



Report for Decision 2013/29

Title: Firearms Licensing - E-commerce system

Executive Summary:

A proposed on-line firearms licence application and payment processing system will deliver an improved service for customers (the applicants) and long term savings for police forces. The system, which is being procured on behalf of the Service by Wiltshire Police, will allow for shotgun and firearms license applications to be made and paid for, on-line. The system will check information on the forms against the appropriate force systems significantly reducing processing time, thereby reducing costs whilst increasing efficiency.

The implementation of this system will be delayed for Thames Valley Police until after the introduction of Records Management System which is currently estimated for the end 2014.

The lead force arrangement to acquire this service is being delivered via a s22A agreement. The use of an s22A agreement in this instance as compared to a framework contract, is designed to provide a) reassurance to the supplier who is required to invest in the development of the software as to the commitment of the forces and b) additional savings to the early adopting forces in response to their commitment.

Recommendation:

The PCC is asked to approve the s22A collaboration agreement for TVP to adopt the e-commerce solution for on-line firearms licence applications for which Wiltshire Police is the lead Force.

The other Forces who are party to this agreement are: Avon & Somerset, Cheshire, Derbyshire, Devon & Cornwall, Dyfed Powys, Gloucestershire, Gwent, Hampshire, Lancashire, Leicestershire, North Wales, North Yorkshire, South Wales, South Yorkshire, Humberside, Staffordshire, Surrey, Sussex, Warwickshire and West Mercia.

Police and Crime Commissioner

I hereby approve the recommendation above.

Signature

Date

28-8-13

PART 1 – NON-CONFIDENTIAL

1 Introduction and background

- 1.1 Firearms licensing will be the first in a number of services that are to be provided on line by the police service in collaboration, via ecommerce. Wiltshire Police are leading on behalf of the Service.

2 Issues for consideration

- 2.1 This system is being adopted by a number of forces and will provide an improved service for the applicant as well as providing savings for Forces.
- 2.2 The background to its development together with details regarding the benefits are detailed in the attached background briefing paper to the Chief Constable's Management Team
- 2.3 The proposal is to implement the system in Thames Valley in accordance with the current IT development plan i.e. after the implementation of the Records Management System due to the interfaces required for the new system.

3 Financial comments

- 3.1 The new e-commerce system will have an initial joining fee of £38,000 which is payable after acceptance testing. Thereafter a transaction fee of £1.98 per transaction will be chargeable which will equate to an average annual charge of approximately £46,000.
- 3.2 Annual savings in relation to reduced/removed processing time are estimated @ £80,000 per annum. These savings will be generated by a reduction in established posts.
- 3.3 An average net annual saving of approximately £34,000 is therefore anticipated when the system is operating.
- 3.4 The introduction of this new system will not affect the charges payable by the applicant for the application and renewal of a Firearms or Shotgun license, which are set nationally and are not at the discretion of the Force.

4 Legal comments

- 4.1 This is a s22A legal agreement between Forces and its contents have been reviewed by the Head of Legal Services.
- 4.2 The use of an s22A agreement in this instance as compared to a framework contract, is designed to provide a) reassurance to the supplier who is required to invest in the development of the software as to the commitment of the forces and b) additional savings to the early adopting forces in response to their commitment.

5 Equality comments

- 5.1 There are no specific implications arising from this report

6 Background papers

Report to Chief Constable's Management Team February 2013

Public access to information

Information in this form is subject to the Freedom of Information Act 2000 (FOIA) and other legislation. Part 1 of this form will be made available on the website within 1 working day of approval. Any facts and advice that should not be automatically available on request should not be included in Part 1 but instead on a separate Part 2 form. Deferment of publication is only applicable where release before that date would compromise the implementation of the decision being approved.

Is there a Part 2 form? No

Name & Role	Officer
Head of Unit Director of Finance	Linda Waters
Legal Advice Head of Legal Services	Guy Lemon
Financial Advice Director of Finance	Linda Waters
Equalities & Diversity No specific implications arising from this report	

OFFICER'S APPROVAL

We have been consulted about the proposal and confirm that financial and legal advice have been taken into account in the preparation of this report.

We are satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.


Chief Executive

Date 23/08/2013


Chief Finance Officer

Date 23/8/13

