

## Devon and Cornwall Police Authority

### Minutes

A meeting of the **Resources Committee** was held on 13 September 2007 in the Conference Room, Endeavour House, Exeter starting at 10:00hrs.

#### Present:

Mr M Bull, Mr B Greenslade, Mrs A Malcolm, Mr D Money, Mr M Nevitt, Mr B Preston, Mr J Smith (R/653 – R/659 only) and Mr W Thomas.

#### Officers in Attendance

##### Police Authority

Mrs A Daveney, (Head of Technical Accounting), Mr J Glasby (Treasurer), DCC T Melville (R/653 – R/661), Mr C Papworth (Director of Finance and Resources), Mrs E Tanner (Administrator), ACC S Taylor (R/653 – R/664 only), and Mr M Walton (Head of ICT).

#### R/653 Apologies for Absence

There were no apologies.

#### R/654 Declarations Of Interest

The following declarations of interest were received.

Name	Agenda Item	Minute No	Nature of Interest	Action
Mr M Bull	8. Police Property Act Fund	R/659	Prejudicial	Left the room
DCC T Melville	8. Police Property Act Fund	R/ 659	Prejudicial	Left the room
Mr B Greenslade	12. Treasury Strategy	R/664	Member of Devon County Council	Spoke and voted

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Issues discussed during consideration of this item included:

- R/641 Membership of the Vehicle User Group. AGREED that Mr Mike Nevitt represent the Authority on this group.
- R/645 Property portfolio. This issue would be raised at the upcoming Police Authority seminar.
- R/647 Plymouth Head Camera project. A number of issues were raised in relation to this topic including:
  - Procurement arrangements and EU procurement rules. A review of Force procurement was in place to identify areas of concern. All strategic requests for equipment were to be considered by the Business Change Group and would be authorised based on organisational priorities.

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- Decisions about the further roll-out of the technology were yet to be taken. There was a need for corporate requirements to be adhered to by BCUs.
- The difficult balance between corporate governance and local needs.
- Which equipment should be purchased based on results of the trial.

R/648 & R/650 Meetings in relation to both Call management integration and the Police Staff Handbook had taken place.

**RESOLVED**

- i. that the minutes of the meeting held on 18 June 2007 be confirmed as a correct record.
- ii. To refer the matter of procurement of head cameras to the Corporate Governance Committee for further consideration of the wider aspects and implications in relation to EU procurement rules.

**R/656 Terms of Reference**

Members considered the proposed terms of reference for the committee.

Issues discussed during consideration of this item included:

- The arrangements for Police Authority involvement in estates management. The detail of this would be discussed at the forthcoming seminar. It was recommended that the details of the process for estate management by the Police Authority be excluded from the constitution and instead be determined by the Committee in due course.

**RESOLVED** that

- i. the terms of reference as set out in the report are included in the Authority's constitution.
- ii. the members of the Resources Committee elect Chairman and Vice-Chairman of the Committee.

**R/657 Financial Monitoring**

Members considered the report which included the capital and revenue expenditure statement for the 2007/08 financial year and the police officer funded post profile.

Issues discussed during consideration of this item included:

- The forecast outturn for the year ended 2007/08.
- The expected impact of the 2007/08 pay award.
- It was expected that there would be tension towards the latter part of the year between service delivery to achieve target performance and associated funding.
- Challenges in relation to capital projects.
- Personal Computer replacement programme.
- Police Staff Handbook. It was anticipated that more detail would be available by the time of the next meeting of the committee, however much more work was required.
- Overtime within BCUs. BCUs had been directed to operate within their overtime budgets.
- The Budget Management Fund set aside in 2006/07 to allow devolved budget savings to be carried forward, unpaid commitments made in 2006/07 to be funded and to pay for one-

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off items of expenditure. It was now proposed that this be used to make full use of the fund in 2007-08 to realise key organisational and performance requirements.

**RESOLVED**

- i. to note the latest financial projections for 2007/08
- ii. to recommend to the Police Authority the use of the Budget Management Fund up to £1.801m, subject to the overall outturn position for 2007/08.

**R/658 Formula Grant Consultation**

The Treasurer presented the report. He stressed the real risk to policing in Devon and Cornwall should the Government's proposals to change the formula grant system proceed.

Issues discussed during consideration of this item included:

- The draft response had already been submitted to the Association of Police Authorities (APA).
- The final decision rested with the Government.
- The need for a sparsity / rurality group to be formed within the APA to co-ordinate those Authorities affected.
- The perception that Authorities that manage their resources well in comparison with others are penalised by Government funding mechanisms.
- The Government's funding proposals were similarly affecting the County Councils.
- It was proposed that the Treasurer write to MPs and form a group of Members to meet with the Regional Minister if this were to be considered beneficial.

**RESOLVED**

- i. that the draft response be made to the Government's consultation exercise;
- ii. that the Treasurer write to MPs

**R/659 Police Property Act Fund**

Note: Mr M Bull and DCC T Melville left the room for this item.

Members considered the report.

Issues discussed during consideration of this item included:

- The Devon and Cornwall Foundations are organisations that manage and distribute funds to community groups and charities. They both hold charitable status, but do not provide direct charitable services. Organisations apply to the foundations for funding.

**RESOLVED** to recommend to the Police Authority that

- (i) The Authority approve the transfer of the £139k held within the Police Property Act Fund to the Devon Community Foundation to be invested in an endowed fund;
- (ii) The Fund be divided between the Devon and Cornwall Foundations for distribution in Devon, Cornwall and the Isles of Scilly;
- (iii) The Fund be increased annually with any additional receipts received under the Police (Property) regulations 1997.
- (iv) An annual report be received by the Committee detailing how the fund has been

distributed.

- (v) An annual review of the transfer arrangements of the fund be undertaken to ensure fair competition to the fund.

#### **R/660 ICT Collaboration**

A meeting had been held with the Regional Director for ICT shared services. There was a keenness within the Constabulary to collaborate with other Forces in the provision of ICT services, however this was not replicated throughout the service. Where collaboration had been explored, for example with Holmes II, Case prep and Custody systems, it had not been economically possible to achieve.

**RESOLVED** to note the report.

#### **R/661 Airwave Business Benefits**

Members were provided with the details of the benefits achieved through implementation and use of the Airwave radio technology in Devon and Cornwall.

Issues discussed during consideration of this item included:

- A significant number of the benefits achieved would be further enhanced following implementation of the Automatic Person Location System (APLS). APLS was already working within the control room. This Force is set to become the first Force in the UK with force-wide APLS operational.
- Handsets were also being used as mobile telephones.
- Our Force's 'roadshows' (where the Airwave team, NPJA and 02 meet officers in their stations and reinforce best practice) are being held up as national best practice.
- Use of Airwave technology and other technology that enables police officers to directly input data whilst out in the field will have an impact on estate requirements.

**RESOLVED** to note the report.

#### **R/662 Force Environmental Workgroup – Update Report**

Members were updated on the work of the group which had made significant progress in identifying opportunities to make positive contributions to environmental good practice.

Issues discussed during consideration of this item included:

- It was pleasing to note how individuals had responded to the challenge of the green agenda.
- Type and timing of publicity.
- Concerns about cost / benefits.
- The detail that the Authority should receive in reports on this topic. It was felt that a strategic overview was sufficient.

**RESOLVED** to note the report.

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**R/663 Closed Items** (Items considered 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 discussed)

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

<b>Agenda No</b>	<b>Minute No</b>	<b>Report Title</b>	<b>Relevant Act</b>	<b>Relevant Section</b>
12	R/664	Treasury Management	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	R/665	Estate Strategy 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).
14	R/666	Progress Report – Capital Buildings Programme 2006-08	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	R/667	Sale of Masts – Update Report	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	R/668	Risk of IT failure at Force HQ and mitigation in place	Local Government Act 1972 as amended by the Local Government (access to information) Act 1985	Schedule 12A, paragraph 7. Information relating to any action taken, or to be taken in connection with the prevention, investigation or prosecution of crime.
17	R/669	Forward Capital Planning to support the ICT Infrastructure Programme.	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).
18	R/670	Current Suitability of the Force's Public Protection Units	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).

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19	R/671	Forensic Services Collaboration	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).
20	R/672	Development of Immigration Investigation Unit	Local Government Act 1972 as amended by the Local Government (access to information) Act 1985	Schedule 12A, paragraph 7. Information relating to any action taken, or to be taken in connection with the prevention, investigation or prosecution of crime.

### **R/664 Treasury Management**

Members considered a report which dealt with the Treasury Management Performance for the period 1 April 2007 to 31 July 2007, and proposed changes to the Treasury Management Strategy. Additional resolutions were circulated at the meeting.

Issues discussed during consideration of this item include:

- The performance of the two fund managers.
- A proposal to consider alternative money management arrangements due to the relatively poor performance of both fund managers, and the associated risks and benefits.
- Arrangements for making best use of the helicopter fund in the period leading up to the payment due date.

### **RESOLVED**

- i. That the performance of the fund managers and the functioning of the Treasury Management Strategy for the period 1 April 2007 to 31 July 2007 be noted;
- ii. That the Police Authority be recommended to approve changes to the Treasury Management Strategy as laid out in section 6 of the report;
- iii. That members meet with any remaining fund manager to assess performance and prospects.
- iv. That the Authority be recommended to disinvest from the poorest performing manager on a phased basis so that capital losses are avoided and income is maximised – the timing to be delegated to the Treasurer.
- v. That the Authority be recommended to amend the Treasury Management policy on a temporary basis to allow purchase of euros and investment in a European Liquidity Fund up to £2m pending purchase of the new helicopter. This investment would be within the total of the external manager's allocation.

### **R/665 Estate Strategy Update**

The Estates Strategy Group comprising representatives from the Authority and the Constabulary had met to consider how the Police Authority estate should be developed in the future. Work was at an early stage however initial findings indicated that, amongst other issues, significant fast-track investment was required to support operational policing requirements.

Issues discussed during consideration of this item included:

- The breadth of thinking in relation to the management of the estate was encouraging.
- Marketing and timing of change.

**RESOLVED** to note the report.

#### **R/666 Progress Report – Capital Buildings Programme 2006-08**

Members considered the report which updated them on the progress of various property schemes across the Force area.

Issues discussed during consideration of this item included:

- The refurbishment to the Training College on the HQ site was nearing completion and the majority of staff had returned from Seale Hayne.
- The workload within the Estates Department.

**RESOLVED** to note the report.

#### **R/667 Sale of Masts – update report**

The initiative to sell the freehold masts had been achieved within the window of opportunity and yielded a significant capital receipt. The options for the short-term management of the remaining leasehold masts, which would necessarily be subject to a leasehold arrangement if sold, were to be reviewed in order to establish the most cost effective and appropriate arrangements going forward.

#### **RESOLVED**

- i. to note receipt of payment for the disposal of the freehold masts for the sum detailed in the report.
- ii. that the remaining leasehold masts be withdrawn from the market.

#### **R/668 Risk of IT failure at Force HQ and mitigation in place**

Members considered the report. The report provided a detailed account of risks and associated risk mitigation in relation to information technology.

Issues discussed during consideration of this item included:

- Ongoing initiatives to mitigate risks to IT
- Concerns about the location of some IT systems

#### **RESOLVED**

- i. to note the report.
- ii. to endorse the current Force ICT activities that look to introduce IT Service Continuity measures as part of existing Business Change processes.

#### **R/669 Forward Capital Planning to support the ICT Infrastructure Programme**

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Members considered the report which laid out the forward capital plan needed to support the emerging Force plans and agreed ICT Strategy programme and included amendments to the forward capital plan to accelerate the upgrade of parts of the ICT infrastructure.

Issues discussed during consideration of this item included:

- Desktop computer replacement programme
- Licensing opportunities
- Anticipated increased hardware costs for Command and Control crime and intelligence systems
- The asset review group - this provides the corporate process for asset usage

**RESOLVED**

- i Subject to further scrutiny by the Director of Finance and Resources, to bring forward planned spend for desktop replacements from 2008/9 into 2007/8 to accelerate this replacement programme with the aspiration to replace all 'P4' machines in FY 07/08 and to regularly review this financial spend.
- ii To take a corporate approach to procuring an enterprise-wide software licence for the Microsoft tools to support the Force's Information Management strategy.
- iii To make provision for planning for possible increased hardware replacement costs for the 'Mike & Lima' Unix servers that run Command & Control, Crime and intelligence systems.

**R/670 Current suitability of the Force's Public Protection Units**

Members considered the report which advised on the current condition and suitability of the Public Protection Units (PPUs) within the Force area.

Issues discussed during consideration of this item included:

- Many of the PPUs within the Force area were classed as priority schemes within the Operational Estates Strategy and would receive priority in the 2008-09 capital programme.
- PPUs that had undergone modernisation had been well received by those who had used them.

**RESOLVED** to note the report.

**R/671 Forensic Services Collaboration**

The report provided details of the potential benefits of the forensic services collaboration initiative. An updated consortium agreement was expected at which time a full cost / benefit analysis could be carried out and an informed decision made about how to proceed.

Issues discussed during consideration of this item included:

- The decision to proceed would only be taken if the analysis confirmed that the benefits identified would be realised.
- The time scales provided in the report were considered to be unachievable.
- The new Lead Officer of the initiative had made no contact with the Authority single point of contact.

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- It was suggested that the Constabulary write to the Lead Officer expressing concerns about the proposed time scales and the lack of contact with the Authority and suggesting that a meeting should be convened.
- A further report was requested which would provide an update to the Committee at their next meeting.

**RESOLVED**

- i. to note the current status of the collaboration initiative;
- ii. that the potential benefits that could arise from collaboration are noted.

**R/672 Development of Immigration Investigation Unit**

Members considered the report recommending that the Authority support the establishment of an Immigration Investigation Unit and permitting the secondment of Officers to the Immigration Service.

Issues discussed during consideration of this item included:

- Significant funding would be received, and this would be for a minimum of 2 years.
- There would be civilianisation of some officer posts.
- There would be no impact on visible policing.

**RESOLVED**

- i That the Authority supports the establishment of an Immigration Investigation Unit (IIU) within Devon and Cornwall by permitting police officers and staff to be seconded to the Immigration Service.
- ii That these seconded police officers form part of the overall police officer establishment of the Force on the basis that their activity will be based within Devon and Cornwall;
- iii That a unit of fifteen staff (ten police officers) be established as the initial strength with approval to increase to thirty staff (twenty police officers) if appropriate. The unit will consist of a mix of uniform, detective and police staff working with immigration officers.
- iv That the funding provided by the Immigration Service to pay for seconded staff be used to civilianise police officer posts to further enhance frontline capability and to improve overall cost effectiveness.
- v Any further staffing change in connection with this initiative be brought to the Resources Committee for discussion and approval.

**The meeting closed at 12:55pm**