

## Devon and Cornwall Police Authority

### MINUTES

A meeting of the **Resources Committee** was held on Thursday 3<sup>rd</sup> September 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 M Bull

Members: Mr M Clayton, Sir Simon Day, Mr P Lambshead, Mrs L Price, Mrs J Stanhope.

#### 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/820 only), Ms A Daveney (Head of Technical Accounting), Mrs S Goscomb (Interim Director of Finance and Resources), Mr S Jose (Head of Procurement), Mr A Morris (Head of Estates), Mr R Wheeler (Acting Head of Finance)

#### R/803 Election of Chairman

Mr B Greenslade was nominated by Mr M Bull and seconded by Mr M Clayton. There were no other nominations.

**RESOLVED** that Mr B Greenslade be elected Chairman of the Committee.

#### R/804 Election of Vice-Chairman

Mr M Bull was nominated by Mr B Greenslade and seconded by Sir S Day. There were no other nominations.

**RESOLVED** that Mr M Bull be elected Vice-Chairman of the Committee.

#### R/805 Apologies for Absence

Apologies for absence were received from Mr M Hodge, Mrs A Malcolm, Mr D Money, Mrs V Pengelly.

#### R/806 Declarations of Interest

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

#### R/807 Chairman's Announcements

The Chairman welcomed the three new Police Authority members to the meeting.

#### R/808 Minutes

The minutes of the meetings held on 11<sup>th</sup> June 2009 were agreed as a correct record. There were no matters arising.

It was suggested that future meetings should start at 10.30 hrs for the convenience of members travelling long distances.

**RESOLVED** (i) that the minutes of the meeting held on 11<sup>th</sup> June 2009 be confirmed as a correct record.  
(ii) that future meeting of the Committee should start at 10.30 hrs.

## **R/809 Financial Monitoring**

The Interim Director of Finance and Resources introduced the report. Issues discussed during consideration of this item included:

- An overspend on police officer pay was expected as Police Officer numbers were currently above the target of 3500. This was due to low levels of wastage and higher than expected redundancy payments.
- Improvements in the pound/euro exchange rate had helped with the helicopter purchase.
- Uncommitted reserves were available to cover any overspend but usually the budget balanced out by the year end within a margin of error.
- The Treasurer agreed to provide a more detailed briefing on the budget process for new members.
- The Medacs contract would be discussed in Part 2 of the meeting.

- RESOLVED**
- (i) that the financial targets, health indicators and acceptable variations be approved.
  - (ii) that the latest revenue projection for 2009/10 be noted.
  - (iii) that the revised revenue budget at column 1, appendix 1b be approved.
  - (iv) that the virement of the additional CST savings into the redundancy payments budget line be approved.
  - (v) that the latest capital projection for 2009/10 be noted.
  - (vi) that the latest police officer staffing levels be noted.
  - (vii) that a briefing be given to new Authority members.
  - (ix) that approval to draw down in 2009-10 from the Firearms Asset Management reserve be given.

## **R/810 Treasury Management**

The Treasurer introduced the report. Issues discussed included:

- The External Investment Manager will struggle to meet the target set at 2% due to the decrease in the base rate. However, the Devon and Cornwall Investment fund has continued to perform well with returns around 4% which will exceed the performance target by £500k. A new loan had been arranged at a rate slightly above the target of 3%.
- Initially all overseas banking had been suspended but subsequently some had been resumed. Most lending was still to Building Societies.
- Payments on the new helicopter benefit from an improvement in the exchange rates.
- Item 8, the Bank Contract, would be discussed in Part 2 of the meeting.
- Tribute was paid to the Treasurer for performance of the Devon and Cornwall fund which consistently outperformed that of the External Investment Managers.

**RESOLVED** to note the contents of the report

## **R/811 Airwave Business Benefits Summary**

This report was one of a sequence of reports outlining the benefits of the Airwave system. Issues discussed included:

- Devon and Cornwall was one of the leading forces in delivering the benefits of the system. Sixteen of the eighteen national benefits have been fully or partially realised. Only six remained to be fully realised.
- The system, which was also used by other organisations, had been accepted by officers and provided enhanced protection.
- Members were concerned that the identification of the benefits came after the decision to introduce Airwave, work that should have been done in advance. This was an important priority for future projects.
- There appeared to be no mechanism nationally for checking on the delivery of the benefits but Devon and Cornwall had done a lot of work on that aspect.

**RESOLVED** that the report be noted.

### **R/812 Construction Framework South West**

Mr B Greenslade and Sir S Day left the meeting for this item as it included discussion of negotiations with Devon County Council of which they are both members.

Issues discussed during this item included:

- The framework provided an opportunity to reduce in-house bureaucracy by the use of a consortium for purchasing construction work. The performance of the contractors would be fed back to other framework members.
- Use of the framework contractors did not require a minimum value contract but would probably mainly be used on projects over £1million. Whether there was guidance on appropriate sizes of contract for each contractor was not known, this information would be sought.
- Devon and Cornwall Constabulary was not expecting to sit on the project board but was involved in the selection of the contractors. Periodically users would tender outside of the framework to check that contractors' costs were still competitive. In awarding a contract several of the framework contractors would be approached rather than just one.
- The Committee was being asked to sign the User Agreement which was in effect a legal contract. There was considerable concern that the Committee did not have the necessary legal expertise to approve the document; this should be done by the Force's legal team. It was agreed that in future members should see a summary of such documents with the full document being available from the Chief Executive of the Police Authority if required.

**RESOLVED** to agree the principle of the framework and authorise the Chief Constable to sign the User Agreement.

### **R/813 Exclusion of Press and Public**

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

<b>Agenda Item</b>	<b>Report Title</b>	<b>Relevant Act</b>	<b>Relevant Section</b>
11	Procurement Update	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	FIMS (Force Information Management System)	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)
13	Sale of Force Helicopter	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>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)
15	<b>Middlemoor Regeneration and Development Report</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)
16	<b>Replacement of Tavistock Police Station with a new Patrol Base and the establishment of a Town Centre Enquiry Office</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)
17	<b>Insurance issues</b>	Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985	Schedule 12A, paragraph 5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings

#### **R/814 Additional Items**

##### **Bank Charges**

Banks now had to lodge the amount of any overdraft facilities with the Bank of England and had introduced a charge for so doing. For Devon and Cornwall Police Authority this would mean a cost of £5000 for the current £5million overdraft facility. The overdraft has not been used to this extent so the Treasurer had decided to reduce the facility to £1million. This would cost £1000, however, the bank had been persuaded to waive this charge. The reduced overdraft will necessitate increased discipline in budget control.

##### **Medacs contract**

The four forces in the South West region had collaborated to outsource the contract but the original supplier went bust. There have been some problems with supply of doctors with Medacs so the 'victim examinations' have been contracted to another company at a cost of £250k. Some of the service credits have been reclaimed from Medacs. Research had been done to source another company but it was decided that Medacs give a good service at a reasonable price.

#### **R/815 Procurement Update**

The Head of Procurement introduced the report and highlighted the following points:

- Three tenders had been obtained for the replacement Command and Control system. The final decision will go to the full Police Authority meeting.
- Over 1800 body armours had been issued and the wicking shirts had been contracted.
- An extension to the lease on multi-functional devices (photocopier/scanner/fax) had been negotiated at a saving of nearly £400k.
- The Firearms Asset Management System contract had been awarded. It was expected that Devon and Cornwall would host the system for the whole region.

**RESOLVED** to note the report.

### **R/816 FIMS (Agresso) Upgrade Report**

The report outlined the recent project to upgrade the Agresso system which manages the accountancy, payroll and HR functions. The project is substantially a 'like for like' upgrade and is progressing well. The new system will be fully supported.

- RESOLVED** (i) that the Authority note the upgrade of the current system and approve the processes in place to ensure proper financial administration;  
(ii) that the upgrade project team continues to liaise with the Police Authority through the Authority's Internal Audit Manager to monitor project delivery.

### **R/817 Sale of Force Helicopter**

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

- There were a number of options for the sale of the helicopter and a potential buyer has contacted the Force.
- Changing currency exchange rates will affect the resale value.
- Approval was sought and agreed that the detailed procedure for the sale be delegated to the Treasurer in consultation with the Chair and Vice-Chair of the Resources Committee.
- A recent study by the Air Ambulance Service had shown that acquisition of a helicopter was more economical than leasing one.
- The replacement was necessary as the existing helicopter had done about 750 hours flying each year for the last 10 years and struggled to cope with the amount of equipment it needed to carry.

- RESOLVED** (i) that the report be noted  
(ii) that the detailed procedure for the sale be delegated to the Treasurer in consultation with the Chair and Vice-Chair of the Resources Committee

### **R/818 Estate Strategy and programme Update**

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

- Bodmin remains ahead of programme and LIDL.
- Some difficulties had been encountered with Devon County Council's property agents (NPS) for the acquisition of the Teignmouth site but slow progress continues to be made.
- The contract had been signed for the Ashburton site and the contractor had started installing the roads and services infrastructure.
- The full business case for the Exeter Criminal Justice Centre would be submitted to the Committee in November.
- Social Services is keen to co-locate their Children and Families Unit with the Force in the South Devon PPU. Unfortunately Devon PCT is also looking to acquire a lease on the same property. The approval process will therefore have to be speeded up and authority was delegated to the Treasurer or the Chief Executive in consultation with the Chair of the Police Authority along with the Vice-Chair to approve the process to save time in bringing it back to the Committee. Co-location with the Children and Families Unit will enable better information exchange in cases of child abuse, domestic violence etc.
- Difficulties had been encountered with the existing Police Station at Truro as English Heritage has been asked to consider the building for listing.

- RESOLVED** (i) that the report be noted.  
(ii) that the Treasurer, or Chief Executive in consultation with the Chair of the Police Authority and the Vice-Chair be given delegated powers to approve the lease on the South Devon PPU premises.

### **R/819 Middlemoor Regeneration and Development Report**

The Head of Estates introduced the report highlighting the following points:

- The 44 acre site at Middlemoor is a significant asset that has the potential to return a significant monetary receipt. Numerous options will be considered to regenerate the site.
- A full exploration of the alternatives is necessary including the removal of the helicopter and the Devon Air Ambulance to another site. Although strategically the Exeter site is not the best location to cover Devon and Cornwall there were issues with topography, weather conditions and other considerations that made the siting the aircraft at, say, Plymouth Airport unattractive.
- Options for the regeneration of Middlemoor would be brought to a future meeting. An alternative entrance to the site had been achieved during the development of the new Fire Station at Middlemoor.

- RESOLVED**
- (i) that the principle of regeneration of the Middlemoor site be approved
  - (ii) to approve the undertaking of a European Union Tendering exercise to appoint specialists consultants
  - (iii) to note that funding of between £250-£500k will be required to complete a master planning exercise and obtain a successful planning consent.

### **R/820 Replacement of Tavistock Police Station with a new Patrol Base and the establishment of a Town Centre Enquiry Office**

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

- An offer had been made to work in partnership with Tor Homes and Barratts to divide the site in two and use half for the building of social housing and half for the police station, subject to planning permission.
- The existing Tavistock Police Station presented a high risk as it was a Grade 2\* listed building. A lot of work would be necessary to successfully dispose of the building and avoid it just being boarded up. The exit strategy might include the police remaining in part of the building. Experts have recommended the consideration of a mixed use scheme which might include retail offices and an element of community use.
- The cost of the lease on the new enquiry office was just an estimate. Leases were usually taken on a 10-year term with a break options included.

- RESOLVED**
- (i) to approve the acquisition of a new purpose built Patrol Base on the edge of the town centre at a site to be agreed.
  - (ii) to approve the acquisition of a town centre Neighbourhood Police Base with Enquiry Office.
  - (iii) to approve the disposal of the existing Police Station and Magistrates' Court as soon as reasonably possible and in a manner that recognises the importance of the building to the people of Tavistock and its historical relevance.
  - (iv) to approve a budget of £1.936 million for the provision of the edge of town patrol base.
  - (v) to approve a budget of up to £50k to facilitate the disposal of the existing police Station and Magistrates' Court.

### **R/821 Insurance Issues**

The Treasurer introduced this item in the absence of the Force Legal Advisor. Mr P Lamshead declared an interest and was not present for this item.

- Insurance would cover much of the Repetitive Strain Injury claims. Offers had been made to the claimant and one so far had been accepted. There had been a problem with the way the external solicitor had handled the issue so a claim might be made against them.
- The case of an officer injured while training might require a payment higher than the £75k forecast. Approval was sought to extend the limit.

Mr B Greenslade and Sir S Day left the meeting for the following item as it included discussion of proceedings with Devon County Council of which they are both members

- Action was ongoing regarding the failure to connect an earth wire at the new Barnstaple Police Station which resulted in an electrical surge causing extensive damage to the Civic Centre. The action by Devon

County Council should be against the contractor but the Police Authority might be included in the proceedings and the Authority would then have to counter claim against the contractor.

- RESOLVED**
- (i) to delegate authority on the settlement of the Work Related Upper Limb Disorder cases to the Treasurer or Chief Executive of the Police Authority in consultation with the Chair and Vice-Chair of the Resources Committee and the Deputy Chief Constable on advice from the Director of Legal Services.
  - (ii) to authorise Legal Services to negotiate settlement up to a maximum shown in the report (Damages and Costs) in the matter of T v Devon and Cornwall Constabulary.
  - (iii) to note the contents of the report into the claim for damages at Barnstaple Civic Centre.

There being no other business the meeting closed at 12.40hrs