential impact on specialist officers in Cheshire; the successful policing of the Creamfields event; the role of and powers awarded to Cheshire PCSOs; and the contingency arrangements implemented in response to the recent failure of the '999' service.

The Chief Executive submitted an additional report on the annual police complaints statistics 2008/09 which showed that contrary to the 8% increase in complaints nationally, complaints in Cheshire had reduced by 17%.

The Authority discussed with the Chief Constable a number of issues which included the processes in place to ensure that vulnerable people reporting incidents of anti-social behaviour were protected and requested regular data about anti-social behaviour be supplied to Performance Panel; the process to identify the priorities in NPUs; the recording of hate crimes affecting vulnerable people through disability or mental health; the lessons learned from the policing of the G20 event in London; and appreciation was expressed for the policing of Creamfields event. In responding to the issues, the Chief Constable assured Members that mechanisms were in place to ensure that repeat victims were identified and the appropriate action was taken. Information on anti-social behaviour incidents was to be included in the bi-monthly reports presented to Performance Panel. The Chief Constable agreed to submit reports on the process which assessed the outcome of community engagement and informed NPU priorities and subsequent Area and forcewide priorities and the recording of hate crimes and the response to future meetings of the appropriate Committees.

RESOLVED: That

- (1) the Chief Constable's report be noted;
- (2) the annual police complaints statistics for 2008/09 published by the IPCC, be received;

- (3) the continued decrease in complaints against Cheshire police officers be welcomed;
- (4) the Constabulary be congratulated on the continued reduction in complaints and the on-going action to improve the conduct of Cheshire police officers;
- (5) the Authority's appreciation be conveyed to Call Management staff for the action taken in response to the failure of the '999' service on 17 September 2009;
- (6) a report on the recording of hate crime in particular relating to persons who are vulnerable through disability or mental health and the Constabulary's response to it, be submitted to Performance Panel on 20 October 2009;
- (7) when the Chief Constable presents his revised policing model for Cheshire, consideration be given to the response to anti-social behaviour and best practice in other police forces; and
- (8) the work to map community engagement activity across the Constabulary be concluded as soon as possible and reported to Engagement Committee on 3 November 2009 together with an explanation of the process which assessed the outcome of such engagement and informs NPU priorities and subsequent Area and forcewide priorities.

51 POLICE AUTHORITY INSPECTIONS: UPDATE

The Chief Executive reported on the latest developments in the Police Authority inspection process which would commence on 30 November 2009. The inspection would provide an independent assessment of how the Authority performed and would assist in the ongoing self-improvement programme. Members would be updated on the progress of the work via the Police Authority Improvement Panel and correspondence.

RESOLVED:

That the update on the police authority inspection process, be noted.

52 THE POLICING & CRIME BILL AND NATIONAL DEVELOPMENTS

The Chief Executive presented an update on the Policing and Crime Bill and associated national issues. The report detailed and the progress of the Bill through the various stages of Parliament and the key elements of the Bill which will have an impact on the work of the Authority. The report also outlined the discussions being led by the APA on the requirements in the Bill to strengthen the role of police authorities in relation to community engagement.

RESOLVED:

That the progress of the Policing and Crime Bill, as outlined in the Chief Executive's report, be noted.

53 POLICE GOVERNANCE AND ACCOUNTABILITY

The Chief Executive submitted a report on the developing national agenda in relation to police governance and accountability. The report outlined the proposed publication of a Government Policing White Paper in the Autumn and some of the anticipated key themes; and proposals for raising the profile of police authorities with stakeholders, the wider policing community and the public. The report also commented on the proposals in The Department of Communities and Local Government consultation document 'Strengthening Local Democracy' as they affected police authorities, in particular the possible role for local councils to scrutinise police strategies in each command area.

The Authority also received a summary of the political debates at the ACPO/APA Summer conference on police governance and accountability involving Rt Hon David Blunkett MP, David Ruffley MP and Chris Huhne MP, where each party set out their proposals. The report included the conclusions and recommendations from Rt Hon David Blunkett's findings from his review commissioned by the previous Home Secretary, that would be used to inform the White Paper. The APA response to the review was also considered by Members.

The Authority considered the report and commented on the potential duplication and conflict in the DCLG proposals and the factors influencing the proposed White Paper and the national debate on police accountability.

RESOLVED: That

- (1) the report be noted;
- (2) the proposed publication of a Policing White Paper in the Autumn be noted;
- (3) the Chief Executive, following consultation with the Chairman and Vice-Chairman, respond to the DCLG consultation on increasing local council's role in scrutinising local policing strategies; and
- (4) the report by the Rt Hon David Blunkett MP "The Peoples Police Force – Police Accountability in the Modern Era" be noted, and the APA's response be received.

54 PREVENTING VIOLENT EXTREMISM

The Chief Executive presented a report on the Association of Police Authorities submission to the Parliamentary Inquiry into Prevent - the Government's programme for preventing violent extremism, which had been developed following consultation with Chief Executive's during the Summer.

RESOLVED:

That the APA's submission to the Parliamentary inquiry into Prevent, be noted.

55 EQUALITY, DIVERSITY AND HUMAN RIGHTS: UPDATE

The Chief Constable submitted a report on key workstreams in respect of equality, diversity and human rights as requested by Engagement Committee on 25 August 2009 (Minute 27). The report outlined the progress nationally in the

development of the Equality, Diversity and Human Rights Strategy and the Equality Standard for the police service. The role and aims of the Constabulary's new Equality, Diversity and Human Rights Strategy Board and the work being undertaken to refresh the Equality Impact Assessments of the Constabulary 25 highest risk procedures and policies were outlined.

RESOLVED: That

- (1) the report be noted; and
- (2) the Authority be represented on the Equality, Diversity and Human Rights Strategic Board by M Chapman, E Lam and T Savage.

56 FORFEITURE OF POLICE PENSION PROCEDURE

The Chief Executive submitted a report on the forfeiture of police pension which had been discussed previously by Staff Committee. The report detailed the legal position; and presented a forfeiture of police pension procedure for adoption.

RESOLVED: That

- (1) the report be noted;
- (2) the Authority's Forfeiture of Police Pension Procedure as attached to the Chief Executive's report, be adopted; and
- (3) the responsibility for determining all matters in relation to the forfeiture of police pension, be delegated to Staff Committee.

57 ENHANCED ROLE FOR THE STANDARDS COMMITTEE

The Chief Executive submitted a report to enhance the role of the Standards Committee. Members acknowledged the importance of the processes that supported the standards in public life to ensure transparency and welcomed the proposals for the Standards Committee to play a more proactive and visible role in ensuring good standards and ethics in the Authority.

RESOLVED: That

- (1) the enhanced role for the Standards Committee, as set out in the Chief Executive's report, be agreed;
- (2) the increased liaison between lay members of the Standards Committee and the Authority, as set out in the Chief Executive's report, be noted; and
- (3) the revised terms of reference for the Standards Committee, as set out in the Chief Executive's report, be adopted.

58 ASSOCIATION OF POLICE AUTHORITIES: ADDITIONAL REPRESENTATION

The Chief Executive presented a report on a proposal for the Authority to have a second place on the Association of Police Authorities (APA). As the population of Cheshire had exceeded 1 million, as second place was available for an additional subscription rate of £19,910. Members asked for the matter to be

referred to Finance Panel for consideration and assessment of the value/benefits of accepting a second place.

RESOLVED:

That consideration of an additional place on the APA for the Authority be deferred to Finance Panel on 10 November 2009, as part of the review of the Chief Executive's budget.

59 MEMBER ROLE PROFILES AND RESPONSIBILITIES

The Chief Executive submitted the revised and expanded Member role profiles and responsibilities, which had developed to assist Members and officers in fully understanding the roles and responsibilities of Members and key postholders.

RESOLVED:

That the Member role profiles and responsibilities, as contained in the Appendix to the report, be approved.

60 PROGRAMME OF MEETINGS 2010/11

The Chief Executive submitted the draft programme of meetings for 2010/11 for consideration and proposed an amendment to certain dates.

RESOLVED:

That the amended programme of meetings for 2010/11, as attached to these Minutes, be approved.

61 MEMBERS' ATTENDANCE: MID-YEAR REPORT

The Chief Executive submitted a report on the level of Members' attendance at Authority meetings and other events for the period April – September 2009.

RESOLVED:

That the mid-year report on Members' attendance, be noted.

62 MEMBERS' ACTIVITY

The Chief Executive submitted a report which contained Members' reports following their attendance at recent meetings, which included meetings of the APA; North West Joint Committee for Regional Collaboration; the Cheshire Museum Trust; a meeting with Unison representatives; conferences on Prevent and Confidence; and Chairman's activities.

RESOLVED:

That the report be noted.

63 CHAIRMAN'S APPROVAL

The Chief Executive reported that in accordance with the urgency procedures under Standing Order No.11, in the absence of the Chairman, the Vice-Chairman

had been consulted and a recommendation of Finance Panel on 15 September 2009 (Minute 17), that the Chief Executive on behalf of the Authority submit an appeal to the Audit Commission about the Use of Resources assessment.

RESOLVED:

That the action taken by the Vice-Chairman, be noted.

64 URGENT BUSINESS
(There were no items of urgent business)

65 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

That under Section 100(A)(4) of the Local Government Act 1972, as applied by the Police Act 1996, and as amended, the press and public be excluded from the meeting for the item of business listed below on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act in the paragraph indicated:-

<i>Item</i>	<i>Paragraph</i>
Transforming Business Services: Outline Business Case	(4) Information relating to labour relations

PART 2 – MATTER CONSIDERED IN THE ABSENCE OF THE PRESS AND PUBLIC

66 TRANSFORMING BUSINESS SERVICES: OUTLINE BUSINESS CASE

The Chief Constable presented a report and the Outline Business Case (OBC) to transform the business support functions in order to deliver a more effective, efficient and economic service. Members had previously been appraised that the Medium Term Financial Strategy had identified £28m of efficiency savings of which £18m were predicted cashable, to address the anticipated reduction in funding in 2010-14. The Transforming business services (Tbs) programme identified where savings in support services could be made and improve the service. The emphasis of the programme was on transformation of services and how this impacted on access to services and delivery.

The Deputy Chief Constable provided an update on the programme including the areas and number of posts affected; proposed timescales and planning; shared service collaboration; and the anticipated savings. The Assistant Chief Officer outlined the capital and revenue costs.

The Authority scrutinised the OBC and challenged the Chief Constable on the timescales; the benefits of investment in new systems and their use by staff; the delivery of savings and the concurrent review of the middle office; and the control of the programme costs. The Authority Lead Members for the programme generally supported the OBC with some reservations about the self-service elements; structures; and cost/savings.

Members discussed the OBC and commented on the involvement of the NPIA in the programme; the delay in the submission of the OBC to the Authority; and the auditing/monitoring of the proposed self-service approach.

The Authority supported the recommendations in the Chief Constable's report with issues relating to the delivery and structures being the subject of further detailed work and report on 15 December 2009.

RESOLVED: That

- (1) the report be noted;
- (2) the proposed solution recommended in the Outline Business Case be approved as the basis for transforming business services and:
 - (a) the shared service delivery model supported by self service solutions, be adopted;
 - (b) the organisation structure to support business services be further refined and reported to the Authority for consideration;
 - (c) the shared service centre be located in Headquarters;
 - (d) the programme timeline, be adopted;
 - (e) the procurement process using competitive dialogue commence for:
 - (i) an integrated Enterprise Resource Planning system;
 - (ii) a systems integrator; and
 - (f) the potential for the procurement route to be used by other forces as a framework arrangement be explored.
- (3) the total estimated revenue costs of £524,000 for implementation be noted, carry forward of £190,000 anticipated underspending to 2010/11 be approved, and provision of £242,000 and £282,000 be made as commitments in the 2010/11 and 2011/12 revenue budgets respectively;
- (4) the total estimated capital costs of £5.6m including a contingency of £1m be noted, and additional provision of £3.5m be made in the future capital programmes from 2010/11 to 2014/15;
- (5) the Chief Constable and the Treasurer present a proposal for the future accounting treatment of capital project costs to the Finance Panel on 10 November 2009;
- (6) in recognition of the compelling business case, the delivery of a shared service be a priority for the Constabulary and Authority and that a collaboration approach with other forces be deferred at the present time;
- (7) a report on the design and implementation progress be submitted to the Authority on 15 December 2009 including the identification of expenditure areas, projected savings and timescales for generating savings ahead of the full system implementation to enable the Authority to meet its expected funding constraints; and
- (8) a further progress report be submitted to Service Improvement Panel on 30 March 2010 and the Final Business Case be presented to the Authority on 28 September 2010.

Duration of meeting: The meeting commenced at 9.30am and finished at 12.35pm.

POLICE AUTHORITY MEETINGS TIMETABLE 2010/11

Meeting	2010									2011			
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
Police Authority	13 AGM			13		28			14		22 £		12 AGM
Engagement		18			17			2			8		
Staff		11			31			23			15		
Audit			29			21		30				22	
Remuneration		27~						28~					
Service Improvement			1			14			6+			29	
Performance	20		22		24		26		21			1	
Finance	6*		8*	27		7*		9	7		1		
Discussion Day (Monday)	26			19			25			24			
Area Visits (Friday am)						3E 17N	1W				4E 18N	15W	
HQ Visits (Wednesday pm)		19A	9B	14c			13D	3E					
Annual Conferences		ACPO 11-13/5		LGA 5-9/7				APA end					

KEY –
 * PROVISIONAL DATE, + MONDAY MORNING, ~ THURSDAY
 AREA VISITS E = EASTERN, N = NORTHERN, W = WESTERN
 HQ VISITS A = UNIFORM OPERATIONS, B = CRIME OPERATIONS, C = HR & TRAINING, D = PERFORMANCE DEVELOPMENT, E = INFORMATION MANAGEMENT