



Creating a safer
Cambridgeshire

MINUTES OF MEETING

SUBJECT: Force Executive Board (FEB)
HELD ON: Wednesday 9 July 2014
AT: Conference Room 3, Force HQ
PRESENT: Simon Parr, Chief Constable (Chair)
Mark Hopkins, Assistant Chief Constable
Sarah Cooper, Head of Corporate Communications
Linda McHale, Head of Human Resources
Colin Luscombe, Director of Estates
Shaun Ryan, Police Federation
Sharon Briar, Unison
Ian Bell, Head of ICT
Andy Hebb, Head of Investigations
Laura Gunn, Deputy Director of Resources

ACTION

1. APOLOGIES

Apologies were received from the Deputy Chief Constable, Chief Finance Officer, Head of CDD and Local Policing Commander.

2. MINUTES OF MEETING HELD ON 3 JUNE 2014

The minutes were approved.

3. MATTERS ARISING

There were no matters arising.

4. ORGANISATIONAL CHANGE

4.1 Minutes from last Change Management Board (CMB)

The minutes of the CMB meeting held on 3 June were noted. A brief discussion took place on the legislation relating to requests for flexible working.

4.2 Collaboration Update

It is hoped that the first business case (for ICT) would be approved shortly. This will ensure the best use of staff across the three forces, and delivery of the work with Metis and the Innovation Fund. There are currently no staffing issues that require

consultation with Unison.

4.3 Programme Metis Update

The Head of ICT reported that the Constabulary is engaged in work with Black Marble for a new Intranet in SharePoint.

The Team Sites that will replace the current Microsites are scheduled to go live in September. The Assistant Chief Constable suggested that Police Volunteers could manage the sites. He will progress this.

BlackBerrys will be replaced in Beds, Cambs and Herts. Two types of device will be purchased. They will run Microsoft Office and Lync and enhance the flexibility the slate provide, but will not replace them. Staff will be encouraged to make best use of the phones and personal use will be permitted, including access to Facebook, etc.

A further 200 slates are being purchased for frontline officers. Bedfordshire are also purchasing a number of slates.

A new tri-force mobile working board has been established and is progressing well.

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5. **CORPORATE RESOURCES**

5.1 Financial Review

No forecasts are available this early into the 2014/15 financial year. The budget at the end of May was underspent by £359k or 1.6% of net revenue budget. Work is being carried out on the staff budget to identify savings.

Discussion took place about officers' hours. Shaun Ryan reported that there is a perception that officers are doing overtime to fill resourcing gaps, and were generally feeling the pressure of work. Inspectors' hours were of concern. Discussion ensued and it was noted that HR currently circulate officers' hours to the Head of Investigations and Local Policing Commander.

The Board noted the Revenue Budget Monitoring Report.

5.2 Workforce Issues

The Head of HR provided a brief summary of the main items contained in her update paper.

As at 30 June 2014 workforce numbers were as follows:-

Police Officers	1337.7
Constables	999.5
PCSOs	134.7
Police Staff	764.9
Specials	299

The next intake of Constables will take place in August. Six transferees joined the force in June and ten new PCSOs joined on 7 July. An intake of 32 new Specials will take

place in October.

Discussion took place about tri-force selection procedures and the new entry qualifications for police officer recruitment. A three force position on this is still awaited.

6. CORPORATE PERFORMANCE

6.1 Corporate Development Department (CDD) Update

The Board noted the paper from the Head of CDD which provided an update on the business areas within the Directorate.

HMIC inspections are currently causing frustration across the country. Every issue of concern is being highlighted but good work is not being acknowledged. The lack of balance has been highlighted to the Policing Minister.

7. CORPORATE GOVERNANCE

7.1 Principal Risks Register

The Board noted the Principal Risks Register, and in particular the new risk in relation to Estates, which will be monitored accordingly.

8. ITEM FOR RESOLUTION

8.1 Cyber Crime in Cambridgeshire

Following completion of the Cyber Crime Capability Assessment, the Head of Investigations presented a paper to the Board outlining the current position and a strategy for the Constabulary to adopt to ensure it discharged its obligations under the Strategic Policing Requirement.

The Board noted the content of the report and agreed the recommendations. It was acknowledged that this area of business is high on the national risk register and is a top priority. An update paper would be prepared for the PCC in due course and it was agreed that this matter would be reviewed again by the Board in six months (*Agenda Plan updated*).

9. ITEMS FOR INFORMATION ONLY

9.1 Agenda Plan for FEB

Following a recent tri-force meeting in relation to the rehabilitation of offender arrangements, it was agreed an update would be provided for October's meeting. An Inspections update was also requested for October (*Agenda Plan updated*).

9.2 Corporate Communications Update – Get Closer Campaign

The Board noted the July update. This month's crime trend priority is Burglary.

9.3 Witness Care Audit Action Plan

The Board noted the report, which provided an update on the Witness Care Audit Action Plan and implementation of the revised Victim's Code, which are progressing well.

It was agreed that installation of the Victim's Code NCALT package would be a priority and this would be mandatory for all frontline and middle office functions across the Constabulary.

10. ANY OTHER BUSINESS

10.1 Chairman's Items

Referring to the previous discussion in relation to HMIC inspections, the Chief Constable commented that the Constabulary is now a different place to work; staff have a voice, can challenge, and are not focused on numbers. However, this is not being formally fed back by HMIC. Board members were asked to congratulate their teams on this achievement.

The Assistant Chief Constable referred to a recent Ofsted inspection hot debrief. As a partner member of the LSCB, Ofsted appreciate how well the Constabulary is viewed by the LSCB and Cambridgeshire County Council; for example how it engages and interacts with partners.

The Chief Constable remarked on the success of the policing element of the recent Tour de France event in Cambridge. He passed on his thanks to the Head of Investigations, who will ensure that Supt Skeels and all officers involved are thanked for their hard work on this operation.

10.2 Items Notified at the Start of the Meeting

There were no items notified at the start of the meeting.

11. DATE OF NEXT MEETING

Tuesday 5 August, 1.30pm