



Creating a safer  
**Cambridgeshire**

## MINUTES OF MEETING

**SUBJECT:** Force Executive Board (FEB)

**HELD ON:** Monday 5 November 2018

**AT:** Conference Room 3, Force HQ

**PRESENT:** Alan Baldwin, Deputy Chief Constable (Chair)  
Dan Vajzovic, Assistant Chief Constable  
Niki Howard, Chief Finance Officer  
Jo Conlon, Head of Finance  
Colin Luscombe, Director of Estates  
Sarah Cooper, Head of Corporate Communications  
Chris Mead, Head of Investigations  
Oz Merrygold, Federation Secretary  
Neil Sloan, Head of Central Intelligence Bureau  
Mike Hills, Head of Corporate Development  
Sharon Carman, Unison Chair  
Hayley Watson, HR Business Partner  
Natalie Benton, 7F Strategic Collaboration Programme Consultant  
Jon Hutchinson, Southern Area Commander  
Andy Gipp, Northern Area Commander  
James Sutherland, Head of Contact Management & Demand  
Mat Newman, Force Authorising Officer  
Laura Kosciwicz, Chief Constable's Staff Officer  
Emma Liddell, Senior Psychological Health Advisor  
Chloe Ackers, Business Support Team Leader, L&D (Observer)

### **PART I**

#### **1. APOLOGIES**

Apologies were received from the Chief Constable, Head of ICT, Federation Chair, Head of PPD, and ACC (JPS).

#### **2. MINUTES OF THE MEETING HELD ON 1 OCTOBER 2018**

The minutes were agreed.

#### **3. MATTERS ARISING**

##### FEB 1 October 2018 Item 10.4

All nominations had been received for the next Commendations Ceremony.

***ACTION***

*Action Closed*

#### **4. PRESENTATION – EMOTIONAL SURVIVAL FOR POLICING**

Emma Liddell gave a presentation on the impact policing can have on the mental health of officers and staff.

A brief discussion followed, during which the current Occupational Health budget was discussed.

#### **5. RISK AND BUSINESS CONTINUITY**

The Deputy Chief Constable referred colleagues to the summary of main and new risks and issues, as discussed at a Risk Review Board meeting held on 25 October. There were no new risks that required discussion.

#### **6. FINANCIAL REPORTS**

##### **6.1 Revenue Monitoring Report**

The Head of Finance referred colleagues to the latest Revenue Budget Monitoring Report, which had not changed significantly from last month.

The budget at the end of September was underspent by £8,000, mainly due to an underspend on PCSO pay and overtime.

Overspend areas of the budget were police officer overtime and Athena.

##### **6.2 Capital Monitoring Report**

The land and buildings projects have a total actual and committed spend of £582k against a budget of £5,147k. The Southern Police Hub project (£3,500k) has not commenced yet.

Capital resources received to date include grants from Central Government (£253k), a contribution from Peterborough City Council towards an expansion of Thorpe Wood Police Station (£415k) and the sale of a Werrington property (£65k).

The organisational Support BCH ERP Purchase project shows a full year forecast overspend of £596k. The full year forecast for the Athena project is £322k against a carry forward unapplied grant of £155k.

The Board noted additions to the Capital Programme of £94 for air conditioning at HQ and £172k for an extension to the HQ car park, which will be proposed to the PCC. The funding for the car park will be reimbursed by the Highways Agency in due course.

An addition of £56k to cover Cambridgeshire's share of the JPS ERSOU vehicles, to be funded from the Chief Constable's delegated budget, was approved.

## **7. STRATEGIC PERFORMANCE**

### Performance Update

The Assistant Chief Constable referred colleagues to his report, which reflected the updates provided to a Force Performance Meeting held on 31 October.

All recorded crime in September 2018 was 3.2% lower than in September 2017, with the rolling twelve month figure stable.

Burglary (dwelling) was lower in September 2018 (176 compared to 251 in September 2017).

A series of workshops in relation to Response, Investigations, Neighbourhood Policing, and Tasking & Prioritisation will be held. They will be led by the Assistant Chief Constable, Head of Investigations and and/or other relevant senior managers. The aim of each workshop will be to discuss the functions and priorities within each area, how they relate and the problems faced within them.

The Police & Crime Commissioner has requested a paper on the operational impact of a reduction in PCSO numbers. Supt Hunt has produced a paper, which will be circulated for next month's FEB before it is presented to the Business Co-ordination Board.

*Supt Hunt*

## **8. ORGANISATIONAL DEVELOPMENT**

### **8.1** CDD Update

The Head of CDD provided a brief summary of key points within his update paper.

The data refresh for Cambridgeshire's Integrated Peel Assessment has been received and is being progressed by CDD.

The Corporate Performance Team have continued to return the provision of data to more normal levels and daily/monthly recorded crime data is now routinely available for officers and staff. However, a current vacancy within the team is impacting on the provision of data.

### **8.2** Internal Non-Financial Audit Report

The Head of CDD referred colleagues to his paper, which provided an overview of current and future internal non-financial audit activity. He had nothing further to add to the information provided in the report but reported that the audit was on track and making good progress.

## **9. ANY OTHER BUSINESS**

### **9.1** Chairman's Items

The Chairman had no items to raise.

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

There were no additional items.

**10. DATE OF NEXT MEETING**

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

**PART II (CLOSED)**