

MINUTES OF A MEETING OF THE NORFOLK POLICE AUTHORITY
HELD AT JUBILEE HOUSE, WYMONDHAM, NORFOLK
ON WEDNESDAY, 8 DECEMBER 2010 AT 10.00A.M.

Present

Mrs F Anthony
Mr S Bett (Chairman)
Mr A Byrne
Mr R Chapman
Mr B Hannah
Mr P Hardy
Mr B Iles
Mr A Malhis
Mr J Perry-Warnes
Mr K Turner

In Attendance

Mr S Bailey	Deputy Chief Constable, Norfolk Constabulary
Mr P Best	Senior Analyst, Business Support, Norfolk Constabulary
Mr J Blazeby	T/Assistant Chief Constable, Norfolk Constabulary
Mr R Birtles	Assistant Chief Officer (Resources), Norfolk Constabulary
Miss S Bryant	Independent Custody Visiting Scheme Administrator/ Research Officer, Norfolk Police Authority
Ann Campbell	Director of Communications & Public Affairs, Norfolk Constabulary
Mrs D Dring	Committee Administrator, Norfolk Police Authority
Mr P Gormley	Chief Constable, Norfolk Constabulary
Mr C Hall	Assistant Chief Constable, Norfolk Constabulary
Mr C Harding	Chief Executive of Norfolk Police Authority
Mrs J Hayes	Deputy Chief Executive, Norfolk Police Authority
Mr R Summers	Treasurer, Norfolk Police Authority
Mr K Wilkins	Assistant Chief Constable

Observing

Mr B Kendal	Reporter, Eastern Daily Press
Mr J Mann	NALC
Mr A Brown	Member of Public

1. Chairman's and Chief Constable's Announcements

The Chairman welcomed Members and staff and those observing.

The Chief Constable was pleased to report to Members that crime targets were moving in the right direction with 4% points less crime and 1400 less victims than 12 months ago and detection rates had improved to 35% of crimes, and public confidence and satisfaction levels were good.

The Constabulary had been continuing to work through the Challenge Programme and were reviewing the Norfolk Policing Model in line with the reduction in funding. Following the approval of the Business Support Review (BSR) in November, Norfolk and Suffolk Constabularies were mapping out a joint programme of delivery for the next 3 to 4 years; and the post of joint Head of IT had been advertised.

The Chief Constable reported that he had held a programme of staff forums to explain the processes involved in the BSR/CSR programmes which gave staff an opportunity to ask questions in an informal setting. He commented that the overall quality of the work from staff had been excellent particularly considering the forthcoming challenges.

The Chief Constable commended Alan Gilbert, Head of Forensic Investigation, and his team for the excellent results achieved putting the Constabulary top of the performance tables in this field.

In response to a Members' query it was confirmed that there were just over 300 Special Constables in Norfolk and recruitment was ongoing.

The Chief Constable was pleased to advise that there would be long service and good conduct awards ceremony at the Great Hospital and further award events were planned early in 2011. In addition he had attended the Norfolk Emergency Services Carol Service in Norwich Cathedral.

The Chairman gave a report of his Police Authority activities since the last meeting, these included meeting the Police Federation and Unison with the Chief Constable, attending Carol and Remembrance Services, a partnership meeting at Broadland District Council, a briefing meeting with local MPs, an interview with BBC Look East on Safety Cameras and a meeting with NALC. The Chairman had been very impressed when he visited an operational centre for a people trafficking investigation.

2. Apologies

Apologies were received from, Mr H Humphrey, Ms J McKibben, Mrs V Jenkins, Mrs E Ollier, Mr D Reeve, Mr T Tomkinson and Mr P Wells.

3. Declarations of Interest

None.

4. To confirm the minutes of the meetings held on 23 September 2010 and 1 November 2010

The minutes of the meetings of 23 September 2010 and 1 November 2010 were agreed as a correct record and signed by the Chairman.

5. Matters of Urgent Business

None.

6. Budget Monitoring 2010/11

The Assistant Chief Officer (Resources) (ACOR) presented the report of the latest budget monitoring position based upon actual spending to the end of Oct 2010. He explained that the forecast information was provided on revenue spending and capital spending and movements in reserve but did not include adjusted saving for the rest of the year.

Members noted that the forecast Revenue Spending for the year was £144,893 million which gave a forecast underspend of £1.8million, equivalent to 1.2% of budget; the adjustment for estimated vacancy savings, as a result of the recruitment moratorium, was an additional £250,000 making a total forecast saving of £2.05 million.

Members also noted that Capital Spending had a forecast underspend of £1.102 million but this was mainly due to slippage and that £1 million would need to be taken forward to 2011-12 to allow for completion of schemes such as the new Earham base and for ICT infrastructure for the Police Investigation Centres. The forecast net saving was around £100,000.

In terms of the General Balances and Earmarked Reserves, Members noted that a revision had been made to the mobile computing project to look at providing vehicles rather than individuals with equipment, which would reduce the overall cost and consequently not require the allocated funding from the Invest to Save Reserve. In addition a reserve fund of £800,000 for the Job Evaluation Scheme had not been implemented but it was planned to transfer this to a Job Evaluation Reserve for the following year in anticipation of an outcome during 2011.

The ACOR explained that the report now included details of financial health indicators which showed a breakdown of debtors, creditors, payments, income, efficiency gains, cash balances and investments.

The ACOR responded to Members' questions regarding expenditure and outstanding debtors and they were satisfied that detailed monitoring of performance had been carried out by the Scrutiny and Audit Committee and that there were no adverse impacts on performance arising from the budget at the time.

RESOLVED:

- (i). To note the report
- (ii). To approve the reduced contribution of £285,000 from the Invest to Save Reserve, as detailed in Section 4 of the report.
- (ii). To approve the contribution of £800,000 to the Job Evaluation Reserve, as detailed in section 4 of the report

7. Provisional Police Grant Settlement for 2011/12

The Government announcement of the Grant Settlement, whilst expected by the time of the meeting had been deferred.

8. Key Accountable Activities

The Independent Custody Visiting Scheme Administrator/ Research Officer presented a report of the Authority's Key Accountable Activities 2010/11 which outlined its statutory and non-statutory duties and acted as a framework to ensure that these duties were managed effectively within the full Authority and Committee structure.

Members noted that as a result of new government regulations and amendments there were a number of additional responsibilities for Police Authorities; not least in terms of Community Engagement. In addition there would still be a requirement to produce a Local Policing Summary in 2011; and, the new Equality Act 2010 required public bodies to give due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations in relation to all relevant protected characteristics.

Members were advised that they would be kept informed of any further amendments and updates in all of the key accountable activities as well as the transitional arrangements when Police and Crime Commissioners would be elected in May 2012.

RESOLVED

To note the contents of the report.

9. Collaboration Update

Assistant Chief Constable Hall gave an updated report on the collaboration between Norfolk and Suffolk Constabularies. He explained that joint working had already been operating in a number of Protective Services functions such as the joint Major Investigation Team, which had been working successfully and it was planned to extend the arrangement after March 2011 for a further 3 years with the Authority's approval.

i) Joint Head of Protective Services

The ACC explained that both Constabularies recommended appointing a single joint head of Protective Services at Chief Superintendent rank to lead the provision for both counties. He outlined the benefits and financial implications of the proposal and the functions that would be covered and Members were provided with a detailed Business case for the proposal. Members were asked to approve the collaborative arrangements under section 23 and 23A of The Police Act 1996 and to delegate authority to the Chief Executive and Chief Constable in consultation with the Chairman of the Authority.

The Vice Chairman queried the governance implications and it was confirmed that a Protective Services Governance Board would discharge that duty and the Joint Statutory Committee would receive regular performance reports of the joint protective services functions.

ii) Staffing arrangements for Joint Custody and the Joint Custody Investigation Unit

The ACC outlined proposals for staffing the joint Custody and Joint Custody Investigation units; the 6 new Police Investigation Centres (PICs) due to open in 2011 would be managed by a Chief Inspector and each PIC would have a team of an Inspector, sergeants and custody detention officers. He advised that the PIC staffing model was devised to reduce the previous high levels of staff abstraction and would result in a saving in the budgeted cost of custody by £123,000 in Norfolk.

The ACC explained that each PIC would have a team from the Custody Investigation Unit (CIU) attached to provide investigation of offences of detainees, which would provide a more efficient and effective investigation process for at least 65% of all arrests; and result in significant savings in cost and time spent processing detainees currently undertaken by response and neighbourhood team officers. The overall saving in terms of cost would be £452,000 and in time by over 51,000 hours per year across both Norfolk and Suffolk forces.

In response to a member's question relating to the potential 'deskilling' of response staff by not undertaking investigative work under the new PIC staffing arrangements, the ACC explained that this was a more efficient way of operation, but that opportunities for investigative work could be explored through attachments for staff. The ACC elaborated that the CIU would not investigate the more serious crimes (the other 35% of those detainees) as they would be undertaken by other officers.

The ACC explained that the estimated 10% increase in the custody efficiency resulting from the new PICs would be shown by close monitoring. He also clarified that the increase in staff numbers for the new PICs would be achieved by the internal transfer of staff and in Norfolk would involve 2 or 3 officers. The PICs on the borders of the 2 counties would be staffed by officers from both counties and although there had been some issues relating to the detention of civilians by cross border staff, this was covered by new legislation.

iii) Programme Management Office

The ACC advised that the Programme Management Office (PMO) had been set up with the advice and guidance of an external consultant company, PriceWaterhouseCoopers; the PMO's role being to map and track the delivery of change under the collaborative process in both forces up to 2014/15.

In response to a Member's query, the ACC clarified that the cost of the office was being shared jointly by Norfolk and Suffolk and that the consultants were providing a quality assurance advisory service for 2 years.

iv) Business Support Review/Cambridgeshire

The ACC reported that the Business Support Review was progressing well and detailed plans were being developed for each of the functional areas covered in the review by the Departmental Heads, which would include structure charts, identification of savings, service levels, draft implementation timelines and location considerations. The detailed plans were to be presented to a Chief Officer Team meeting the following week.

The ACC advised that Cambridgeshire Constabulary had decided to withdraw from a collaborative partnership with Norfolk/Suffolk and would not be involved in the ICT partnership plans.

RESOLVED

- i) To extend the s23 and s 23A collaboration agreement between Norfolk and Suffolk in respect of the joint Major Investigation Team for a further period

from 1 December 2010 to 31 March 2014 and to delegate the authority to enter into this agreement to the Chief Executive.

- ii) To collaborate on the appointment of a Joint Head of Protective Services for Norfolk & Suffolk as per option 2 within the business case.
- iii) To delegate the authority to approve section 23 and section 23A agreements for this position to the Chief Executive and Chief Constable in consultation with the Chair of the Police Authority.
- iv) To note and endorse the staffing arrangements for the joint custody and the joint custody investigation unit to service the six PICs opening in 2011.
- v) To note the progress in establishing the Programme Management Office.
- vi) To note the implementation progress in respect of the Business Support Review.
- vii) To note the decision of Cambridgeshire to enter a preferred partnership with Bedfordshire and Hertfordshire, including the consequences that result from moving ahead with joint ICT.

10. Strategic Quarterly Overview

Following the Deputy Chief Constable's introduction, the Senior Analyst gave the report of the strategic overview of the operational performance of the Constabulary. There had been a 1.8% increase in reported crimes in the last quarter, which was partly due to the change in the reporting system delaying reports to the second quarter. Members were pleased to note that reported crime for the 6 months to Sept 2010 showed a 6.1% reduction compared to the same period last year.

Members noted that achieved targets were better than the previous year for anti-social behaviour and public confidence and satisfaction; and that sanction detection rates and restorative justice disposals were equal to last year; serious road traffic collisions were lower than last year and better than target.

Members were informed that there had been a significant increase in reported hate crimes (46%) and incidents (53%) compared to the same period last year, which was related to the increased and pro-active engagement with the minority groups involving Diversity Liaison Officers, SNTs and the Norfolk Multi Agency Protocol, resulting in an improvement in public trust and confidence in reporting hate crime incidents.

Although there had been an improvement in detection rates since last year, it was noted that the quarterly targets had not been achieved in terms of serious violent offence detections and serious sexual offence detections, but that this was being addressed through a serious crime action plan.

Resolved

To note the contents of the report

11. Norfolk Policing Review

T/Assistant Chief Constable Blazeby gave a report of the progress with the Norfolk Policing Review. He explained that there was a dedicated team working on the review of the current Norfolk Policing Model to determine its sustainability and to identify areas to save up to £35m over the next 4 years in line with the anticipated reduction in government funding

Members noted that the Terms of Reference for the review had been set by the Challenge Programme Board and a dedicated team had been appointed led by the T/ACC to review of specific areas of constabulary business. A formal meeting structure had been implemented to scrutinise and monitor the project, which included a weekly user group meeting, which the T/ACC invited Police Authority Members to attend. It was noted that key stakeholders were involved in the review process and staff/officers were kept informed of progress through a series of road shows, regular bulletins as well as weekly briefings.

The T/ACC informed Members that extensive analytical work had been undertaken to understand the demand profile of Safer Neighbourhood Teams, Response and CID and to consider the range of shift patterns applied nationally and alternative base concept policing models. The Review Team will present its recommendations to the Challenge Programme Board on 21 Jan 2010.

Resolved

To note the contents of the report.

12. Report of Norfolk Police Authority Committees

Members received and noted the report of the meetings of the Police Authority Committees meeting which were held during the period:

- Scrutiny & Audit Committee - 14 September 2010
- Ethical Standards Committee - 21 September 2010
- Norfolk & Suffolk Joint Statutory Committee (JSC) - 19 October 2010
- Custody Visitors Committee - 4 November 2010
- Scrutiny & Audit Committee - 11 November 2010
- Professional Standards & HR Committee - 17 November 2010
- Citizen Focus Committee - 18 November 2010

Resolved

To note the contents of the report

13. Action taken by the Chief Executive under delegated powers:**RESOLVED:**

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

- Extension of terms of office of Ethical Standards Committee Independent Members: B Everitt, S Revell and R Middleton
- Secondment of DCI P Martin to EU Rule of Law, Kosova

14. Date of the next meeting

The next meeting of the Norfolk Police Authority will be on 15 February 2011

(The meeting closed at 11.50am)

CHAIRMAN