

MINUTES OF A MEETING OF THE NORFOLK POLICE AUTHORITY
HELD AT JUBILEE HOUSE, WYMONDHAM, NORFOLK
ON WEDNESDAY 9 DECEMBER 2009 AT 10.00 A.M.

Present

Mrs F Anthony
 Mr S Bett
 Mr A Byrne
 Mr R Chapman
 Mr A Gabbair
 Mr B Hannah
 Mr H Humphrey
 Mr B Iles
 Mrs V Jenkins
 Ms J McKibben
 Mr J Perry-Warnes
 Mr D Reeve
 Mr T Tomkinson
 Mr P Wells

In Attendance

Mr S Bailey	Assistant Chief Constable, Norfolk Constabulary
Mr P Best	Senior Analyst, Norfolk Constabulary
Mr R Birtles	Assistant Chief Officer (Resources), Norfolk Constabulary
Ch/Insp K Clarke	Staff Officer, Norfolk Constabulary
Mrs B Everitt	Chair of the Ethical Standards Committee, Norfolk Police Authority
Mr J Ford	Communications Officer, Norfolk Constabulary
Mr C Harding	Chief Executive, Norfolk Police Authority
Mrs J Hayes	Deputy Chief Executive, Norfolk Police Authority
Mr M Hill	Assistant Chief Executive, Norfolk Police Authority
Miss S Kay	Office Manager, Norfolk Constabulary
Mr I Learmonth	Deputy Chief Constable, Norfolk Constabulary
Mr I McPherson	Chief Constable, Norfolk Constabulary
Mr R Middleton	Vice Chair of the Ethical Standards Committee, Norfolk Police Authority
Mr R Summers	Treasurer, Norfolk Police Authority
Mr K Wilkins	Assistant Chief Constable, Norfolk Constabulary
Miss N Wotton	Committee Administrator, Norfolk Police Authority

Observing

Mr B Kendall	Reporter, Eastern Daily Press
Mr J Sadler	Norfolk Association of Local Councils

1. **Chairman's and Chief Constable's announcements**

The Chairman and the Chief Constable paid tribute to Jack Sadler for his work as a link between the Police Authority, Constabulary and the Norfolk Association of Local Councils (NALC) for many years. It was noted that Mr Sadler had only ceased that role recently and had been replaced by Terry Comber. The Chairman thanked Mr

Sadler for dedicating so much of his free time to public service in Norfolk. Mr Sadler was then presented with an illuminated scroll by the Chairman and a gift by the Chief Constable on behalf of the Authority and Constabulary.

The Chairman then welcomed Mrs Everitt and Mr Middleton, Chair and Vice Chair of the Ethical Standards Committee, who were in attendance to present the Committee's Annual Report.

Those present were advised that the Chairman had been reappointed as the Eastern Regional representative to the APA's Strategic Policing and Policy Network.

The Chairman advised that he had undertaken some personal observations of recent drugs raids and had visited the Vulnerable Persons Unit and other sensitive Protective Services units to gain an understanding of their areas of work. He had also attended a Special Branch open day in Yarmouth with Members of Suffolk Police Authority with regard to Marina and Broads safety. The Chairman had also attended the Emergency Services Carol Service at the cathedral which had been well attended.

The Authority noted that the Chairman had also attended the Senior Appointments Panel (SAP) in connection with the approval of applicants to the Chief Constable post in the Constabulary. It was reported that the Senior Appointments Executive Panel would shortlist on the 18th December and interviews would take place on the 18th and 19th January 2010. Members were apprised that DCC Learmonth would act-up as Chief Constable following the departure of Mr McPherson on the 31st December 2009. It was noted that ACC Wilkins would be formally 'designated' to act up in DCC Learmonth's absence.

The Chairman then took the opportunity to acknowledge formally the departure of Chief Constable Ian McPherson. It was noted that he had transformed Norfolk Constabulary into a Strategic Force and would leave the county safe in the knowledge that he had laid solid foundations for the future delivery of a people-centred policing service. On behalf of the Authority and its staff, he expressed thanks and appreciation for all that Mr McPherson had achieved and presented him with an illuminated scroll as a mark of esteem.

The Chief Constable stated that he had been honoured to serve the people of Norfolk and had achieved all of his aims which had included making Norfolk the safest County in the United Kingdom. He then took the opportunity to thank the Chief Executive, Chairman and Vice Chairman for their ongoing support whilst making difficult strategic decisions.

The Chief Constable informed those present that he was saddened to report the death of serving Police Officer Bill Thrussell. It was noted that the Chief Executive and the Vice Chairman had attended a memorial service which had been held at the cathedral, which had been very well attended by colleagues.

With regards to performance, Members were updated that crime had been reduced by 7% this year, which equated to a 30% reduction over 3 years. Members were

pleased to note that public satisfaction had increased from 62% to 72% and that sanction detection rates and restorative justice were also increasing.

The Chief Constable reported that the Norfolk Policing Model was now being mirrored in other forces across the UK and he called for stability within the force to provide the opportunity for good practice to be further embedded across the force.

2. **Apologies**

Apologies were received from Mr P Hardy, Mrs L Jones and Mr K Turner.

3. **Declarations of Interest**

There were none.

4. **Minutes of the meeting held on 13 October 2009**

The minutes of the meeting held on 13 October 2009 were agreed as a correct record and signed by the Chairman.

Members were updated that the White Paper 'Protecting the Public: Supporting the Police to Succeed' had recently been launched and included competencies for Police Authorities and Members, which may impact upon the Members Annual Review Process which was approved at the last meeting.

5. **Matters of Urgent Business**

There were none.

6. **Budget Monitoring 2009/10**

Members were updated on the latest budget monitoring position for the Police Authority for the financial year 2009/10, based upon actual spending to the end of October 2009 and known future commitments.

Members noted that the forecast spending for the year was £142.467 million against an approved budget of £142.669 million, which provided a forecast underspend of £0.202 million, equivalent to 0.1% of the budget. Members were reminded that the previous monitoring report had forecast an overspend of £0.453 million, however close dialogue had taken place with budget officers and further analysis was being undertaken on the identified pressure points so as to contain spending. The causes of the underspend were noted, which included slippage on some building schedules and the delay in concluding the Job Evaluation Scheme.

The Treasurer updated those present that the banking contract with the Co-Operative Bank was due to cease on the 31 March 2010. It was noted that the bank had provided good support and service to the Constabulary throughout the period of the contract, therefore it was proposed that a new three year contract be agreed as from the 1 April 2010. Members also noted the minor typographical error in paragraph 6.1 of the report.

Members were apprised of the link between financial performance and operational performance and were reminded that the Scrutiny and Audit Committee had

responsibility for monitoring performance on behalf of the Authority. It was reported that at present there appeared to be no adverse impacts on performance arising from the budget although there were potential budget issues related to improved performance eg increased vehicle usage and travel costs.

Mr R Chapman, Vice Chairman and Lead Member for Finance, queried whether it would be more prudent to transfer funds into the general reserves, rather than the Invest to Save Reserve as suggested in the report. There followed some discussion in this respect and it was agreed that the funds would be transferred into the general reserves instead, subject to the final views of the Vice Chairman and Treasurer.

RESOLVED:

- i) To note the contents of the report;
- ii) To approve the transfer of £0.5 million to the general reserves, subject to the final views from the Vice Chairman and Treasurer, as detailed in paragraph 2.7 of the report;
- iii) To approve the transfer of £0.285 million to the general reserves, subject to the final views from the Vice Chairman and Treasurer, in respect of Mobile Computing and Working, as detailed in paragraph 2.8 of the report;
- iv) To approve the renewal of the banking contract with the Co-operative Bank for a three year period commencing 1 April 2010.

7. **Treasury Management Services**

The Treasurer updated Members that a fundamental aspect of all work on Treasury Management was the need for expert financial advice, which was provided by the Treasurer through a range of professional contacts including the services of the County Council which executed treasury management activities on a contractual basis.

Members were apprised that a key source of information used by the Treasurer was provided by the County Council's Treasury Advisers, Butlers, who have a contract with the County Council until August 2011. It was noted that until recently, such information had been provided without charge, however due to regulatory reasons this was no longer possible.

It was reported that the information provided by Butlers covered many areas including interest rate forecasting and economic intelligence, external debt structure, borrowing strategies, debt restructuring, technical advice and investment policy. In view of the specialist nature of the information and the link with the County Council, Members agreed to a separate contract with Butlers.

RESOLVED:

- i) To note the contents of the report;

- ii) To agree to a separate contract with Butlers, which would run concurrently with Norfolk County Council's contract, and both contracts would terminate on 31 August 2011.

8. **Norfolk Police Authority Key Accountable Activities**

Members were apprised that the Key Accountable Activities schedule detailed the Authority's main statutory and semi-statutory duties and acted as a framework to ensure that those duties were managed effectively within the full Authority and Committee structure.

It was noted that the schedule allowed the Authority to annually evidence how all statutory functions were complied with, as well as demonstrate the Authority's commitment to regularly review corporate governance arrangements.

RESOLVED:

To note the contents of the report.

9. **Ethical Standards Committee Annual Report 2008/09**

Mrs Everitt, Chair of the Ethical Standards Committee, presented the first annual report of the Committee to the Authority. Members were pleased to note that the Committee had not dealt with any complaints during 2008/09, regarding the Police Authority Members or Staff.

Members were reassured that four Members of the Committee had attended the Annual Assembly of Standards Committees 2008 in order to keep apprised of the latest regulations and to share good practice with colleagues across the Country.

The Chief Executive took the opportunity to thank the Members of the Ethical Standards Committee for their efforts in scrutinising standards and related governance issues.

RESOLVED:

To note the contents of the report.

10. **Operational Policing Statistical overview**

Members were pleased to note that at the end of the second quarter, there had been a reduction in the number of recorded crimes by 5.5% (24,490 crimes) in comparison with the same period last year. It was noted that the number of recorded crimes was 2.3% better than the year to date target of 25,063 crimes.

In respect of Hate Crime, Members were apprised that there had been a 20.7% increase in Hate Incidents when compared with the same period in 2008/09. It was reported that the increase was related to engagement with ethnic minorities across the County by Minority Ethnic Liaison Officers (MELOs). It was noted that the Citizen Focus department was researching the under-reporting of crime amongst

minority and ethnic groups and had commissioned a piece of analytical work to establish the extent of the problem.

With regard to sickness levels, Members were pleased to note that both Police Officer sickness and Police Staff sickness were better than target. It was reported that swine flu had not impacted upon sickness levels as much as anticipated, and work was continuing to monitor the situation. Members were apprised that the newly implemented shift system had made a positive effect upon attendance and had reduced the need for Officer overtime by 22% to date. Those present commended the work of the Human Resources Department in this respect.

Members were apprised that the Black and Minority Ethnic (BME) recruitment target of 6.10% was not met and the Chief Constable updated those present on the actions taken by the Human Resources Department in this respect. It was noted that the target of 6.10% included both Officers and Staff, and Members were apprised that 'positive discrimination' could not be used by the Constabulary. Members were reassured that the Human Resources Department and the Professional Standards and HR Committee would remain focussed upon BME recruitment and the need for the Constabulary to reflect the ethnic composition of the County was noted.

The Assistant Chief Executive informed Members that the target setting process for the Policing Plan 2010/11 would commence shortly and advised Members to be mindful with regards to historical performance, future funding and the current economic climate. It was noted that the Scrutiny and Audit Committee would approve the Policing Plan on behalf of the Authority at its March 2010 meeting. The Chief Constable took the opportunity to advise Members that the continuing reduction in crime could not be sustained indefinitely and that the recession would inevitably lead to an increase in crime and anti social behaviour, and there would be a considerable time lag before levels reduced again. Members were advised to be mindful of this issue when considering setting targets and performance in general.

RESOLVED:

To note the contents of the report.

11. **Report of Norfolk Police Authority Committees**

The Authority received and noted the report of the Police Authority Committee meeting which was held during the period:

Custody Visitors Committee – 26 November 2009

Members were apprised that further committee reports would be brought to the next meeting for information.

RESOLVED:

To note the contents of the report.

12. **Actions taken by the Chief Executive under delegated powers:**

RESOLVED:

To endorse action taken by the Chief Executive under delegated powers as follows:

- Organisation of the Norfolk Coroner's Services
- The two-year secondment of Nicola Bell to ACPO

13. **Any Other Business**

There was none.

14. **Date of next meeting**

Tuesday, 16 February 2010 at 10.00 am in the Wroxham Room.

(The meeting closed at 11.15 am)

CHAIRMAN

[At the close of the meeting, there was a confidential update on current operational matters, followed by a Finance Seminar.]