



Creating a safer
Cambridgeshire

MINUTES OF MEETING

SUBJECT: Force Executive Board (FEB)

HELD ON: Monday 10 June 2019

AT: Conference Room 3, Force HQ

PRESENT: Nick Dean, Chief Constable (Chair)
Jane Gyford, Deputy Chief Constable
Dan Vajzovic, Assistant Chief Constable
Jo Conlon, Head of Finance
Sarah Cooper, Head of Corporate Communications
Martin Brunning, D/Chief Superintendent Local Policing Command
Nikki Hall, Chief Constable's Staff Officer
Jonathan Black, Head of ICT
Rachael Luke, HR Business Partner
Mick Birchall, Head of CDD
Sharon Carman, Unison Chair
Colin Luscombe, Director of Estates
Liz Groom, Federation Chair

APOLOGIES: Chief Finance Officer
Head of Partnerships & Operational Support
Head of Contact Management & Demand
D/C/Supt Chris Mead
Head of Authorities & Standards

ACTION

1. MINUTES OF THE MEETING HELD ON 7 MAY 2019

The minutes were agreed.

2. MATTERS ARISING

There were no matters arising.

The Chief Constable gave a brief update on PEQF. The tender process has now been completed and the preferred option identified. The contract will be awarded mid-July.

3. RISK AND BUSINESS CONTINUITY

The Deputy Chief Constable presented the summary of critical, high and new risks and issues.

She was confident that they were all being monitored, but would be looking at how the organisation manages its longer term risks. It was agreed that she would bring a paper to FEB in due course to provide more information on this.

*Deputy Chief
Constable*

4. FINANCE REPORTS

4.1 Revenue Monitoring Report

The Head of Finance referred colleagues to the provisional outturn report for the financial year 2018/19.

There was little change from the last update. The budget at the end of March was underspent by £511k or 0.4% of net revenue. Underspend areas in Cambs included PCSOs (£1,232k), Police Staff pay and overtime (£591k) and Supplies and Services (£490k). Overspend areas were Police Officer overtime (£494k), Police pay and allowances (£340k) and pension costs.

The Chief Constable requested a detailed breakdown of police overtime, both historically and going forward, to ensure dialogue continues on this.

*Head of
Finance*

4.2 Capital Monitoring Report

The capital budget had not changed significantly from the last forecast. 72% of the 2018/19 Capital Programme has been spent, compared with a forecast of an outturn of 84%. This was largely due to a delay in spending by Estates.

Two major projects were overspent – Athena and ERP. These will be funded by reserves.

An addition to the 2018/19 Capital Programme of £60k was proposed for the overspend of 2018/19 ERSOU Capital Spend.

5. STRATEGIC PERFORMANCE

Performance Update

The Assistant Chief Constable presented the performance report, which reflected the updates provided to the Operational Performance Meeting (OPM) held on 22 May.

Crime data integrity compliance has been improving month by month, which may have contributed to an increase in the 12 month recorded crime total for three consecutive months.

There is a proposal for a four officer out of court disposal hub (two in northern, two in southern). Work is currently being undertaken by the OPM on this project, which will be presented to the Chief Officer Team in due course. Discussion took place on the use and monitoring of out of court disposals.

In an effort to improve prosecution possible outcome rates for burglary dwelling, priority offending teams are being introduced from July to focus on Burglary,

Street Based Violence and spree offenders. The Chief Constable requested further information on this.

*Assistant
Chief
Constable*

The offender updates and good practice highlights were noted. The Chief Constable asked the Head of Corporate Comms to arrange media coverage of future good practice highlights and it was agreed that she would have sight of them before they were presented to FEB and BCB.

*Head of
Corporate
Comms*

6. ORGANISATIONAL DEVELOPMENT

6.1 Internal Non-Financial Audit Report

The Head of CDD referred colleagues to his report, which provided an overview of current and future internal non-financial audit activity.

There are currently no outstanding priority actions outside their due date.

The report was noted.

6.2 Update on Tri-Force Financial Efficiencies and Wider Benefits Realisation

The Deputy Chief Constable informed colleagues that she was working with the Head of the Change Portfolio to develop a process to monitor tri-force financial efficiencies. Future updates will be provided through a standing item at FEB.

7. ITEMS FOR RESOLUTION

There were no items for resolution

8. ITEMS FOR INFORMATION

8.1 ISO Update

D/C/Supt Brunning presented his report, which provided an update on progress of the ISO programme of activity and compliance in a range of forensic and digital disciplines.

The Head of Scientific Services will be providing an update on the Transforming Forensics Programme to the Joint Chief Officer Board in the near future.

8.2 Force Operations Board Update

The Assistant Chief Constable provided colleagues with a brief summary of six policy decisions that were agreed at a meeting held on 21 May.

9. PAPER FOR BCB

Force Management Statement (FMS2)

The Chief Constable referred colleagues to the Force Management Statement, a copy of which had been circulated. The document had been submitted on time on 31 May. Significant steps had been taken to reduce the risks highlighted in FMS1, with a narrative provided in FMS2. The report will inform decision making at all Force Boards.

The Deputy Chief Constable informed colleagues that she will be undertaking a review of the Corporate Development Department and force governance structure.

10. ANY OTHER BUSINESS

10.1 Chairman's Items

Lord Ferrers Awards

The Chief Constable informed colleagues that nominations were being sought for the 2019 Lord Ferrers Awards for volunteers in policing, and that it was incumbent on the Constabulary to nominate. He is confident there are a number of worthy candidates.

The deadline is Monday 15 July and colleagues were asked to provide details of any nominations they submitted to the ACPO Staff Office. A Nimbus article will be published with further information.

- 10.2 The Deputy Chief Constable informed colleagues that she would like more business to be undertaken at meetings rather than via email; that there appeared to be an overuse of emails. She accepted that it would not always be possible, but would like staff to try to think differently about the way they conducted business, with papers and minutes being the appropriate record rather than emails.

She also questioned whether HMIC were aware of all the good work being undertaken across the force. Such work could be highlighted at meetings, and HMIC attend a number of governance meetings. She will be attending a meeting on 24 June regarding a review of the force governance structure, and to assist that discussion asked colleagues to let her know what meetings they attend.

All

11. DATE OF NEXT MEETING

The next meeting will be held at 9am on Monday 1 July in Conference Room 3..