



Creating a safer
Cambridgeshire

MINUTES OF MEETING

SUBJECT: Force Executive Board (FEB)

HELD ON: Monday 2 October 2017

AT: Conference Room 3, Force HQ

PRESENT: Alan Baldwin, Deputy Chief Constable (Chair)
Dan Vajzovic, Assistant Chief Constable
Sarah Cooper, Head of Corporate Communications
David Craig, Unison Secretary
Sharon Carman, Unison Chair
Oz Merrygold, Federation Secretary
Andy Hebb, Head of Investigations
Chris Edwards, Head of Performance
Colin Luscombe, Director of Estates
Ian Middleton, Superintendents Association
Jane Klaassen, Strategic Lead, HR
Jonathan Black, Head of ICT
Vicky Skeels, Local Policing Commander
Chris Mead, Local Policing Review
Ryan Carter, Deputy Chief Constable's Staff Officer
Commander Simon Lawrence, MPS (observer)

ACTION

1. APOLOGIES

Apologies were received from the Chief Constable, ACC Malik, Chief Finance Officer, Head of CDD and CC's Staff Officer.

2. MINUTES OF THE MEETING HELD ON 4 SEPTEMBER 2017

The minutes were approved.

3. MATTERS ARISING

Changes to Police Staff Handbook

C/Supt Mead referred colleagues to a briefing document which explained the relevant changes that had been made to the national Police Staff Council Pay and Conditions of Service Handbook in relation to the planning, amending and communication of working time for police staff.

This information will be incorporated into the work being undertaken as part of the Local Policing Review.

C/Supt Mead provided a brief update on the Demand Hub. A business case is being prepared and Unison will be formally briefed and engaged in the process. Staff consultation will commence on 16 October, which the Chief Officer team have asked to be involved in.

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 Board noted the current Revenue Monitoring Report.

The budget at the end of August was overspent by £471k or 0.86% of net revenue. Underspend areas of the budget are police pensions and income. Overspend areas are pay budgets, non-pay budgets and collaboration.

5.2 Capital Monitoring Report

Members noted the Capital Programme Monitoring Report for the five months ending 31 August 2017 and noted two additions to the Capital Programme that will be proposed to the Police & Crime Commissioner.

- The release of £33k to fund some consultancy work in advance of the full business case for the Parkside Custody Replacement programme.
- £640k for conversion work to create a centralised demand hub at HQ, as part of the Local Policing Review. It is suggested that this should be funded from the Budget Assistance Reserve.

The Board approved six additions to the Capital programme.

- £25k for the implementation of biometrics capability to the tuServ application, which is fully funded by a capital grant from the Home Office.
- £26k for the implementation of a single PSD Monitoring System across Beds, Cambs, Herts, Essex, Kent, Norfolk & Suffolk.
- £70k for the replacement and updating of network EOL switches **
- £181k for data centre networking **
- £21k for an upgrade of the email servers **
- £38k to develop the integration between Athena and TuServ **

*** The above requests were identified during work undertaken by the BCH ICT Department on the detailed requirements for capital expenditure across all three forces.*

6. STRATEGIC PERFORMANCE

The Assistant Chief Constable referred colleagues to his Performance Report, which reviewed data to the end of August, as discussed at the Force Performance Management Meeting on 21 September 2017.

The number of 999 calls has increased by 10.1% year on year and over 12,800 more crimes were recorded in the 12 months ending August 2017 than the previous year (an increase of 25.2%).

It was noted that the increase in demand is replicated nationally. Kent is currently undertaking a programme of work aimed at better triaging investigations. We will be working alongside Kent and Cambridge University to review this process and attending an event at Cambridge University on 8 November which will also look at the impact of NCRS.

Improvements in response performance last month were noted.

A brief discussion took place on the impact of the recent bail changes.

It was agreed the Op Sherlock Gold meetings would be absorbed into the ACC's SMT meetings with immediate effect but the DCC stressed that this would not result in the dilution of focus on Op Sherlock.

7. ORGANISATIONAL DEVELOPMENT

7.1 CDD Update

The update paper provided by the Head of Corporate Development was noted.

The Constabulary's Effectiveness inspection took place w/c 18 September and the Chief Officers attended a hot debrief on 26 September, at which key organisational learning was outlined. This will be actioned through the Organisational Improvement Group.

The Constabulary's Efficiency report was received on 20 September for factual accuracy checks. There was positive improvement in all areas since the 2016 inspection. The report will be published in November. The Legitimacy report will also be published in November, following factual accuracy checks that will be undertaken in October.

A proposal on the future governance of BCH collaborated functions was agreed at the Joint Chief Officer Board on 12 September 2017.

HMICFRS have confirmed the requirement for a Force Management Statement for 2018/19, which will be produced this year.

7.2 Corporate Communications Update

The Head of Corporate Communications provided a brief summary of her update paper on the delivery of the 2016-18 Corporate Communications Strategy.

The external website is due to be launched at the end of October.

The second Chief Constable's Commendation ceremony under the new reward and recognition structure will be held in November. The first annual awards ceremony was held in July was a success and planning is under way for the 2018 event.

Priorities for the Communications Team over the next six months include finalisation of the social media review, development of the force intranet and the continued professional development of the team.

7.3 HR Update

The Board noted the HR update. Jane Klaassen highlighted two issues:-

- 10 key Beds/Cambs/Herts HR policies are being released this week
- A large amount of organisational change is currently taking place, which is putting HR staff under pressure.

8. **ITEM FOR RESOLUTION**

Estates Sub-Group Meeting

Members noted the minutes of the Estates Sub-Group meeting held on 8 August.

9. **ANY OTHER BUSINESS**

9.1 Chairman's Items

The Chairman did not have any additional items.

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 6 November at 11am in Conference Room 3, HQ.