

MINUTES
POLICE, FIRE AND CRIME COMMISSIONER FOR ESSEX
and
ESSEX POLICE
STRATEGIC BOARD

16 June 2022, 1400 to 1600, via MS Teams

Present:

Roger Hirst (RH)	Police, Fire and Crime Commissioner – Chair
Pippa Brent-Isherwood (PBI)	Chief Executive and Monitoring Officer, PFCC’s office
Jules Donald	Chief Information Officer, Kent and Essex Police
Jane Gardner	Deputy Police, Fire and Crime Commissioner
Mark Gilmartin (MG)	Director of Shared Support Services, Kent and Essex Police
BJ Harrington (BJH)	Chief Constable, Essex Police
Dr Vicki Harrington (VH)	Director of Strategic Change, Essex Police
Suzanne Harris (SH)	Head of Performance & Scrutiny (Policing & Crime) PFCC’s office
Dave Levy (DL)	Director of Commercial Services, 7F Procurement
Debbie Martin (DM)	Chief Finance Officer, Essex Police
Janet Perry (JP)	Strategic Head of Performance & Resources, PFCC’s office
Lydia Purser (LP)	Head of Capital Development, Estate Services, Essex Police
Matt Tokley	Head of Corporate Accounting, Essex Police
Camilla Brandal	Minutes, PFCC’s Office

Apologies:

Patrick Duffy (PD)	Head of Estates, Essex Police
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1 Introduction and welcome

RH welcomed all to the meeting and accepted apologies from those set out above.

2.i Minutes of last meeting (8 March 2022)

There were no amendments to the minutes of the last meeting and they were therefore approved. There were no matters arising.

2.ii Action Log

60/21 Finance – Cyber Insurance
See item 7.ii of this agenda for update. Propose close.

62/21 Estates Programme
Workshop taken place. Propose close.

01/22 Action Log
SEERPIC meeting taken place. Propose close.

02/22 Forward Plan
Statement of Accounts on Forward Plan for June and September. Propose close.

03/22 Finance – MTF5
Decision Report not required. Paper approved outside Strategic Board. Propose close.

04/22 Finance – Budget Setting Timetable
Awaiting dates of Panel meetings in 2023. RH to speak to Panel Chair to see if the meetings could be brought forward by a week.

Action: 10/22
RH to speak to Panel Chair to see if the meetings could be brought forward by a week.

05/22 Capital Programme (ESMCP)
Decision Report 118-21 approved and signed. Propose close.

06/22 Capital Programme (Tech refresh)
Decision Report 023-22 approved and signed. Propose close.

07/22 Capital Programme (Drug Drying)
Decision Report 022-22 submitted to PFCC's office. Awaiting approval. Action to remain open.

08/22 Capital Programme (Athena)
Decision Report 006-22 approved and signed. Propose close.

09/22 Capital Programme (Specials Mobile First)
Decision Report 020-22 submitted to PFCC's office. Awaiting approval. Action to remain open.

2.iii Forward Plan

SH confirmed that the only change to note was the update on the receipt of the proposed decision reports and the proposal to organise an Extraordinary Strategic Board to discuss the remaining Decision Reports which need addressing before September.

3 Finance

3.i Medium Term Financial Strategy ('MTFS')

3.i.1 RH thanked the team for their work done on the MTFS and the analysis.

3.i.2 DM went through the MTFS and highlighted items for noting, namely the updated assumptions, the forecast deficit and the annual savings target.

3.i.3 A discussion took place around the assumptions, pay awards, inflation and energy costs, and the PUP Grant letters. It was agreed that the acceptance letter for the PUP grant would include a proviso on the Metropolitan Police Service 'joining bonus' proposal.

JG joined the meeting at 1425.

3.ii Draft Statement of Accounts

- 3.ii.1 DM presented the draft Statement of Accounts which are planning to be signed off on 27 June in order to publish before the auditors start their work. The deadline for publishing of Final Accounts is 30 September following the Joint Audit Committee (23 September) and Strategic Board (26 September).
- 3.ii.2 DM went through the headlines to the draft Statement of Accounts, namely a Decision Report regarding the underspend moving to the General Reserve and that there were no technical changes to the Accounts. DM confirmed that there were only a few outstanding queries around billing collections, a section to be added to the narrative from JP, an update on McCloud and benefits in kind.
- 3.ii.3 It was agreed that the cover report for this paper could be published but not the draft Statement of Accounts.
- 3.ii.4 RH strongly commended the team on the draft Statement of Accounts. A brief discussion took place around the future sign off dates and it was agreed that the 30 September deadline for publishing of the Accounts following the audit work is much easier to manage than the publishing dates for previous years of 31 July.

Action: 11/22

It was agreed that Decision report 081-22 would be submitted for processing in the PFCC's office

3.iii Treasury Management Strategy

- 3.iii.1 MT presented the Strategy (which forms part of 3 strategies, the Treasury Strategy, the Investment Strategy and the Capital Strategy) and to note the proposed revised limits and thresholds. It had been agreed that the current quarterly reporting process would move from the Performance and Resources Board to the Strategic Board with any associated Decision Reports being brought to Strategic Board.

BJH left the meeting at 1439.

- 3.iii.2 RH thanked MT and the team for the work that has been done on the 3 Strategies. It was agreed that the Decision Report would be processed by the PFCC's office.

Action: 12/22

It was agreed that Decision report 078-22 would be submitted for processing in the PFCC's office

MT left the meeting at 1442.

5 Strategic Transformation Programme Highlight Report

- 5.1 VH presented the highlight report and updated on the 24 work streams that are currently in place - 2 had been added since March's Board (Force Growth FCR uplift and Estates HQ Redevelopment) and one previous workstream had been split into two (Home Office Technology now showed a separate workstream for NAS and NLEDP). VH went through the areas in exception (7 in total) and updated on the status of each area, the RAG ratings, savings plans and risk scores.

BJH re-joined the meeting at 1447.

- 5.2 JG would like the work done around ICCS to take it out of exception to be acknowledged at this Board and the recognition to be passed through to the team.
- 5.3 RH thanked VH and the team for the report which was a model of clarity. A lengthy update discussion took place around ESMCP, ESN and Athena. RH commented that recent PFCC public meetings have had issues raised with using and reporting via Single Online Home which the Force will be looking at. JD confirmed that this will be investigated further with the Single Online Home team.

4 Force Growth Programme

4.i Closing Report for 2020-21

BJH presented the closing report for 2020-21 with items to note being 13 officer posts and 3 staff posts remain to be completed but that there were no current staffing issues identified. A discussion took place around recruitment pipelines and police staff attrition.

4.ii Opening report for 2022-2023

BJH presented the opening report for the 2022-2023 Force Growth Programme which will result in the placement of 200 more officer posts and 68 additional staff roles. Within this overall growth, 10 posts are allocated to the Regional Organised Crime Unit and will be directly recruited to by the ROCU. The 2022-2023 year represents the final year of the Government's Police Uplift Programme and investment to recruit an additional 20,000 police officers. Additional growth, if sought in future years, will need to be considered from efficiency savings or from sustained precept investment and the desire to maintain a balanced budget in future years. A brief discussion took place around the allocation of driver trainers and how this may affect the Town Centre Team numbers and the overall underspend/ overspends.

6 Estates Programme update

LP presented the update on the delivery and progress on the Estates Strategy. The update included items on the forecast capital receipts, Harlow, Harwich and Dovercourt, HQ disposal, HQ redevelopment and future plans (long term strategic direction). A brief discussion took place around the resourcing of staff which is now being considered with a number of supporting teams. A further brief conversation took place around the Fleet workshops project and progress.

7 IT Programme

7.i Quarterly update

JD updated on the IT Portfolio projects (24 standalone projects and 9 programmes), the projects in exception and mitigations that are in place, key areas of progress, staffing implications following the impact of Covid and the future plans. A brief discussion took place around the Electronic Pocketbook project which will not be continued.

7.ii Advanced cyber security measures

- 7.ii.1 A discussion took place around the cyber security measures, Risk Register entry and the mitigations that have been put in place. It was agreed that a Decision Report will be

drawn up to deal with the purchase of the Tenable solution and submitted to the PFCC's office for processing.

Action: 13/22

It was agreed that a Decision Report will be drawn up to deal with the purchase of the Tenable solution and submitted to the PFCC's office for processing.

- 7.ii.2 RH asked about whether any insurance provision, if any, has been looked at to cover catastrophic loss? After a discussion, it was agreed that BJH would take the question of 'Have we proportionately covered the residual risk and if not, what do the Force see as the residual risk' and would bring any subsequent proposal back to the September Strategic Board meeting.

Action: 14/22

It was agreed that BJH would take the question of 'Have we proportionately covered the residual risk and if not, what do the Force see as the residual risk' and would bring any subsequent proposal back to the September Strategic Board meeting.

It was also agreed that the current action 60/21 would now be closed.

8 Decision Reports including capital programme and stage 2 bids

8.i 066-22 Laptop element (Tech refresh)

The Decision Report was recommended to be approved by the PFCC and is to be submitted to the PFCC's office for processing.

Action: 15/22

The Decision Report 066-22 is to be submitted to the PFCC's office for processing.

8.ii 071-22 PAC

The Decision Report was recommended to be approved by the PFCC and is to be submitted to the PFCC's office for processing.

Action: 16/22

The Decision Report 071-22 is to be submitted to the PFCC's office for processing.

8.iii 073-22 Licence to Alter building – Stansted

RH asked if clarification could be included in the Decision Report around the relationship and proportion of costs shared with Bedfordshire Police with ERSOU Essex based staff.

Action: 17/22

The Decision Report 073-22 will be amended to add clarification and be submitted to the PFCC's office for processing.

8.iv 069-22 Boreham locker room facility

This Report had been withdrawn.

8.v 067-22 EPC Modular Classrooms

The Decision Report was recommended to be approved by the PFCC and is to be submitted to the PFCC's office for processing.

Action: 18/22

The Decision Report 067-22 is to be submitted to the PFCC's office for processing.

9 7Forces Procurement/ Commercial Services

9.i 070-22 7F Construction Consultancy Framework

The Decision Report was recommended to be approved by the PFCC and is to be submitted to the PFCC's office for processing.

Action: 19/22

The Decision Report 070-22 is to be submitted to the PFCC's office for processing.

9.ii 068-22 Language Services

The Decision Report was approved in principle but the budget amendment figure (relating to Op Melrose and the Colchester homicides) is to be added and BJH wanted to check the Decision Report as well. Following confirmation of the above, the Decision Report will then be submitted to the PFCC's office for processing.

Action: 20/22

The Decision Report 068-22 is to have the budget amendment figure (relating to Op Melrose and the Colchester homicides) to be added and BJH wanted to check the Decision Report as well. Following confirmation of the above, the Decision Report will then be submitted to the PFCC's office for processing.

9.iii 013-22 Vehicle Hire

The Decision Report was recommended to be approved by the PFCC and is to be submitted to the PFCC's office for processing.

Action: 21/22

The Decision Report 013-22 is to be submitted to the PFCC's office for processing.

9.iv 072-22 Update to 7F contract standing orders and S22A Collaboration Agreement

The Decision Report was recommended to be approved by the PFCC and is to be submitted to the PFCC's office for processing.

Action: 22/22

The Decision Report 072-22 is to be submitted to the PFCC's office for processing.

10 Approval of paper classifications for publishing

A discussion took place around the classifications for publication and it was agreed that the papers for publication were 3i, 3ii (paper only), 3iii, 4i, 4ii, 8i, 8v and 9iv.

11 Any Other Business

There being no more business, the meeting closed at 1638.