



NORFOLK POLICE AUTHORITY

Ensuring an Efficient and Effective Police Service

C.G Harding MBE, LL.B. Solicitor
Chief Executive to the Police Authority

CAPITAL ASSETS COMMITTEE

Wednesday, 2 February 2011 at 10.00 a.m.

**The Police Authority Meeting Room, Building 8,
Falconer's Chase, Wymondham,
Norfolk NR18 0WW**

Note for members of the public: If you have any specific requirements to enable you to attend the meeting (e.g. induction loop or access arrangements), or if you require the agenda and corresponding papers in an alternative format, please contact Diana Dring, Chief Executive's office, prior to the meeting (contact details overleaf)

A G E N D A

| Suggested timings | Duration approx (mins) | | | |
|-------------------|------------------------|----|---|---------------|
| 10.00 | | 1. | To note any apologies for absence Please ensure that these are submitted to Diana Dring, Chief Executive's office, Norfolk Police Authority. | |
| | | 2. | Declarations of Personal and/or Prejudicial Interests To remind Members of the need to record any personal or prejudicial interests in items of the agenda. In the case of a prejudicial interest, Members must withdraw from the room during that item of business | |
| 10.05 | 5 | 3. | To confirm the minutes of the meeting held on 8 September 2010 | PAGE 5 |

| | | | | |
|--------------------------|-----------|-----|--|---------|
| | | 4. | To note whether any items have been proposed as matters of urgent business | |
| | | | ITEMS FOR CONSIDERATION (non-exempt): | |
| 10.10 | 15 | 5. | ICT Strategy Update (Paper CAC11/1) | PAGE 15 |
| 10.25 | 15 | 6. | Capital Programme Update 2010-11(Paper CAC 11/2) | PAGE 23 |
| 10.40 | 15 | 7. | Outline Capital Programme from 2011-12 to 2014-15 (Paper CAC 11/3) | PAGE 29 |
| 10.55 | 10 | 8. | Police Investigation Centres PFI Project Update (Paper CAC11/4) | PAGE 37 |
| | | 9. | Exclusion of the Press and Public To pass a resolution that, under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act, and the public interest not to disclose the information outweighs the public interest in disclosing it. | |
| | | | EXEMPT ITEMS FOR DECISION: | |
| 11.05 | 20 | 10. | Long Term Estates Strategy Implementation (Paper CAC11/5) | PAGE 43 |
| | | 11. | Any other Items of Business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B (4) (b) of the Local Government Act 1972. | |
| 11.25 a.m. approx | | 12. | To note that it is proposed that the Terms of Reference of Capital Assets Committee will be included within revised Terms of Reference for the Scrutiny and Audit Committee for all future meetings. | |

For dates of forthcoming Police Authority meetings, please see our website:
www.norfolk-pa.gov.uk

Committee Membership: Mr A Byrne, Mr R Chapman, Mr B Hannah, Mr H Humphrey, Mr B Iles and Mr A Malhis

Enquiries to:

Diana Dring, Committee Administrator
Chief Executive's Office
Jubilee House
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CAPITAL ASSETS COMMITTEE
MINUTES OF THE MEETING HELD IN THE NPA MEETING ROOM, BUILDING 8,
JUBILEE HOUSE, WYMONDHAM, NORFOLK ON
WEDNESDAY, 8 SEPTEMBER 2010 AT 10.00 A.M.

Present -

Mr A Byrne
Mr R Chapman
Mr B Hannah
Mr H Humphrey
Mr B Iles
Mr A Malhis

In Attendance -

| | |
|---------------|---|
| Mr P Belson | Head of PFI Projects Department, Norfolk Constabulary |
| Miss S Bryant | ICV Scheme Administrator/Research Officer, Norfolk Police Authority |
| Mr J Close | Director of ICT, Norfolk Constabulary |
| Ms D Dring | Committee Administrator, Norfolk Police Authority |
| Mr R Grady | Capital Accountant, Norfolk Constabulary |
| Mr C Harding | Chief Executive, Norfolk Police Authority |
| Mr J Henry | Head of Facilities Management, Norfolk Constabulary |
| Mr D Potter | Head of Estates, Norfolk Constabulary |
| Mr R Summers | Treasurer, Norfolk Police Authority |
| Mr P Wilson | Director of Support Services, Norfolk Constabulary |

1. Welcome and Apologies for absence

Mr Hannah welcomed Mr Malhis to his first Capital Assets Committee meeting and introduced those present. Mr Hannah also welcomed Ms Dring, newly appointed Committee Administrator, to the meeting.

Apologies for absence were received from Mr Birtles, Mr Mellor and Ms Campbell.

2. Declarations of Interest

Mr B Hannah, Mr Iles, Mr Humphrey and Mr A Byrne all declared an interest in item 11, the Long Term Estates Strategy Implementation report, given their links with Norfolk County Council and Mr Malhis declared an interest given he was currently employed by Norwich City Council. Mr Harding advised that, in the context of the agenda for this meeting, this did not constitute a prejudicial interest and Members would not be required to leave the room for any particular item.

3. Minutes of the meeting held on 5 May 2010

The minutes of the meeting held on 5 May 2010 were agreed as a correct record and signed by the Chairman.

The Chief Executive advised Members that, following discussions at the last meeting in relation to the current Provided Car Scheme for Operational Chief

Superintendents and Superintendents, the Strategic Development Group had considered this matter further. It was noted that the recommendation from SDG was to maintain current arrangements and keep those under review. Members endorsed this recommendation.

The Director of Support Services advised that, in relation to an outstanding action from the previous meeting, the review of Dog Vehicle utilisation had been completed with vehicles being reduced from 18 to 15.

4. **Matters of Urgent Business**

There were none.

5. **Items for Decision**

There were none.

6. **Environment and Sustainability Update**

The Director of Support Services reminded those present of previous discussions relating to the Force Environmental Management Strategy and Action Plan, highlighting carbon emissions as an area of key focus.

The Head of Facilities Management advised that, recognising that the Force and Authority needed specialist assistance and resource support to deliver sustainability objectives, the Constabulary has registered with the Carbon Trust for their Local Authority Carbon Management Programme. It was noted that this would enable an up to 5 year plan to be drafted that would meet carbon reduction targets and reduce the effect of Norfolk Constabulary's operations on the environment and thereby reduce carbon emissions.

In response to a query regarding the costs involved of undertaking this work, the Director of Support Services reported that the Carbon Trust had access to funding and a 10% saving could be realised by doing simple things such as switching lights off and turning computers/printers off at the end of the working day. A discussion ensued regarding the need for Members to have sight of the detailed costs versus savings, particularly given the uncertain financial future ahead. The Director of Support Services advised that, once the plan to meet carbon reduction targets had been formulated in conjunction with the Programme Board, it would be presented to the Committee for scrutiny. Those present acknowledged that initially information was being collated to enable carbon reduction projects to be investigated and prioritised.

A discussion ensued regarding reducing carbon emissions within the OCC; particularly given it was a PFI building. Those present were advised that initial discussions had taken place with the building owners so that a co-ordinated approach could be taken in respect of reducing carbon emissions and it was recognised that this was now easier to achieve than had previously been the case. The Head of Facilities Management reported that meters were now installed on each floor at OCC and, with the benefit of professional expertise, it would now be possible to analyse such information and place different departments on different electricity tariffs which would be most cost effective for their needs.

The Head of Facilities Management provided a detailed explanation on the Baseline and first quarterly carbon report for those present. It was noted that the CO2 Baseline 2009/10 report highlighted no unexpected trends and such information would be used to produce an annual monitoring report to show actual CO2 emissions against the aspirational target.

In discussing CO2 and water consumption for the first quarter 2010/11 and CO2 consumption for travel and transport, it was noted that a commentary explaining reasons for any anomalies in the data presented would be useful, particularly given that reports were available in the public domain. It was agreed that future reports contain such information to enable increased scrutiny.

A discussion then ensued regarding the staff resources required to compile this additional information and the need for Members to be mindful of decisions being taken in other arenas (e.g. Business Support Review) and the impacts this may have in respect of capacity.

In response to a query regarding Biofuel, the Director of Support Services reported that trials had been undertaken using Biopetrol however given the continual improvements in Diesel vehicles (which include reduced carbon emissions) it had been noted that Biofuels were not the most cost effective option.

RESOLVED:

- i) That the contents of the report be noted;
- ii) That future Environment & Sustainability Reports contain a commentary regarding exceptions in data presented and potential reasons for this to assist in scrutiny of the information.

(Note: Mr Wilson and Mr Henry left the room at this point)

7. ICT Programme Update

Members received an update on progress against the ICT Strategy and noted the Executive Summary and resulting Action Plan, which was also cross referenced to the Force Risk Register. It was noted that those items that did not have a corporate risk register reference had been risk assessed internally by the ICT Department in line with the Norfolk Constabulary Risk Management Guidance documentation.

A discussion ensued in relation to Server Capacity Growth and the Chief Executive requested that his office be consulted in relation to adjustments in this area given that the Chief Executive's office used Constabulary IT systems and may need to operate under a separate agreement.

In response to a query regarding the Tape Library, the Director of ICT advised that analogue tapes were still used in the criminal justice process (i.e. in Custody). It was noted that such a medium was uncommonly used by the community and provisions were being investigated to utilise digital formats within the shared custody facilities currently being built.

RESOLVED:

That the contents of the report be noted.

(Note: Mr Close left the meeting at this point and Mr Belson arrived)

8. **Capital Programme 2010-2011**

Members received the latest monitoring position for the capital programme for 2010-11, which was based upon actual spending up to the end of July 2010, known future commitments and anticipated timing of works. It was reported that the latest revised programme for 2010-11 was £10.110 million following discussions at the August meeting of the full Authority and a scaling down of spending proposals in light of financial challenges ahead.

Members were advised that forecast spending for the year was £9.390 million, providing a projected underspend of £0.720 million. Those present were reminded of potential slippage on Earlham police station and mobile computer devices; however the Capital Accountant reported that further slippage of £0.104 million had now been identified on ICT related works for the Police Investigation Centres. It was noted that all of these areas would be carried forward into 2011-12 for completion of the schemes.

In response to a query regarding 15 Newton Close, the Capital Accountant advised that the resident at this address was no longer to purchase the property from Norfolk Constabulary and instead would remain in situ until the terms of their contract had expired.

RESOLVED:

That the contents of the report be noted.

(Note: Mr Grady left the meeting at this point)

9. **Police Investigation Centres PFI Project Update**

The Head of PFI Projects updated members on progress made by the Two Counties Police Investigation Centres Project following financial close on 23 February 2010. It was noted that building work continued at all sites and it was anticipated that all buildings would be finished on schedule.

With regard to recruitment to the post of Contract Manager, it was noted that recruitment had been deferred as part of corporate cost savings for 2010-11 and it was not anticipated that this would cause any difficulties. A discussion ensued regarding the importance of the candidate undertaking such a post having background knowledge of the contracts for the Project given the complexity of the role however it was noted that given there would not be any changes required to the internal layout of the facility, this shouldn't cause any problems.

The Head of PFI Projects advised that plans for implementing ICT requirements in the PICs, and for the respective decants, was being progressed satisfactorily. Members were also apprised of details of the PIC Project budget for financial years 2009/10, 2010/11 and 2011/12 and noted that this information did not contain detail in relation to the costs of procuring the PICs.

RESOLVED:

That the contents of the report be noted.

(Note: Mr Belson left the meeting at this point)

10. **Exclusion of the Press and Public**

RESOLVED:

That, under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Act, and the public interest not to disclose the information outweighs the public interest in disclosing it.

Summary of minutes excluded from public deposit

(Note: Mr Wilson and Mr Potter joined the meeting at this point)

11. **Long Term Estates Strategy Implementation**

The Head of Estates presented the exempt report and the Committee endorsed all of the recommendations listed therein.

RESOLVED:

To endorse all of the recommendations as listed within the report.

12. **To note the date of the next meeting**

Wednesday 24 November 2010.

(The meeting closed at 11.40 a.m.)

CHAIRMAN

NORFOLK POLICE AUTHORITY

CAPITAL ASSETS COMMITTEE

2 FEBRUARY 2011

AGENDA ITEM: 5

REFERENCE NO: CAC11/1

ICT PROGRAMME UPDATE

Report by Chief Constable

This report is for information.

1. INTRODUCTION

- 1.1 The ICT Programme 2010/11 is summarised in the attached spreadsheet. This is intended as a streamlined and dynamic living document which is subject to potential change as the Constabulary changes its requirements and/or the environment in which we operate changes.
- 1.2 Progress against the programme is updated on a regular basis and the current version along with an Executive Summary is attached to this report for the Committee's information.
- 1.3 The ICT Programme 2010/11 is also cross-referenced to the Force Risk Register; those items that do not have a corporate risk register reference have been risk-assessed internally by the ICT Department in line with the Norfolk Constabulary Risk Management Guidance documentation.
- 1.4 The document also provides details of key deadline dates. The Financial section provides details of the budget for each project and the spend to date.

2. CURRENT POSITION

- 2.1 See attached document – ICT Programme Executive Summary January 2011.

3. IMPACT IMPLICATIONS

- 3.1
 - a) **Finance:** *The implications have been taken into account in the ICT budget 2010/11*
 - b) **Staff:** *N/A*
 - c) **Training:** *N/A*

- d) **Accommodation:** N/A
- e) **ICT:** As stated in this report
- f) **Vehicles:** N/A
- g) **Equipment:** N/A
- h) **Other Resources:** N/A
- i) **Efficiency Gains:** The ICT Programme is structured to provide best VFM with specific efficiency gains captured in the NC Efficiency Plan.
- j) **Link with Norfolk Police Authority / Norfolk Constabulary priorities:** The ICT Programme supports the force Vision, Pledge and Principles.
- k) **Risk Management:** The ICT Programme cross-references with the force Risk Register.
- l) **Diversity / Human Rights Act:** N/A
- m) **Environment and Sustainability:** The ICT Programme aims to support the NC Environmental and Sustainability Strategy by reducing and/or making best use of resources, eg, equipment and energy consumption, wherever possible.

4. **RECOMMENDATIONS REQUIRED**

- 4.1 It is recommended that the Committee notes the contents of this report.

Officer Presenting Report at the Meeting:

James Close
ICT Director
OCC

Contact Officer:

James Close, ICT Director
OCC
01953 425500
closej@norfolk.pnn.police.uk

Executive Officer:

ACO(R) / Rupert Birtles

Are there Background Documents? Yes
ICT Programme Executive Summary January 2011
ICT Programme 2010/11

Does the report contain Exempt Information? No

ICT Programme 2010/11

Executive Summary – January 2011

This report is a brief summary of the ICT Programme 2010/11.

Terminology used in the report:

| | |
|---------|---|
| ATHENA | Regional project to implement new Crime, Intelligence, Custody and Case Preparation Systems |
| IAM | Identity Access Management. Mandatory processes and security technology requirements for access to PND |
| ODS | Regional project to implement a new Operational Data Store. The project also addresses PND, MOPI and data quality |
| PIC | Police Investigation Centre |
| PND | Police National Database. PND is a national project that will replace the IMPACT Nominal Index (INI), providing a single access point for searching across all forces' main operational information systems. This search facility will be available to a limited number of named users via a secure (confidential) network. Initial feeds are required mid-2010 with full data feeds by the end of 2010 |
| LAN | Local Area Network |
| WAN | Wide Area Network |
| VM Farm | Virtual servers which share resource rather than traditional physical servers which stand alone |
| ICCS | Communication tool used by control room to dispatch and manage officer deployment. |

ICT100 Tech Refresh: Items contained within this section are those which are end of life products and are being renewed in line with the ICT policy.

ICT120/121 These items are shown as amber due to the continued delays by Motorola to make the new Airwave Radios available for purchase. However the Radios and Vehicle Installation Kits will be purchased before the financial year end with or without the new radio software (preferably with), as the Airwave Team have the ability to reprogramme the radio software at a later date.

ICT136 ICCS Replacement status shown as amber due to a delay caused by a challenge to the procurement process. The ITT has been reissued on an expedited time frame.

ICT200 Local ICT Projects: These are the projects that are ICT led.

ICT201 Mobile Computing delivery status is shown as amber due to the fact that there is no planned delivery date as yet. An in car solution has now been decided by the Command Team and a pilot of six vehicles is now taking place. The results of the pilot will inform the further rollout.

ICT204 Server Capacity Growth delivery status is shown as amber as there are still issues around data growth. The Information Management Board have now agreed quotas for Shared Areas, My Docs and Email, however these now need to be implemented. BPAU are trialing the newly developed file structure before it is rolled out to other departments.

RESTRICTED

ICT300 Regional ICT Projects: The three items listed here are regionally led ICT projects.

ICT 301 Athena is showing an amber delivery status due to the fact that we are currently unaware of the cost of the system and will be unaware until the procurement process is completed in August 2011.

ICT400 Collaboration Projects: This section details the collaboration work streams within Protective Services

All work streams are proceeding on target.

ICT500 Estates Projects: Listed here are the estates projects that have an impact on ICT due to the need for ICT to provide LAN/WAN infrastructure.

Item ICT503 The Earlham build is ongoing, all other Estates projects have been put on hold while a review of the long term estates strategy takes place in light of the financial climate.

ICT600 ICT Support for BPU Authorised Projects: This section details the corporate projects which have been authorised by the BPU which have an ICT impact.

ICT602 PND Interim is shown as amber, due to the lack of clarity on what the final PND upload will look like regarding the number of systems that will need to be included, therefore the timeline for resource could be extended further dependant on the number of systems to be included.

ICT700 ICT Support for Other Projects: This shows a list of legacy projects that did not come through the authorisation process in the BPU.

ICT702 Tape Library this has been delayed due to other development priorities, however this project is now undergoing user testing and will be rolled out by the end January 2011.

James Close
ICT Director
January 2011

ICT Programme 2010/11 - As at January 2011

| Ref: | Activity | Start Date | Target Completion date | Budget £K | Spend to date £K | Corp Risk Ref/Internal assessment | Lead | Delivery Status | Notes |
|--------------------------------|-------------------------------------|------------|------------------------|------------|------------------|-----------------------------------|------------|-----------------|---|
| ICT100 | Tech Refresh | | | | | | | | |
| Applications | | | | | | | | | |
| ICT102 | Windows servers | Apr-10 | Phased | 125 | 121 | High | M Marshall | On Target | One CAD apps server replaced. New WebMarshal x 2, Portrait locate. Tetra Gateway x2 servers are in stock ready to be commissioned. Waiting for new SQL cluster servers and two remaining CAD apps servers to come into stock. |
| ICT103 | VM farms | Apr-10 | Mar-11 | 24 | | High | M Marshall | On Target | These servers are due to be specified in January to be ordered and installed in February. |
| ICT104 | SAN storage | Apr-10 | Feb-11 | 40 | 32 | High | M Marshall | On Target | Storage purchased, not yet installed. Awaiting specification and purchase of switches to allow installation to progress. Storage Network Design meeting scheduled for 07/01/11. |
| ICT105 | Tivoli backup | Apr-10 | Feb-11 | 50 | 21 | High | M Marshall | On Target | Tivoli is now successfully replicating to Dereham. Order for the expansion unit for the OCC has been placed and warranty extended to 2015. |
| ICT107 | Business Continuity | Apr-10 | Mar-11 | 5 | | Medium | P Engler | On Target | Two new servers ordered. Meeting agreed with Airwave team to progress move onto new servers which will hopefully be on the Norfolk domain to improve administration. To be completed Jan/Feb 2011 |
| ICT108 | Airwave Tetra gateway | Apr-10 | Feb-11 | 15 | 15 | High | A Mason | On Target | |
| ICT110 | Special Branch confidential network | Apr-10 | TBA | 10 | 1 | Low | P Engler | On Target | Quotes have been supplied to SB by a supplier, no decision had been made to move forward at this time. |
| Total costs | | | | 289 | 181 | | | | |
| Desktop replacement | | | | | | | | | |
| ICT111 | Desktop replacement | Apr-10 | Phased | 90 | 90 | Low | A Mason | On Target | replace on failure |
| ICT113 | Laptop replacement | Apr-10 | Phased | 20 | 17 | Low | A Mason | On Target | replace on failure |
| ICT114 | Monitors | Apr-10 | Phased | 6 | 5 | Low | A Mason | On Target | replace on failure |
| ICT115 | Printers | Apr-10 | Phased | 5 | | Low | A Mason | On Target | In line with MFD roll out, very limited movement again only replacing on failure and where there is a specific requirement for a non MFD need |
| ICT116 | Ancillary equipment | Apr-10 | Phased | 25 | 5 | Low | A Mason | On Target | Purchased as required. |
| ICT117 | PDAs/Blackberries | Apr-10 | Phased | 5 | 0 | Low | A Mason | On Target | replace on failure |
| ICT118 | Mobile devices and ancillaries | Apr-10 | Phased | 5 | 3 | Low | A Mason | On Target | Purchased as required. |
| Total costs | | | | 156 | 121 | | | | |
| Communications Services | | | | | | | | | |
| ICT119 | Airwave handsets and Chargers | Apr-10 | Phased | 180 | 108 | High | A Mason | On Target | replace on failure |

| | | | | | | | | | |
|-------------------|---------------------------|--------|--------|------------|--|------|---------|------------|---|
| ICT120 | Mobile radios | Apr-10 | Mar-11 | 20 | | High | A Mason | Alert | New hardware has now been released by Motorola although waiting on new firmware (radio software). If the new firmware is not available by the end of Jan then Airwave Team will purchase with existing firmware and update once new firmware is released. |
| ICT121 | Vehicle installation Kits | Apr-10 | Mar-11 | 8 | | High | A Mason | Alert | Linked to ICT120 above. |
| Total cost | | | | 207 | | | | 108 | |

Network equipment

| | | | | | | | | | | |
|--------------------|--------------------|--------|--------|------------|------------|------|---------|-----------|--|--|
| ICT123 | Telephone Handsets | | | | | | | | | Only Dereham, Whitefriars and Bethel Street to be completed. However Bethel Street and Dereham may require IP address changes allowing alignment with Suffolk network. A meeting has been arranged with Suffolk to agree IP addresses (6.1.11) and once approach agreed work will commence. LAN/WAN work continues to complement the Telephone Handsets rollout. A major replacement at Carmelite House will take place in January which will complete this work. |
| ICT124 | Licensing | Apr-10 | Phased | 475 | 383 | Low | M Arbon | On Target | | |
| ICT125 | LAN/WAN | | | | | | | | | |
| ICT127 | Microwave infra. | Apr-10 | Phased | 50 | 41 | High | M Arbon | On Target | Microwave infrastructure works have now delivered a high bandwidth path from North Walsham to East Dereham, completing the configuration of a high bandwidth (100Mbps+) figure of 8 around the county and into the major sites of Martlesham and Lowestoft in Suffolk. Additional bandwidth is being brought on line between Wymondham and Dereham to provide a 622Mbps link with 120Mbps standby route to facilitate project ICT105 Tivoli Backup. Work is now progressing on microwave infrastructure to support delivery of the PFI PICs. | |
| Total costs | | | | 610 | 484 | | | | | |

Tech Refresh - carried forward into 2010/11

| | | | | | | | | | |
|--|------------------------|--------|---------|---------|-----|---------------|------------------|-----------|---|
| ICT136 | ICCS replacement | Apr-10 | Mar-11 | 551 | | High | A Mason | Alert | Procurement process challenged due to an issue with the OJEU publication. ITT Reissued. |
| ICT200 Local ICT Projects | | | | | | | | | |
| ICT201 | Mobile Computing | Mar-07 | TBC | 1100 | | Medium | R Jenkins | Alert | 6 Panasonic Toughbooks are currently being installed in vehicles as a Pilot. |
| ICT204 | Server Capacity Growth | Apr-09 | | | | Medium STR206 | J Close/R Curtis | Alert | New file structure in place for the BPAU to trial. Part of Info Management Strategy. |
| ICT206 | CIS Ongoing work | | Ongoing | N/A | N/A | | G Carter | On Target | Documentation |
| ICT300 Regional ICT Projects | | | | | | | | | |
| ICT301 | Athena | 2009 | 2012 | Unknown | | Medium STR205 | J Close | Alert | ITT marking has completed. Competative dialogue scheduled to begin on 17/01/11. |
| ICT303 | Core-Vetting | Feb-10 | TBC | 26 | 26 | Low | M Girling | On Target | Waiting for CJX delivery from Cable and Wireless |
| ICT400 Collaboration Projects (Norfolk/Suffolk) | | | | | | | | | |

| | | | | | | | | | | | | |
|---|---|--------|---------|-----|-----|--|--|-----------------------------|--|------------------------|-----------|--|
| ICT404 | Video Conferencing | Sep-09 | Mar-11 | | | | | | | M Arbon | On Target | Procurement of media server and 8 endpoints (3 Norfolk, 5 Suffolk) in progress. Installation expected earliest Feb 2011 owing to procurement timescales. |
| ICT405 | Police Investigation Centres (PIC/PFI) | 2005 | 2011 | | | | | Medium STR253 ICTD(N)172 | | S Coughlan/M Harvey | On Target | Network installation has started. On schedule to deliver as per the plan. |
| ICT500 Estates Projects | | | | | | | | | | | | |
| ICT503 | Earlham | Apr-09 | TBC | | | | | | | M Girling | On Target | Build progressing. Waiting on numbers from Estates to determine network design. |
| ICT600 ICT Support for BPU Authorised Projects | | | | | | | | | | | | |
| ICT601 | Balanced Score Card / Service Framework | 2008 | Ongoing | N/A | N/A | | | Medium | | R Curtis | On Target | Next phase - Purple Phase 3 in currently in development. |
| | | | | | | | | | | | Alert | All extracts are due to be produced directly from source applications. CIS People and Events tested, locations being tested and Objects to do. CRCIS extract due to be tested w/c 13/12/2010. DV DBs (SQL and Access) due to be worked on w/c 13/12/2010 as well as CATS extract. Work on ABM Custody outstanding. Initial bulk load of CATS data planned for January 2011 with other systems following with as much data as possible. |
| ICT602 | PND Interim | Jan-10 | Feb-11 | N/A | N/A | | | High STR114 STR197 | | R Curtis | Alert | |
| | | | | | | | | | | | On Target | NCC have been commissioned and are 50% complete. Siemens are scheduled to come onsite 28 January 2011. Initial testing from NCC has completed successfully. |
| ICT603 | IAM | Mar-10 | Feb-11 | 246 | 115 | | | High STR69 | | R Curtis | On Target | Works have been held up by BT taking >3 months to respond to requests for strategic costings. These should be received shortly and an overall savings figure identified for potential works identified early January. |
| ICT609 | VoIP Strategy | Jul-10 | Apr-11 | N/A | N/A | | | Medium | | M Arbon | On Target | Awaiting decision from Command Team |
| ICT610 | Switchboard Project | N/A | N/A | N/A | N/A | | | N/A | | | | Architecture Design Sessions have been arranged for February. |
| ICT611 | Origins HR | N/A | N/A | N/A | N/A | | | N/A | | | | |
| ICT700 ICT Support for Other Projects | | | | | | | | | | | | |
| ICT702 | Tape Library | | Jan-11 | N/A | N/A | | | High | | G Carter | On Target | Currently undergoing user acceptance testing. Due to go live end Jan 2011 |

NORFOLK POLICE AUTHORITY

CAPITAL ASSETS COMMITTEE

2 FEBRUARY 2011

AGENDA ITEM: 6

REFERENCE NO: CAC11/2

CAPITAL PROGRAMME UPDATE 2010-11

Report by Chief Constable

This report is for information

1. INTRODUCTION

- 1.1 This report presents the latest monitoring position for the capital programme for 2010/11. It is based on actual spending up to the end of December 2010, known future commitments and anticipated timing of works.

2. CURRENT POSITION

- 2.1 Forecast spending for the year is £6.434 million against an approved programme of £10.110 million. The programme includes a remaining contingency sum of £0.665 million for information management initiatives and it is unlikely that any further commitments will be required from the contingency this year. After allowing for the contingency, there is a forecast underspend of £3.011 million. A detailed break-down of the capital programme is provided in the attached Appendix.
- 2.2 This underspend is mainly due to slippage and £2.560 million will need to be carried forward into 2011-12 to provide for completion of the schemes. However, there is an anticipated net saving of around £450,000 as some schemes are forecast to be under the original estimates.
- 2.3 The original estimated capital cost for the mobile computing project was £1.5 million, supported by specific grant funding of £1.145 million. The project was based upon personal issue of devices to front line police officers and staff. However, following further analysis, the Constabulary pursued with the NPIA the option of placing mobile devices in vehicles at a reduced overall cost. Informal notification has just been received that the NPIA support the change and will not be looking to claw back any of the grant funding provided that the Constabulary commits to spending it on mobile information as per the original Memorandum of Understanding. Proposed spending allocations are being confirmed, but it is

estimated that overall spending on the revised project will be around the level of the grant. Consequently, the capital budget has been reduced by £355,000 and this accounts for the bulk of the underspend on the current year's programme. It should be noted that some of the spending on this project will be revenue related and the figures will be adjusted accordingly between capital and revenue prior to finalisation of the budget report.

2.4 The majority of the slippage relates to three schemes:

- Mobile Computing due to awaiting confirmation of revised project specification from NPIA (£995,000).
- Earlham Operational Deployment Base due to delays in planning permission and adverse weather conditions (£444,000). It should be noted that the contractors expect to recover the time lost through adverse weather conditions and retain the planned completion date of May/June.
- Integrated Command & Control System due to ensuring alignment of the system with neighbouring forces before the purchase requirements were confirmed £551,000.

3. **IMPACT IMPLICATIONS**

3.1 In producing this report I have considered all of the impact implications. Where there are material impacts, I have identified these. Where I have stated 'none', I certify that there are no material impacts.

Finance: *As detailed in report*

Staff: *There are no implications*

Training: *There are no implications*

Accommodation: *As detailed in report*

ICT: *As detailed in report.*

Vehicles: *As detailed in report.*

Equipment: *As detailed in report.*

Other Resources: *There are no implications.*

Efficiency Gains: *There are no implications*

Link with Norfolk Police Authority / Norfolk Constabulary priorities:
Approved Strategy, Approved Budget, Medium Term Financial Forecast.

Risk Management: *Considered as part of individual initiatives*

Diversity / Human Rights Act: *Considered as part of individual initiatives.*

Environment and Sustainability: *Considered as part of individual initiatives*

4. **RECOMMENDATIONS REQUIRED**

4.1 It is recommended the Committee notes the contents of this report.

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Are there Background Documents? Yes

Budget report 2010-11
Previous monitoring reports

Does the report contain Exempt Information? No

Capital Programme
Period 9 (December 2010)

| Nominals | Project Manager | RBO | Project Director | NPA Approved Budget | Revised Budget | Actual Payments To Date | Projected Outturn | Projected (Under) / Over Spend | FY 11/12 | FY 12/13 | Notes |
|--------------------------------------|-------------------|------------|------------------|---------------------|----------------|-------------------------|-------------------|--------------------------------|--------------|----------|--|
| MAJOR WORKS | | | | 6,673 | 3,485 | 2,394 | 3,041 | (444) | 444 | 0 | |
| F003 LTES - Earlham ODB | D Potter | P Wilson | P Wilson | 1,244 | 1,244 | 235 | 800 | (444) | 444 | 0 | Completion May 2011 |
| F008 LTES - DVU / SARC Helleston | D Potter | P Wilson | P Wilson | 346 | 346 | 341 | 349 | 3 | 0 | 0 | Complete - Retention to accrue |
| F009 Gateway 11 Accommodation | D Potter | P Wilson | P Wilson | 1,867 | 1,867 | 1,818 | 1,892 | 25 | 0 | 0 | Complete - Retention to accrue |
| F011 Police Investigation Centres | M Harvey | P Belson | P Belson | 28 | 28 | 0 | 0 | (28) | 0 | 0 | No further spend |
| F002 Stalham ODB | D Potter | P Wilson | P Wilson | 509 | 0 | 0 | 0 | 0 | 0 | 0 | Suspended |
| F004 LTES - Sprowston ODB | D Potter | P Wilson | P Wilson | 494 | 0 | 0 | 0 | 0 | 0 | 0 | Suspended |
| F005 LTES - Kings Lynn SDB | D Potter | P Wilson | P Wilson | 897 | 0 | 0 | 0 | 0 | 0 | 0 | Suspended |
| F006 LTES - Fakenham SDB | D Potter | P Wilson | P Wilson | 900 | 0 | 0 | 0 | 0 | 0 | 0 | Suspended |
| F007 LTES - Norwich North ODB | D Potter | P Wilson | P Wilson | 388 | 0 | 0 | 0 | 0 | 0 | 0 | Suspended |
| MINOR WORKS | | | | 120 | 131 | 56 | 134 | 3 | 0 | 0 | |
| F010 Cromer ODB (LTES) | D Potter | P Wilson | P Wilson | 0 | 32 | 26 | 35 | 3 | 0 | 0 | Retention Outstanding |
| F100 Disability Discrimination Act | D Potter | P Wilson | P Wilson | 50 | 25 | 17 | 25 | 0 | 0 | 0 | |
| F101 Electrical Works | D Potter | P Wilson | P Wilson | 50 | 50 | 13 | 50 | 0 | 0 | 0 | All committed |
| F103 Integrated Offender Management | D Potter | P Wilson | P Wilson | 20 | 0 | 0 | 0 | 0 | 0 | 0 | Deleted |
| F104 Replace portacabin Bowthorpe | D Potter | P Wilson | P Wilson | 0 | 24 | 0 | 24 | 0 | 0 | 0 | Purchase Qr 4 |
| OPERATIONAL EQUIP | | | | 250 | 250 | 71 | 182 | (68) | 67 | 0 | |
| F300 Body Armour | A Hutchings | P Wilson | P Wilson | 100 | 100 | 24 | 60 | (40) | 40 | 0 | 40k required to C/Fwd |
| F301 TSU Equipment | G Corbet | J Blazebly | J Blazebly | 50 | 50 | 2 | 50 | 0 | 0 | 0 | CCTV project funded from this |
| F302 Cameras for Road Policing | Sgt A Hood | J Blazebly | J Blazebly | 46 | 46 | 45 | 45 | (1) | 0 | 0 | Complete |
| F303 Casualty Reduction Equipment | Insp I Boggan | R Scully | R Scully | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Deleted |
| F305 Fit Out Spectrum Van | M Davy | P Wilson | P Wilson | 54 | 54 | 0 | 27 | (27) | 27 | 0 | Van delivery Slipped to 2010/11 delaying fit out |
| VEHICLE REPLACEMENT PROGRAMME | | | | 994 | 894 | 535 | 618 | (276) | 276 | 0 | |
| F200 Vehicle Replacement Programme | M Davy | P Wilson | P Wilson | 994 | 845 | 514 | 569 | (276) | 276 | 0 | PSU & Spectrum vans slip to 2011/12 (Mercedes Framework terms) |
| F201 Command Platform | M Davy | P Wilson | P Wilson | 0 | 49 | 21 | 49 | 0 | 0 | 0 | DCC vehicle ordered |
| F202 Casualty Reduction Vehicle | M Davy / I Boggan | R Scully | R Scully | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Deleted |
| ICT PROGRAMME | | | | 4,227 | 3,868 | 1,006 | 1,819 | (2,049) | 1,650 | 0 | |
| F500 ICT Replace - Applications | M Girling | J Close | J Close | 404 | 359 | 201 | 359 | 0 | 0 | 0 | Budget reduced - replace on failure |
| F501 ICT Replace - Desktop Services | M Girling | J Close | J Close | 289 | 156 | 151 | 156 | 0 | 0 | 0 | Budget reduced - replace on failure |
| F502 ICT Replace - Comms Services | M Girling | J Close | J Close | 279 | 207 | 72 | 207 | 0 | 0 | 0 | Budget reduced - replace on failure |
| F503 ICT Replace - Telephony | M Girling | J Close | J Close | 742 | 677 | 418 | 677 | 0 | 0 | 0 | Budget reduced - replace on failure |
| F504 NSPIS EOSL | M Girling | J Close | J Close | 44 | 0 | 0 | 0 | 0 | 0 | 0 | Deleted |
| F505 ICT PIC'S | M Girling | P Belson | P Belson | 300 | 300 | 85 | 196 | (104) | 104 | 0 | Linked to PFI Build Schedule |
| F506 Mobile Computing & Working | M Girling | J Close | K Wilkins | 1,500 | 1,500 | 5 | 150 | (1,350) | 995 | 0 | Majority slips to 2011/12 |
| F508 Business Continuity Dereham | M Girling | J Close | J Close | 118 | 118 | 74 | 74 | (44) | 0 | 0 | Complete - Underspend due over est build costs |

Capital Programme
Period 9 (December 2010)

| Nominals | Project Manager | RBO | Project Director | NPA Approved Budget | Revised Budget | Actual Payments To Date | Projected Outturn | Projected (Under) / Over Spend | FY 11/12 | FY 12/13 | Notes |
|-------------------------------------|-----------------|--------------|------------------|---------------------|----------------|-------------------------|-------------------|--------------------------------|--------------|----------|--|
| F509 Integral Cmd & Control System | M Jode | J Close | J Fawcett | 551 | 551 | 0 | 0 | (551) | 551 | 0 | Tender delay due review - slip to 11/12 |
| CAPITAL PROJECTS | | | | 746 | 817 | 338 | 640 | (177) | 123 | 0 | |
| F700 Regional ODS | A Thomas | R Curtis | R Curtis | 120 | 120 | 98 | 120 | 0 | 0 | 0 | Complete Qr 4 |
| F701 Identity Access Management | T Brittain | R Curtis | R Curtis | 234 | 234 | 101 | 111 | (123) | 123 | 0 | Delay due to NPIA issues |
| F702 Balanced Scorecard | G Dalton | S Bailey | S Bailey | 188 | 188 | 4 | 168 | (20) | 0 | 0 | Final bill awaited |
| F704 Integrated HR / Payroll | M Gravelling | J Shiner | J Shiner | 24 | 24 | 0 | 0 | (24) | 0 | 0 | No further work on this project |
| F705 Data Quality Tool | J Brittain | R Curtis | R Curtis | 144 | 144 | 110 | 144 | 0 | 0 | 0 | Est completion mid Jan |
| F706 Duties Management System | E Brighton | S Mellor | S Mellor | 18 | 18 | 11 | 18 | 0 | 0 | 0 | Complete |
| F707 Response Policing | M Harvey | J Close | J Close | 18 | 18 | 3 | 3 | (15) | 0 | 0 | Complete |
| F708 Website Redevelopment | J Brittain | A Campbell | A Campbell | 0 | 0 | 4 | 4 | 4 | 0 | 0 | Complete |
| F709 Core-Vet Software | J McIntyre | B Cartwright | B Cartwright | 0 | 27 | 7 | 28 | 1 | 0 | 0 | Payment in 3 stages 1st paid |
| F710 Video Conferencing | T Brittain | C Hall | C Hall | 0 | 44 | 0 | 44 | 0 | 0 | 0 | |
| CAPITAL PROGRAMME | | | | 13,010 | 9,445 | 4,400 | 6,434 | (3,011) | 2,560 | 0 | |
| F000 Unallocated Budget | S Mellor | | | 736 | 665 | 0 | 0 | (665) | 0 | 0 | |
| TOTAL CAPITAL PROGRAMME | | | | 13,746 | 10,110 | 4,400 | 6,434 | (3,676) | 2,560 | 0 | |
| CAPITAL RECEIPTS TO RESERVES | | | | (882) | (914) | (598) | (598) | 316 | (403) | 0 | |
| 20 Newton Close | D Potter | P Wilson | P Wilson | (175) | (165) | (191) | (191) | (26) | | | Sale Complete |
| 15 Newton Close | D Potter | P Wilson | P Wilson | (132) | 0 | 0 | 0 | 0 | | | Sale not proceeding |
| 10 Newton Close | D Potter | P Wilson | P Wilson | 0 | (207) | 0 | 0 | 207 | (207) | | Sale next FY |
| Wells | D Potter | P Wilson | P Wilson | (200) | (188) | (229) | (229) | (41) | | | Sale Complete |
| Loddon | D Potter | P Wilson | P Wilson | (150) | (142) | (145) | (145) | (3) | | | Sale Complete |
| Cromer Police Station | D Potter | P Wilson | P Wilson | (200) | (188) | 8 | 8 | 196 | (196) | | Awaiting Mag Ct - sale of whole building |
| Cromer Surplus Land | D Potter | P Wilson | P Wilson | (25) | (24) | (25) | (25) | (1) | | | Sale Complete |
| Vehicle Receipts | M Davy | P Wilson | P Wilson | 0 | 0 | (16) | (16) | (16) | | | |

NORFOLK POLICE AUTHORITY

CAPITAL ASSETS COMMITTEE

2 FEBRUARY 2011

AGENDA ITEM: 7

REFERENCE NO: CAC11/3

OUTLINE CAPITAL PROGRAMME 2010-11 TO 2014-15

Report by the Chief Constable

This report is for decision

1. INTRODUCTION

- 1.1 This report presents the latest draft outline capital programme to 2014-15 for consideration. The report updates the figures included in the medium term financial strategy presented at the Police Authority meeting in February 2010. The outline programme is presented for Members' consideration, prior to its submission to the Police Authority budget meeting on 15 February 2011.

2. OUTLINE CAPITAL PROGRAMME 2010-11 TO 2014-15

- 2.1 Detailed proposals are shown in Appendix 1 of this report for consideration. For completeness, the appendix includes estimated spending and carry forward requirements for 2010-11. (Actual carry forwards will be determined when the outturn is finalised in June and they will be added to the 2011-12 approved programme.) Details on progress against the 2010-11 programme are covered in a separate report elsewhere on this agenda. Therefore, this report focuses upon forecast requirements for 2011-12 onwards. At this stage the outline programme excludes estimates for capital investment relating to collaborative initiatives, pending firming up of requirements.

Building Schemes

- 2.2 Previously the Authority had approved a Long Term Estates Strategy (LTES) aligned to the modernisation agenda for the Constabulary. Other than schemes then underway, the LTES was put on hold in July 2010 following government announcements of substantive in-year and potential future year significant grant reductions.
- 2.3 The police estate still has buildings which need to be adapted or replaced in order to meet current requirements – eg existing custody facilities will all become

redundant during calendar year 2011. In particular, this relates to the former BCU headquarter buildings in Norwich, King's Lynn and Great Yarmouth. However, plans need to be tempered in respect of affordability. As part of the Challenge Programme, the Constabulary is reviewing the Norfolk Policing Model based upon examining the pros and cons of the current model and a reducing future resource base. This work is still in progress and any outcome is likely to have an impact upon estate requirements going forward. Consequently, it is not possible to identify firm spending proposals on land and buildings at this stage. Rather, a revised sum of £5.5 million, net of potential capital receipts, has been included as a contingency; this is comprised of £1 million in 2011-12 and £1.5 million in each of the following three years. The contingency is based upon an indicative scaled down version of the LTES and indicative timing of works.

Vehicles, Plant and Equipment (VPE)

2.4 The greatest part of the proposed programme covers the replacement of assets for vehicles, ICT and operational equipment. Planned expenditure is on the following basis:

- Vehicle Replacement Programme

The replacement basis for the majority of the fleet is 150,000 miles. Independent benchmarking analysis and previous work carried out by external consultants has indicated this to be a cost effective method of vehicle replacement, when combining purchase, repair and maintenance costs. The size of the vehicle fleet will be reviewed again when the joint Norfolk/Suffolk Transport Dept is established in 2011.

The vehicle replacement programme will also be subject to change dependent upon the outcome of the Norfolk Policing Model Review.

- ICT Replacement Programme

The ICT replacement programme covers a number of categories of spending, as identified below. Each area has undergone a thorough review and requirements have been risk assessed so as to extend the useful life of assets before replacement, where practical. This has resulted in a significant reduction in cost over previous estimates.

“Applications” covers the hardware support required to run systems. The main areas of expenditure are replacement servers on a cyclical basis and expansion of storage to deal with greater volumes of data.

“Desktop Services” covers the hardware used by officers and staff in their day to day business, such as personal computers, monitors and printers. These items are now replaced on failure.

“Communications” covers personal issue Airwave and mobile radios used by officers and staff. Formerly these items would have been replaced on a bulk basis at the end of their expected life. However, the replacement period has been extended to replace the items over a longer timeframe.

“Telephony” covers the network upgrades between sites to provide the communications infrastructure and the costs of replacement telephone handsets and licences. The use of the current networks has been extended in recent years but investment is required in 2011-12 to ensure continuity of service. The handsets are to complete a more efficient new technology rollout.

- Operational Equipment Replacement Programme

The bulk of spending will be on body armour based upon a policy of replacing all of our current kit over a five year period when the armour is deemed to be life-expired. The balance is earmarked for specialist operations, including the Tactical Surveillance Unit.

2.5 The proposals include some one-off expenditure for specific items:

- A voltage optimiser for the main OCC building designed to reduce electricity consumption significantly and identified through our draft Carbon Management Plan. There is an indicative 3 year payback timescale and savings will be picked up in future revenue budgets. (2011-12)
- An analysis tool designed to improve the quality of information provided around crime. This results from a business case which identified payback within three years through requiring fewer analysts. (2011-12)
- A contingency to allow for further information management initiatives that may arise locally, regionally or nationally. (2011-12)
- Replacement hardware for the NSPIS Custody and Case Preparation System at the end of its useful life. This is in line with advice from the NPIA which indicates that the replacement Athena system will not be operational by the time the current NSPIS product is due to finish. The NSPIS product will need to be refreshed to extend its use until Athena is introduced. (2012-13)

3. **FUNDING THE CAPITAL PROGRAMME**

3.1 Including the anticipated carry forward from 2010-11, the estimated programme for 2011-12 will total £6.557 million. Funding has been earmarked in full for the planned programme in 2011-12 is as follows:

| | £000 |
|-----------------------------------|-------|
| Capital receipts | 820 |
| Borrowing | 664 |
| Capital grant | 4,078 |
| Specific grant (Mobile Computing) | 995 |
| | 6,557 |

3.2 It is anticipated that future funding for the LTES of £1.5 million per annum from 2012-13 to 2014-15 will be found from borrowing. The cost associated with this borrowing, totalling around £340,000, has been built into the medium term financial forecast and contributes to the funding gap. Any proposals for the LTES going forward will be subject to affordability criteria and measured against other

priorities. However, the contingency sum identified is considered the minimum amount required. Around 75% of the funding for the Vehicle and ICT replacement programme from 2012-13 onwards will be provided from capital grant. For illustrative purposes in the medium term financial forecast the balance of funding has been identified as a contribution from the revenue budget. However, this will be assessed on an ongoing basis with the potential that any shortfall of grant is provided from short term borrowing in order to ease the pressure on the revenue budget.

4. **IMPACT IMPLICATIONS**

4.1 In producing the report I have considered all of the impact implications. Where there are material impacts, I have identified these. Where I have stated 'none', I certify that there are no material impacts.

- a) **Finance:** as detailed in report
- b) **Staff:** considered as part of individual initiatives
- c) **Training:** there are no implications
- d) **Accommodation:** as detailed in the report
- e) **ICT:** as detailed in the report
- f) **Vehicles:** as detailed in the report
- g) **Equipment:** as detailed in the report
- h) **Other resources:** there are no implications
- i) **Efficiency gains:** there are no implications
- j) **Link with Norfolk Police Authority/Norfolk Constabulary priorities:** approved strategy, approved budget, medium term financial forecast
- k) **Risk Management:** considered as part of individual initiatives
- l) **Diversity / Human Rights Act:** considered as part of individual initiatives
- m) **Environment and Sustainability:** considered as part of individual initiatives

5. **RECOMMENDATION/ACTION REQUIRED**

5.1 It is recommended that the Committee:

- (i) Notes the report;
- (ii) Considers and agrees the outline capital programme to 2014-15 prior to presentation at the Police Authority budget meeting in February.

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Executive Officer

Rupert Birtles
Assistant Chief Officer (Resources)

Are there Background Documents? Yes
Previous financial strategy and annual budget report.

Does the report contain Exempt Information? No

OUTLINE CAPITAL PROGRAMME 2010-11 TO 2014-15

| | 2010-11 £000 | c/fwd 2010-11 £000 | 2011-12 £000 | 2012-13 £000 | 2013-14 £000 | 2014-15 £000 |
|---------------------------------------|---------------------|--------------------------|---------------------|---------------------|---------------------|---------------------|
| Building Schemes | | | | | | |
| Earlham | 800 | 444 | | | | |
| Sexual Assault Referral Centre | 349 | | | | | |
| Gateway 11 Accommodation, Wymondham | 1,892 | | 40 | | | |
| Cromer | 35 | | | | | |
| DDA Compliance | 25 | | | | | |
| Electrical Works | 50 | | | | | |
| Bowthorpe Portacabin | 24 | | | | | |
| LTES Contingency | | | 1,000 | 1,500 | 1,500 | 1,500 |
| | <u>3,175</u> | <u>444</u> | <u>1,040</u> | <u>1,500</u> | <u>1,500</u> | <u>1,500</u> |
| Vehicles, Plant and Equipment | | | | | | |
| Vehicle Replacement Programme | 618 | 276 | 1,117 | 759 | 949 | 855 |
| ICT Replacement Programme | | | | | | |
| Applications | 359 | | 389 | 212 | 324 | 249 |
| Desktop Services | 156 | | 176 | 264 | 156 | 156 |
| Communications | 207 | | 192 | 92 | 128 | 125 |
| Telephony | 677 | | 336 | 128 | 87 | 88 |
| ICT Business Continuity | 74 | | | | | |
| Integrated Command & Control System | | 551 | | | | |
| PIC related ICT | 196 | 104 | | | | |
| Operational Equipment Replacement | 182 | 67 | 255 | 255 | 255 | 255 |
| Mobile Computing & Working | 150 | 995 | | | | |
| Regional Operational Data Store | 120 | | | | | |
| Identity Access Management | 111 | 123 | | | | |
| Balanced Scorecard | 168 | | | | | |
| Data Quality Tool | 144 | | | | | |
| Core-Vet Software | 28 | | | | | |
| Video Conferencing | 44 | | | | | |
| Completion of Minor Schemes | 25 | | | | | |
| Carbon Management - Voltage Optimiser | | | 90 | | | |
| I2 Analysis Tool | | | 302 | | | |
| Management Information Contingency | | | 100 | | | |
| CuCP Hardware Replacement | | | | 350 | | |
| | <u>3,259</u> | <u>2,116</u> | <u>2,957</u> | <u>2,060</u> | <u>1,899</u> | <u>1,728</u> |
| Total Programme | <u>6,434</u> | <u>2,560</u> * | <u>3,997</u> | <u>3,560</u> | <u>3,399</u> | <u>3,228</u> |

* Estimated carry forward from 2010-11 programme will be added to 2011-12 base programme, giving a revised estimated programme for 2011-12 of £6.557 million.

The above programme excludes estimates for capital investment relating to collaborative initiatives.

NORFOLK POLICE AUTHORITY

CAPITAL ASSETS COMMITTEE

2 February 2011

AGENDA ITEM: 8

REFERENCE NO: CAC11/4

POLICE INVESTIGATION CENTRES PFI PROJECT UPDATE

Report by Chief Constable

This report is for information

1. INTRODUCTION

- 1.1 This report updates members on progress made by the Two Counties Police Investigation Centres Project following Financial Close on 23rd February 2010 on the PFI contract to construct and service six Police Investigation Centres in Norfolk and Suffolk.

2. CURRENT POSITION

2.1 Project Progress

Building work continues on all sites. At the present time the contractors are reporting that all buildings will be finished on schedule.

- Aylsham - 28th February 2011
- Wymondham – 4th April 2011
- Kings Lynn – 25th April 2011
- Martlesham – 6th June 2011
- Bury St Edmunds – 4th July 2011
- Gorleston – 7th November 2011

The above dates illustrate the service commencement at each Police Investigation Centre. Operational commencement dates i.e. when the first detainees will be taken to the individual Police Investigation Centres are as follows:-

- Aylsham - 28th February 2011
- Wymondham – 8th April 2011
- Kings Lynn – 6th May 2011
- Martlesham – 10th June 2011
- Bury St Edmunds – 8th July 2011
- Gorleston – 11th November 2011

2.2 Detailed decant plans have been produced in respect of the move to each Police Investigation Centre. These have been developed by the PFI Project Team in conjunction with the Custody Project Team and the Users. These will ensure a seamless operational decant into the new buildings.

3. **THE WAY AHEAD**

3.1 **The Design Development Programme - Changes**

The Design Development Programme is now at an end in respect of the Police Investigation Centres. This has meant a number of changes to the specification by the contractor and a number of minor changes required by the Authority. However all changes have been achieved at no additional cost to the Authority.

3.2 **ICT Installation and Decant**

ICT installation has commenced at Aylsham and Wymondham and will be progressing on the other sites as detailed in their individual project programmes.

3.3 **Official Openings**

An official opening is being planned for the Bury St Edmunds Police Investigation Centre which is the first joint facility to be opened.

3.4 **Project Invoicing**

The first invoice for the project will be received on 2nd March 2011 and Norfolk Constabulary Finance Department have set up procedures required under Joint Working Agreement 2 to ensure invoices are timely paid and Suffolk Constabulary recharged accordingly.

4. **IMPACT IMPLICATIONS**

4.1 In producing this report I have considered all of the impact implications. Where there are material impacts, I have identified these. Where I have stated 'none', I certify that there are no material impacts.

- a) **Finance:** as detailed in this report.
- b) **Staff:** as detailed in this report.
- c) **Training:** no direct implications other than a half-day induction training arranged by the Contractor for staff posted to the new PICs.
- d) **Accommodation:** as detailed in this report.
- e) **ICT:** as detailed in this report.
- f) **Vehicles:** No direct implications
- g) **Equipment:** will be provided as part of the PFI arrangements.
- h) **Other Resources:** as set out in this and previous reports.
- i) **Efficiency Gains:** The total efficiency gains for the delivery of the project

are set out in the Outline Business Case approved by the Authority

- j) **Link with Norfolk Police Authority / Norfolk Constabulary priorities:** the project links directly to the Police Authority's Strategic Plan 2009/12 in relation to providing a Quality service and facilities fit for purpose.
- k) **Risk Management:** the Project Team maintains a Risk Register; the parallel Custody Project Team maintains another related register.
- l) **Diversity / Human Rights Act:** The PICs will provide disabled access and other facilities for detainees, visitors and staff that are fully compliant with legislation and significantly better than those currently provided within existing custody facilities.
- m) **Environment and Sustainability:** The PICs provide high levels of energy efficiency through ground-source heat pumps and superior insulation, whilst the greater size and centralisation of facilities will offer economies of scale. These will only be fully realised when existing facilities are taken completely out of service. There are "green travel plans" for each site, and there must be a continuing commitment (as a planning conditions at some sites) to support sustainable means of travel amongst those who work at the facilities.

5. **RECOMMENDATIONS REQUIRED**

5.1 It is recommended that the Committee note the contents of this report.

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Are there Background Documents? Yes

Does the report contain Exempt Information? No

APPENDIX A

PFI BUDGET BREAKDOWN 26th January 2010

| | Revised Budget 2009 -10 | Budget 2010 -11 | Budget 2011 -12 |
|---|----------------------------|----------------------------|----------------------------|
| Employee Related Expenses | | | |
| Police Staff Pay | £ 161,878.76 | £ 208,554.00 | £ 222,838.00 |
| Staff NI | £ 13,791.31 | £ 17,727.00 | £ 18,941.00 |
| Staff Super | £ 22,196.34 | £ 32,117.00 | £ 34,317.00 |
| <u>Total Employee Related Expenses</u> | <u>£ 197,866.41</u> | <u>£ 258,398.00</u> | <u>£ 276,096.00</u> |
| Transport | | | |
| Fuel - Force Cars | £ 104.82 | £ 912.00 | £ 912.00 |
| Rail, Bus & Taxi Fares | £ 2,352.20 | £ 1,920.00 | £ 1,920.00 |
| Essential Car Users | £ 4,837.50 | £ 6,288.00 | £ 6,288.00 |
| <u>Total Transport</u> | <u>£ 7,294.52</u> | <u>£ 9,120.00</u> | <u>£ 9,120.00</u> |
| Supplies & Services | | | |
| Fees/Expenses Of Consultants | £ 623,399.70 | £ 260,000.00 | £ 150,000.00 |
| General Purchases etc | £ 10,951.04 | £ 9,789.00 | £ 9,789.00 |
| <u>Total Supplies and Services</u> | <u>£ 634,350.74</u> | <u>£ 269,789.00</u> | <u>£ 159,789.00</u> |
| Suffolk Staffing | | | |
| Police Officer - Chief Inspector | £ 51,174.00 | £ 51,672.00 | £ 51,672.00 |
| NI | £ 4,541.00 | £ 4,560.00 | £ 4,560.00 |
| Travelling Subsistence | £ 6,225.00 | £ 3,816.00 | £ 3,816.00 |
| <u>Total Suffolk Staffing</u> | <u>£ 61,940.00</u> | <u>£ 60,048.00</u> | <u>£ 60,048.00</u> |
| <u>Total PFI Dept Budget</u> | <u>£ 901,451.67</u> | <u>£ 597,355.00</u> | <u>£ 505,053.00</u> |
| <u>Total PFI Project Budget</u> | <u>£ 860,474.47</u> | <u>£ 597,355.00</u> | <u>£ 505,053.00</u> |
| Suffolk (50% 09 -10) (44% 2010 -) | £ 405,971.85 | £ 262,836.20 | £ 222,223.32 |
| Cambridge (5.64%) | £ 48,530.76 | £ 33,690.82 | £ 28,484.99 |
| Norfolk | £ 405,971.85 | £ 300,827.98 | £ 254,344.69 |
| <u>09 -10 Committed (Remainder of £2.9m)</u> | <u>£ 457,826.00</u> | | |
| Norfolk | £ 216,002.31 | | |
| Suffolk | £ 216,002.31 | | |
| Cambridge | £ 25,821.39 | | |
| 09 -10 Additional Required | | | |
| Norfolk | £ 189,969.55 | | |
| Suffolk | £ 189,969.55 | | |
| Cambridge | £ 22,709.37 | | |

