

Witness Name: **Catherine Crawford**

Statement no: **First**

Exhibits: **CC19**

Date: 29 February 2012

THE LEVESON INQUIRY

Exhibit CC19 to the
Witness Statement of **Catherine Crawford**

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Metropolitan Police Authority

Remuneration Sub Committee – 21 April 2005

**ASSOCIATION OF CHIEF POLICE OFFICER (ACPO) TERMS AND
CONDITIONS**


Report by the Chief Executive and Clerk

Summary

The office of the Commissioner and the Deputy Commissioner are Her Majesty's appointments. These posts do not strictly fall within the other "ACPO/police ranks of Member of Police Force". It is important to ensure that the Metropolitan Police Authority (MPA) are clear in determining the range of remuneration packages for these positions and clarification would be required to document the rationale behind each decision. The MPA should not set any precedents or standards, which may be open to misinterpretation or used as a benchmark. There are specific issues in relation to the present office holders detailed in this report.

A. RECOMMENDATIONS

The Committee

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3. require periodic returns, signed by the Commissioner and Deputy Commissioner, declaring private use and any payments should be provided to the Chief Executive and Clerk on a quarterly basis (paragraph 8).
4. require, in respect of air travel (including travelling abroad) by the spouse (irrespective of the class of travel), clearance should be sought in advance from the Chief Executive and Clerk (paragraph 9).
5. require, in respect of the reimbursement for private use of the telephone or the corporate card by the Commissioner and Deputy Commissioner, annual checks by the Chief Executive and clerk (paragraph 10).

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- 6. require, in respect of gifts and hospitality, annual checks by the Chief Executive and Clerk (paragraph 11).
- 7. require, where the terms and conditions of the Commissioner and Deputy Commissioner are silent, the Chief Executive and Clerk to exercise her delegated authority (paragraph 13).

B. SUPPORTING INFORMATION

- 1. The office of the Commissioner and the Deputy Commissioner are Her Majesty's appointments. These posts do not strictly fall within the "ACPO/police ranks of Member of Police Force". Consequently the MPA must ensure that there are sound systems of control in place. Wherever possible, the terms and conditions of other ACPO officers, the subject of an earlier paper to this Committee, should be replicated in the terms and conditions of the Commissioner and Deputy Commissioner. This report deals primarily with the exceptions.
- 2. The MPA needs to consider these exceptional terms and conditions within a sound system of control, set these clearly in an agreement and ensure compliance. This report provides an opportunity to set standards and establish a sound system of control and ensure consistency and compliance.

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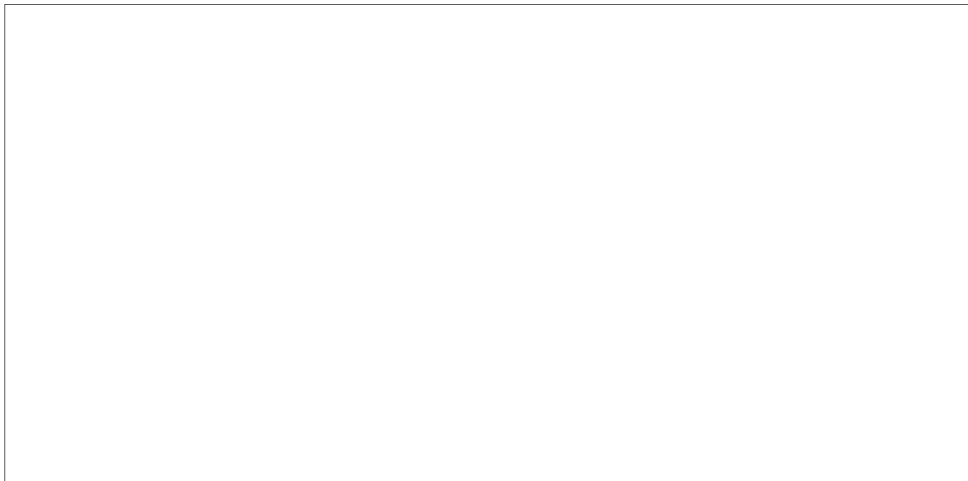
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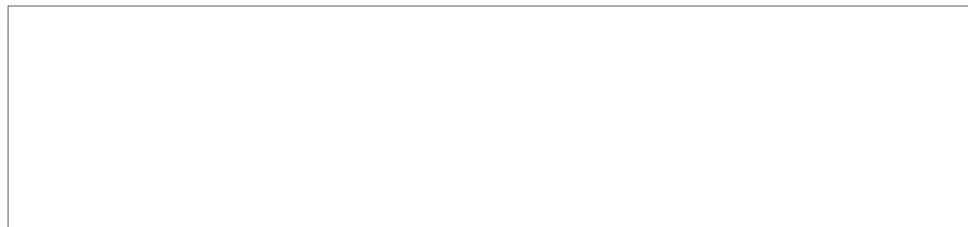
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REIMBURSEMENT OF EXPENSES AND USE OF CORPORATE CARD

11. There is adequate justification in the provision and use of an MPS corporate card for official entertainment. However, all claims for payment and reimbursement of personal expenses incurred in the execution of official duties by the Commissioner should be submitted to the Chief Executive and Clerk for countersignature. For all other ACPO ranks, including the Deputy Commissioner, the counter signatory should be the line manager. Periodic checks or declarations for both the Commissioner and Deputy Commissioner should be carried out by the Chief Executive and Clerk on the reimbursement for private use of the telephone or the corporate card.

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GIFTS AND HOSPITALITY

12. The Commissioner and Deputy Commissioner should be made fully aware of and comply with the MPS Policy and Code of Practice in respect of acceptance of gifts and hospitality and their obligations. All offers of gifts and hospitality, whether accepted or not, to the post holder and his immediate family should be recorded internally and periodically reported to the Chief Executive and Clerk.
13. Both officers are expected to accept and undertake to self-review and ensure that they are entitled to, as per their terms and conditions of appointment, all the allowances and payments received by them through payroll or any other means.

CORPORATE GOVERNANCE AND MANAGEMENT BY THE MPA

14. The Chief Executive and Clerk should, where the terms and conditions of the Commissioner and Deputy Commissioner are silent, exercise delegated authority in relation to any issues which arise before, during or after the fixed term appointments of the Commissioner and Deputy Commissioner. This may include, for example, that she may refer any claim/issue for the information and approval of the Remuneration Sub Committee.

C. RACE AND EQUALITY IMPACT

There is no direct race and equality impact other than where the terms and conditions of the Commissioner and Deputy Commissioner differ from other ACPO ranks. These are reported in the body of the report.

D. FINANCIAL IMPLICATIONS

The financial arrangements and implications are reported in the body of the report.

Report author: Alan Johnson, Head of Human Resources