

To: Cambridgeshire Police Authority

From: Chief Executive

Date: 11th February 2010

REPORT OF THE COMMITTEES AND PANELS

1. Purpose

1.1 To update the Committee on the business of two Committee and Panel meetings held since the 21st December 2009. A summary of the items discussed at those meeting are reported as follow for the Authority's information.

1.2 The Authority is reminded that copies of all approved Committee minutes and their associated reports are published online at the Police Authority public website - www.cambs-pa.gov.uk.

Alternatively, hard copies of all documents can be obtained upon written request, via the Executive Team office.

2. Finance and Resources Committee meeting held on Wednesday 20th January 2010 – Chairman Ms S. Johnstone

2.1 Revenue Monitoring 2009/10

2.1.1 The Constabulary reported that the 2009/10 revenue budget was broadly in balance with a marginal overspend of £206k or 0.25% of Net Revenue Budget as at the end of November 2009.

2.1.2 Projected spending to the year end indicated a possible overspend of £0.3m (0.2% of budget). This forecasting exercise had revealed overspends on utilities, vehicle fuel and interpreters and reductions in interest receivable.

2.2 Capital Programme 2009/10 – Monitoring Report

2.2.1 The Committee received the Capital Programme Monitoring Report for 2009/10 which gave a financial overview of the Capital Programme for the eight months ending 30th November 2009.

2.2.2 The 2009/10 Capital Programme showed that some 68.1% had been committed at the end of November (with an expected outturn of 92.8%). This had slightly reduced on the previous month's figure of 70%, due to a technical adjustment to the Cambourne Police Station budget. The Committee approved an additional £450k to the Project, as the Scheme had, in error, been budgeted net of Section 106 contributions.

2.3 Charging for Police Services and Fees and Charges 2010/11

2.3.1 The Committee received the updated Guidance for Charging for Police Services in Cambridgeshire, and the proposed Fees and Charges Booklet (for statutory and non-statutory services) 2010/11.

2.3.2 The Authority is reminded that both documents were formally adopted for the 2009/10 financial year and have now been refreshed to bring Cambridgeshire in line with Home Office guidelines, neighbouring Forces and the ACPO charges for common items.

2.3.3 The Committee expressed concerns regarding the different charges for the profit and non-profit making events. The Constabulary gave assurance that strict criteria were used to calculate charges but agreed to bring an update to the next meeting detailing all events that were charged in 2009/10 and the basis of the charge (including abatement), together with arrangements for 2010/11.

2.3.4 The statutory charges booklet was recommended for approval by the Authority.

2.4 Prudential Indicators, Treasury Management and Minimum Revenue Provision 2010/11

2.4.1 The Committee considered the prudential indicators for capital expenditure and external debt for 2010/11, as required by the Chartered Institute of Public Finance and Accountancy's (CIPFA) Prudential Code for Capital Finance ("the Code")

2.4.2 The report also contained a proposal for the calculation of the (statutory) Minimum Revenue Provision (MRP) for 2010/11; the Prudential Indicators (including Capital Expenditure, External Debt and Treasury Management) and the Treasury Management Strategy (including Borrowing and Investments).

2.4.3 The Committee was alerted to the impact of capital financing charges on the revenue account, arising from increased levels of borrowing in the medium term. The Committee noted that the Capital Programme (which currently includes the Parkside Scheme) was not sustainable in the long term unless offsetting revenue savings could be identified.

- 2.4.4 The Committee approved the Prudential Indicators on the basis that these were an 'envelope' and that the level of the Capital Programme would be discussed at the next item on the agenda.

2.5 Capital Programme 2010/11 to 2012/13

- 2.5.1 The Constabulary presented the draft Capital Programme for 2010/11 and the future year's plans for 2011/12 and 2012/13 and described the process for prioritising all capital bids.

The proposed 2010/11 Capital Programme totalled £19.6m and the 2010/11 draft revenue budget made full provision for the costs of the borrowing (including supported borrowing) to finance the proposed spend.

- 2.5.2 The Committee noted the rising revenue costs of capital financing and was reminded that the Authority's budget forecasts for 2011/12 and 2012/13 did not balance (gaps of £2m and £4m respectively).
- 2.5.3 As the indicative revenue costs of the Parkside Scheme were in the order of £1.6m in a full year, the Committee felt unable to support a Capital Programme that included Parkside, at this stage. However, in accordance with the project programme, the Committee agreed that when the full business case was submitted to the Authority it should include proposals for funding the (revenue) costs of the scheme.
- 2.5.4 The Committee was also advised of two significant IT schemes: CP10/06 – Blackberry PDA refresh (£1.060m) and CP10/09 – VoIP – telephony over the (internet) data network (£1.3m). The Committee agreed to ask the Authority to approve these schemes subject to the Committee receiving further reports on them.
- 2.5.5 The Committee noted future potential significant costs for Thorpe Wood custody remodelling and Project Athena and referred both schemes back to the Constabulary for more work. The Committee further agreed for the Capital Panel Members and Officers to meet on the 15th March 2010 to discuss the issues surrounding the Parkside Replacement Project and the Thorpe Wood Custody remodelling.
- 2.5.6 The Committee agreed to reconfigure the Capital Programme, omitting the three capital schemes as outlined above (Parkside, Blackberry PDA refresh and VoIP) on the basis that the Programme could be recommended to the Authority (as amended) on the 11th February 2010.

2.6 Budget Proposals 2010/11 and Forecasts 2011/12, 2012/13

- 2.6.1 The Constabulary presented the draft budget proposals for 2010/11 and the forecasts for 2011/12 and 2012/13, and reported that during the budget setting process, cash limits had been issued to budget holders based on the financing forecast.

The Star Chamber process had also been used to work with budget holders, identify savings and prepare a realistic balanced budget (in order to close the £1.1m budget gap identified in 2009/10).

2.6.2 The 2010/11 budget and forecasts had been prepared on the assumption of a 2.95% council tax increase for 2010/11 and 2% increases in years 2011/12 and 2012/13. The budget proposals also reflected the final pay rise of the 3 year pay deal agreed in 2008/09 – 2.55% for Police Officers and 2.58% for Police staff. The forecast for 2011/12 onwards assumed pay awards would reduce to around 1%.

2.6.3 The Committee was assured that the budget provided for the maintenance of Police Officer and PCSO numbers at 2009/10 levels; increased fuel and utilities budgets and other significant service pressures faced by the Constabulary amounting to £1.8m. The Chief Constable outlined various initiatives to identify further efficiency savings.

2.6.4 The Committee agreed to recommend the budget and council tax outlined in the report (3.1% budget increase, 2.95% council tax increase) to the full Police Authority meeting on 11th February 2010.

2.7 **Efficiency Plan: 2008/11**

2.7.1 The Committee reported on the progress of the Efficiency and Productivity Plan for 2008/11. It was noted that on a national basis, the Police Service will need to achieve approximately 4% or £0.5bn further efficiency and productivity gains in the CSR07 final year (i.e. 2010/11).

2.7.2 The Constabulary described a number of potential initiatives in order for Cambridgeshire to achieve total gains of £1.47m by the end of March 2010, with a further 4.48% (£4.8m) required in 2010/11. It was noted that a further update on this area would be presented to the March 2010 meeting

2.8 **Project Athena – The Regional Procurement of Joint IT Systems**

2.8.1 The Committee was updated on Project Athena – a regional collaboration project aimed to procure a single joint Information Technology (IT) system.

2.8.2 The project (which has received support from the National Police Improvement Agency (NPIA) – consists of 8 Police Forces (Cambridgeshire, Essex, Suffolk, Norfolk, Bedfordshire, Hertfordshire, Kent and the City of London Police). The aim will be to produce one IT solution to manage crime, handle intelligence, prepare case files and manage custody records. The Committee noted that all existing business processes would be adapted to fit the new IT solution.

2.8.3 The Constabulary reported that the Project would be progressed and detailed costs would be reported to the Committee once known. It was anticipated that some efficiency savings would be achieved as a result of the venture.

3. Eastern Region Collaboration Joint Statutory Committee (JSC) meeting held on 14th January 2010 – Cambridgeshire Police Authority representatives Ms R. Rogers and Mr V. Lucas

3.1 Regional Collaboration Team update and budget

The Committee considered and noted the work of the Regional Collaboration team to:-

- Develop learning and sharing of good practice
- Consider new streams of collaboration including Public Order Policing Training. The expertise of Cambridgeshire was highlighted in the meeting.
- Link with Government Office East
- bring consistency of approach across the Region.

The budget for the team was endorsed, including the pro rata contribution from each Authority.

3.2 Uniform Procurement

An update on the move to national procurement for uniforms was received.

3.3 Disaster Victim Identification

DCC Jacqui Cheer gave a verbal update on the successful implementation of the Regional strategy for disaster victim identification.

3.4 Independent Custody Visiting Association (ICVA) - Regional Representation

Cllr David Wood was endorsed as the regional representative on the ICVA Executive Committee.

3.5 Serious Organised Crime and Counter Terrorism Intelligence Governance (exempt item)

The Committee discussed issues concerning Serious Organised Crime and Counter Terrorism Intelligence Governance.

4. Recommendation

- 4.1 The Authority is recommended to note the report of the Committees and approve the and adoption of the Fees and Charges Booklet (as outlined at 2.3.4)

BIBLIOGRAPHY

Source Document (s)	Contact Officer	Location
Agendas, Reports and Minutes/Notes of the various Committee and Panel meetings held since 21 st December 2009.	Miss Jackie Chapman, Committee and Support Services Officer. (01480) 425998 <u>Jackie.Chapman@cambs.pnn.police.uk</u>	Cambridgeshire Constabulary Hinchingsbrooke Park, Huntingdon, Cambs, PE29 6NP.

Originating OfficerMiss J. Chapman

Is it considered that this report contains 'exempt information' and should be considered in private? No

If the answer is "YES", please state the nature of the exempt information and the relevant clause(s) in Part 1 of revised Schedule 12A to the Local Government Act 1972.

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The attached report has been cleared with the undermentioned Officers: (delete as appropriate)

Chief Executive and Treasurer

Others

Submitted on3rd February 2010.....

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).