

MINUTES OF A MEETING OF THE NORFOLK POLICE AUTHORITY
HELD AT JUBILEE HOUSE, WYMONDHAM, NORFOLK
ON TUESDAY, 22 JUNE 2010 AT 10.00 A.M.

Present

Mrs F Anthony
 Mr S Bett
 Mr A Byrne
 Mr R Chapman
 Mr B Hannah
 Mr P Hardy
 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

Mrs K Abrahams	Principal Analyst, Norfolk Constabulary
Mr S Bailey	Assistant Chief Constable, Norfolk Constabulary
Mr R Birtles	Assistant Chief Officer (Resources), Norfolk Constabulary
Ms A Campbell	Director of Communications and Public Affairs, Norfolk Constabulary
Mr P Gormley	Chief Constable, Norfolk Constabulary
Mr C Hall	Assistant Chief Constable, Norfolk Constabulary
Mr C Harding	Chief Executive, Norfolk Police Authority
Mr R Summers	Treasurer, Norfolk Police Authority
Mr K Wilkins	T/Deputy Chief Constable, Norfolk Constabulary
Miss N Wotton	Committee Administrator, Norfolk Police Authority

Observing

Mr B Kendall	Reporter, The Eastern Daily Press
Mrs E Ollier	Observer
Mrs A Matin	Director, Norwich and Norfolk Race Equality Council
Ms L McDonald	Reporter, BBC News
Mr J Sadler	Observer

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

The Chairman reported that he had attended a farewell dinner for Supt Adrian Myhill, where he had expressed gratitude on behalf of the Police Authority, for his service to Norfolk Constabulary and wished him well in his retirement on behalf of the Authority.

Members were informed that the Chairman had visited Air Operations and undertook some recognisance over Norfolk.

The Chairman met with the newly appointed Chairman of Suffolk Police Authority, Colin Spence; the meeting went well, with a useful dialogue and exchange of views.

The Chairman stated that along with ACC Bailey, he had met with representatives from the Norfolk Farmers Union (NFU) and members from Norfolk Suffolk and South Norfolk, at Diss. The meeting was very constructive and further initiatives would be pursued across the County as part of our public engagement strategy.

It was reported that the Chairman had attended a Special Constabulary training weekend at Bircham Newton and was very impressed by the quality of the training provided and the commitment of the volunteers.

Members noted that the Chairman, along with the Vice Chairman and other Members, had attended the start of the Chief Constable's senior management day at Barnham Broom. It was stated that Members had received the Chief Constable's opening address by email and were thus attuned to his approach in the coming year.

It was noted that as part of a new approach regarding Airport Security, the Vice Chairman had attended an Airport Security Board meeting on behalf of the Chairman, which was an ongoing additional requirement for all Police Authorities.

The Chairman stated that as a Member of the Stakeholder Panel, he had participated in the recent appointment process for the new Chief Constable of Cambridgeshire. It was reported that Simon Parr, Hertfordshire Constabulary's Deputy Chief Constable, had been appointed. It was hoped that this appointment would see a greater collaborative approach in future years.

The Chairman had visited the Joint Major Investigation Team (MIT) and Special Operations Teams, in light of the recent murders and activity in Norfolk.

It was reported that the Deputy Chief Constable and Chairman had hosted a meeting in London with Norfolk MPs, five of whom attended and were briefed upon current issues; a copy of the brief had previously been circulated to Members for information.

It was noted that the Chairman had been invited to join a group of specially invited people to participate in a 'Chatham House rules' discussion on 'policing in a downturn'. Participation at the discussion event meant that the Chairman was unable attend the NOSCAs, however he expressed his congratulations to all of the winners, nominees and organisers. Special thanks were given to Fiona Anthony and Jenny McKibben who had presented the trophies for the two Police Authority sponsored awards for 'Diversity in Action' and 'Community Citizen of the Year'.

The Chief Constable reported that he had attended the funeral of volunteer Police Historian and retired Police Officer, John Mason, and the funeral had been very well attended.

Members were updated that Deputy Chief Constable Ian Learmonth had been successful in his application to become Chief Constable of Kent Constabulary. Members recorded appreciation of his significant contribution to the Constabulary over the last 3 years. It was reported that ACC Kevin Wilkins was acting as Temporary Deputy Chief Constable in his absence and that Detective Chief

Superintendent Julian Blazeby as acting as Temporary Assistant Chief Constable during the appointment process.

The Chief Constable updated those present on the recent structural changes which had taken place within the Constabulary for senior management positions. The changes to the management of the district delivery units and the benefits arising from the changes were noted.

The Authority was apprised that the Chief Constable had undertaken several visits to Officers across the Constabulary and had been very impressed by their professionalism and commitment to the Force.

The Chief Constable had hosted the NOSCAs which had taken place at Dunston Hall and he informed Members that it was a tremendous evening, and that he extremely proud of the dedication and commitment shown by so many people.

Members were pleased to note that crime had been reduced by 11.5% when compared with the same period last year, which was in spite of significant changes to the shift patterns of Officers. It was reported that an increase in crime levels was expected in future months, due to the ongoing economic climate. It was stated that Sanction Detections were currently at 30% and Restorative Justice was at 2%, which would hopefully increase in the future. Members were apprised that confidence levels had increased to 72.9% and satisfaction rates were at 76.5%. Members were reassured that significant work was being undertaken to reduce re-victimisation rates for Hate Crime and Domestic Violence.

The Chief Constable commended the work of the Major Investigation Team (MIT), in respect of the recent murders within Norfolk, and Members were pleased to note that a number of individuals had since been charged.

Members were apprised that all Chief Constables had been invited to attend a meeting with the Prime Minister and Home Secretary yesterday. Although the meeting was confidential, it was noted that the meeting had been both challenging and productive.

2. **Apologies**

Apologies were received from Mr K Turner, DCC I Learmonth and T/ACC J Blazeby.

3. **Declarations of Interest**

There were none.

4. **Minutes of the meeting held on the 13 April 2010**

The minutes of the meeting held on the 13 April 2010 were agreed as a correct record and signed by the Chairman.

5. **Matters of Urgent Business**

There were none.

6. Revenue and Capital Outturn 2009/10

The Assistant Chief Officer (Resources) reminded Members that at the budget meeting in February 2009, the Police Authority approved a budget requirement for 2009/10 of £142.669 million. It was noted that final spending after year end carry forwards was £142.587, which gave an underspend against the budget of £82,000, which was very close to budget.

The main variations against the budget were noted in detail. Members were apprised of the proposals to carry forward £321,000 into the Budget Management Reserve for 2010/11 to use, in conjunction with the £82,000 underspend, to offset in part the required budget reductions in 2010/11.

Members noted the underspend of £1.016 million in respect of the Capital Outturn, which was due to slippage on specific schemes and would need to be carried forward to 2010/11, along with the associated funding. Members were reminded that the outturn position had been reviewed in detail by the Capital Assets Committee at its meeting on the 5 May and the figures remained unchanged since then.

The Authority was updated regarding the proposed transfers between the reserves, Treasury Management activities, provisions and the Prudential Indicators. Members were reassured that operational performance was improving and were reminded that the Scrutiny and Audit Committee monitored performance in detail on a quarterly basis.

Mr Chapman, Lead Member for Finance, reported that he regularly met with the Treasurer and Assistant Chief Officer (Resources) and was satisfied with all of the work undertaken in respect of the budget to date. He also took the opportunity to congratulate the Constabulary on their efficiency savings, which had been achieved during challenging circumstances.

In response to a query from a Member regarding the Invest to Save reserve, it was noted that the style of presentation was due to an accounting technicality only. The Treasurer took the opportunity to report that his advice for cash held overnight remained unchanged; and such funds would only be invested overnight with the institutions of the highest calibre.

RESOLVED:

- i) To note the contents of the report;
- ii) To approve the financing of the Capital Programme, as detailed in paragraph 3 of the report;
- iii) To approve the contributions to earmarked reserves, as detailed in paragraph 4 of the report;
- iv) To approve the overall movement in general balances and earmarked reserves as detailed in Appendix 3 of the report;
- v) To approve the level of provisions as detailed in paragraph 5 of the report.

7. **Statement of Accounts 2009/10**

The Treasurer introduced the Statement of Accounts 2009/10, and Members were reminded that the content and layout had to comply with the Accounting Code of Practice on Local Authority Accounting (the SORP). Members were then reassured regarding the presentation of the pensions fund; it was stated it was due to an accounting technicality only and had no implications for future pension provision.

Members were apprised that the accounts included the Annual Governance Statement, the Revenue Account and the Balance Sheet, for information. The Treasurer reassured Members that he was satisfied that the accounts had been prepared in accordance with the proper accounting practices and fairly presented the financial position of the Authority.

The Authority took the opportunity to thank the Assistant Chief Officer (Resources) and his team for their hard work and support throughout the year, during the ongoing economic uncertainty.

RESOLVED:

- i) To note the contents of the report;
- ii) To approve and endorse the Statement of Accounts for 2009/10.

8. **Budget Update 2010/11**

Members were advised the following the election of the new coalition government in May 2010, the government had subsequently announced a reduction in public sector spending this year of £6 billion and within this total, the Home Office had been directed to reduce spending by £367 million.

It was reported that amongst the measures being taken by the Home Office to reduce spending, the Minister of State had determined that government funding to the police in England and Wales would reduce by £125 million this financial year; of this £115 million would be found by reducing police grant and £10 million would be found by reducing capital grant support. Members were apprised that revenue reductions would be found from Rule 2 grant and that the element of the grant was no longer ring fenced and was comprised of former specific grants for rural policing, forensics, special priority payments and probationer training.

The Authority was advised that the reductions were to be taken from all Police Authorities in England and Wales in the same proportion, which meant that Norfolk would have a revenue grant reduction of £1.3 million and a capital grant reduction of £0.1 million.

It was noted that the Authority had approved a net revenue budget for 2010/11 of £146.693 million, including some specific grants and as a result of the Home Office announcement, the Constabulary would need to find in year savings of £1.3 million to offset the loss of grant, which was in addition to the £4.8 million of efficiency savings already taken out of the base budget for the year.

Members were apprised that the Long Term Estates Strategy and one off expenditure were currently under review, following the reduction to the Capital Programme funding.

The Authority was apprised that the International Financial Reporting Standards (IFRS) had changed the way in which the Authority needed to report its accounts, which had required some of the Prudential Indicators to be amended. In effect, the changes increased the notional level of capital financing costs and impacted particularly upon the operational and authorised boundaries for external debt.

Mr Chapman, Lead Member for Finance, reassured Members that he regularly met with the Treasurer and Assistant Chief Officer (Resources) to monitor the budget and he commended the work being undertaken in such uncertain circumstances.

RESOLVED:

- i) To note the contents of the report;
- ii) To approve the revised Prudential Indicators as recorded in paragraph 5 of the report.

9. **Police Authority Meetings Programme 2011/12**

The Authority was provided with a timetable of Police Authority Committee meetings to be held during the period April 2011 to March 2012, which had been drafted by the Chief Executive's office, in consultation with Members and the Constabulary.

Following discussions with the Constabulary, it was agreed that the full Authority meeting in June 2011, would take place one week later, on the 28 June 2011, which would allow additional time to produce the financial reports.

RESOLVED:

- i) To note the contents of the report;
- ii) To approve the Norfolk Police Authority Meetings Programme for 2011/12, subject to the full Authority meeting in June taking place one week later, on the 28 June 2011;
- iii) That a revised copy of the Programme of Meetings for 2011/12 would be circulated to all Members and the Constabulary, for information.

10. **Terms of Reference for Norfolk Police Authority's Capital Assets and Ethical Standards Committees**

Members were reminded that in order to ensure continuous improvement, a review of the Constitution / Terms of Reference for all of the Authority's Committees was undertaken on an annual basis. It was noted that following the Authority's Annual General Meeting, the two Committees had met and revised their Terms of Reference, which were attached to the report as appendices, with the amendments clearly shown. Members noted the changes and endorsed the amendments.

RESOLVED:

- i) To note the contents of the report;
- ii) To endorse the amendments to the Terms of Reference of the Capital Assets and Ethical Standards Committee.

11. **Collaboration Update**

Members were reminded that senior level changes to the collaboration programme team were made during April 2010, with the appointment of ACC Hall to lead the collaborative effort across the preferred police partnership, and Temporary Chief Superintendent Andy Henwood, as Programme Director.

Those present were reminded that a meeting of Norfolk and Suffolk Police Authorities took place at the Cornwallis Arms, Brome, on the 26 April 2010, where a draft 'Norfolk and Suffolk Preferred Police Partnership Collaboration Strategy' was discussed, which sought to establish an agreed collaborative vision between the two forces and authorities, together with the strategic and governance principles within which the collaborative programme would operate. Members noted the strategy which was attached to the report as Appendix A.

ACC Hall updated Members on the joint Major Investigation Team (MIT) and joint Witness Protection Unit (WPU), which were established in April 2009, and the joint Source Handling Units and joint Special Branch, which were established in April 2010. It was noted that a joint Financial Investigation, Economic and Computer Crime Unit would become operational later this month, following the recruitment of an officer with the appropriate specialist skills to lead the operation. Implementation of the joint Dog Handling Unit and joint Firearms Licensing Unit was underway following recent approval of the business cases, it being expected these will go-live in July 2010 and October 2010 respectively. Members were apprised that the savings identified resulted predominantly from reductions in the number of police officers required within these collaborative functions, however Members were advised that those posts were not currently realised as cashable budget savings as the officers were being redeployed within the Constabulary to maintain overall police officer establishment levels.

The Authority noted that a number of business cases were being developed within the collaborative programme for further joint operational units and command areas to deliver further effectiveness and efficiency improvements; which would be presented to both Police Authorities over the coming months for approval.

In respect of Police Investigation Centres (PICs), it was noted that in addition to their construction, work was being driven forwards to develop and implement the joint custody staffing arrangements for the 6 new PICs, in readiness for the opening dates.

Members were reminded by the Chief Executive of the joint ICT Strategy which had been previously circulated to all via email. Since circulation, Cambridgeshire Police Authority had since considered the draft and had endorsed their inclusion on a three-way basis. Suffolk Police Authority would consider the statement for endorsement at their meeting on Friday, 25 June 2010. The Authority confirmed their previous endorsement of that statement.

It was reported that the Business Support Review (BSR) was nearing the completion of its work in examining the business support functions across Norfolk and Suffolk. It was noted that the BSR Project would provide a report on its findings to the Chief Officers on the 26 July and a report would be presented to a future Authority meeting. A Member queried whether the additional savings identified by

Suffolk Constabulary would have an impact upon future collaboration with Norfolk Constabulary and it was reported that this information would be circulated in due course.

In respect of the Eastern Region, it was reported that agreement had been reached between the five forces at the Regional Joint Statutory Committee in January 2010 to establish an Eastern Region Special Operations Unit. It was noted that the unit would assist the region to address serious and organised crime issues at level 2 and to further close the protective services gap. Members were apprised that the unit would increase the flexibility within the region to address such issues with consistency and appropriate levels of specialist resource.

Members commended the work which had taken place to date and queried whether wider collaboration was possible in already established joint areas such as MIT. It was reported that further clarification would be sought regarding feasibility and business cases would also be prepared prior to any decision making. Members were assured that they would be kept informed of any developments.

In response to a query from a Member, it was noted that the Constabulary was taking part in preferred partner, regional and national procurement work, to ensure value for money was achieved at all times.

RESOLVED:

- i) To note the contents of the report;
- ii) To re-affirm their support for a) the Norfolk and Suffolk Preferred Police Partnership Collaboration Strategy and b) joint ICT Strategy;
- iii) To request information on whether the additional savings identified by Suffolk Constabulary would have an impact upon future collaboration with Norfolk Constabulary.

12. **Ethical Standards Committee Annual Report 2009/10**

Mrs Everitt, Chair of the Ethical Standards Committee, presented the Annual Report to the Committee for 2009/10. Members were pleased to note that the Committee had not dealt with any individual complaints during the period, regarding Police Authority Members or staff.

Members were reassured that Members of the Committee had attended the Annual Assembly of Standards Committees 2009, in order to keep apprised of the latest regulations and to share good practice with colleagues across the Country. Members had also attended local level training and it was hoped that joint training sessions with other Authorities could take place in the future.

Members were reminded that the Committee had increased in size and had appointed an additional Lay Independent Member, Mr Richard Middleton, which provided additional resilience to enable the Committee to undertake an investigation, as required.

A Member queried the recent announcement regarding the Standards for England being disbanded and the impact upon the Committee and Authority. There followed some discussion in this respect and it was noted that further guidance and detail

was awaited from the government. Members would be kept informed of any developments.

RESOLVED:

To receive the Ethical Standards Annual Report for 2009/10.

13. **Strategic Quarterly Overview**

ACC Wilkins reported that there were 44,692 crimes reported during 2009/10, which showed an overall reduction in the number of recorded crimes by 9.1% (4,479 crimes) in comparison to 2008/09. It was noted that performance was 7.7% better than the year target of 48,423 crimes.

Members were reminded that public confidence was measured by the British Crime Survey (BCS) and was published on a quarterly basis. It was noted that the Home Secretary had set a target that by 2012, 60.2% of respondents should 'tend to or strongly agree' to the following question: *'It is the responsibility of the police and local council working in partnership to deal with anti social behaviour and crime in your area. Please say how much you agree with the following statement.'* Members were pleased to note that performance for the twelve month period ending December 2009 was 53.5%, with a confidence interval of 4%, which was an increase of 2.5% points compared to the previous three months. A Member queried whether public perceptions of Criminal Justice had a negative impact upon confidence and satisfaction levels achieved by the Constabulary. It was reported that confidence levels for Criminal Justice were currently at 55% and the figures had been increasing steadily over time.

With regard to public satisfaction, it was noted that at the end of 2009/10 75.5% (with a confidence interval of 1.7%) of those surveyed were either completely or very satisfied with the whole experience, which was 5.4% points better than the same period last year.

Members were pleased to note that Police Officer sickness was at 60.49 hours, which was 8.83 hours better than target. Police Staff sickness was 57.56 hours, which was 0.65 hours better than target. Members commended the actions undertaken by the HR Department to reduce sickness levels so significantly.

Members were apprised that there had been 251 Hate Incidents recorded between 1 April 2009 and 31 March 2010, which represented a 16.7% increase when compared with the same period in 2008/09. Hate Crimes had also increased by 7.8% over the same period. The Authority was reassured that the increase was related to proactive engagement with minority communities across the County by Diversity Liaison Officers and SNTs, building trust and confidence. It was reported that the rollout of the Norfolk Multi Agency Protocol (MAP) in combating hate crime had seen a significant positive impact in encouraging the reporting of hate incidents. In response to a query from a Member, it was noted that it may be possible for hate incidents to be reported via the Constabulary website and this could be further developed in the future. Members were reassured to note that detection rates were 5% better for Hate Crimes, which reflected the Constabulary's serious approach to such crimes.

The Authority was updated that despite significant effort by the HR Department, the BME recruitment target of 6.2% had not been met. Members were apprised that the new coalition government had also halted all recruitment by public bodies, which would exacerbate the situation. Members were apprised that detailed analysis had been undertaken and currently 3.6% of Norfolk Constabulary's workforce were from Visible Minority Ethnic (VME) or non-VME backgrounds.

A Member queried whether the funding cuts announced by the coalition government, would impact upon partners such as the Norfolk Casualty Reduction Partnership and their work to reduce the number of people Killed or Seriously Injured (KSI) on Norfolk's roads. Members were pleased to note that during 2009/10, the number of KSI was 336, which was 29 better than target. However, Members were informed that it was likely such funding cuts would come into effect and may have a negative impact upon the number of KSI in the future.

RESOLVED:

To note the contents of the report.

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

The Authority received and noted the report of the Police Authority Committee meetings which were held during the period:

Citizen Focus Committee – 22 March 2010
Ethical Standards Committee – 21 April 2010
Capital Assets Committee – 5 May 2010
Scrutiny and Audit Committee – 13 May 2010
Professional Standards and HR Committee – 18 May 2010
Custody Visitors Committee – 24 May 2010
Citizen Focus Committee – 25 May 2010

RESOLVED:

- i) To note the contents of the report;
- ii) That all Members would have the opportunity to attend the forthcoming Criminal Justice Presentation at the September meeting of the Scrutiny and Audit Committee. Further information would be circulated nearer the time;
- iii) That the briefing note previously circulated to Members of the Scrutiny and Audit Committee on Restorative Justice, be circulated to all Members for information.

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

RESOLVED:

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

- Restorative Justice Approaches for Roads Policing
- Secondment for Chief Inspector Jim McLachlan to Afghanistan
- Secondment for Inspector Russell Watkins to the Eastern Region Intelligence Unit

- Approval of the Norfolk and Suffolk Preferred Partnership Strategy

16. **Exclusion of the Press and Public**

RESOLVED:

That, under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Act, and the public interest not to disclose the information outweighs the public interest in disclosing it.

17. **Exempt Items for Decision**

There were none.

18. **Protective Services Gap Update Report**

The Authority received a comprehensive briefing on the Protective Services Gap from ACC Bailey and Members noted the contents of the report.

RESOLVED:

- i) To note the contents of the report;
- ii) That clarity be provided on whether the Care Suites would be closed down once the new SARC was opened later in the year.

19. **Any Other Business**

The Chief Executive reported that Nicola Wotton, Committee Administrator for the Police Authority, would be leaving her post later in July, for a promoted post within Waveney District Council. He thanked her for her hard work for the Authority and on behalf of the Authority, wished her well for the future.

20. **Date of next meeting**

Tuesday, 17 August at 10.00 am in the Wroxham Room.

(The meeting closed at 11.35 am)

CHAIRMAN

[At the close of the meeting, there was a short briefing for Members on current budget matters.]