
Title

OFFICE OF THE POLICE AND CRIME COMMISSIONER (OPCC) BUSINESS MEETING

Date

18th January 2018

Location

Victory House, Balliol

Duration

10 – 11.30

Present:

Vera Baird – Police and Crime Commissioner

Ruth Durham – Interim Chief of Staff

Scott Duffy - Director of Business

John Leslie – Estates Manager

Mike Tait – Director of Finance and IT

Leanne Donkin – Governance and Planning Adviser (Secretary)

OPEN SESSION

1. MINUTES OF THE OPEN SESSION OF OPCC BUSINESS MEETING HELD ON 7th DECEMBER 2018

Agreed as a true and accurate record.

2. REVENUE MONITORING QUARTER 3

The Director of Finance and IT presented the Commissioner with a report that provided the Group Revenue Position as at 31 December 2017 and highlighted a forecast underspend of £0.146m for the Police and Crime Commissioner and a forecast overspend of £1.179m for the Chief Constable.

The Commissioner asked for further clarification in relation to the reasons for the overspend which was confirmed and primarily due to Operation Echelon, confirmed additional 1% pay award to police officers and proposed 1% pay rise to police staff. It was noted that this figure may change dependent on potential money being paid in respect of Operation Echelon.

The Commissioner asked for clarity on a number of points which were provided.

The Commissioner queried within Appendix A of the Chief Constables Revenue position on why accident repairs budget had increased. It was confirmed that the force has budgeted for a certain cost in relation to police vehicles that are damaged in the line of duty however with it being likely that this will be overspent. The Director of Finance and ICT confirmed that a report will shortly be brought to JBM in relation to insurance premiums that are due to increase and possible ways to deal with these increases through NETIC forces insuring themselves as a group.

The Commissioner queried the term “Incentivisation Income” which is lower than expected. The Director of Finance and ICT confirmed this related to proceeds of crime and how much it is anticipated will be paid to Northumbria Police with this being discussed at recent NERSOU board meetings. The Commissioner requested that in future reports that more information be provided in relation to this.



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The Director of Finance and ICT confirmed that he will ensure all areas of the budget will remain under review to identify further savings and where possible seek to maximise the benefit of external funding streams. It was however noted that it may not be possible to balance the 2017/18 Group Budget without further use of reserves primarily to meet the unfunded pay award.

AGREED: Report noted and key decision agreed.

3. CAPITAL MONITORING 2017/18 - QUARTER 3

The Director of Finance and IT presented the Commissioner with a report that provided the capital expenditure including funded capital receipts for 2017/18 as at 31st December 2017 of £10.128m with a breakdown being provided.

Details in relation to slippage, variations and other risks were provided within the report and clarity provided.

In relation to capital receipts it was noted that the variance of £6.772m was primarily due to the capital receipt for the previous Police HQ site in Ponteland being now due in 2018/19.

AGREED: Report noted and key decision agreed.

4. PHOTOVOLTAICS FEASIBILITY STUDY

The Estates Manager presented a report updating the Commissioner on a feasibility study that has been undertaken on the use of photovoltaics in police buildings to increase energy performance.

The report highlighted the cost implications of this addition in stations and also the payback periods, with these ranging between 5.98 and 9.01 years and there being no

The Estate Manager discussed other possible technologies such as LED lighting that have shorter payback periods of 3 to 5 years and therefore should be considered ahead of photovoltaics apart from two stations (Bedlington and Ponteland) with the lowest payback periods for photovoltaics which will be considered as part of the proposed premises improvement works.

It was noted that a trial of LED lighting is due to take place in the coming weeks at Forth Banks Police Station custody suite with an assessment to be made in due course.

The Commissioner queried whether a review as presented for photovoltaics has been done in relation to LED lighting. It was confirmed that this has been done but not in the same format however this will be produced to clearly show the comparison and predicted savings.

The Director of Business queried the maintenance cost of photovoltaic panels, with the Estates Manager stating that maintenance costs are not significant and would entail a yearly maintenance check.

The Head of Estates is to draw up a list of priority stations where a rolling programme of works relating to energy saving methods can be considered for agreement.

AGREED:

- **Report noted**
- **The Head of Estates is to draw up a list of potential stations where a rolling programme of works relating to both energy saving methods can be considered for agreement.**



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5. ACCESSIBILITY AUDIT PURSUANT TO THE EQUALITY ACT 2010

The Estates Manager presented a report which provided an update on the results of the Accessibility Audits carried out across the police estate.

The audits showed that that of the 27 Northumbria Police buildings 24 have been graded as “B” that require minor works and three have been graded as “C” which require major alterations.

The three buildings in question are the Fleet Workshop, Byker and Berwick Police Stations with the reasons for these works being discussed. It was noted that in relation to fleet workshops major works are already ongoing with these recommendations being taken into account during these works to increase the accessibility grade.

In relation to Berwick Police Station the recommendation is to install a lift however this would not be feasible due to the high costs associated with the listed building with members of the public and staff being accommodated in another area of the station which would not require the need for a lift.

In relation to Byker Police Station it was noted that the addition of a lift would be beneficial and should be considered due to staff needs and the ICT department being located in this building with the need to move heavy equipment to the upper floors.

The Director of Finance confirmed that the evidence of all surveys will lead into how these works will be taken forward over the medium term to ensure the estate remains fit for purpose.

The Estates Manager confirmed that the following timeline of reviews will be undertaken in future:

- Condition Surveys – every five years
- Fire Risk Assessments – internal review carried out annually with the first assessment presented to December 2018
- Accessibility Audit – every five years unless legislation changes

AGREED: Report noted

1st February 2018, 10:00, Victory House, Balliol.



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