



Creating a safer
Cambridgeshire

MINUTES OF MEETING

SUBJECT: Force Executive Board (FEB)

HELD ON: Monday 1 October 2018

AT: Conference Room 3, Force HQ

PRESENT: Nick Dean, Chief Constable
Alan Baldwin, Deputy Chief Constable (Chair)
Dan Vajzovic, Assistant Chief Constable
Paul Fullwood, T/ACC Joint Protective Services
Jo Conlon, Head of Finance
Colin Luscombe, Director of Estates
Sarah Cooper, Head of Corporate Communications
Chris Mead, Head of Investigations
Oz Merrygold, Federation
Neil Sloan, Head of Central Intelligence Bureau
Mike Hills, Head of Corporate Development
David Craig, Unison Secretary
Hayley Watson, HR Business Partner
Natalie Benton, 7F Strategic Collaboration Programme Consultant
Jonathan Black, Head of ICT
Ali Kent, Research Officer, Corporate Development
Mel Wiffin, Senior Researcher, Corporate Development
Paul Hayward, QA Reviewer, Corporate Development

ACTION

The Chief Constable was welcomed to his first Force Executive Board meeting and informed colleagues that the Deputy Chief Constable would chair the meeting to enable him to observe on this occasion.

1. APOLOGIES

Apologies were received from the Chief Finance Officer and Federation Chair.

2. MINUTES OF THE MEETING HELD ON 10 SEPTEMBER 2018

The minutes were approved.

3. MATTERS ARISING

There were no matters arising from the meeting held in September

4. PRESENTATION – POLICE NOW: ONE YEAR ON

Ali Kent gave a presentation on Police Now following a review of its implementation in Cambridgeshire.

The scheme trains high achieving graduate officers to become Neighbourhood Police Officers. The first Cambridgeshire cohort arrived a year ago and a new cohort of 13 has recently started.

Following some issues and concerns, a number of changes have been made to the programme, for example longer induction and immersion periods and a requirement to spend two weeks on response shifts.

The Head of Investigations commended Inspector Caroline Scully for her work on the Police Now programme within Cambridgeshire.

5. PRESENTATION – STAFF SURVEY

Mel Wiffin gave a presentation on the results of the recent staff survey, which will also be delivered at the forthcoming staff seminars and Senior Management Team Awayday.

A tactical plan to address and monitor progress in relation to issues raised in the survey will be signed off by the Chief Officer Group in due course. A performance framework in relation to wellbeing is also being developed.

6. HORIZON SCANNING

Paul Hayward referred colleagues to the latest horizon scanning document, which highlighted information such as new legislation, reviews, policing reports and relevant academic research.

He provided a brief summary of the main points contained in the report.

7. RISK AND BUSINESS CONTINUITY

The Deputy Chief Constable referred colleagues to the summary of main and new risks and issues, as discussed at the Risk Review Board on 19 September. There were no new risks.

The document was noted.

8. FINANCIAL REPORTS

8.1 Revenue Monitoring Report

The Head of Finance gave a brief summary of the Revenue Monitoring Report.

The budget at the end of August was underspent by £303k, or 0.6% of net revenue, mainly due to PCSO numbers.

Other underspend areas of the budget include police staff pay and overtime (£511k) and pensions (£121k).

Overspend areas are police officer overtime (£681k), Supplies & Services (£247k) and Collaboration (£864k).

8.2 Capital Monitoring Report

The Board noted the Capital Monitoring Report for the five months ending 31 August 2018.

The land and buildings projects have a total actual and committed spend of £426k against a budget of £4,881k. The major project of £3,500k relates to the Southern Police Station which has not yet commenced.

The total actual and committed spend for the IT and Comms projects is £1,455k against a budget of £1,933k, with major projects being the Organised Support BCH ERP Purchase project (£522k), Athena Project (£292k), the ESN-ICCS project (£176k) and the Rolling Replacement Mobile Technology project (£151k). The Fleet projects have an actual spend and commitment of £569k (26.9%) against a budget of £2,113k.

The remaining 'Other Collaboration' projects have an actual spend and commitment of £284k against a total budget of £485k.

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

It was noted that the Organisational Support BCH ERP Purchase project shows a full year forecast overspend of £522k. Further costs of approximately £100k will be incurred in 2019/20 as the project will not fully deliver until August 2019.

9. **STRATEGIC PERFORMANCE**

Performance Update

The Assistant Chief Constable highlighted key points from his performance report.

It was noted that Athena is still causing significant issues with data accessibility.

All recorded crime in August 2018 increased by 2.4% compared with August last year. There has been further deterioration in the rolling 12 month 'all crime prosecution possible' outcome rate, which now stands at 13.7%.

The remit of the Crime Data Integrity Working Group has been widened in order to co-ordinate the response/activity needed to drive improvements in data quality.

A number of KPIs indicate ongoing challenges around demand management and investigative throughput. This is supported by feedback and observations from senior officers going back to the floor, and feedback being received from frontline officers. It was determined that the strategic response to these issues must be through definition and reinforcement of the supervisory role and clearer communication of the force priorities.

It was noted that there had been a significant reduction in burglary offences over recent months. This follows the Constabulary's resourcing of cross border investigations and burglary 'days of action'.

999 call handling has been transferred from the FCR into the Demand Hub, allowing greater resilience for 999 call handling and better management of the highest risk calls.

10. ORGANISATIONAL DEVELOPMENT

10.1 CDD Update

The Deputy Chief Constable provided a summary of key points from the Corporate Development Update report.

The Constabulary has participated in the inaugural regional NPCC Ethics meeting, which aims to develop a regional network of policing representatives, academics and other interested stakeholders to develop ethical thinking and practice in policing.

The Governance and Inspection Team is still focusing on preparation for the readiness review on Domestic Abuse in October. Familiarisation visits by the new HMICFRS Force Liaison Officer are being facilitated and data is being gathered and returned for a variety of national and force-specific inspections.

A working group has been established to develop and embed a new approach to strategic planning, which will integrate previous strategic documents within the development of a new Force Management Statement.

10.2 Internal Non-Financial Audit Report

The Internal Non-Financial Audit Report for October was noted.

There are 63 actions in total, 41 of which have been completed. Governance is in place for those outstanding.

10.3 HR Update

The HR Business Partner highlighted a number of key issues from the Director of HR's Update report.

Key priorities for the next quarter include:-

- Completion of the Health, Safety and Wellbeing Baseline Review

- Ensuring effective guidance and information for all those involved in BCH promotion processes
- Continuing to develop the impact and influence of the Be You programme
- Changing the culture of the PDR process to ensure it becomes a valued tool
- Further work on the exit process and exit data information to identify trends and inform an action plan

The Chief Constable enquired about sickness management, which he was informed is addressed through the Assistant Chief Constable's Senior Management Team meetings and Resourcing Group.

10.4 Corporate Communications Update

The Head of Corporate Communications highlighted key issues from her update report on delivery of the 2018-20 Corporate Communications Strategy.

Campaign strands that align with the force priorities continue to be delivered throughout the year.

Reviews are currently being undertaken on the Constabulary's social media channels and their use, which will support implementation of the visibility communications plan.

We are inviting the media along to see our activity and engagement with communities. For example, Channel 5 News recently accompanied officers in an HGV to spot people using mobile phones whilst driving.

The Specials document, which is due to be aired on Channel 4 in January 2019, is being promoted.

Colleagues were encouraged to submit nominations for the next commendations ceremony.

All

11. ITEMS FOR RESOLUTION

There were no items for resolution.

12. ITEM FOR INFORMATION

Estates Sub-Group

The minutes of the Estates Sub-Group meeting held on 11 July 2018 were noted.

The Director of Estates confirmed that work will shortly commence on the new A14 link Road adjacent to HQ. A plan has been drawn up for additional car park spaces at HQ, which will provide an additional 100 spaces, taking into account those lost due to the link road.

13. ANY OTHER BUSINESS

13.1 **Chairman's Items**

The Chairman did not have any items to raise.

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

13.2.1 The ACC (JPS) intended to inform the Joint Chief Officer Board tomorrow that a discussion on the future of RAF Alconbury will be required across Beds, Cambs and Herts.

13.2.2 The ACC informed colleagues that new lanyards will be introduced across the force – green for officers and staff, blue for permanent/unescorted contractors and orange for escorted visitors. A date for the rollout has yet to be agreed.

14. DATE OF NEXT MEETING

The next meeting will take place on Monday 5 November at 11am in Conference Room 3.