

Devon and Cornwall Police Authority

MINUTES

A meeting of the **Resources Committee** was held in the Conference Room, Endeavour House, Woodwater Park, Exeter on Wednesday 26 July 2006 starting at 14.00 hrs.

Present

Mr B Greenslade, Mr J Currie, Mr B Preston (R/544 to R/560 only), Mrs A Malcolm, and Mr W Thomas.

Officers In Attendance

Police Force: Mr F Graney (Director of Finance and Administration), Mr C Papworth (Head of Finance), Mr M Walton (Head of ICT), Mr A Morris (Head of Estates) Mr H Durrant (Force Technical Architect), A/Chief Superintendent S Swani (Commander North & East BCU), Chief Superintendent M Watts (Commander Plymouth BCU) (item R/544 to R/550 only), Sgt O Taylor (Plymouth BCU) item R/544 to R/550 only), PC Z Seldon (Plymouth BCU) (item R/544 to R/550 only).

Police Authority:

Mr J Glasby (Treasurer), Mr A Rutter (Interim Finance Manager) and Mrs E Tanner (Office Manager & Member Services)

R/544 APOLOGIES FOR ABSENCE

Apologies were received from Mr D Money, Mr J Smith and Mr M Bull.

R/545 DECLARATIONS OF INTEREST

There were no declarations of interest received.

R/546 OPEN RESOURCES COMMITTEE MINUTES

RESOLVED that the minutes of the Resources Committee held on 29 June 2006 in open session be signed as a correct record.

R/547 CLOSED ITEMS - EXCLUSION OF THE PRESS AND PUBLIC

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

Agenda No	Minute No	Report Title	Relevant Act	Relevant section
3	R/548	Resources Committee Minutes	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/549	Invest to Save – Plymouth Pilot of the Body Worn Digital Recording 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).
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R/548 CLOSED RESOURCES COMMITTEE MINUTES

RESOLVED that the minutes of the Resources Committee held on 29 June 2006 in closed session be signed as a correct record.

R/549 INVEST TO SAVE – PLYMOUTH PILOT OF THE BODY WORN DIGITAL RECORDING SYSTEM

Members considered a report that detailed a pilot scheme whereby head cameras capable of digitally recording everything that a police officer sees and hears whilst at an incident were being used in Plymouth. Early results from the pilot were very positive and proposals had been developed to extend the use in Plymouth in order to explore further the potential business benefits. Business case and business change justification documents were also presented for consideration.

Issues discussed during consideration of this item included:

- The availability of funds put aside for 'invest to save' initiatives which could be used to fund this project.
- Health and safety implications - a full generic risk assessment had been carried out.
- Implications for ICT and the need for more detailed consideration if the initiative is rolled out across the force area in the future.

RESOLVED to

- i. support the pilot project as an invest to save initiative;
- ii. agree to provide a grant of up to £80,000 to pump prime the initiative to enable this proof of concept pilot to be completed by the end of this financial year;
- iii. waive standing orders for the purchase of Head Cameras in order to enable the pilot to progress within the required timescales, subject to a full procurement exercise should the Authority decide to extend the use of this technology beyond the pilot stage.

R/550 RECONVENTION OF OPEN SESSION

RESOLVED that the meeting reconvene in open session.

R/551 CHARGING FOR POLICE SERVICES

The Chairman announced that Mr David Money, Chairman of the Police Authority had asked to formally register his wish that a report on charging for policing at public events be brought to the next meeting of the Resources Committee for full discussion.

R/552 PROPERTY SUB-COMMITTEE MINUTES

Members considered the minutes of the Property Sub-Committee meetings held on 22 May 2006 and the 6 July 2006.

RESOLVED to note the minutes of the Property Sub-Committee meetings held on 22 May 2006 and the 6 July 2006.

R/553 COMMITTEE OBJECTIVES

Members considered the proposed objectives for the committee for 2006/07.

Issues discussed during consideration of this item included:

- the need to monitor the agreed objectives as appropriate.

RESOLVED that the Committee Objectives for 2006/07 be to

- i. oversee revenue and capital budget delivery and changes necessary to deliver policing requirements;
- ii. further the operational estates strategy and improve the management of the capital programme;
- iii. improve financial management consistent with the Audit Commission PURE (Police use of resources) methodology;
- iv. maximise delivery of business benefits from Information and Communications Technology and projects expenditure;
- v. advise the Police Authority on the next budget in the context of medium term planning.

R/554 BUDGET MONITORING

Members considered a report setting out the first full detailed financial monitoring for the financial year 2006-07.

Issues discussed during consideration of this item included:

- Members of the Budget Working Party had considered the current financial position in detail at their meeting earlier in the day.
- The Authority faced a challenging year financially - the budget was fully committed, balanced and under control, however there was a need for robust financial management to maintain this position throughout the year.
- The inclusion of the Risk Status and Trend in the budget monitoring statement to provide more detailed monitoring, and an explanation of how they will be used as a trigger for action.
- The Police Authority's role in deciding the treatment of budget under spends at year end.
- Potential variation on the capital forecast as a result of Barnstaple CSU - (not yet approved).

The Treasurer announced that there was an item of expenditure relating to legal fees of which Members should be aware and that this would be raised in the closed session.

RESOLVED

i. To note the revenue and capital provision at the end of the first quarter of the 2006-07 financial year

ii. Approve the following virements

Force training programme	£411k	Capability / performance uplift
Oracle licences	£141k	Business continuity
Digital microwave network	£300k	Business continuity
Criminal Justice Extranet (CJX)	£150k	Business continuity
Remote Access to Force Network	£36k	Business continuity

iii. Note the progress on current strategic projects detailed in the report.

R/555 BUDGET WORKING PARTY

The Treasurer provided an oral update on the main issues discussed at the Budget Working Party held earlier in the day. These included:

- Proposals for resource realignment / funding from within to maintain services as a result of restricted external funding received this year.
- Details of the proposed virements to be considered and approved by the Resources Committee.
- Proposals for budget consultation with the public.
- Development of partnerships and income generation.
- The Lyons enquiry and subsequent report.
- Schedule of meetings of the Budget Working Party for 2006.

RESOLVED to note the report.

R/556 CAPITAL OUTTURN 2005-06 AND CAPITAL BUDGET MONITORING 2006-07

Members considered a report on the capital outturn for 2005-06 and the capital budget monitoring for 2006-07. Detailed information on the individual projects within the 2006-07 capital programme was provided.

The duration of many of the projects within the capital programme was in excess of 12 months and so straddled the financial year. The report looked back over the last 12 months, and it also looked at the position ahead. It detailed by category the various aspects of the capital programme, which consisted of various projects and not just those related to property. The capital programme outturn for 2005-06 had shown a significant under spend and the report highlighted the contributory factors to this position.

The intention was that in future reports, a traffic light system would be used to highlight costs and timings compared against the programme.

Members considered the projects in the 2006-07 programme that were currently at risk of delay and these included Mead House, Bodmin, Teignmouth and Devonport Southyard.

There were two figures missing from the report in relation to vehicle replacement. Orders had been placed for 60% of the replacement programme for the marked vehicles over the year. This equated to 35% of the available funds. Orders have been placed for £465k for the new vehicles.

RESOLVED to

- i. note the information provided in the report;
- ii. approve the revised Capital Programme for 2006-07 as set out in the report.

R/557 TREASURY MANAGEMENT

Members considered the report which provided information on the performance against the LIBID benchmark by external fund managers. Investec and Morley had failed to meet the LIBID benchmark, however improved returns were expected during the second quarter. Returns from the overnight deposits managed by Devon Investment Services had exceeded benchmark.

The Treasurer advised that the Authority had taken advantage of low interest rates and had borrowed £2m against the capital programme to bolster cash flow. The money had been placed under the management of Devon Investment Services.

RESOLVED that the progress of the Authority's Treasury Management Strategy in the first quarter of 2006-07 be noted.

R/558 HMIC BASELINE ASSESSMENT - POLICE USE OF RESOURCES (PURE)

The PURE assessment is a national programme which sets out a set of minimum standards expected by the Home Office along with further performance levels up to national best practice and is part of a requirement to provide and demonstrate 'value for money'.

The first PURE assessment was carried out by the Force in April and May 2006 and was currently being reviewed by the Audit Commission. A formal judgement would be made by the Audit Commission in September to inform the HMIC Baseline Assessment covering the management of finance and physical resources. Scores of 1 - 4 (4 being the highest) would be allocated to each of 5 judgement areas. Informal feedback from the Audit Commission indicated that the Force had achieved a score of 3 for all judgement areas examined.

Issues discussed during consideration of this item included:

- The assessment was two dimensional - it had to satisfy external inspection and result in implementation of organisational good practice. The key objective was to maintain a sustainable resources base to develop the police service.
- The audit is an evidence based process and not all organisational achievements are documented - for example an increase in police officer numbers as a result of identifying and implementing efficiency savings.
- There was a need for a more structured approach for it to prove beneficial to the organisation.
- The Finance Department will need to revisit how it is organised to release time to deliver requirements arising from the assessment.
- It was suggested that weightings could be used to identify which areas of best practice would prove most beneficial to the organisation.

- The assessment had highlighted areas for improvement, for example partnerships, income generation and corporate governance.
- Colin Papworth and Adrian Rutter were thanked by the Treasurer for their contribution towards the assessment.

RESOLVED to note the current position and agree the recommended good practice, subject to the Treasurer and Head of Finance considering the resource implications necessary to deliver the requirements of the audited assessment.

R/559 MEETING THE CHALLENGE PROGRAMME - BUSINESS BENEFITS REALISATION

Business benefits realisation and the linkage of business benefits to business outcomes has been developed in order to ensure that benefits are clearly identified, focused on the needs of the organisation and can be clearly related to the business change desired. Chief Superintendent McGrath provided an overview of the submitted report which included the Meeting the Challenge Benefits Realisation Plan, the Benefits Linkage Chart, the Benefits Map and draft Benefits Profiles.

Issues discussed during consideration of this item included:

- Six overarching high level programme benefits had been identified and agreed.
- It was anticipated that direct realisable benefits would be seen as a result of the plan.
- The Benefits Realisation Plan would form part of the Force Strategic Plan.
- Concern was expressed over the central control of vacancies via the Resource Allocation Panel.
- The intention was to now include Airwave within core business.
- There was still some debate over the realisation of benefits of Airwave.
- Meeting the Challenge would be known as Force Development Plan.

RESOLVED

- i. to approve the Benefits Realisation Plan;
- ii. to note the interdependencies between Programme Benefits and the various projects and initiatives which deliver them;
- iii. to agree the measures iterated to date by which the improvement in performance giving programme benefits will be measured.

R/560 REVIEW OF AIR OPERATIONS

Members considered a report providing a review of the Air Operations Unit and headline statistical and financial information.

Issues discussed during consideration of this item included:

- The flight range of the Force helicopter
- Inclusion in the capital programme of the anticipated replacement costs expected in 2009-10
- Joint / partnership working and associated risk
- Necessary considerations in relation to the ordering process, for example order lead times and availability of funding from the Home Office.

RESOLVED to note the review of the Air Operations Unit together with headline statistical and financial information.

R/561 THE DEVELOPMENT SURVEYOR ROLE

Due to insufficient time Members requested that this item be deferred.

RESOLVED to defer this item to the next meeting.

R/562 CLOSED ITEMS - EXCLUSION OF THE PRESS AND PUBLIC

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

Agenda No	Minute No	Report Title	Relevant Act	Relevant section
15	R/563	Invest to Save Proposal – Implementation of SMS 2003 and Office 2003	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/564	Update on Server Storage Strategy Implementation	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	R/565	Update on the performance of the Devon Drug and Alcohol Team	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/566	Briefing update on significant Analogue Radio Decommissioning Initiatives	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).

19	R/567	Airwave	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/568	Review of Intranet Project (IP2)	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/563 INVEST TO SAVE PROPOSAL - IMPLEMENTATION SMS 2003 AND OFFICE 2003

The Authority had agreed a Desktop Management Strategy in January 2005 which sought to reduce the total cost of ownership of the computer desktop estate. The current phase of the strategy was focussed on replacement of the current office productivity suite (Office 97) with an up to date system. The recommended solution was the introduction of Office 2003. In order to 'roll out' office 2003, a remote application delivery tool was required and the recommended solution was SMS 2003. SMS would also enable other products to be rolled out remotely, and had built in electrical power management capability which could be used to remotely turn off all computers when not in use resulting in savings in electricity costs.

Members considered the business case in support of the proposal.

RESOLVED

- i. to approve the implementation of SMS 2003 and Office 2003 at an estimated cost of £228,400;
- ii. to approve the funding of up to £228,400 from reserves to implement this as an investment to reduce the ongoing costs of electricity from 2007-08 of circa £100,000 per annum.

R/564 UPDATE ON SERVER STORAGE STRATEGY IMPLEMENTATION

Due to insufficient time Members requested that this item be deferred.

RESOLVED to defer this item to the next meeting.

R/565 UPDATE ON THE PERFORMANCE OF THE DEVON DRUGS AND ALCOHOL TEAM

Due to insufficient time Members requested that this item be deferred.

RESOLVED to defer this item to the next meeting.

R/566 BRIEFING UPDATE ON SIGNIFICANT ANALOGUE RADIO DECOMMISSIONING INITIATIVES

Due to insufficient time Members requested that this item be deferred.

RESOLVED to defer this item to the next meeting.

R/567 AIRWAVE

The Treasurer updated Members on the current situation in relation to the Airwave contract and ongoing dispute.

Issues discussed during the consideration of this issue included:

- The financial outcome of the dispute
- Legal fees to date
- Details of the claim from 02
- Recommendations from the QC, which was to proceed to summary judgements on certain items
- A case review was suggested for September with a full hearing in the Spring
- Potential for refund of legal fees if successful
- How costs would be funded if unsuccessful
- Approximate dates for resolution

RESOLVED to note the progress on the 02 issue and authorise the necessary expenditure and funding.

R/568 REVIEW OF INTRANET PROJECT (IP2) - COMMERCIAL DISPUTE

Members considered a report providing an update on the Intranet Project. It followed further discussions with NIS and advice from Counsel.

Issues discussed during consideration of this item included:

- Details of discussions with NIS since the last update given to Members
- Potential consequences of termination of contract
- The need to clarify the scope and process of the internal review

RESOLVED

- i. That Brian Greenslade, Mike Bull and John Glasby meet to discuss the scope of the internal review and review group.
- ii. To recommend to the Police Authority to terminate the Intranet Project (IP2) contract with NIS.

The meeting closed at 16:00 hrs.