

## LEICESTERSHIRE POLICE AUTHORITY

### Minutes of the Police Authority Meeting held at Leicestershire Police Headquarters, Enderby at 2.00 p.m. on Thursday 30 June 2009

#### Present

Mr P Brown, Dr S Chowdhury, Mr U Dholakia, Mr B Greaves, Dr S Hill, Mrs W Martin, Mrs D Newton, Mr D Prince, Mr T Render, Mrs A Roberts and Mr B Roper.

#### Officers

Mr R Swinfield (Chief Executive), Mrs A Perry, (Deputy Chief Executive), Mr C Smith (Treasurer), Mrs S Hoare, (Engagement and Communications Officer), Mr S Fraser, (Performance Analyst) and Mrs L Salmon, (Members Services Officer).

#### Representatives from the Constabulary

Mr M Baggott, (Chief Constable), Mr C Eyre, (Deputy Chief Constable), Mr G Fraser, (ACC(C)), Mr P Dawkins, (Director of Finance), Mrs A Naylor, (Director of Human Resources), Mrs R Gilbert, (Finance Department) and Mrs V Cookson, (Performance Review Officer).

#### Others

Mr C Harris, (Bentley Jennison, Internal Auditors)

#### Mr B Roper – in the Chair

*The Chairman welcomed Dr Hill to her first meeting of the Authority.*

#### **45/09. Apologies**

Apologies were received from Mr D Bill, Mr T Gillard, Mr J Orson and Mr B Rhodes.

#### **46/09. Items of Urgent Business**

There were no items of urgent business.

#### **47/09. Declarations of Code of Conduct Interests**

The Chairman invited members who wished to do so to make declarations of any Code of Conduct interests in respect of items on the agenda for the meeting.

The Chief Executive stated that Mr Dholakia was expected to attend the meeting and that he would need to declare a personal and prejudicial interest in respect of item no. 20 if he intended to apply to be re-appointed to the Authority.

No further declarations were made.

**48/09. Minutes of the Police Authority Meeting held 5 May 2009 and the minutes of the Appointments Committee meeting held on 28 April 2009**

The minutes of the Police Authority Meeting held on 5 May 2009, having been previously circulated, were confirmed as a correct record and duly signed.

The Chief Executive tabled a revised version of the minutes of the Appointments Committee meeting held on 28 April 2009. The revised version were approved as a correct record and duly signed.

**49/09. Public Question Time**

The Chief Executive informed members that no questions had been received from members of the public.

*At this stage Mr Dholakia joined the meeting and confirmed he had a personal prejudicial interest in item 20.*

**50/09. Performance Report for period 1 April 2009 to 31 May 2009**

The Authority considered a report of the Chief Constable outlining the performance of the Constabulary for the period 1 April 2009 to 31 May 2009. A copy of the report marked 'A' is filed with the minutes.

The Chief Constable made the following comments on the performance report:-

- Levels of recorded burglary and robbery were a national concern at the present time.
- There was significant improvement in user satisfaction figures which placed the Force above its most similar group.
- There was concern over serious acquisitive crime which was being affected by the impact of re-offending and burglary of commercial premises during the recession.
- Although there was a slight drop in the satisfaction in service delivery this was still above the most similar group.
- Although it was early in the year, improvements had been seen in perceptions of anti-social behaviour.
- Police staff sickness absence was at its lowest for 4 years.

Members commented favourably on the new format of the report.

In response to a question about the difference in the confidence and satisfaction rates as recorded by the British Crime Survey and the CRAVE survey the Chief Constable stated that the methodology for each survey was different, with the BCS survey being face to face and the CRAVE survey being undertaken by telephone. He added that this impacted significantly in the results.

Members commented that whilst the target of 55% of complaints being resolved by way of local resolution seemed about right care needed to be taken to ensure that complainants were not directed down this route against their wishes. The Deputy Chief Constable stated that the objective related to complaints within that financial year and resolved within that year and that local resolutions were not forced through in order to achieve targets.

In relation to the rise in child protection cases the ACC(C) stated that police officers attended every case conference and, for minor cases, if attendance was not possible a written report was provided.

In relation to local objective 4 concerning scheduled response the Deputy Chief Constable stated that this was an area that the Performance Panel could consider.

The ACC(C) stated that most knife crime was associated with domestic violence incidents. He added that in relation to a survey showing young people carried knives to feel safe, an education package was delivered locally to young people in schools and colleges.

The Authority RESOLVED to:-

- (a) note the contents of the report; and
- (b) delegate to the Chief Executive, in consultation with the Performance Panel, to agree the target for local objective 5 in relation to business crime.

*At this stage Mrs Cookson left the meeting*

**51/09. Annual Assurance Statement**

The Authority received a report of the Treasurer presenting the Internal Auditors' Annual Assurance Statement 2008-09. A copy of the report marked 'B' is filed with the minutes.

Mr Harris stated that page B-6 of the report listed all areas as shaded green and that this was quite exceptional. He added that the assurance levels for 2008/09 compared to 2007/08 showed all were substantial with little room for improvement. Mr Harris stated that credit was due to the Force for the management of their systems.

It was RESOLVED to accept the Assurance Statement for 2008/09.

*At this stage Mr Harris left the meeting.*

**52/09. Statement of Accounts 2008/09**

The Authority considered a joint report of the Chief Constable and Treasurer seeking members' approval for the statement of accounts for the financial year 2008/09. A copy of the report marked 'C' is filed with the minutes.

The Treasurer made the following comments on the Statement of Accounts:-

- The summary accounts were included in the document for the first time.
- £1.3m had been placed in the General Reserve and £3.158m into the equalisation reserve to help meet the funding shortfall in 2009/10 to 2010/11.
- For the first time the Authority's precept share was over 30%.
- Pages C13 – C18 of the accounts was the Annual Governance Statement which replaced the Statement of Internal Control.

- The Standards Committee had received the Annual Governance Statement but had not forwarded any comments or recommendations to the Authority.

Members requested that the Treasurer write to the regulatory bodies and inform them of their dissatisfaction on the format of the accounts and the lack of clarity for members of the public.

In response to a question about why the costs for parts for vehicles and fuel had doubled the Finance Director stated that the increase was mainly due to fuel and the figures quoted were also subject to a timing issue of producing the accounts.

In response to a question on police pensions the Treasurer stated that changes would depend on actuarial calculations but increases were expected. However he added that any deficit on the Pension Fund account was reimbursed by the Home Office.

The Authority RESOLVED to approve the Statement of Accounts 2008/09.

*At this stage Mrs Gilbert left the meeting.*

#### **53/09. Efficiency Savings Targets**

The Authority considered a joint report from the Chief Constable and Treasurer proposing a revised efficiency savings target for the Comprehensive Spending Review years 2008 to 2011. A copy of the report marked 'D' is filed with the minutes.

The Authority RESOLVED to:-

- approve a revised efficiency savings target for the years 2008 – 2011 of 10.3% of gross revenue expenditure in 2007-08; and
- endorse the work of the Strategic Financial Planning Group in seeking to identify savings opportunities in preparation for financial year 2011-12.

#### **54/09. Policing Pledge – Performance Update**

The Authority received a report of the Chief Constable informing members of the current position with regard to the Policing Pledge performance. A copy of the report marked 'E' is filed with the minutes.

The Chief Constable stated that informal feedback from HMIC on the Pledge inspection had been very positive. He added that the final report on the inspection was expected sometime during September/October and that a member of the inspection team would be asked to attend at an Authority meeting to comment upon the report.

The Chief Constable agreed to provide more information on the data collated in respect of scheduled response.

The Chief Constable stated that national agreement had not been reached on the definition of 'upset' and at the present time call takers were having to use their discretion in this regard.

It was RESOLVED to note the contents of the report.

**55/09. Police Authority Inspection - Update**

The Authority considered a joint report of the Chief Executive informing members of the arrangements known to date on the inspection of Leicestershire Police Authority by the Audit Commission and Her Majesty's Inspectorate of Constabulary. A copy of the report marked 'F' is filed with the minutes.

The Chief Executive stated that all members were invited to attend the 'scene setting' meeting with the inspection team to be held on 21 August 2009.

The Authority RESOLVED to note the contents of the report.

*At this stage the Deputy Chief Constable left the meeting.  
Supt. C Haward joined the meeting*

**56/09. Police Authority Equality Scheme – Update**

The Authority considered a report of the Chief Executive providing an annual update on the progress against the Authority's action plans contained within its Equality Scheme. A copy of the report marked 'G' is filed with the minutes.

The Deputy Chief Executive two further policies had been equality impact assessed at the Standards Committee meeting on 25 June 2009 with no issues arising.

It was RESOLVED to note the contents of the report.

**57/09. Constabulary Equality Scheme**

The Authority received a report of the Chief Constable informing members of the progress of the Constabulary's Equality Scheme along with national developments. A copy of the report marked 'H' is filed with the minutes.

The Chief Constable stated that the equalities duties placed on the Constabulary had made a difference to the culture of the organisation with a business like approach now being taken to equality.

Members commented that the CRAVE survey needed to collate information on the six strands of diversity and anything less than this would be unacceptable. The Chief Constable stated this would be taken forward with the ACC(O).

Members stated that the report was focussed on internal issues and did not address external progress. It was felt that externally there was a lot of good work which was not being reflected in the report. The Chief Constable stated that the Equality Scheme itself directed the work towards the internal but that members' comments would be addressed in future reports.

Mr Dholakia requested a copy of the Terms of Reference for the work undertaken by Linda Bellos with the BPA. The Chief Constable stated that the BPA had held their AGM and that further information would be provided on the work undertaken with this group.

In response to a question on support groups, the Chief Constable stated that members sit on the Strategic Equality and Confidence Board where all support groups were represented. He added that this included the Muslim Police Association, the Sikh Police Association and the Christian Police Association.

The Authority RESOLVED to note the contents of the report.

#### **58/09. Police Authority Strategic Business Planning**

The Authority received a report of the Chief Executive updating the strategic planning procedure with reference to key documents and milestones in the process. A copy of the report marked 'I' is filed with the minutes.

Members commented that there was a gap in oversight of the Local Policing Plan between October and March and this could be addressed by including it in the timetable for January. It was agreed that whilst the Plan may not be formatted at that stage, the issue of whether the Authority would be on course for everything set out in the Plan, including the financial situation, would be considered at that time.

Members also commented that discussion on the culture and leadership of the organisation could be included in the October Members' Discussion Day.

It was RESOLVED, subject to the amendments highlighted in paragraph 5 of the report, and as outlined by members, to approve Appendices 1 & 2 as the Authority's strategic business planning process.

#### **59/09. Programme of Meetings**

The Authority considered a report of the Chief Executive proposing a programme of meeting dates from 1 January 2010 until 31 January 2011. A copy of the report marked 'J' is filed with the minutes.

The Deputy Chief Executive informed members that the proposed programme was based on the Authority's current committee structure although this may be subject to change at a later date. She added that amendments to the programme since distribution of the papers were as follows:-

- At the request of the Chairman of the Publications Panel, the meeting scheduled for 2 March 2010 included in the appendix to the report, had been amended to 9 March 2010.
- A meeting of the Audit Committee would be moved from May to 10.00 a.m. on Thursday 24 June 2010 in order for the Committee to receive the Statement of Accounts. As a result of that the Audit Committee meeting listed for 4 February 2010 would be re-scheduled to 10.00 a.m. on Thursday 18 March 2010.

The Authority RESOLVED:-

- (a) to approve the amendments to the current programme as outlined in the report; and
- (b) with the amendments listed above, to approve a new programme of meetings until 31 January 2011.

*At this stage the ACC(C) left the meeting.*

**60/09. Changes to Committee Chairmanship**

The Authority considered a report of the Chief Executive addressing the vacancies for Chairmanship of two of the Authority's Committees following the County Council elections. A copy of the report marked 'K' is filed with the minutes.

The Authority RESOLVED not to make appointments to Committee Chairs until the AGM in August.

**61/09. Contact Management - Modernisation**

The Authority received a report of the Chief Constable seeking members' approval to continue with the modernisation of 10 police officer posts in Contact Management Department, including the release of 8 police constable posts and 2 police sergeant posts. A copy of the report marked 'L' is filed with the minutes.

The Chief Constable informed members that as this was outside of his virement limits the matter required a decision of the Authority.

The Authority RESOLVED:-

- (a) unanimously, to approve the modernisation plans for Contact Management Department including the release of 10 police officer posts and the virement of part of the police officer salaries to police staff salaries as outlined in the report; and
- (b) to endorse the work of the Contact Management Department in identifying savings opportunities to help fund the expected deficits in 2011 onwards.

*At this stage Supt. Haward left the meeting.*

**62/09. Leicestershire Constabulary Corporate Governance Structure**

The Authority considered a report of the Chief Constable proposing changes to the Force's internal Corporate Governance Structure. A copy of the report marked 'M' is filed with the minutes.

Members commented that the Appendix was difficult for members of the public to read and this should be taken into account in future.

It was RESOLVED to:-

- (a) note the contents of the report; and
- (b) appoint a member of the Authority to engage in the change process should the need be identified.

**63/09. Delegated Powers**

The Authority received a report of the Chief Executive reviewing and confirming the powers delegated to officers. A copy of the report marked 'N' is filed with the minutes.

The Authority RESOLVED to approve the list of delegated powers as set out in the appendix to the report and that the list be reviewed again in Summer 2012.

*It was unanimously agreed to take item 21 as the next item on the agenda*

**64/09. Exclusion of the Public and Press**

It was RESOLVED that under Section 100A of the Local Government Act 1972 the public, including the press, be excluded from the meeting during consideration of the following items on the grounds specified on the agenda.

*At this stage the Chief Constable, Director of Finance and Director of Human Resources left the meeting.*

**65/09. Authority Allowance Issue**

*(Exempt by virtue of para 1 of Part 1 of Schedule 12A to the Act – information relating to an individual)*

The Authority considered a report of the Chief Executive relating to the suspension of allowances in respect of paragraph 11 of the Members Allowances Scheme as it related to Mr C. A copy of the report marked 'P' is filed with the minutes.

The Chief Executive tabled a further sheet of information following his discussion with the member concerned. A copy is filed with the minutes.

A vote was taken on whether or not to suspend the allowances to the member. In the vote 7 members voted in favour of suspension, 3 against and 1 abstained.

The Authority RESOLVED:-

- (a) to suspend the allowances of Mr C for the period 25 May 2009 to 9 June 2009; and
- (b) that the Chief Executive write to the relevant authority requesting that members appointed to the Authority are able to fulfil the time and commitment required.

*The meeting reverted to public session.*

*At this stage Mr Dholakia left the meeting.*

**66/09. Independent Member Selection**

The Authority received a report of the Chief Executive outlining the process to appoint an independent member with effect from 1 April 2010. A copy of the report marked 'O' is filed with the minutes.

It was RESOLVED:-

- (a) that Mr Brown, Mrs Newton and Mr Roper be appointed to the Appointments Committee for this appointment and serve on the first stage selection panel with Mr Pearson and Mr Norledge; and

- (b) delegate to the Chief Executive, in consultation with the Chairman of the first stage selection panel, to undertake all necessary steps relating to the appointment.

**CHAIRMAN**

2.00 p.m. – 4.51 p.m.  
30 June 2009