

LEICESTERSHIRE POLICE AUTHORITY

Minutes of a meeting of the Finance and General Purposes Committee held at Leicestershire Police Headquarters, Enderby on Tuesday 24 March 2009

Present

Members

Mr B Greaves, Mr P Hyde, Mrs D Newton, Mr T Render, Mr B Rhodes, Mr B Roper and Mrs M Sherwin.

Officers

Mr R Swinfield (Chief Executive), Mr C Smith (Treasurer) and Mrs A Perry, (Deputy Chief Executive).

Representatives from the Force

Mr M Baggott (Chief Constable), Mr C Eyre (Deputy Chief Constable), Mr P Dawkins (Director of Finance), Ch/Insp. N Newell (Corporate Development), Mr J Moore (Executive Support), Mrs V Cookson (Performance Review Officer) and Mr I Fraser (Head of Procurement).

Observers

Mrs M Darby and Mr F Mann, Independent Members of the Police Authority's Standards Committee.

Mr B Rhodes – in the Chair

01/09. Apologies

Apologies were received from Mr D Bill and Mr P Westley.

02/09. Items of Urgent Business

The Chief Executive stated there was one item of urgent business relating to a land swap proposal at Loughborough Police Station. He added that this was an exempt item and a report had been circulated to members of the Committee. The Chairman agreed to take the report immediately after item 17. Pursuant to section 100B(4)(b) of the Local Government Act 1972 the Chairman agreed that the matter was urgent because it needed an immediate decision and had arisen after the agenda for the meeting had been published.

03/09. Declarations of Code of Conduct Interests

The Chairman invited members who wished to do so to make declarations of any Code of Conduct interests in respect of items on the agenda for the meeting.

No such declarations were made.

04/09. Minutes of the Meeting held on 9 December 2009

The minutes of the meeting held on 9 December 2009, having been previously circulated, were taken as read, confirmed and signed.

05/09. Revenue, Capital and Efficiency Plan Monitoring Report

The Committee received a report of the Chief Constable informing of the monitoring position as at 28 February 2009 regarding the Revenue and Capital Budgets for 2008/09 and the Efficiency Plan for 2008/09. A copy of the report marked 'A' is filed with the minutes.

In answer to a question the Director of Finance stated it was difficult to predict if the projected revenue budget underspend was likely to increase or decrease, however he added that he would not expect movement in either direction to exceed £150k.

The Director of Finance stated that the significant reduction in underspend in Scientific support was due to the number of major incidents since Christmas. He added this was a volatile area of business and he expected the underspend to continue to fluctuate in the last quarter of the year.

The Committee RESOLVED to note the contents of the report.

06/09. Strategic Financial Planning Group Update

The Committee received an oral report from the Treasurer updating members on the work of the Strategic Financial Planning Group.

The Treasurer made the following comments:-

- The Group had not met since December. The next meeting would be in early May.
- A report setting out the financial history of the Authority since 2008 and up to the end of this financial year and beyond, would be presented to the next meeting of the Group. The report would be based on the assumption that higher than inflation government settlement grant increases would not occur in future.
- Government capping policies would probably be tougher than in previous years.

The Treasurer stated that if the pay award set for the next 2 years remained, anything less than a 2.5% precept increase during that period would cause difficulties.

The Chief Constable stated that a future Members Discussion Day could receive information on how areas of business could be shaped to address the financial challenges ahead.

It was RESOLVED:-

- (a) that any uncommitted underspend identified this year be placed in the equalisation reserve to help balance the budget in 2010/11; and
- (b) to note the contents of the oral report.

07/09. Treasury Management

The Committee received a joint report of the Chief Constable and Treasurer seeking approval to the Treasury Management Policy and Strategy for 2009/10. A copy of the report marked 'B' is filed with the minutes.

The Treasurer stated that due to the volatility of the market the investment strategy would be reviewed at each meeting of this Committee. He added that the timetable of

meeting dates may result in the Strategy being taken to the full Police Authority should this become necessary.

The Treasurer informed members that no external borrowing was taking place at the present time. He added that the whole of the capital programme was currently financed by internal borrowing.

It was RESOLVED to:-

- (a) approve the Treasury Management Strategy outlined in the report and the Treasury Management Policy Statement detailed in Appendix 'A' to the report;
- (b) approve the borrowing limits set out in paras 9 and 11 of the report; and
- (c) note that a further review of the investment strategy be undertaken at the next meeting of the Committee.

08/09. Review of Financial Regulations

The Committee received a joint report of the Chief Constable and Treasurer presenting the biennial review of Financial Regulations. A copy of the report marked 'C' is filed with the minutes.

The Chief Executive suggested the following amendments to the draft Regulations appended to the report:-

- Reference to the Authority's 'Personnel Committee' should read 'Human Resources Committee'.
- Paragraph 2.3.8 second sentence to be deleted to comply with Contract Standing Orders.
- Para 3.5.4 should read 'shall be kept' and the Chief Executive 'shall administer'.
- Para 4.4.3 should read 'who will be responsible so far as they apply to the Police Authority secretariat staff'.

Members suggested that if the virement limit was to increase, there should be some criteria prepared to clarify when virement would be appropriate or not. Members asked that 'provided this is resourced in the programme' be added to para 2.3.7.

It was RESOLVED:-

- (a) that the Chief Constable have authority to vire up to the limit of £150,000 and in consultation with the Chairman of the Police Authority and the Treasurer, have authority to vire between £150,000 and £250,000;
- (b) subject to this amendment, and amendments to para 3.6.2 outlined in the report and those listed above, to adopt the Financial Regulations as appended; and
- (c) to agree that a further review be undertaken in 2011.

09/09. Review of Contract Standing Orders

The Committee received a joint report of the Chief Constable and Treasurer presenting the biennial review of Contract Standing Orders. A copy of the report marked 'D' is filed with the minutes.

The Treasurer stated that the figure contained in para 7, and in the first recommendation of the covering report, should read £5K and not £15k as stated.

The Chief Executive stated that a few minor drafting amendments were required to clarify the way to deal with fewer than 3 suppliers and accepting other than the lowest quote.

In answer to a question the Finance Director stated that a 10-20% contingency was built into contracts for all property issues. He added that if the threshold was reached negotiations were entered into with the contractors and if costs increased beyond the contingency limit the issue was reported to the Police Authority for a decision. The Treasurer stated words to reflect this could be included in the document.

The Head of Procurement stated that work was being undertaken with the estates department to develop contractor lists that included local organisations.

The Committee RESOLVED:-

- (a) to approve that all contracts with a value above £5,000 be managed by the Procurement Department;
- (b) that subject to the amendments mentioned above, the Contract Standing Orders as appended to the report be adopted; and
- (c) to agree that a further review be undertaken in 2011.

At this stage the Head of Procurement left the meeting.

10/09. Policing Plan 2009-12

The Committee received a joint report of the Chief Executive and Chief Constable informing members of the progress to deliver the 2009-12 Policing Plan. A copy of the report marked 'E' is filed with the minutes.

It was RESOLVED:-

- (a) to approve the Policing Plan 2009-12; and
- (b) that the Plan be published on appropriate websites.

11/09. Targets for 2009/10

The Committee received a report of the Chief Constable making recommendations for proposed targets for indicators under APACS. A copy of the report marked 'F' is filed with the minutes.

The Committee RESOLVED to approve the targets summarised at Annex 'A' to the report.

12/09. Local Objectives 2009/10

The Committee received a joint report of the Chief Executive and Chief Constable seeking approval for local objectives for 2009/10. A copy of the report marked 'G' is filed with the minutes.

In relation to Priority 6, the Chief Constable stated that he would provide a future report to the Police Authority on re-offending rates in relation to community based resolutions.

The Deputy Chief Constable stated he would provide an update on abstraction rates to the Chief Executive.

The Committee RESOLVED to approve the local priorities, objectives and targets as set out in Appendix 'A' to the report.

At this stage Ch/Insp. Newell, Mrs V Cookson and Mr J Moore left the meeting.

13/09. Police Use of Resources Evaluation (PURE) 2008/09

The Committee received a joint report of the Chief Constable and Treasurer updating members on progress in providing evidence to respond to the PURE inspection this year. A copy of the report marked 'H' is filed with the minutes.

The Treasurer stated that auditors would be provided with a CD containing all the evidence collated. He added that the auditors' full report was expected in the Autumn.

The Committee RESOLVED to note progress in preparing for the PURE inspection for 2008/09.

14/09. Police Authority Business Plan

The Committee received a report of the Chief Executive providing a draft Business Plan for members' approval. A copy of the report marked 'I' is filed with the minutes.

Members made the following comments:-

- Paragraph 19 – bullet point 7 needed strengthening and should state 'to take a proactive role alongside local council colleagues to ensure effectiveness of CDRPs and JAGs'.
- Paragraph 19 – bullet point 8 – to read 'create and maintain....'.
- What the Police Authority do should be an appendix to the Plan.
- The Plan to contain an action plan for the next 12 months.

The Committee RESOLVED that:-

- (a) members continue to provide further contributions to the development of the Plan; and
- (b) the final Plan be presented to the Police Authority meeting in May for approval.

15/09. East Midlands Collaboration - Update

The Committee received a report of the Chief Executive updating members on matters progressing through the Collaboration Board. A copy of the report marked 'J' is filed with the minutes.

The Committee RESOLVED to note the contents of the report.

16/09. MOPI and ISP4S - Updates

The Committee received a report of the Chief Constable updating members on Management of Police Information (MOPI) and the Information Systems Strategy for the Police Service (ISP4S). A copy of the report marked 'K' is filed with the minutes.

The Chairman stated he would pursue through the Association of Police Authorities the offer from the National Police Improvement Agency to meet with police authority members in the East Midlands. He added that this would provide the opportunity for members to question closely issues relating to the Information Systems Strategy.

It was RESOLVED to note the contents of the report.

17/09. Wayleave Agreement – Quorn Police Station

The Committee considered a report of the Chief Constable seeking approval to the granting of a wayleave for the erection of one telegraph pole by British Telecommunications Plc (BT) on land in the ownership of the Police Authority at Quorn Police Station. A copy of the report marked 'L' is filed with the minutes.

The Committee RESOLVED to:-

- (a) approve the wayleave with BT for the erection of a telegraph pole on land in the ownership of the Police Authority at Quorn Police Station; and
- (b) delegate to the Chief Constable the agreement of wayleaves in the future for the erection of telegraph poles.

18/09. Exclusion of the Public and Press

It was RESOLVED that under Section 100A of the Local Government Act 1972 the public, including the press, be excluded from the meeting during consideration of the following items on the grounds specified on the agenda.

It was agreed that Mrs M Darby and Mr F Mann remain for consideration of the exempt item.

19/09. Loughborough Police Station – Land Swap Proposal

(Exempt by virtue of para 3 of Schedule 12A to the Local Government Act 1972 – information relating to the business affairs of the Authority)

The Committee received a report of the Chief Constable advising members of the increased offer from Charnwood Borough Council in respect of the possible exchanges of lands at Loughborough Police Station. A copy of the report marked 'Urgent Item' is filed with the minutes.

The Committee RESOLVED to decline the offer from Charnwood Borough Council.

CHAIRMAN

10.00 a.m. – 12.09 p.m.

24 March 2009