

## DEVON AND CORNWALL POLICE AUTHORITY

Minutes of the **Resources Committee** meeting held in the Conference Room, Endeavour House, Woodwater Park, Exeter on Tuesday 8 February 2005.

### **OPEN SESSION**

### **PRESENT**

Mr B Greenslade – Chairman, Mr T Evans Mr D Money, Mr M Nevitt, Mrs A Talbot and Mr W Thomas.

### **OFFICERS IN ATTENDANCE**

Mr J Glasby, Mr F Graney, Miss E Lewis, Mr S Mellor Mr C Papworth, Mr I Payne, Mrs E Tanner and Mr P Tucker.

### **APOLOGIES**

Apologies were received from Mrs Jill Owen and Mr John Smith

### **R/399 DECLARATIONS OF INTEREST**

The following declarations of interest were received:

Name	Agenda Item	Minute number	Interest	Nature of Interest	Action
B Greenslade	(5) Plymouth City Airport	R/403	Personal	Non-Executive Director of Exeter Airport	N/A
B Greenslade	(7) Holsworthy Police Station	R/405	Personal & Prejudicial	Property Portfolio holder, Devon County Council	Left the room
B Greenslade	(11) Air Operations Building	R/408	Personal	Non-Executive Director of Exeter Airport	N/A
T Evans	(5) Plymouth City Airport	R/403	Personal	Leader of Plymouth City Council	N/A

### **R/400 RESOURCES COMMITTEE MINUTES**

**RESOLVED** that the minutes of the meetings held on 26 October and 23 December 2004 be confirmed as a correct record.

### **R/401 BUSINESS BENEFIT REALISATION**

A business benefit is defined as being anything that improves the performance of an organisation in line with the organisation's stated objectives. Although much change had been achieved by the Constabulary, all of the benefits that could have been delivered by any particular initiative had not always been delivered. Members considered the report which described the methods whereby such Business Benefits could be delivered.

Issues discussed during consideration of this item included:

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- Force representatives had attended a recent meeting regarding the implementation of NSPIS Case file prep / Custody applications to ascertain what business change structure was being put in place by PITO. It was anticipated that the Force could incorporate any good practice into its business change strategy.
- It was pleasing to note that a more rigorous, business based approach was now being taken towards project planning and delivery.
- It was considered beneficial for the Resources Committee to have an oversight of the business benefits realisation process.
- There was no reason why the same approach could not be used in CDRP work, especially where the Authority was investing money into these partnerships.
- The Operational Estate Strategy Board had opted to follow the business benefit realisation strategy and for all proposed projects, a confirmed business case was required before resources were allocated to it.
- There was more work to do to improve the process. There had been 53 projects this year. It was hoped that business benefits would be achieved from 12 projects next year. The programme budget had been cut and it was anticipated that this would help focus the Business Change team.

**RESOLVED** to note the report.

**R/402 PROPERTY SUB-COMMITTEE MINUTES**

**RESOLVED** that the minutes of the meeting held on 10 November 2004 be confirmed as a correct record.

**R/403 PLYMOUTH CITY AIRPORT**

Captain Ian Payne of the Air Operations Unit presented the report which outlined the current use of Plymouth City Airport by the Force Helicopter and the restrictions inhibiting extended operations. There was a potential need for identification of an alternative suitable operating site to serve Plymouth, Cornwall and the Isles of Scilly BCUs.

Issues discussed during consideration of this item included:

- It was felt important that due consideration be given to the location of a base which had the appropriate infrastructure to support the operational needs of the Force.
- It was suggested that the Constabulary hold talks with the Commanding Officer of Bickleigh Barracks to establish whether this base could be used however, there was some concern about possible weather issues in this area.
- A letter to Plymouth City Council asking for a reconsideration of the use of Plymouth City Airport as an alternative base for extended periods was recommended. It was felt that if suitable safeguards were in place to ensure that operational flying hours did not escalate, the request would be favourably considered.

**RESOLVED**

- i) That PCC is approached formally to ascertain if there is any possibility of the PCA being used in the future as an alternative base for the helicopter for extended periods in addition to being used on an ad hoc basis.
- ii) If PCC responds by refusing the use of PCA as an alternative base, the AOU is tasked to research other possible locations that might be a suitable alternative base for extended periods of activity in Plymouth, Cornwall and the Isles of Scilly and report the findings to a future meeting of the Authority.

**R/404 FINANCIAL MONITORING 2004-05**

Members considered the report which provided an analysis of the forecast revenue and capital outturn position for the current financial year. The forecasts were based upon actual spending to the end of December and anticipated spending for the remainder of the year.

Issues discussed during consideration of this item included:

- The year had seen some significant pressures on the budget, however these had been addressed and higher than expected net interest receipts had resulted in a forecast underspend on the non-operational budget.
- It was pleasing to note that the budget was under control.
- Spending on major operations was forecast at £3m. A further two incidents had occurred in the last week which would impact further on this budget.
- The forecast underspend would be factored in to carry forward for budget pressures in 2005-06.
- The Service Commitments fund is used to smooth the path of budget fluctuations. For example, major operations spend in 2005-06 could put pressure on the budget and rather than putting more into this budget, the Service Commitments fund can be tapped into if required.
- There is a requirement to submit quarterly returns to the Home Office showing performance against the national target for reducing police officer overtime. To date, the Constabulary had achieved a cumulative 25% reduction against the 15% target. This will be reported to the Resources Committee as a standing item in the budget monitoring report.
- There is an increase in the trend of resignations, especially around the 2-3 year service level and transferees. This will be monitored very closely. Recruitment would necessarily continue following achievement of the 3500 officers to accommodate retirements and resignations.

**RESOLVED** to recommend to the Police Authority

- (i) That Officers be congratulated on the budget management;
- (ii) That progress on managing the budget be noted;
- (iii) That the contribution to the Service Commitment Fund be increased by

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£500,000, to be found from interest receipts achieved in excess of budget;

- (iv) That the virement of £140,000 for capital expenditure financed from revenue be approved;
- (v) That in the event of a delay in the implementation of job evaluation, any underspend against the approved budget be carried forward into 2005-06 via the Service Commitments Fund;
- (vi) That the capital programme costs for 2004-05, as detailed in appendix 2, for those schemes noted in paragraph 9 of the report be approved.
- (vii) The position on overtime be noted.

#### **R/405 PROVISION OF A NEW POLICE STATION FOR HOLSWORTHY**

Mr Greenslade left the room for this item and Mr David Money took the Chair.

It was reported that the present police station at Holsworthy was too small for the number of police officers and staff based there. The proposed solution was to either purchase a building from Devon County Council, which had originally belonged to the Constabulary and was opposite the present police station, or to extend the existing police station. The option to extend the existing station had been identified at a recent Operational Estates Strategy Board where concerns about the ongoing expenditure of the Devon County Council building (which was an older property) were expressed. This option was not included in the report which was written prior to the Operational Estates Strategy Board meeting. At that meeting, it had been decided that there was a need to compare 'whole life' costs before any decisions were made. Surveyors had been tasked to look into this urgently.

Issues discussed in consideration of this item included:

- The option to extend the existing building would not give cell capacity at the new station.
- Resources to fund either proposal would be available in the 2005-06 estate budget, however there would necessarily be some slippage in delivering other projects.
- The outcome of consultation undertaken with Officers was favourable towards the purchase of the Devon County Council building, however the option to extend the existing building had not been considered at the time. Consultation with the public had not been entered into because the original proposal involved a simple move from one side of the road to the other and was a significant improvement on the existing station. It was agreed that there should be consultation with the public.
- It was important that, should it be decided to retain and extend, the end result satisfy the operational requirements identified in the report. The decision should not be made on financial benefits only.

#### **RESOLVED**

- i) to note the report;

- ii) that a further report on the provision of a new police station for Holsworthy be provided at the next meeting of the Resources Committee when comparisons of whole life costs had been established.

#### **R/406 TREASURY MANAGEMENT UPDATE**

Mr Greenslade rejoined the meeting.

Both fund managers were exceeding the benchmark 7 day rate for the year to date. Coupled with higher than expected interest rates, net interest receipts had been higher than expected.

Long-term borrowing was lower than anticipated with only £2m of the agreed £4m required to-date. However, it was considered important to retain the flexibility to borrow up to the £4m to take advantage of low interest rates where possible.

There should be sufficient funds available to retain both fund managers for the 2005-06 year.

**RESOLVED** that progress against the Treasury Management Strategy be noted.

#### **R/407 OPERATIONAL ESTATES STRATEGY**

The operational Estates Strategy had been developed to guide all estate developments and form the basis for investment proposals. There were fifteen strategy elements as follows:

- Growth
- Funding and Procurement
- Ownership and Tenure
- Partnering, collaboration and colocation
- Locations of BCU and Force-wide sites
- Force-wide operational functions
- Non-operational support functions
- Site types
- Branding
- Accessibility
- Visibility
- Space and quality standards and flexibility
- Lockers
- Travel and parking
- Sustainability and the Environment

Issues discussed during consideration of this item included:

- Contracts for the Launceston Custody Centre were due to be signed and it was anticipated that the centre would be operational by 5 December 2005.
- The property strategy in relation to Custody provision had been agreed prior to the operational estates strategy and had been reinforced by it.
- The growth in officers' and police staff numbers which appeared to have been assumed at both 5% and 10% was queried. In practice, the space requirements were identified and an additional 10%

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allowance was made for growth. Where possible, additional land was also identified for use should capacity be reached.

- The ownership and tenure policy was felt to be restrictive. It was confirmed that equal weight was given to all options (purchase/lease/share).
- The policy in relation to partnering, collaboration and co-location was also considered restrictive. In addition, the suggestion that the Constabulary should only pursue partnering and collaboration if there were clearly defined benefits for the Constabulary, rather than for the criminal justice system was questioned.

A document detailing the proposed site and building signage for police stations was tabled. It was proposed that the signage be trailed at four locations.

Issues discussed during consideration of this item included:

- The potential cost.
- Timing.
- The risk of vandalism of the signs.
- The need to maximise the opportunity to display information on the sign for example, whether the station was open or closed, opening hours, what to do if the station is closed, web and email addresses.
- The need for commonality of wording between signs.
- The requirement to obtain planning permission from individual District Councils.
- The size of the signs, which was considered large at 4m high.
- It was confirmed that blue lamps would remain to be an integral part of the police identity on stations that are open to the public.
- Signage directing people to police stations formed another part of the strategy.

**RESOLVED**

- i) that the operational estates strategy be modified in light of the points raised and brought back to the next meeting of the Committee for approval.
- ii) that discussions with the relevant District Councils to establish the position in relation to planning for the proposed police station signage be undertaken before the next meeting of the Committee and a further report be submitted at that time.

**CLOSED SESSION**

The following item was considered in closed session by the committee with only members of the police authority, appropriate officers and expert advisors present, on the grounds that exempt / confidential information may be disclosed. A summary of the item follows the heading.

**[R/408] BUSINESS CASE FOR AIR OPERATIONS BUILDING**

Members considered a report outlining the requirement for a new building for the Air Operations Unit at Police HQ and the plan to co-locate the Devon Air Ambulance.

It was **RESOLVED** to recommend to the Police Authority that the proposed business case to erect a new building to accommodate the operating crews of the Force helicopter and Devon Air Ambulance be approved in principle.

**[R/409] MANAGED SERVICES CONTRACT FOR ICT SERVICES**

Members were updated on the current position in relation to the contract for ICT services.

It was **RESOLVED**

- i) to note the progress on securing the ICT services for the Force from 1 April 2005
- ii) a report on ethical policies within the Constabulary procurement process be prepared for Members' consideration.

**[R/410] BARNSTAPLE POLICE STATION**

Issues regarding the works at Barnstaple police Station were discussed including contractual matters and proposals for resolution were discussed.

It was **RESOLVED** that a written paper detailing the proposal be prepared to be considered by the Urgency Committee.

The meeting closed at 12.40pm.