

Force Finance Scrutiny Meeting
Thursday 21 August 2014
10:00am, Conference Room, Hoffmanns Way

Present:-

Lindsay Whitehouse, Deputy Police and Crime Commissioner (DPCC) for Essex	LW
Charles Garbett, Treasurer, OPCC	CG
Denise Breckon, Chief Accountant, EP	DB
James Cook, Finance Lead for Evolve Programme, EP	JC
Carly Fry, AD Performance and Scrutiny, OPCC	CF
Abbey Gough, Financial Analysis and Scrutiny Officer, OPCC	AG

	Item	Action	Owner	Date for Completion
1.	<p>Matters arising Apologies</p> <p>Debbie Martin (DM) Chief Finance Officer, (EP) Richard Jones (RJ) Management Accounting & Insurance Manager, (EP)</p> <p>It was agreed that papers should arrive 6 days before the meetings.</p>	<p>EP to send papers 6 days before the meetings to the OPCC</p>	<p>EP</p>	<p>Ongoing</p>
2.	<p>Notes of previous finance scrutiny meeting</p> <p>The notes of the meeting were agreed subject to some amendments.</p>	<p>Amendments to notes</p>	<p>AG</p>	
3.	<p>Monthly Force Finance Performance Reports:</p> <p>Budgetary control report month 4, with three month financial forecast Medium term financial plan.</p> <p>CG asked when at what point an operation becomes significant that costs are recorded separately, to which DB stated that operations are reviewed individually and can develop into a significant cost. JC said that costs for all murder investigations are recorded. LW suggested that there should be a financial limit at which an operation is deemed significant. DB said that this was approximately £500k</p> <p>Revenue Contribution to Capital: CG noted that £250k had been spent from revenue on short life capital asset and highlighted that there may be need for investment upon completion of the estate review. He noted that no more decisions regarding such spend should be made until the outcome of the estates review</p> <p>DB confirmed that if there is no capital available then funding will come from the General Reserve or revenue, however it EP were aware that there may be a potential spend relating to the estate review.</p>	<p>Agreed</p>		

	<p>CG highlighted that there is £1.7m in reserves to fund Athena and that there had been a number of increases so far. CG noted that the Strategic Board looks at the overall cost of the Athena project and not the EP cost of Athena.</p> <p>JC stated that this was addressed in the Strategic Improvement and Change Board, which Susannah Hancock (SH) attends.</p> <p>Southend Capital Project: DB mentioned that capital projects were detailed over a number of years and that Southend was not just one project but several (e.g. flat roof, custody).</p> <p>Injury Pensions: DB confirmed that EP had correctly coded injury pensions following the recent new story from Essex Fire Service.</p>	<p>CG to speak to SH regarding Athena board</p> <p>DB to send AG breakdown of capital projects</p>	<p>CG</p> <p>DB</p>	<p>18th September</p> <p>18th September</p>
4.	<p>MTFS (substantive item)</p> <p>CF referred to the extension of the MTFS 2019/20 and what EP finance required from the OPCC to facilitate savings.</p> <p>JC noted that the MTFS was based upon short term key policing priorities, however there were a lot of unknowns. JC stated that the PCC could give an indication of what the organisation would look like in the future</p> <p>The completion of the estate review and an operational view will give a better indication of accommodation needed.</p> <p>Insurance Provision: CG noted that EP insurance premium was set to double.</p>	<p>Speak to PCC regarding long term view for EP to assist with MTFS</p> <p>Consider who would be best positioned to provide operational input in future Resources Scrutiny meetings.</p> <p>EP to consider how risk is being managed.</p>	<p>CF / LW</p> <p>DB / JC</p> <p>JC</p>	<p>18th September</p> <p>18th September</p> <p>18th September</p>

5.	<p>Resources: Meeting Format from September (substantive item)</p> <p>CF noted that the next meeting (September) would be a Resources Scrutiny meeting and would include the Monthly Monitoring Report for month 5 and a report on Procurement.</p> <p>October Resources scrutiny meeting will include the HR quarterly report and a report on sickness.</p> <p>CG said that he would include additional representations of the OPCC monthly accounts.</p>	CG and RJ to provide additional representation of OPCC accounts	RJ / CG	
6.	<p>Any other business</p> <p>There was no other business</p>			
7.	<p>Date of Next Meeting</p> <p>Thursday 21st August 2014, 10am Hoffmanns Way</p>			