



Cambridgeshire Police & Crime Commissioner

FINANCE SUB-GROUP

APPROVED MINUTES

Date: 21st May 2015

Time: 09:30 hours

Location: OPCC Office at Cambourne

Members:

Brian Ashton	Deputy Police and Crime Commissioner
Niki Howard	Director of Finance & Resources
Josie Gowler	Director of Finance – OPCC
Dorothy Gregson	Chief Executive

In attendance:

Nancy Leversha	Strategic Accountant
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1. Welcome and Apologies

The DPCC welcomed everybody to the meeting.

Apologies were received from Simon Parr, Chief Constable and Alec Wood Deputy Chief Constable.

2. Actions arising from minutes of meeting 23rd April 2015

The minutes were agreed and signed. The Metis report that came to the last FSG is going to the next Business Co-Ordination Board and Joint Audit Committee.

3. Estates Sub Group Minutes 19th March 2015

The group received the minutes.

NH informed the group that she had chaired the first Fleet Workshop Project Board on 20th May. They have agreed terms of reference for the group. The

group will look at the future configuration of fleet workshops and what will be required for the future. All options will be considered and any decisions will not preclude any future collaboration.

DG requested a short paper with background and a decision notice to go to BCB signalling the intentions of the workshops project and potential expenditure.

- (i) *The group noted the report.*
- (ii) *Background paper and decision notice signalling potential expenditure to be taken to next BCB.*

Item 7 was brought forward, but remains in the order of the agenda for the purposes of the minutes.

4. Terms of Reference for Finance Sub Group

The group were content with the proposed terms of reference and they were adopted.

- (i) *The group noted the report.*

5. Annual Governance Statement

JG presented the OPCC AGS, stating elements highlighted in yellow are additions to 14/15. Elements highlighted in blue await Auditors comments. DG asked for an additional paragraph regarding the Governance process for Collaboration to be included.

NH stated the Constabulary use the same format and both statements go to the JAC. The documents are backward looking.

The group are content with progress and note the information that is awaited and will be completed on time.

- (i) *The group noted the report.*
- (ii) *JG to include additional paragraph regarding governance process re collaboration.*

6. Review of Treasury Management

JG had reviewed and reported research including other PCC's and some Councils in order to improve the return on investment without increasing risk.

JG recommended not to increase duration of investments currently. To review the FITCH rating to A- which opens up more investment opportunities to us and to include non-government funds in investments.

This will be reviewed in 12 – 18 months' time.

(i) *The group noted the report.*

(ii) *Paper to go to BCB and JAC.*

7. Fleet

JG informed the group she had researched potential charging for services at the fleet workshops in the future. No separate trading company will be required if undertaken as cost recovery only. The group agreed that the workshops project needs to be completed and settled before anything further is considered.

8. CTC

The DPCC expressed his disappointment that a paper from CTC has still not been received.

The group would like to review income and expenditure and be reassured that income for Cambridgeshire is not being top sliced.

The group also need to better understand what the parameters are regarding what the income can be spent on.

The total amount of income due back to Cambridgeshire is not yet known, it was agreed this would be placed in a reserve whilst research is conducted as to what expenditure can be spent on and we will continue to work with partners.

The paper requesting the replacement of three vehicles was agreed from the Capital budget and will be passed to BCB for a decision.

(i) *The group agreed the request for three replacement vehicles, and paper and decision notice will go to BCB.*

9. Revenue carry forwards

The DPCC asked how this compares with previous year. NH stated it is broadly similar although has reduced. The group gave support for the approach adopted and the report was agreed.

The group noted the SARC carry forward and requested more information regarding the current progress and finances.

- (i) *The group noted the report.*
- (ii) *NH to commission a report on SARC and its progress including finance costs.*
- (iii) *JG to notify Finance that carry forwards agreed.*

10. Cashflow

NH apologised but April investments figures are missing from the spreadsheet. She stated that she needs to investigate the discrepancies.

- (i) *The group noted the report.*
- (ii) *NH to investigate discrepancies in cash flow spreadsheet.*

11. AOB

HMIC

NH informed the group that HMIC will be visiting in a few weeks. A copy of papers submitted to HMIC will be sent to the DPCC.

HR Business Case

The group were informed the Collaborated HR Business Case has been approved and all staff involved are currently being consulted.

Athena

The group discussed Athena and the Innovation Fund.

Future Agenda Item

DG suggested the group has an overview of collaborative project finance implications/savings and the group also reviews the Cambridgeshire level of savings.

- (i) *Copy of papers submitted to HMIC to be sent to DPCC.*
- (ii) *Collaboration projects financial implications/savings to be included as a regular agenda item.*

12. Date of next meeting

Thursday 25th June 2015 at 10:00am, OPCC Cambourne.



Brian Ashton