

CAMBRIDGESHIRE POLICE AUTHORITY

ETHICAL STANDARDS COMMITTEE: MINUTES

Date: Monday 14th September 2009

Time: 4.00 pm until 4.45 pm

Location: Conference Room 1, Police Headquarters, Huntingdon

Present: Dr Mandeep Dhami – Lay Independent Member/Chairman
Mrs Brenda Fearon – Lay Independent Member
Mr John Reynolds – Police Authority Member

Executive Team: Dr Dorothy Gregson, Chief Executive
Mr Ronnie Yellon, Policy and Performance Manager
Mrs Janice Cole, Office Manager

1. **To note any apologies**

One apology was received from Mr Benjamyn Damazer.

2. **To note any Declarations of Interest**

None were declared.

3. **To confirm the minutes of the meeting held on 1st December 2008**

The minutes of the meeting held on 1st December 2008 were agreed as a correct record and signed by the Chairman.

4. **Questions and Statements from Members of the Public**

The Committee noted that on this occasion, no questions or statements had been received.

5. **To note whether any items have been proposed as matters of Urgent Business**

None were proposed.

6. Publication of Additional Information on Members' Expenses

The Chief Executive sought the Committee's views to publish more detailed information on the Police Authority's website of the annual expenses paid to Members.

The Committee was informed that the proposal had arisen in view of the recent public and media interest in the expense claims of individuals holding public facing roles. The Chief Executive presented a table, which if agreed, would present the information on the website as follows:-

Member Name	Basic Allowance	Special Responsibility Allowance	Travel Subsistence & Other Payments	Total Payment Received
-------------	-----------------	----------------------------------	-------------------------------------	------------------------

The Committee discussed and agreed the proposals as outlined (subject to some further amendments as resolved below), gave public reassurance and transparency in the way that the Authority deals with Members' expenses.

RESOLVED:

- (i) To note the report.*
- (ii) That additional information on Members' Expenses will be published on the website.*
- (iii) For information to be published twice yearly (December [unqualified] and July [agreed with Statement of Accounts]).*
- (iv) For explanatory footnotes to be added where individual mileage or amounts claimed are significantly different to the majority.*
- (v) For the number of "hits" to the Website to be tracked to record the amount of interest shown in this item.*
- (vi) For the Chief Executive to e-mail Members to advise them of this decision by the Committee.*

7. Publication of Information on Members' Attendance at Police Authority Meetings

The Chief Executive sought the Committee's views to publish information on the Police Authority's website of the annual attendance at Police Authority, Meetings, Committees and Panels by its Members.

The information on the website would be presented as follows:-

Member Name	Total Annual Meetings Attended	Total Annual Meetings Available to Attend	% Attendance
-------------	--------------------------------	---	--------------

The Committee agreed the recommendations, subject to some additional amendments which are outlined below.

RESOLVED:

- (i) *To note the report.*
- (ii) *That information on Members Attendance at Police Authority meetings will be published annually in July with expenses*
- (iii) *For headings on the form to be amended to read "Total Annual PA Committee or Panel Meetings Attended".*
- (iv) *For an explanatory footnote to be added to explain any specific reason for low attendance – wording first to be agreed with Member.*
- (v) *For the number of "hits" to the Website to be tracked to record the amount of interest shown in this item.*
- (vi) *For the Chief Executive to e-mail Members to advise them of this decision by the Committee.*

8. Quarterly Publication of the Chief Executive's Expenses

The Committee received a report regarding the quarterly publication of the Chief Executive's expenses on the Police Authority website.

The Chief Executive reported that the expenses are now being published in line with recommendations recently made by the Information Commissioner. The Committee was further advised that the Chief Constable will adopt the layout to ensure consistent information is published against both the Authority and Constabulary websites.

Purpose	Total £	Comments
Travel – Mileage		
Travel – other		
Subsistence		
Accommodation		
Other		
Entertainment		

The Committee discussed and agreed the recommendations, subject to some further amendments, as outlined below.

RESOLVED:

- (i) *To note the report.*
- (ii) *That one amendment be made to the final heading used to report the Chief Executive's expenses on the website, i.e. the word "Hospitality" to replace the word "Entertainment".*
- (iii) *For the number of "hits" to the Website to be tracked to record the amount of interest shown in this item.*
- (iv) *For the Chief Executive to e-mail Members to advise them of this decision by the Committee.*

9. Exclusion of the public

To pass a resolution 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 Clause 2 of Part 1 of revised Schedule 12A to the Act

10. Learning from Concerns

The Committee considered a report which highlighted issues shared with the Monitoring Officer, regarding the Code of Conduct and the organisational lessons learnt from these issues.

RESOLVED:

- (i) *To note the report and the lessons learnt.*

11. Date of the next meeting

It was noted that the next Ethical Standards Committee meeting would be held on **Thursday 3rd December 2009 at 4.00 pm**, at Police Headquarters, Huntingdon.

CHAIRMAN