



Creating a safer
Cambridgeshire

MINUTES OF MEETING

SUBJECT: Force Executive Board (FEB)
HELD ON: Monday 10 September 2018
AT: Conference Room 3, Force HQ
PRESENT: Alec Wood, Chief Constable (Chair)
Alan Baldwin, Deputy Chief Constable
Dan Vajzovic, Assistant Chief Constable
Niki Howard, Chief Finance Officer
Colin Luscombe, Director of Estates
Sarah Cooper, Head of Corporate Communications
Chris Mead, Head of Investigations
Liz Groom, Federation Chair
Neil Sloan, Chief Constable's Staff Officer
Mike Hills, Head of Corporate Development
Sharon Carman, Unison Chair

ACTION

1. APOLOGIES

Apologies were received from the Head of ICT and the HR Business Partner.

2. MINUTES OF THE MEETING HELD ON 2 JULY 2018

The minutes were approved.

3. MATTERS ARISING

3.1 FEB 02/07/2018 Item 5

A message from the ACC in relation to Op Nadal was published on Nimbus.
ACTION CLOSED

3.2 FEB 02/07/2018 Item 8.2.2

HR have contacted Unison in relation to GDPR.
ACTION CLOSED

4. RISK AND BUSINESS CONTINUITY

The Deputy Chief Constable provided a summary of the main and new risks and issues, as discussed at the Risk Review Board on 18 July 2018.

5. FINANCIAL REPORTS

5.1 Revenue Monitoring Report

The Chief Finance Officer referred colleagues to her Revenue Budget Monitoring Report, which was in a new format with additional tables detailing local policing budgets.

The budget at the end of July was underspent by £270k, or 0.6% of net revenue. Underspend areas of the budget are predominantly PCSOs pay (£1,020k), Police Staff Pay and Overtime (£508k) and pensions (£209k). Overspend areas are Police Officer overtime (£681k), Supplies & Services (£411k) and Collaboration (£762k). Forecast overspends within the collaboration budgets for HR/L&D, Air Support and ERP set up costs were noted.

A report on the budget envelope and in-year pressures was also noted.

5.2 Capital Monitoring Report

The Board noted the latest Capital Programme Monitoring Report for the four months ending 31 July 2018.

Members agreed an addition to the 2018/19 Capital Programme of £55k to cover proportional recharges of the 2016/17 JPS ERSOU Capital Project which was not processed.

An addition to the 2018/19 Capital Programme of £44k to cover a shortfall in costs on the JPS ANPR Capital Project was also agreed.

The Chief Constable passed on his thanks to the Chief Finance Officer and her team for the way they had managed the budgets during his time in office.

6. ORGANISATIONAL DEVELOPMENT

6.1 CDD Update

The Head of CDD referred colleagues to his paper, which provided an update on key departmental work streams.

Work is ongoing to align the Strategic Assessment and Force Management Statement processes, and a review of current force governance structures is also being undertaken.

The Social Research Team have been undertaking an evaluation of Police Now, which is part of a larger programme of work into recruitment and retention to help inform future decision making.

Resourcing within the Continuous Improvement Team has been challenging over the last reporting period and the ability to take on new commissions has been reduced for the time being.

6.2 Internal Non-Financial Audit Report

The Deputy Chief Constable referred colleagues to the latest report and in particular the appendix, which provided an overview of all the audit findings.

The Chief Finance Officer confirmed a forthcoming audit of seized property and controlled drugs, which was currently the only issue without any assurance.

The report was noted.

7. **ITEMS FOR RESOLUTION**

7.1 Asset Recovery Incentivisation Scheme (ARIS)

The Assistant Chief Constable referred colleagues to his report.

£170,129 from forfeiture orders has been included in the carry forward report for use in the 2018/19 budget.

Previously the income contributed towards the cost of staffing the Economic Crime Unit, but since the Unit moved to ERSOU the income has gone into general reserves.

It was proposed that all of the funds are placed under a separate budget code for initiatives that meet the Police & Crime Plan objective of 'Supporting our Communities'. Bids would be submitted and approved via the current Tasking process.

Following a brief discussion the proposal was agreed.

7.2 Travel to Work Scheme

The Chief Finance Officer referred colleagues to her report, which provided a summary of the costs and benefits of re-engaging with the Cambridgeshire Travel to Work Scheme.

The Board approved the renewal of membership of the scheme and agreed to support and encourage staff to complete the travel survey in October.

8. **ANY OTHER BUSINESS**

8.1 Chairman's Items

The Chief Constable wished to place on record his thanks to all those he had worked with in this forum, both as Deputy Chief Constable and Chief Constable. He thanked them for their continued professionalism, particularly in view of the size of the Cambs Executive Team compared to other forces. He wished his colleagues all the best for the future.

8.2 Items Notified at the Start of the Meeting

There were no additional items.

9. DATE OF NEXT MEETING

The next meeting will take place on Monday 1 October at 11am.