

**To:** Finance and Resources Committee  
**From:** Chief Executive  
**Date:** 20<sup>th</sup> October 2009

**REPORT OF THE CAPITAL PANEL MEETING HELD ON 15<sup>TH</sup> SEPTEMBER 2009**

**1. Purpose**

- 1.1 To update the Committee on the business of the Capital Panel meeting held on 15<sup>th</sup> September 2009.

**2. Presentation from a Property Development Company**

- 2.1 The Panel received a presentation from a property development company on options for the redevelopment/sale of the Parkside site.
- 2.2 It was agreed that informal discussions would continue and the Panel would be kept updated.

**3. Election of Chairman and Deputy Chairman**

- 3.1 The Panel elected Ms Ruth Rogers as Chairman for the ensuing year, and further agreed that it was not necessary to appoint a Deputy Chairman.

**4. Sexual Assault Referral Centre**

- 4.1 The Constabulary updated the Panel with the ongoing progress of the Sexual Assault Referral Centre (SARC).
- 4.2 The Panel was informed that the Home Office has recommended that each Force must have access to a SARC service by 2011, in order to improve performance around delivery of service to victims of rape and other serious sexual offences.
- 4.3 For Cambridgeshire, the Constabulary has identified a walk-in centre at Rivergate in Peterborough, as a suitable location. This will provide a "one stop" multi-agency approach from the Police, forensic medical examiners, voluntary sector services, counselling and health professionals.

- 4.4 The Panel noted that the Peterborough Primary Care Trust (PCT) had committed to fund the SARC with the Constabulary on a 50/50 split basis. Work is currently underway to refurbish the SARC to comply with forensic cleanliness standards and Home Office requirements. The work is expected to be completed by 20<sup>th</sup> November 2009, with the SARC open during December 2009, or January 2010 at the latest.
- 4.5 The Panel received a breakdown of revenue costs from 2009 to 2014 – this included details of premises, staff and other consumables. The Constabulary reported that that £80,000 has been carried over from the 2008/09 Capital Programme, along with £75,000 received from the Home Office to assist with the refurbishment works. Although the revenue budget for 2009/10 (£135K) is adequate, the Constabulary will need to provide for a further £120K for the years 2010/11.
- 4.6 The Panel commended the Constabulary on the progress of the SARC to date, but raised some concerns. One of these related to staffing issues. The Constabulary described the staffing arrangements in place but agreed to seek HR advice clarifying the employment status of the casual workers.
- 4.7 The Panel also expressed concerns regarding governance issues and any future revenue consequences. The Assistant Chief Constable acknowledged the Panel's concerns and agreed to prepare a sub-lease/Service Level Agreement setting out the detailed arrangements for sharing the SARC with Peterborough PCT.
- 4.8 The Panel further endorsed a recommendation (subject to the Committee's approval) for the Chief Executive and Chairman to given delegated powers to sign the lease/SLA. The Chief Executive agreed to give an update on the progress of the SLA/lease to the Finance and Resources Committee meeting on 20<sup>th</sup> October 2009.

## **5. Capital Programme 2009/10 – Monitoring Report**

- 5.1 The Constabulary presented a financial overview of the Capital Programme for the four months ending 31<sup>st</sup> July 2009.
- 5.2 The report included:-
- details of Budgeted Capital Payments for 2009/10 and payments approved as part of the Capital Programme;
  - schemes brought forward from 2008/09 which were reported the Finance and Resources Committee on 25<sup>th</sup> June 2009.
  - an indicative forecast of outturn spend;
  - a scheme by scheme summary of spend against budget, together with an indicative forecast of outturn; and
  - a project highlights report and 'Gantt' chart which showed the Panel the current predicted delivery times (and explanations of slippage) for each scheme.

- 5.3 The Constabulary reported that as at the 31<sup>st</sup> July 2009, some 57% of the 2009/10 Capital Programme had been spent and committed.
- 5.4 Principal spends in the period were for a number of significant building projects brought forward. These were Cambourne Police Station (£1.5m); Copse Court refurbishment (£1.2m); HQ remodelling (£1.1m) and planned major repairs (£0.7m). In addition, actual and committed spend on the Microsoft Migration project had reached £1.4m at the period end.
- 5.5 The Constabulary further reported that the capital resources received to date included grants of £397k from Central Government and receipts of £90k from the sale of vehicles. The Panel noted that these had been added to receipts brought forward of £2.3m.
- 5.6 The Panel received further updates on:-
- The purchase of Monks Woods and some issues regarding land access.
  - The sale of land at the Headquarters site
  - Capital staff expenditure.
  - Details of three projects with total allocated budgets of £373k which were no longer required.
- 5.7 The Panel agreed to recommend to the Finance and Resources Committee, a proposal to vire the fund released (£373k) to complete two further schemes - £250k to improve the infrastructure of the Force Control Room and £123k to meet emerging capital schemes (as yet unallocated).

## **6. Linton and Melbourn Police Presence**

- 6.1 The Constabulary presented a report which outlined plans to provide a policing presence in Linton and Melbourn villages.
- 6.2 The Panel was reminded that Linton and Melbourn Police Stations had been sold on 16<sup>th</sup> February 2009, as part of the housing stock transfer. An external and internal consultation process was then conducted which highlighted a need for the Constabulary to provide an adequate neighbourhood policing presence in both these villages.
- 6.3 The Constabulary reported that alternative accommodation had been found at Linton Fire Station and Melbourn Village College. The estimated costs of leasing and fitting out both these premises were outlined as follows:-

**Linton Fire Station** – self-contained office space with a dedicated Police entrance – costs of £25,000 to adapt the space both internally and externally. In addition, Police occupation would be regulated by a tenancy agreement with the Fire Station at an inclusive rental of £1,200 p.a.

**Melbourn Village College** – a new build stand alone premises. Estimated constructions costs of £90k with fit out and communications at circa £10k+. Rental charges still to be agreed but not expected to exceed £1,000 p.a.

The proposals amounted to estimated costs of £125,000 capital and £3,000 p.a. revenue. Provision exists in the 2009/10 Capital Programme for the capital works.

- 6.4 The Panel supported the proposals, subject to formal approval by the Finance and Resources Committee of the lease of space within Linton Fire Station and land at Melbourn Village College.

## **7. Recommendation**

- 7.1 The Committee is recommended to note the report, and
- 7.2 To delegate powers to the Chief Executive to sign the lease/SLA for the SARC (as noted at 4.8).
- 7.3 To approve the deletion of three Schemes – CP08/13, CP08/12 and CP07/27 – noting that allocated budgets totalling £373k are no longer required (as noted at 5.6).
- 7.4 To vire the funds released (£373k) to complete two further schemes - £250k to improve the infrastructure of the Force Control Room and £123k to meet emerging capital schemes (as yet unallocated) – (as noted at 5.7).
- 7.5 To approve the lease of space within Linton Fire Station and land at Melbourn Village college, in order to provide a visible policing presence (as noted at 6.4).

## BIBLIOGRAPHY

Source Document (s)	Contact Officer	Location
Notes and reports of the Capital Panel meeting held on 15 <sup>th</sup> September 2009.	<p>Miss Jackie Chapman Committee and Support Services Officer T. (01480) 425998</p> <p>E. <a href="mailto:Jackie.Chapman@cambs.pnn.police.uk">Jackie.Chapman@cambs.pnn.police.uk</a></p> <p>Mr John Hummersone Treasurer T. (01638) 667090 E. <a href="mailto:john@hummersoneconsulting.co.uk">john@hummersoneconsulting.co.uk</a></p>	Cambridgeshire Constabulary Hinchingsbrooke Park, Huntingdon, Cambs, PE29 6NP.
<p>Originating Officer .....Miss J Chapman.....</p> <p>Is it considered that this report contains 'exempt information' and should be considered in private? No</p> <p>If the answer is "YES", please state the nature of the exempt information and the relevant clause (s) by virtue of Part 1 of Revised Schedule 12A to the Local Government Act 1972.</p> <p>.....</p> <p>The attached report has been cleared with the undermentioned Officer/s who have assessed the exemption status above *****: (delete as appropriate)</p> <p>Chief Executive and Treasurer</p> <p>Others .....</p> <p>Submitted on .....12<sup>th</sup> October 2009,.....</p> <p>A report will not be sent to the Authority unless this box has been satisfactorily completed and all necessary consultation carried out - the responsibility for which rests with the originator (except for consultation with the Chairman and this will be undertaken by the Chief Executive).</p>		