



Creating a safer
Cambridgeshire

MINUTES OF MEETING

SUBJECT: Force Executive Board (FEB)
HELD ON: Monday 3 December 2018
AT: Conference Room 3, Force HQ
PRESENT: Nick Dean, Chief Constable (Chair)
Alan Baldwin, Deputy Chief Constable
Dan Vajzovic, Assistant Chief Constable
Niki Howard, Chief Finance Officer
Sarah Cooper, Head of Corporate Communications
Chris Mead, Head of Investigations
Liz Groom, Federation Chair
David Craig, Unison Secretary
Hayley Watson, HR Business Partner
Natalie Benton, 7F Strategic Collaboration Programme Consultant
Jon Hutchinson, Southern Area Commander
James Sutherland, Head of Contact Management & Demand
Laura Kosciwicz, Chief Constable's Staff Officer

ACTION

1. APOLOGIES

Apologies were received from the Head of ICT, Head of PPD, Head of CDD, ACC (JPS), Unison Chair and Director of Estates.

2. MINUTES OF THE MEETING HELD ON 5 NOVEMBER 2018

The minutes were agreed.

3. MATTERS ARISING

FEB 5 November 2018 Item 7

See agenda item 8 for EBIT update.

ACTION CLOSED

FEB 5 November 2018 Item 7

See agenda item 9ii) for a paper regarding PCSOs.

ACTION CLOSED

4. RISK AND BUSINESS CONTINUITY

The Deputy Chief Constable ran through the summary of main and new risks and issues, as discussed at the recent Risk Review Board meeting.

A brief discussion took place on the introduction of PEQF. The College of Policing can grant extensions to June 2021 for forces experiencing significant implementation difficulties.

The Chief Constable outlined the new local policing structure with effect from 7 January 2019, as below.

Ops - D/C/Supt Chris Mead

Demand Hub (Supt James Sutherland)

North & South Areas (Supts Andy Gipp and Jon Hutchinson)

Partnerships (Supt Laura Hunt)

Investigative Standards Dept

Safeguarding and PPD – T/C/Supt Martin Brunning

Centralised Intelligence Bureau (D/Supt Becky Tipping)

Covert Operations (D/Supt Mat Newman)

Public Protection Dept (T/D/Supt Laura Kosciwicz)

He reiterated the need to build on that structure and map strategic risks and governance across the organisation.

5. FINANCIAL REPORTS

5.1 Revenue Monitoring Report

The Chief Finance Officer referred colleagues to her latest Revenue Budget Monitoring Report. The budget at the end of October was underspent by £403k, or 0.5% of net revenue. Police Staff and PCSO pay and overtime is still underspent. Police Officer pay and allowances is overspent but overtime has slowed down. Other overspend areas are Athena and Supplies & Services. Collaboration overspends are HR/L&D, Air Support and ERP.

The 2019/20 grant and details of the uplift in the cost of police pensions are still awaited.

5.2 Capital Monitoring Report

Members were also referred to the latest Capital Programme Monitoring Report, which contained a number of matters to note.

- The Organisational Support BCH ERP purchase project shows a full year forecast overspend on £596k (Cambridgeshire's share of the full cost)
- The full year forecast for the Athena project is showing a projected overspend of £166k.
- An addition to the 2018/19 Capital Programme of £94k is proposed to the PCC to cover air conditioning at HQ.

- A reduction of £3.470m from the 2018/19 Capital Programme is proposed to the PCC for the Southern Police Station project which will not commence until next year. This will be added to the 2019/20 Capital Programme.

The Chief Constable commented on the condition of Wisbech Police Station. A number of options on the future of the station will be presented at the next Estates Sub-Group meeting, which will lead to a decision on whether to invest money refurbishing the property.

6. STRATEGIC PERFORMANCE

Performance Update

The Assistant Chief Constable referred colleagues to his performance report, which reflected the updates provided to a recent Force Performance Meeting.

An increased governance process was agreed at a recent Criminal Justice Delivery Board meeting. A number of sub-groups will be looking at case file quality and processes in order to improve efficiency.

Op Astragal took place on Friday 2 November and more than 800 motoring enforcements were issued. Positive feedback was received from officers and staff. Further operations will be carried out.

Information will shortly be published in relation to Op Raptor, which is branding for any pro-active activity that is not normal daily business.

7. ORGANISATIONAL DEVELOPMENT

7.1 CDD Update

The Deputy Chief Constable highlighted the main points of the Corporate Development Update Report.

7.2 Internal Non-Financial Audit Report

The Board noted the latest Internal Non-Financial Audit Report.

We have received the audit report for 'BCH Human Resources - readiness for implantation of new system'. It provided an assessment of reasonable assurance and highlighted five medium priority actions.

There are currently no outstanding high, medium or low priority actions outside their due date.

8. ITEM FOR RESOLUTION

Evidenced Based Investigation Tool (EBIT) Update

Superintendent Sutherland provided a summary of his paper, which introduced the concept of EBIT, provided an update on development work and recommended a process for implementation.

A brief discussion took place in relation to key messages from Corporate Communications. Sarah Cooper is part of the EBIT Gold Group and will be assisting Supt Sutherland with the staff training.

9. ITEMS FOR INFORMATION

9.1 Estates Sub-Group Minutes

The Board noted the minutes of the Estates Sub-Group Meeting held on 11 September.

9.2 Operational Impact of a Reduction in PCSOs

The Assistant Chief Constable presented a paper outlining the operational impact of a reduction of PCSOs, following a request by the PCC for this information at a Finance Sub-Group Meeting.

The recent Local Policing Review agreed an establishment of 80 (there are currently 83).

The Assistant Chief Constable confirmed that the Constabulary's official position was that its current establishment would remain at 80 and there was no intention to recruit more, but will review that position when the number reduces to 70.

9.3 Use of Force

The Assistant Chief Constable provided a summary of a paper due to be presented to the Business Co-ordination Board (BCB) on 13 December, which provided an update on developments in the recording and scrutiny of the use of force by officers and staff.

Due to a streamlining of governance processes, more papers will now go to BCB. The Chief Constable would like all Constabulary papers that will be presented to BCB to go to FEB first.

A brief discussion took place on the deployment of taser trained officers to ensure balanced numbers across the force.

10. ANY OTHER BUSINESS

10.1 Chairman's Items

The Chairman had no items to raise.

10.2 Items Notified at the Start of the Meeting

There were no additional items raised.

11. DATE OF NEXT MEETING

The next meeting will take place on Monday 4 February at 11am in Conference Room 3.