



Creating a safer
Cambridgeshire

MINUTES OF MEETING

SUBJECT: Force Executive Board (FEB)
HELD ON: Tuesday 3 March 2015
AT: Conference Room 3, Force HQ
PRESENT: Simon Parr, Chief Constable (Chair)
Alec Wood, Deputy Chief Constable
Mark Hopkins, Assistant Chief Constable
Niki Howard, Chief Finance Officer
Shelley Spratt, Deputy Head of Corporate Communications
Paula Kirkpatrick, Head of Recruitment
Colin Luscombe, Director of Estates
Shaun Ryan, Police Federation
David Craig, Unison
Dan Vajzovic, Local Policing Commander
Ian Bell, Head of ICT
Mel Dales, Head of Corporate Development

ACTION

1. APOLOGIES

Apologies were received from the Head of Investigations, Head of Corporate Communications and Head of HR.

2. MINUTES OF MEETING HELD ON 3 FEBRUARY 2015

The Minutes were approved.

3. MATTERS ARISING

3.1 Cultural Differences within Cambs, Beds and Herts

The Chief Constable had received a number of examples from members and had discussed these with CC Bliss and DCC Roome-Gifford (BCH Director of Change).

3.2 Principal Risk Register – Expired Vetting

It is not currently possible to produce a report providing details of all expired vetting.

3.3 Principal Risk Register – Web Manager

A discussion will take place outside the meeting between the Chief Constable and Head of ICT.

4. ORGANISATIONAL CHANGE

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The FEB will support and maintain the vision, values and strategic intent of the Constabulary. Its purpose is to advise the Chief Constable on strategic direction for the Constabulary and ensure Corporate Governance.

4.1 Collaboration Update

The Chief Constable provided a brief update on the collaboration programme.

It is hoped that the business case for Contact Management will be ready by early June. The business case for HR is progressing. More work is needed on the business case for Criminal Justice, so consequently the timescales have been changed for this.

Discussion took place on Call Handling resource levels. The PCC's Chief Executive has requested a paper for the next Business Co-ordination Board. D/Superintendent Mead will prepare a paper for the Assistant Chief Constable's approval following receipt of the report from Deloitte which is imminent.

4.2 Programme Metis Update

The Head of ICT gave a brief update.

Self Service is progressing well. A presentation has been given to Beds, Cambs and Herts Chief Officers on a single Self Service portal across the three forces.

Mobile devices continue to be delivered across the force. Rollout should be complete in Cambridgeshire by early April. A rollout of smart phones will then commence.

A date for the release of the second version of tuServe in Cambridgeshire, which has more functional policing elements, should be known shortly.

The Head of ICT will arrange for Criminal Justice Board members to receive a presentation on tuServe.

*Head of
ICT*

The Head of ICT and members of his team will be attending the Home Office Security & Policing Exhibition at Farnborough next week. Beds/Cambs/Herts will be representing UK policing in relation to mobile data technology and supporting the Centre for Applied Science and Technology as part of the Innovation stand at the event.

Brief discussion took place on the Innovation Fund and ongoing funding for mobile data.

5. CORPORATE RESOURCES

5.1 Financial Review

The Chief Finance Officer referred members to her Revenue Budget Monitoring Report.

The budget at the end of January was underspent by £2,569k or 2.5% of net revenue budget. Savings of £1.5m have been taken across to the capital reserve of off-set future capital requirements.

Collaborated initiatives continue to underspend.

The 2015/16 budget has been balanced, however there is currently a £8.2m funding gap for 2016/17. The Deputy Chief Constable remarked on how exceptional this position is, compared to other forces. The Chief Constable thanked colleagues, adding that he knew how difficult it had been to achieve this.

The Board noted the report.

5.2 Capital Monitoring

The Chief Finance Officer referred members to this month's Capital Programme Monitoring Report.

As of the end of January 89.4% of the 2014/15 Capital Programme had been spent and committed. Indications are that expected outturn will reach 79.4% due to slippage in work on the Dangerous Dogs Facility Scheme and replacement of the Thorpe Wood Heating system. Major spends this financial year have been Programme Metis (£2,204k), the Vehicle Replacement Scheme (£1,389k), Major Repairs (£650k) and Athena (£448k).

The original 2014/15 Capital Programme included schemes approved subject to further business cases, including £1,370k for Programme Metis. To date £998k has been released and spent or committed. A further £369k is now required and approval will be sought from the PCC. It was noted that some of the costs included in the committed and spent figures are to be recharged to Bedfordshire and Hertfordshire.

The Board noted the report and the Chief Constable thanked the Chief Finance Officer for her work on the budgets.

5.3 Workforce Issues

The Head of Recruitment gave a brief summary of a number of items contained within this month's Workforce Paper, which outlined key points from the recent People Board meeting.

There has been a reduction of posts at most ranks, including 3.2 at Constable level. It was agreed that posts at this level would be reinvested rather than taken as savings, therefore the establishment remained at 1005.2 permanent and 2 temporary Constable posts.

From 1 April, candidates who are unsuccessful in the police recruitment process can now apply again after six months, not the current two years. This brings Cambridgeshire in alignment with Bedfordshire and Hertfordshire.

As at 28 February workforce numbers were as follows:-

Police Officers 1333.7
Constables 996.2
PCSOs 150.7

Police Staff 767
Specials 271

A brief discussion took place on support staff sickness levels. The Head of Recruitment would obtain more information on the long term sickness figures.

Functionality has been restored to most elements of Origin following the recent upgrade, but there are still a few problems that are being addressed.

6. CORPORATE PERFORMANCE

Corporate Development Department (CDD) Update

The Head of Corporate Development referred members to this month's update paper and provided a brief summary of the key points contained therein.

Discussion took place on the performance update within the report. It was noted that victim based crime levels remain statistically higher than the benchmark, and in the 12 months to January public confidence in Cambridgeshire Police remained statistically higher than at year end. An overall prosecution rate of 3% for Burglary in January is a cause of concern.

7. CORPORATE GOVERNANCE

Principal Risks Register

Members noted the Principal Risks Register and details of work currently being undertaken in relation to each risk/issue.

8. ITEM FOR RESOLUTION

8.1 New Force Governance Structure

The Board discussed a paper outlining the new force board and governance structures being adopted.

It was noted that not all elements of the structure will be functioning immediately. However, members endorsed the arrangements and proposals being progressed and remarked on the good work done by Chief Inspector Ormerod to deliver the new structures.

8.2 Surplus Land at HQ – Exclusivity Agreement

The Chief Finance Officer left the meeting for this item due to a conflict of interest because of her involvement with the Hinchingsbrooke Health Care NHS Trust as a volunteer.

The Director of Estates introduced his paper, which sought approval to grant the Hinchingsbrooke Health Care NHS Trust a six month exclusivity period for the production of a feasibility study for a joint property scheme on surplus land at Constabulary HQ.

This proposal has been considered at an Estates Sub-Group meeting and Business Co-ordination Board, and the risk is considered to be low.

The Board approved the proposal.

9. ITEMS FOR INFORMATION ONLY

9.1 Agenda Plan

The Agenda plan was noted.

9.2 Corporate Communications Update – Get Closer

Members noted the March update.

9.3 Estates Sub-Group Minutes

Members noted the minutes of the Estates Sub-Group meeting that had taken place on 14 January. A lot of discussion has taken place regarding constabulary premises and the re-use of buildings. Decisions on a number of properties are expected in the near future.

9.4 IMSG Actions

The Board noted the actions from the Information Management Strategy Group Meeting held on 11 February.

As a result of new NCRS rules, from 1 April 2015 only the Crime Registrar is able to 'no crime' rape allegations. The Chief Constable commented that a number of changes to the recording rules will result in an increase in recorded crime.

10. ANY OTHER BUSINESS

10.1 Chairman's Items

There were no items from the Chairman.

10.2 Items Notified at the Start of the Meeting

- Parkside Custody
The Deputy Chief Constable wanted to take the opportunity to thank Superintendent Vicky Skeels, who led the Silver Group, as well as C/Insp Iain Clark and the Assistant Chief Constable for their work on this project.
- The Head of ICT informed members that we are getting closer to the production of a shared network with Beds and Herts. This will be a significant upgrade and there is a risk that large mailboxes will be corrupted during migration. A mailbox under 1GB is what staff should aim for.

11. DATE OF NEXT MEETING

Tuesday 7 April 2015, 1.30pm

