



Creating a safer
Cambridgeshire

MINUTES OF MEETING

SUBJECT: Force Executive Board (FEB)
HELD ON: Monday 8 January 2018
AT: Conference Room 3, Force HQ
PRESENT: Alec Wood, Chief Constable (Chair)
Alan Baldwin, Deputy Chief Constable
Dan Vajzovic, T/Assistant Chief Constable
Paul Fullwood T/ACC Joint Protective Services
Jo Conlon, Head of Finance
Oz Merrygold, Federation
Sarah Cooper, Head of Corporate Communications
Natalie Benton, Head of Corporate Development
Hayley Watson, Business Partner, HR Employee Relations
Chris Mead, Head of Investigations
Jonathan Black, Head of ICT
Fergus Cowley, CIB (observer)

ACTION

1. APOLOGIES

Apologies were received from ACC Malik, the Chief Finance Officer, the Federation Chair, Unison, the Local Policing Commander, the CC's Staff Officer, the Director of Estates, Supt Middleton (Supts Assoc) and the Director of Information.

2. MINUTES OF THE MEETING HELD ON 4 DECEMBER 2017

The minutes were approved.

3. MATTERS ARISING FROM MEETING HELD ON 4 DECEMBER 2017

3.1 Agenda Item 3.3 – Performance

See paper at agenda 8.1.

ACTION CLOSED

3.2 Agenda Item 6.2 – Custody Virtual Courts

The DCC has received the information he requested.

ACTION CLOSED

3.3 Agenda Item 7 – Op Sherlock Training

Staff have been reminded and the training is fully booked.

ACTION CLOSED

3.4 Agenda Item 11.2.1 – Local Policing Review

The relevant amendments have been made to the update report.

ACTION CLOSED

3.5 Agenda Item 11.2.2 – NCALT Training

This has been raised at the BCH L&D Board.

ACTION CLOSED

3.6 Agenda Item 11.2.3 – Audit Report re. Seized Property & Controlled Drugs

The local policing lead has been identified.

ACTION CLOSED

3.7 Agenda Item 11.2.4 – Mental Health Arrangements

This matter is still ongoing. The DCC outlined the current national position as outlined by the NPCC and discussion took place on the options currently available to forces.

ACTION CLOSED

4. RISK AND BUSINESS CONTINUITY

The Deputy Chief Constable provided a summary/update on the current risks and issues, as detailed in the Principal Risk Register.

5. STANDING FINANCIAL REPORTS

5.1 Revenue Monitoring Report

The Head of Finance referred colleagues to the latest Revenue Budget Monitoring Report.

The budget at the end of October was overspent by £1,159k (1.39% of net revenue). Underspend areas are police pensions (£211k) and income (£747k). Areas of overspend include pay budgets (£1,331k), non-pay budgets (£1,064k) and collaboration (£688k). The Supplies and Services budget remains significantly overspent, with the largest areas being uniform and insurance. This is being looked at.

5.2 Capital Monitoring Report

Members noted the latest Capital Monitoring Report for the eight months ending 30 November 2017.

37.7% of the Capital Programme has been spent and committed, with early indications that expected outturn will reach 68.6%. Principal spends have been the Major Repairs Planned scheme (£1,181k), the Org Support BCH ERP Purchase scheme (£823k, which includes some expenditure to be recharged to Beds and Herts) and the Vehicle Replacement Programme (£324k).

Capital resources received to date include grants from Central Government (£380k), receipts from the sale of vehicles (£29k) and capital receipts (£723k).

Members noted that a proposal outlined at the last meeting of an additional £140k for Cambridgeshire's share of in-cell conferencing facilities has yet to be considered by the PCC.

Members approved an additional £40k from the ICT Consolidated Workstreams towards the purchase and installation costs for the Replacement of SAN Project (C8110).

6. STRATEGIC PERFORMANCE

Performance Update

The T/ACC referred colleagues to his latest performance report, which reflected the updates provided at the Force Performance Management Meeting held on 20 December.

Following two months of reduced NCRS compliance, high levels of compliance are being achieved again (96.6%).

There has been a significant drop in the number of reports of missing children who are in care following a period of sustained activity in Fenland.

Levels of recorded crime remain high. Although a proportion of this can be attributed to improved NCRS compliance, there is evidence of genuine increases in some crime types.

Following a discussion on possible factors influencing current and future performance levels, the T/ACC referred colleagues to his paper which provided a 'roadmap' of key milestones which will contribute to an improvement in performance.

He provided a brief summary of the milestones which commenced with a tactical grip on investigative volumes. Performance is not expected to significantly improve during the first quarter but sustained improvement in performance was expected from October onwards.

7. ORGANISATIONAL DEVELOPMENT

7.1 HR Update

Hayley Watson referred colleagues to the Director of HR's Update Report and invited offered to answer any questions or queries they may have.

The Deputy Chief Constable reminded colleagues that Superintendent Ged McCarthy commenced his new role today assisting the Director of HR with the change programme and staff management.

The Police & Crime Commissioner is engaging with the public about increasing the precept and establishment of the organisation and fully acknowledges the challenges this would bring to HR. Impact analysis work is being undertaken on this.

7.2 Information Management

The Chief Constable informed colleagues that ACC Nav Malik would be attending a SIRO (Senior Information Risk Owner) course this month.

8. ITEMS FOR RESOLUTION

8.1 Roadmap of Performance

See agenda item 6.

8.2 Governance of Internal Audit

The Head of Corporate Development presented a paper which proposed a change to the governance of the actions arising from both financial and non-financial internal audit reports prior to their review by the Joint Audit Committee (JAC).

A process for Chief Officer oversight of internal audit actions has been identified, based on good practice in the Eastern Region. An audit highlight report would be produced for FEB monthly, and form the basis of the submission to JAC.

Following discussion it was agreed that internal audit would be added as a standing agenda item for FEB meetings from February 2018 and members endorsed the highlight reporting approach for Constabulary audits.

Members were also asked to consider whether this approach should also apply to collaboration audits for Organisational Support, but it was agreed that the DCC would discuss this with Beds and Herts.

DCC

8.3 Monks Wood – Lease to CamSAR

The Board considered a report from the Director of Estates which sought approval to grant a lease of land at Monks Wood to Cambridgeshire Search & Rescue (CamSAR).

The Board approved the lease of land.

9. ITEM FOR INFORMATION

Workforce Plan 2018-19

The Board noted the report from Hayley Watson which summarised the key points of the 2018/19 Workforce Plan.

It was noted that the 2018/10 Police Officer plan may require amendments should the Police & Crime Commissioner decide to increase the precept.

10. ANY OTHER BUSINESS

10.1 Chairman's Items

The Chief Constable informed colleagues that Samantha Allen from the College of Policing will be attending FEB in February as part of their development work on assessment centres.

10.2 **Items Notified at the Start of the Meeting**

Oz Merrygold raised concern in relation to the pressure on Occupational Health resources in light of an increase in police officer numbers.

11. **DATE OF NEXT MEETING**

The next meeting will take place on Monday 5 February 2018 at 11am in Conference Room 3, HQ.