



East Midlands Police Collaboration

Derbyshire Leicestershire Lincolnshire Northamptonshire Nottinghamshire

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Agenda Item No.

A2

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| Meeting | EAST MIDLANDS POLICE AUTHORITIES' JOINT COMMITTEE |
| Date | 20th January 2012 |
| Subject | EMCHRS - Learning & Development Budget Requirement 2012/13 |
| Report by | Ali Naylor (HR Director) Leicestershire |
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| SUMMARY AND PURPOSE OF REPORT This report provides the financial detail in relation to the draft budget requirement for EMCHRS - Learning and Development (L&D) within the East Midlands for 2012/13. | |
| RECOMMENDATION | That the East Midlands Police Authority Joint Committee is invited to approve the Collaborative Learning and Development (L&D) 2012/13 budget requirement and note the future resource requirements as set out in the 4 year Financial Plan. |

A. SUPPORTING INFORMATION

1. Introduction

- 1.1 This report provides the financial detail in relation to the draft budget requirement for Collaborative Learning and Development (L&D) within the East Midlands for 2012/13.

2. Recommendations

- 2.1 That the East Midlands Police Authority Joint Committee is invited to approve the Collaborative Learning and Development (L&D) 2012/13 budget requirement and note the future resource requirements as set out in the 4 year Financial Plan.

3. Background

- 3.1 On 5th September 2011, the East Midlands Police Authority Joint Committee (EMPAJC) agreed the business case for a four force collaborative L&D Service. Lincolnshire Police confirmed that they did not want to be part of a collaborative service as they were considering outsourcing L&D.
- 3.2 There will be one L&D management and support team for the region, responsible for delivering L&D to Leicestershire, Nottinghamshire, Derbyshire and Northamptonshire. L&D delivery will remain locally based in each force, with all trainers remaining employed by their home force, but direction and management will come from the collaborative management team.

The following L&D activities are excluded from this collaboration: -

- Management and Leadership Development
 - Dogs, Firearms and HOLMES Training.
- 3.3 Transactional training administration is being managed as a separate and discreet project.
- 3.4 Some of the benefits of moving to a Regional L&D Service are:-
- Significant savings - as a result of rationalising and centralising management functions;
 - Improved quality – a consistent service and products delivered to meet the region’s needs, across all 4 Forces;
 - Increased buying power – potential benefits of operating as the 4 Force model;
 - Increased resilience – access to more resources (classrooms and trainers) to deliver the service across the region;
 - Continuous Professional Development (CPD) for staff – greater opportunity for cross-skills development and sharing of knowledge and best practice, and in line with the goals in the Neyroud Report;
 - Responsiveness to demands - The ability to meet demands more quickly due to an improved support service, and access to more resources. This also includes the ability to deliver training that would have been delivered less regularly due to lower delegate numbers;
 - Increased access - to a wider range of L&D activities for delegates (both range & location).

4. Timeline

- 4.1 Whilst the project continues to prepare for an implementation start date of 1st April 2012 the 2012/13 budget has been prepared on the basis that the savings will be achieved from the 1st October 2012 following the staffing restructure.
- 4.2 This is because under the TUPE regulations the staff will firstly transfer to the lead Force (Leicestershire) who will then consult upon the proposed regional structure prior to any changes being implemented.
- 4.3 The full year effect of the savings from the collaboration will not therefore be achieved in Year 1 (2012/13).

5. Draft Budget Requirement

- 5.1 The Collaborative Learning and Development 2012/13 budget requirement is shown below. In addition, to the Management and Support costs identified in the business case the budgets for the regional analytical trainers and regional crime skills training have been included.

| | Management & Support Costs £ | Analytical Trainers £ | Regional Crime Skills Training £ | 2012/13 Total £ |
|--------------------------------------|---------------------------------|--------------------------|-------------------------------------|--------------------|
| Expenditure | | | | |
| Police Officers Pay & Allowances | 828,733 | | 59,372 | 888,104 |
| Police Staff Pay & Allowances | 1,700,093 | 76,000 | 22,550 | 1,798,643 |
| Other Employee Costs | 150,000 | | | 150,000 |
| Transport (hire/Relocation/ mileage) | 80,000 | 1,000 | 10,000 | 91,000 |
| Supplies and Services | 10,000 | 5,000 | 111,816 | 126,816 |
| Gross Expenditure | 2,768,826 | 82,000 | 203,738 | 3,054,563 |
| Income | | | | |
| Force Contributions - Cash | 2,768,826 | 71,668 | 196,650 | 3,037,144 |
| Other Income | | 10,331 | 7,088 | 17,419 |
| Gross Income | 2,768,826 | 81,999 | 203,738 | 3,054,563 |
| Force Recharges | | | | |
| Nottinghamshire (31.6%) | 874,949 | 22,647 | 62,141 | 959,738 |
| Leicestershire (26.4%) | 730,970 | 18,920 | 51,916 | 801,806 |
| Derbyshire (25.2%) | 697,744 | 18,060 | 49,556 | 765,360 |
| Northamptonshire (16.8%) | 465,163 | 12,040 | 33,037 | 510,240 |
| Total Force Recharges | 2,768,826 | 71,668 | 196,650 | 3,037,144 |

- 5.2 The budget has been prepared using the following assumptions:

6. Police Staff Pay and allowances

Management and Support

- 6.1 The employment model is that the existing staff will transfer to the lead Force under TUPE.
- 6.2 The indicative salaries budget for 2012/13 is therefore based on the following:
- The current staffing costs for the period 1st April to 30th September 2012 (6 months) based on the baseline figures.
 - The proposed staffing structure from the business case using the Leicestershire pay scales for the period 1st October 2012 to 31st March 2013
 - Second year of the pay freeze except for those staff earning less than £21,000 who may receive a one off payment of £250
 - The increase in the Leicestershire employer's contribution rate of 0.7%
 - A zero percentage vacancy factor

Analytical Trainers and Regional Crime Skills

- 6.3 The salary budgets for both officers and staff are based on the current establishment for these services.

7. Other Employee Costs

- 7.1 A £100,000 provision has been allowed for any potential redundancy costs
- 7.2 An external training budget of £50,000 has been included in the budget to cover identified training needs and professional development (attendance at conferences etc) for in scope training teams. Once the new staffing structure has been implemented a full training needs analysis will be undertaken.
- 7.3 Whilst the training budget was not included in the original business case it is envisaged that for all regional teams the training costs will form part of their budget.
- 7.4 Forces will need to adjust their own remaining external training budgets accordingly.

8. Accommodation

- 8.1 Discussions continue within the region regarding the recharging of accommodation costs for regional teams. No accommodation costs

have therefore been included in the costs above. Each Force will continue to pay for their own costs until this work is concluded.

9. Travel Costs

- 9.1 The travel costs (i.e. mileage, hire vehicles, public transport) included in the budget relate to the costs expected to be incurred by the staff employed within the regional team. These will be monitored following implementation to gain a greater understanding of the potential costs once the unit becomes operational.
- 9.2 The travel costs associated with the Force trainers will remain with the home Forces to reduce the level of cross charging and bureaucracy. This will be subject to review to ensure that any one Force is not carrying a disproportionate cost.
- 9.3 £40,000 has also been included to cover any potential relocation / redeployment mileage that may be incurred.

10. Supplies and Services

- 10.1 The majority of this budget relates to the Regional Crime Skills expenditure and is for the procurement of courses, materials and external trainers etc.

11. Set Up Costs

- 11.1 Provision has been made within the above costs for redundancy and any additional travelling. The new service will also require access to the regional network to allow documents and files to be shared electronically.

12. 4 Year Financial Plan

- 12.1 The 4 year financial plan for the Collaborative Learning and Development service (including the analytical trainers and Regional Crime skills training) is shown below:

| Collaborative Learning & Development 4 Year Financial Plan | 2012/13 Proposed Budget £ | 2013/14 Draft Budget £ | 2014/15 Draft Budget £ | 2015/16 Draft Budget £ |
|---|--|---|---|---|
| Expenditure | | | | |
| Police Officers Pay & Allowances | 888,104 | 631,357 | 281,777 | 286,723 |
| Police Staff Pay & Allowances | 1,798,643 | 1,819,421 | 2,117,046 | 2,143,248 |
| Other Employee Costs | 150,000 | 50,000 | 51,250 | 52,531 |
| Transport (hire/Relocation/ mileage) | 91,000 | 93,275 | 53,582 | 54,921 |
| Supplies and Services | 126,816 | 122,721 | 125,789 | 128,934 |
| Gross Expenditure | 3,054,563 | 2,716,774 | 2,629,444 | 2,666,357 |
| Income | | | | |
| Force Contributions - Cash | 3,037,144 | 2,706,361 | 2,618,916 | 2,655,682 |
| Other Income | 17,418 | 10,413 | 10,528 | 10,675 |
| Gross Income | 3,054,562 | 2,716,774 | 2,629,444 | 2,666,357 |
| Force Recharges | | | | |
| Nottinghamshire (31.6%) | 959,738 | 855,210 | 827,577 | 839,196 |
| Leicestershire (26.4%) | 801,806 | 714,479 | 691,394 | 701,100 |
| Derbyshire (25.2%) | 765,360 | 682,003 | 659,967 | 669,232 |
| Northamptonshire (16.8%) | 510,240 | 454,669 | 439,978 | 446,155 |
| Total Force Recharges | 3,037,144 | 2,706,361 | 2,618,916 | 2,655,682 |

| Budget Assumptions | | 2013/14 | 2014/15 | 2015/16 |
|---------------------------|--|----------------|----------------|----------------|
| Pay award | | 1.0% | 1.0% | 1.5% |
| Non-Pay Inflation | | 2.5% | 2.5% | 2.5% |

13. Other Financial Issues

Provision of training facilities / assets

13.1 As training will continue to be provided locally within the 4 home Forces each Authority is expected to continue to budget for and provide local training facilities and assets i.e. IT training suites, vehicles for driver training. The Section 23 agreement will need to set out the detailed requirements for each Force with any expected replacement programme highlighted.

External Training Budgets

13.2 Each Force will continue to set its own budget for external training requirements. The regional L&D team will work with Forces for the financial year 2013/14 onwards to identify the training needs to assist with this process.

13.3 The regional service will manage these budgets on behalf of the 4 Forces and its aim will be to make savings in this area through the joint procurement / delivery of courses.

13.4 Each Force contribution will be administered separately and only used for officers and staff of that Force. Any under spend would be returned to the home Force.

Other non-pay budgets

13.5 It is suggested that the other non-pay budgets are vired to the regional team in year if appropriate once the service requirement is defined.

14. Risks

14.1 There are significant differences across the region in the delivery of L&D. The staffing reductions proposed in the business case are based on the fact that all Forces agree, where possible, to a common approach to L&D. If agreement can not be reached, costs will increase to meet this increased demand for services.

15. Conclusion

15.1 The projected savings for Year 2 and beyond remain broadly similar to the business case but the savings will not be achieved in Year 1 (2012/13) due to the timing of the staffing restructure and set up costs.

15.2 Force Learning & Development budgets will consist of the following:

- Contribution to the Regional Service
- External Training budgets
- Trainers and associated costs
- Provision of training facilities and assets

B. FINANCIAL CONSIDERATIONS

Within the report

C. LEGAL AND HUMAN RIGHTS CONSIDERATIONS

None

D. PERSONNEL, EQUAL OPPORTUNITIES AND DIVERSITY ISSUES (including any impact or issues relating to Children and Young People.)

Within the Report

E. RISK MANAGEMENT

Within the report

F. REVIEW ARRANGEMENTS

None

G. LIST OF BACKGROUND PAPERS

None