

## Devon and Cornwall Police Authority

### MINUTES

A meeting of the **Resources Committee** was held on Thursday 2<sup>nd</sup> April 2009 in the Conference Room, Devon and Cornwall Police Authority, Endeavour House, Woodwater Park, Exeter, starting at 10:00hrs.

#### Present:

Chairman Mr B Greenslade  
Vice Chairman Mr J Smith  
Members: Mr M Bull, Mr D Money, Mrs L Price.

#### Officers in attendance:

Police Authority  
Mr J Glasby (Treasurer), Mrs G Clifton (Administrator).

#### Constabulary

Chief Supt. I Ansell, Ms C Denley (Force Legal Advisor - Item R/785 only), Ms A Daveney (Interim Director of Finance and Resources), Ms S Goscomb (Interim Director of Resources and Administration), Mr S Jose (Head of Procurement), Mr P Lea (Joint Acting Head of ICT), Mr A Morris (Head of Estates), Mr R Wheeler (Acting Head of Finance)

#### R/773 Apologies for Absence

Apologies for absence were received from Mrs A Malcolm, Mr B Preston.

#### R/774 Declarations of Interest

No declarations of interest were made in respect of any item on the agenda.

#### R/775 Chairman's Announcements

The Audit Commission had pronounced on the Icelandic Bank situation, this would be covered in item [R/783].

#### R/776 Minutes

The minutes of the meetings held on 5<sup>th</sup> February 2009 were agreed as a correct record. There were no matters arising.

**RESOLVED** that the minutes of the meeting held on 5<sup>th</sup> February be confirmed as a correct record.

#### R/777 Financial Monitoring

The Acting Head of Finance introduced the report. Issues discussed during consideration of this item included:

- Borrowing to fund the Capital Programme (£4.5m) had been arranged at an interest rate of 2.83%. They had managed to hit a window with interest rates as these were now starting to rise. The borrowing requirement was lower than planned due to slippage on the capital programme.
- Over £200k of outstanding debt had now been received and a process agreed with the NPIA to ensure prompt payment in future. Overdue payments were outside the 10% target but the position would be monitored closely and was expected to come back within target.
- It was anticipated that an underspend of £0.8m could occur in 2008/09 but after taking into account carry forward requirements this would be reduced to £100k. The cost of the Major Operations Contingency was around £900k of which £130k had been recovered from ACPO (TAM) for specialist support. A further bid for £380k to cover the Exeter Bombing incident has also been successful.

- An underspend of £250k is expected from the ICT section which will be carried forward for the network upgrade costs.
- Redundancy payments are lower than originally anticipated due to the work done by Human Resources to minimise compulsory redundancies. The excess will be carried forward and there will be a formal report at the next meeting.
- The latest forecast of capital expenditure shows a spend of £9m against the revised programme of £12.8m for 2008/09. Reasons for this were mainly due to delays in building projects. Members accepted that there can be delays in capital programmes but suggested there should be milestones set to judge how a particular project was progressing.

**RESOLVED** (i) to note the contents of the report  
(ii) that the Committee receives an update on redundancies at the next meeting.

### **R/778 Force Vehicle Asset Management Plan**

The latest draft vehicle asset management plan showing vehicle numbers over time was presented for members' consideration. Issues discussed included:

- There had been a rise in vehicle numbers in 2007 to meet the challenge of increased numbers of police officers and PCSOs. Vehicle numbers had since been reduced and had been stable since 2008. Grant funded vehicles were not covered by the replacement programme. These were relatively few in number and included vehicles funded by partnership funding or those supplied by the Home Office.
- Ford had recently put their prices up and members were concerned that the Force was not achieving a competitive price. Vehicles were made to order and not stock items as they needed specialist requirements fitted at the factory. There was a big advantage in having a single type of vehicle for servicing etc. It was agreed that a more comprehensive report on the pricing of vehicles would be presented to the next meeting.

**RESOLVED** (i) to note the contents of the draft plan  
(ii) that the Committee receives a further report at the next meeting

### **❖ R/779 Capital Strategy**

The Interim Director of Finance and Resources presented an updated report from that given at the February meeting. The main changes were to the second half of the strategy:

- The ICT Infrastructure Requirements had been updated. A flexible and robust ICT infrastructure was essential to enable the Force to become a top performing force by 2012.
- The performance indicators for asset management needed further development.
- The new towns planned for Exeter and elsewhere were beyond the scope of this five-year programme but sufficient flexibility had to be built in to the strategy to enable projects to be moved forwards or backwards to accommodate the new developments.
- The Asset Management Plan to be presented to the June meeting would include the capacity and suitability of accommodation at Police Stations following the return of more police officers to the front line.
- The site at Bodmin had been sold and sites at South Molton and Holsworthy would be sold once Planning Permission for development was obtained.
- There was no update on the relocation of the helicopter pad at a site away from Middlemoor.
- Members were asked to approve the Strategy subject to an improved system of capital monitoring being developed.

**RESOLVED** that the plan be approved subject to the development of an improved system of monitoring.

### **R/780 Police Objective Analysis**

Issues discussed during this item included:

- This method was a replacement for the previous Activity Based Costing (ABC) model which relied on analysing activities and then applying costs to them. It was difficult to produce comparable figures with the ABC system.
- The new system uses organisational analysis and can identify efficiencies more accurately. It will be overseen by SITFA to give consistency and will be applied from this September.

**RESOLVED** that the report be noted

**R/781 ICT Update for Period September 2008 to March 2009**

The Joint Acting Head of ICT presented the report highlighting the following points:

- The Corporate Services Transformation (CST) had had an impact on ICT. The department had been split into a project section and a service section and had lost 16 posts. Of these five were already vacant and 11 staff had been given notice of redundancy. It was hoped to relocate some of these staff.
- Three projects had ceased. Members were concerned at the closure of SOCRATES but were informed that the requisite resources would be available to complete delivery of this project.
- Solutions had been found to the technical problems with the ICT Equipment room. There was still an issue with capacity; an offsite solution had not been ruled out.
- Within the next six months new software would be installed to improve the Airwave System. The ambulance service is now using the system and the fire service is in the process of implementing it. Nationally there was a lot of work being done to improve Airwave e.g. on the London Underground and Channel Tunnel.
- Consultants had recommended upgrading Airwave rather than replacing it. The new Command and Control System will be linked to Airwave.
- An email backup system had been installed at Crownhill.

**RESOLVED** that the report be noted

**R/782 Exclusion of Press and Public**

**RESOLVED** that the Agenda items detailed in the table below be considered as closed items:

Agenda Item	Report Title	Relevant Act	Relevant Section
10	<b>Treasury Management: External Fund Management</b>	Local Government Act 1972 as amended by the Local Government (Access to Information )Act 1985	Schedule 12A, Paragraph 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
11	<b>Estate Strategy and Programme Update</b>	Local Government Act 1972 as amended by the Local Government (Access to Information )Act 1985	Schedule 12A, Paragraph 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
12	<b>Repetitive Strain Injury Claims against the Constabulary</b>	Local Government Act 1972 as amended by the Local Government	Schedule 12A, paragraph 5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

		(Access to Information )Act 1985	
13	<b>Contract for the Supply and Delivery of Wellness Management Services</b>	Local Government Act 1972 as amended by the Local Government (Access to Information )Act 1985	Schedule 12A, Paragraph 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)
14	<b>Procurement Update Commercial Interests</b>	Local Government Act 1972 as amended by the Local Government (Access to Information )Act 1985	Schedule 12A, Paragraph 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)

### R/783 Additional items

The adequacy of the firearms inventory was questioned. There was a computerised recording system project underway that had been funded and implementation was planned to start in July. The Head of Procurement agreed to provide the timescale for the project at the next meeting. However, Internal audit had shown that the current paper-based system was accurate.

**RESOLVED** that a further report on the firearms inventory project would be brought to the next meeting.

The Audit Commission had reported on the Icelandic Bank problems. The Treasurer was confident that Devon and Cornwall Police Authority (DCPA) would meet all the recommendations. The Corporate Governance Committee would monitor this and report back to this committee. There will be a change to the national guidance on investment for Local Authorities etc that DCPA has to comply with. The Treasurer would provide a fuller report at the September Meeting.

**RESOLVED** that a further report on the guidance on investment would be brought to the September meeting

### ❖ R/784 Treasury Management: External Fund Management

The Treasurer presented the report and the following issues were discussed:

- There had been a risk identified with Investec who manage some £21m of DCPA funds in that they bank with Citibank whose parent organisation is US based. Members discussed how best to deal with this risk. The alternatives were:
  - (i) to bring the investment back in house;
  - (ii) to go to tender for external management and/or split the fund
  - (iii) to continue with the current arrangement.
- It was decided that it was inappropriate for all the fund to be managed in house and that there was little advantage in using more than one investment manager as the size of each fund would be smaller and the costs greater.
- It was concluded that the current arrangements were satisfactory at this time and this would be maintained for the next six to nine months until the CIPFA report with new guidance was published in September.
- Members also agreed to the £50,000 limit on overnight exposure offered by Investec.

- RESOLVED** (i) that Investec would be retained as fund managers for DCPA for the time being, a decision to be reviewed following the guidance due in September;  
(ii) that the £50,000 limit on exposure be accepted.

❖ **R/785 Estate Strategy and Programme Update**

The Head of Estates presented the report and highlighted the following points:

- There had been a number of problems with some of the sites but these were being targeted.
- They were close to acquiring a site at Devonport but negotiations were ongoing over a restrictive covenant.
- Negotiations were underway to agree a purchase price for a site for Teignmouth and Dawlish Police Station.
- It was hoped to deliver on the Ashburton site in the new financial year subject to planning permission.
- The original site proposed for the Tavistock Police Station replacement had been withdrawn from the market. Negotiations were ongoing over the Abbey Rise site with a developer who would a large part of the site for social housing; again subject to planning permission. The existing station in the town is in a Grade 2 listed building so might be difficult to dispose of. Consideration is being given to it having a community use.
- A business case is being prepared for Truro which will be brought to the June meeting for recommendation.
- Two or three sites are being considered for Exeter Police Station. Some initial expenditure will be required for flood risk assessments etc. The intention is that the Photographic Unit currently in the Heavitree Road Station Police Station will be moved to Middlemoor.
- The finance for the project at Looe was to be reassessed and a further report would be available in June.
- It was agreed that the first year of the light replacement programme would be funded at a cost of £93k.

- RESOLVED** (i) that the report be noted  
(ii) expenditure to progress the Exeter Criminal Justice Centre be approved  
(iii) that funding for the first year's lighting replacement programme be approved.

**R/786 Repetitive Strain Injury (RSI) Claims against the Constabulary**

The representative of the Director of Legal Services briefed Members on outstanding upper limb injury claims.

**RESOLVED** that the report be noted.

❖ **R/787 Contract for the Supply and Delivery of Wellness Management Services**

Only one of the tenders for the above contract was compliant with the specifications required but was higher than the original budgeted cost. Members were asked to approve an increase in the budget for this contract.

**RESOLVED** that the bid be renegotiated to come within the existing budget.

**R/788 Procurement Update Commercial Interests**

Head of Procurement presented the report and highlighted the following points:

- New standards had been introduced for body armour, which had caused a delay in the capital programme, but the stock had now been delivered. All staff will wear the body armour.
- The contract on the 'wicking' shirt to be worn under the body armour was not yet awarded. It was likely to be a polo type shirt, black for Police Officers, blue for PCSOs.
- The contract had been awarded for the body-worn videocam, but checks were underway to ensure that it did not interfere with Airwave. There had been a delay in the provision of headcams.
- Currently Devon Docs were being used as there were problems with Medacs, providers of the Forensics Medical Examiners Contract. If the problems are not addressed quickly the contract will be moved.

- The modified layout to the HQ downstairs canteen will be completed the week after Easter.
- There had been a lot of interest in the OJEU notices for the 2012 ICT strategy. A 'bidder's day' was planned for 28<sup>th</sup> April.
- A presentation to SMEs had been given to demonstrate tendering skills.

**RESOLVED to note the report.**

There being no other business the meeting closed at 12.40hrs