



**FINANCE SUB-GROUP**

**APPROVED MINUTES**

**Date:** 30<sup>th</sup> July 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 for OPCC
Alec Wood	Deputy Chief Constable

**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 Dorothy Gregson, Chief Executive OPCC.

**2. Actions arising from minutes of meeting 25<sup>th</sup> June 2015**

Action 8 (iii) NH stated is awaiting confirmation for motor vehicle excess as it is currently going through the procurement process.

The minutes were agreed and signed by the DPCC.

**3. Constabulary Revenue Budget Monitoring – Month 12**

The report now shows the final position for 14/15. The movement of the CTC underspend of £515k to the Casualty Reduction and Support Fund is now included.

NH informed the group that overtime for 15/16 will increase due to the training abstraction for Athena but this has been planned.

The DPCC queried whether the carry forwards shown at Appendix 2 related to business as usual. NH informed the group the carry forwards are all related to holding partnership funding and there are tight procedures around this.

*(i) The group noted the report.*

**4. Capital Provisional Outturn**

The group noted the total net underspend of £236k that had been returned to reserves. It was noted the underspends were in part due to technology changes and some to housekeeping of older projects.

The additional £197k for TuServ development was agreed.

The additions to the Capital programme were noted.

Funding of £599k in paragraph 5.3 was requested in relation to the Innovation Fund. This is from vehicle receipts, collaboration fleet recharges, and RCCO underspend. This was agreed by the group.

The carry forwards in Appendix 3 were agreed.

*(i) The group approved the recommendations and noted the report.*

**5. Cash Flow Monitoring**

JG informed the group that she had received the day by day Cashflow and the lowest level had been £13m at the beginning of April.

*(i) The group noted the report.*

**6. Release of METIS funding – Vehicle solutions**

The group agreed to the request for £15k to fund the vehicle based solution.

*(i) The group noted the report.*

**7. SARC Update**

The DPCC welcomed the report. He stated his concerns had been over the amount of carry forward and the overheads of the building. The report provided reassurance and highlighted the importance of their role. AW stated the forensic regulator is currently reviewing SARC forensic provision nationally and cognisance should be taken of this report in the future when looking to reduce overheads.

*(i) The group noted the report.*

**8. ESG Minutes from 10<sup>th</sup> June 2015**

The minutes were noted and approved.

*(i) The group noted the report.*

**9. Single Tender Sign Off and Civil Claims Report**

The DPCC welcomed the paper and stated it was interesting to note. This shows a minimisation of exemptions from the financial regulations.

The civil claims are modest and the DPCC was reassured around the robust procedures Cambs have in place.

(i) *The group noted the report.*

**10. Collaboration**

The DCC informed the group that he and NH had attended a meeting regarding collaboration finance and organisational support. Agreement over reporting of savings had been agreed for future reports to be displayed on a month by month basis rather than annually.

The DPCC stated there should be consistency of approach regarding budget setting and what figure is used for staff turnover to ensure equity across BCH.

(i) *The group noted the update.*

**11. Date of next meeting**

Thursday 27th August 2015 at 10:00am, OPCC Cambourne.



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**Brian Ashton**