



**FINANCE SUB-GROUP**

**APPROVED MINUTES**

**Date:** 27 January 2016

**Time:** 10:00 hours

**Location:** OPCC Office at Police HQ

**Members:**

Brian Ashton	Deputy Police and Crime Commissioner
Alan Baldwin	Deputy Chief Constable
Niki Howard	Director of Finance & Resources
Josie Gowler	Director of Finance for OPCC

**In Attendance:** Nancy Leversha Strategic Accountant

**1. Welcome and Apologies**

The DPCC welcomed everybody to the meeting.

Apologies were received from Alec Wood, Chief Constable and Dorothy Gregson Chief Executive of the OPCC.

**2. Actions arising from minutes of meeting 17<sup>th</sup> December 2015**

3(iii) Niki Howard informed the group that the request for budget reports for collaboration teams had been received for the Strategic Alliance Holding to Account meeting. NH informed the group that some department budgets for next year were incomplete as work was ongoing to finish these.

The minutes were agreed and signed by the DPCC.

**3. Force Revenue Monitoring report Month 8 2015/16**

NH presented the monitoring report. The collaborated initiatives are forecasting £700k underspend. The surplus generated by CTC is shown separately as Cambridgeshire put this in a reserve for Road Safety initiatives.

The group reiterated that early sight of proposed requests for funds is appreciated.

The underspend was noted.

*(i) The group noted the report.*

**4. Capital Programme Monitoring M8**

The construction of the vehicle workshop is anticipated to cost £1.3m which will be funded through the sale of Bridge Street but as there will be an overlap the building has been included in the 2016/17 Capital programme reserve.

The group reiterated that buildings are not sold to fund revenue, but any proceeds from sales of buildings are in a Capital reserve to fund this construction. The table at Appendix 3 needs to be amended as the £300k expenditure should be shown from Capital reserve.

NH informed the group there had been a hiatus in vehicle replacement whilst a new contract was signed and so a carry forward will be requested.

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

*(ii) Capital budget draft to be presented at February FSG.*

**5. Cashflow**

This is a high level report, the group take a prudent view on interest and how long money is invested. The credit in July is when the Pension credit is received and December was a pay-out for the Gadd pension's cases, which the Home Office will pay back.

Other outstanding cases on undercover officers and the National Review are currently unknown, but anticipating another pay-out.

*(i) The group noted the report.*

**6. OPCC Revenue Budget Monitoring Month 9**

JG presented the revenue budget for the OPCC. For 15/16 this is now forecasting a small underspend and the Grants are on track.

For 16/17 the MoJ Grant is now known. The Office budget has a very slight increase due to the inclusion of treasury management costs in the OPCC budget to match the responsibility for cash balances and treasury management sitting within the OPCC. Following a meeting at the Police ICT Company last week the OPCC budget will increase following their £60k anticipated invoice (original budget £25k). The group agreed to show this expense on its own budget line for transparency.

*(i) The group noted the report.*

**7. WAN Capital Funding Request**

A paper was received from ICT regarding contract renewal for Wide Area Network (WAN). A number of questions were raised by the group about future proofing and it was agreed that JG would contact Head of ICT outside of the meeting.

The group approved the contract renewal proposal. The group agreed Core provision should be by NRE and the remainder by number of sites taking into consideration what this may look like with Local Policing requirements in 3 – 5 years, and a greater understanding of whether costs should be proportional or activity linked in the future.

- (i) The group agreed to the recommendation and noted the report.*
- (ii) A decision note to be signed by the Commissioner for the WAN contract approval.*
- (iii) JG to contact Head of ICT re answers for outstanding questions from the group.*

**8. ESG Minutes**

The group received the minutes and noted them.

NH confirmed the dog kennel will be positioned by the Vehicle Examination Unit at HQ.

- (i) The group noted the minutes.*

**9. AOB**

There was no AOB.

**10. Date of next meeting**

Wednesday 24<sup>th</sup> February 2016 at 10:00 hours, OPCC Cambourne.



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**Brian Ashton**

