

## Devon and Cornwall Police Authority

### MINUTES

A meeting of the **Resources Committee** was held in the Conference Room, Endeavour House, Woodwater Park, Exeter on Monday 5 December 2005 starting at 14.30 hrs.

#### Present

Chairman .....Mr B Greenslade.

Mr J Currie, Mr D Money, Mr Mike Nevitt, Mrs Jill Owen, Mr J Smith and Mr W Thomas.

#### Officers In Attendance

##### Police Force:

Mr F Graney (Director of Finance and Administration), Mr C Papworth (Head of Finance), Mr T Bardwell-Jones (Senior Business Analyst), D/Supt S Matthews (item 12 only), Mrs E Townsend (PALO).

##### Police Authority:

Mr J Glasby (Treasurer), Mr S Mellor (Finance Manager) Mrs E Tanner, (Administrator).

#### R/482 Apologies for absence

Apologies were received from Mr B Preston.

#### R/483 Declarations of Interest

Name	Item	Minute ref	Interest	Details	Action taken
B Greenslade	(4) Property Sub-Committee minutes - [PS/234] Holsworthy Police Station.	R/487	Personal	Devon County Council Member	N/A
J Owen	(4) Property Sub-Committee minutes - [PS/234] Holsworthy Police Station.	R/487	Personal	Devon County Council Member	N/A
J Smith	(4) Property Sub-Committee minutes - [PS/234] Holsworthy Police Station.	R/487	Personal	Devon County Council Member	N/A

#### R/484 Closed Items - Exclusion Of The Press And Public

**RESOLVED** that the item at (12) on the agenda, detailed in the table below, be considered as a closed item and as the first item on the agenda:

Minute No	Report Title	Relevant Act	Relevant section
R/485	Bichard Recommendations	Freedom of Information Act	Section 22 - Information intended for future publication.

### **R/485 Bichard Recommendations**

D/Supt Matthews updated Members on the progress made by the Constabulary on the implementation of the recommendations arising from the Bichard report.

Issues discussed during consideration of this item included:

- The IMPACT programme and the need for data to be put into a CRISP format.
- Initial concerns about the usefulness of holding data in the recommended format had now been addressed and it was felt that the new data holding system would be of future use to the Constabulary.
- There had been Police Authority Member representation on the Constabulary's Impact Project Board. The Member concerned had been impressed with the Constabulary's implementation of the Bichard Recommendations.
- The Constabulary was on target to complete the work required by 31 March 2006.
- The level of risk during implementation was minimal.
- Legislation was expected in April 2006 about the management of the information stored on the IMPACT system.
- There were high levels of security in place to safeguard access to the data held on the national IMPACT system.
- Sharing of information between different agencies – the Constabulary had 28 agreed information sharing protocols. Subsequent to the meeting, Members have received a copy of these 28 protocols.

**RESOLVED** to note the report.

### **R/486 Reconvention of Open Session**

**RESOLVED** that the meeting reconvene in open session.

### **R/487 Minutes of the Resources Committee**

**RESOLVED** that the minutes of the meeting held on the 28 September 2005 be confirmed as a correct record.

Issues discussed during consideration of this item included:

[R/470] Statement of Accounts - The accounts had now been signed by the Auditors and an unqualified statement had been issued. The date for publication of the accounts for 2006-07 had been brought forward to the end of June, and this was causing some degree of concern because of the tight timescale. The Devon County Council Pension Fund Accounts had been received by the Treasurer and were available for inspection by Members if required.

[R/471] Vehicle Replacement Programme – Mr Nevitt, the member who sat on the Constabulary Vehicle User Group, asked for the minute to be amended to include his opinion that the existing system used to manage vehicle utilisation cannot supply all of the data required.

[R/465] Devon Drug and Alcohol Action Team – work was ongoing to progress the issues around the Devon DAAT. It was now possible that funding would not be withdrawn. A meeting was planned for the

New Year with the Chair of the Devon DAAT, Supt Partnerships and the Vice-Chair of the Police Authority. It was AGREED that a further report be brought to the next meeting of the Committee.

#### **R/487 Minutes of the Property Sub-Committee**

**RESOLVED** to note the minutes of the meetings held on 12 October and 2 November 2005.

Issues discussed during consideration of this item included:

- [PS/219] A public meeting in Redruth had now taken place and the general consensus was that the proposals for Redruth Police Station were agreeable.
- [PS/225] A public meeting would be held on 7 December to discuss the options for South Molton Police Station.
- Suggested amendments to the minutes [PS/235], [PS/224] and [PS/226] were made and subsequently raised with the relevant administrator for inclusion at the next Property Sub-Committee meeting.

#### **R/488 Financial Monitoring 2005-06**

Members considered the analysis of the forecast revenue and capital outturn position for the current financial year based upon actual spending to the end of October and anticipated spending for the remainder of the year.

Issues discussed during consideration of this item included:

- Implementation by Government of a new Finance System for pensions due in April 2006.
- The need to reallocate earmarked reserves as detailed in the report.
- The anticipated underspend against the capital programme.
- Reserves earmarked for workforce reorganisation were now more likely to be required in 2007-08.
- The need to fund 'Closing the Gap' from within the budget (no central funding would be received).

#### **RESOLVED**

- i To welcome the progress made on managing the budget;
- ii That the budget virement in paragraph 4 of the report be recommended to the Police Authority for approval;
- iii That the revenue contribution to capital expenditure, as detailed in paragraph 7 of the report, be recommended to the Police Authority for approval;
- iv That the contribution to earmarked reserves, as detailed in paragraph 9 of the report be recommended to the Police Authority for approval;
- v That the changes to earmarked reserves, as detailed in paragraph 12 of the report, be recommended to the Police Authority for approval;
- vi That the outturn forecast for capital expenditure be recommended to the Police Authority as the latest approved programme for 2005-06.

#### **R/489 Capital Programme Forecast 2005-06 / 2007-08**

Members were updated on the schemes within the capital programme. The programme included only those schemes that had already received Police Authority approval. Schemes in the pipeline but not yet approved by the Police Authority were not included. The appendix set out the revised level of approval given by the Authority, spending to the end of March 2005 and the spend profile for the following 2 financial years.

Issues discussed during consideration of this item included:

- Consideration had already been given to the Constabulary's capital requirements in the light of 'Closing the Gap', for example the proposals for Covert Operations and the Training College had been developed in line with the needs of a Strategic Force.
- The capital programme was now more accurately costed, and in future the need for additional resources for approved schemes should be more considered.

**RESOLVED** to note the report.

#### **R/490 ICT Performance to October 2005**

Members were updated on ICT performance and notable initiatives in the delivery of ICT services to the Constabulary.

Issues discussed during consideration of this item included:

- Vivista were delivering a generally good service, despite an increase in the level of demand.
- There had been a high demand for project work. Some projects would have to be reviewed in light of 'Closing the Gap'.
- Staff turnover in the ICT department was higher than anticipated.
- There had been some rationalisation of services to realise cost savings.
- Airwave was now fully live with only a few areas experiencing below contract level radio coverage - mainly due to mast location difficulties. Payment had been withheld to MM02 in respect of these, and radio service was being maintained in these areas.
- There was concern about a proposal by MM02 to reduce the number of Tetra masts nationally as a cost saving exercise. Risks to levels of radio coverage would be monitored closely by the Devon and Cornwall Constabulary, and other Forces throughout the country.
- There was to be a decommissioning of the analogue radio masts from April 2006. The decommissioning project would need to accommodate obligations with the Fire Service whose own digital service was not yet operational.
- Neighbourhood Beat Managers were able to give their Airwave handset telephone number to members of the public. The PR Department was preparing a press release to promote this.
- The need to promote the benefits of the Airwave radio system.
- The ICT infrastructure was a key feature in Force amalgamations and a level of shared service / collaboration would be necessary regardless of the outcome for Devon and Cornwall.
- The significant cost implications for ICT services in light of 'Closing the Gap' and the need to amend the resolution in light of this. The need for the Committee to be suitably briefed on the possible financial implications as soon as possible.
- Call handling performance.

**RESOLVED**

- i that a report be brought to the Resources committee on a 6 monthly basis to provide Members with an update on the cost benefit of the Airwave service;
- ii that an update on call handling performance be brought to the next meeting of the committee.
- iii to note current ICT performance and success to date of the Vivista Managed Services contract;
- iv to note the work in progress with other Forces in the Region to specify what savings could be made with shared ICT services for Devon and Cornwall.

**R/491 Quarterly Treasury Management Report**

Members considered the Treasury Management report. The latest forecast assumed an average return from the fund managers of 4.69% against a budgeted return of 4.75%, leading to a slight under recovery against budget. Cash balances held by the Authority had been higher than anticipated due to slower than expected spending on the revenue budget and capital programme, resulting in an overall investment income in excess of the original budget.

The Authority had borrowed £2.5m in May from the Public Works Loans Board. There had been no short-term borrowing.

Issues discussed during consideration of this item included:

- The annual meeting with Fund Managers had been arranged for 21 December.

**RESOLVED** to note the report.

**R/492 Vehicle Replacement Programme Budget for 2006-07**

This item was withdrawn because the information required had not become available in time for the meeting. However, returns from budget holders had become available in time for a verbal report to be given.

It was anticipated that vehicle replacement in 2006-07 could be reduced by around 160. This was mainly due to re-prioritisation by the Force, reflecting for example relatively low mileage recorded on some vehicles originally earmarked for replacement. However, 'Closing the Gap' and workforce modernisation were likely to impact on vehicle need and it was therefore recommended that the detailed work for the vehicle replacement budget for 2006-07 should be monitored by the Police Authority through Member attendance at relevant Force strategic meetings rather than through this committee. It was proposed that Mr B Greenslade and Mr M Nevitt should attend these meetings.

Issues discussed during consideration of this item included:

- The need for more 4x4 police vehicles in some parts of the Force area.
- The non-availability of suitable vehicle management information and consequently the difficulties that are experienced in formulating proposals for vehicle usage.

**R/493 Local Government Finance Settlement 2006-07**

The Treasurer reported that the Local Government Finance Settlement for 2006-07 would be announced later that day. The following points were raised:

- There was some confusion over pensions.
- The Government was announcing 2 year's figures together for the first time.
- It was expected that the increase for 2006-07 would be in the region of 3% with floors and ceilings very close.
- Specific grants of some £15m had been transported into the general grant and it would therefore take some time to ascertain the true percentage increase.
- It was hoped that the Rural Fund would be preserved.
- The Budget Working Party would meet on 19 December to talk through the grant in more detail.
- Mr Greenslade had been elected to sit on the Home Office Funding Meetings that would take place over the first three months in the New Year.

#### R/494 Business Benefits by Initiative

Members considered the Business Benefits summary report which provided the current position regarding benefits that had been identified as being delivered by the projects within the Force Strategic Change Programme. A summary of the benefits, which had been split into cashable, non-cashable and qualitative (eg performance) benefits, was included and Members were made aware of a more detailed analysis that was available if required.

Issues discussed during consideration of this item included:

- The 1315 project and anticipated end date.
- Cash benefits from implementation of Airwave were relatively low, however there were significant non-cashable benefits such as Police Officer safety.
- Cashable and non-cashable benefits of SOCRATES had yet to be identified. Once identified, they would be included in the report.
- It was suggested that a column for budgetary consequences and a comment regarding the qualitative summary, e.g. operational benefits, be added to the business benefits summary.

#### RESOLVED

- To take note of the cashable and non-cashable savings available from the projects to be delivered.
- That the format of the Business Benefits Summary include a column for costs and a comment regarding the qualitative summary.

#### R/495 Closed Items - Exclusion Of The Press And Public

**RESOLVED** that the item detailed in the table below be considered as a closed item:

Minute No	Report Title	Relevant Act	Relevant section
R/496	Update on the implementation of the Force Information Management System	Freedom of Information Act	(1) Section 22 – Information intended for future publication Section 43 (2) Prejudice the commercial interests of any person including the public authority holding it

**R/496 Update on the implementation of the Force Information Management System**

The Constabulary had gone live with the finance element of FIMS on 1 November 2005 and this had proved very successful.

All being well, the payroll element of FIMS was due to go live week ending 9 December, in readiness for the pay run due on 15 December. Devon County Council was on standby to deliver the usual pay run for December and January in the event of system or other unforeseen problems.

Members applauded the remarkable progress made on the implementation of the payroll element of FIMS.

The meeting closed at 16:10 hrs.