

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

15 December 2022, 1400 to 1600

Essex Police HQ and MS Teams

Present:

Roger Hirst (RH)	Police, Fire and Crime Commissioner – Chair
Pippa Brent-Isherwood (PBI)	Chief Executive and Monitoring Officer, PFCC's office
Annette Chan (AC)	Chief Accountant, Essex Police
Christina Drewitt (CD)	Senior Business Manager, Serious Crime, Essex Police
Jules Donald (JD)	Chief Information Officer, Kent and Essex Police
Patrick Duffy (PD)	Head of Estates, Essex Police
Jane Gardner (JG)	Deputy Police, Fire and Crime Commissioner
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
Rachel Nolan (RN)	Assistant Chief Constable, Essex Police
Janet Perry (JP)	Strategic Head of Performance & Resources, PFCC's office
Andrew Prophet (AP)	Deputy Chief Constable, Essex Police
Camilla Brandal	Minutes, PFCC's Office

Apologies:

Mark Gilmartin (MG)	Director of Shared Support Services, Kent and Essex Police
Andrew Pritchard	Assistant Chief Constable

1 Introduction and welcome

RH welcomed all to the meeting and accepted apologies from those set out above. RH noted that it was Dr Harrington's last meeting before she retired and wanted to thank her on his and the office's behalf for her extraordinarily high quality work which has made such a difference to the Force and to wish her every success for her retirement.

2.i Minutes of the Strategic Board – 26 September 2022

There were no amendments to the minutes of the September Strategic Board and they were therefore approved. There were no matters arising.

2.ii Minutes of Extraordinary Strategic Board – 25 November

It was requested that an amendment be made to paragraph 3.i and the attached Action 37/22, namely that the Decision Report 113-022 would be amended to reflect that the recommendation that the Full Business Case was approved but that the monies involved would be set out in the subsequent Decision Report that would follow on the appointment of the third party delivery partner. It was agreed that this amendment would be made to Decision Report 113-022 and submitted to the PFCC's office for processing.

There were no further amendments to the minutes of the November Extraordinary Strategic Board and they were therefore approved. There were no matters arising.

2.iii Action Log

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| 11/22 | Draft Statement of Accounts
Draft Statement of Accounts have been published and final went to Extraordinary Strategic Board on 25.11.22. Close. |
| 14/22 | IT – Advanced Cyber Security Measures
A discussion took place around liability, excesses and premiums. It was agreed that a proposal for including a catastrophic plan and costing would be drawn up as part of the Force's business continuity plans. More consideration would be given to this action and it would remain open. |
| 20/22 | 7F Procurement/ Commercial Services
Decision Report signed on 28.11.22. Close. |
| 25/22 | Decision Report 094-22 Boreham Locker Room and DD Room
Decision Report signed on 28.11.22. Close. |
| 28/22 | Decision Report 135-22 Maldon Police Office lease
Decision Report signed on 28.11.22. Close. |
| 29/22 | Decision Report 118-22 DFU Platform re-design
Decision Report is with the PFCC's office for processing. Remain open |
| 30/22 | Decision Report 141-22
Decision Report signed on 28.11.22. Close. |
| 31/22 | Decision Report 117-22 Operational Transformation Reserve
Decision Report signed on 28.11.22. Close. |
| 32/22 | Decision report 128-22 Gates and Barriers
Requested amendments to the Decision Report have been received and the Report is with the PFCC's office for processing. Remain open. |
| 33/22 | Decision Report 100-22 Lightning Conductors, Fall Arrest and Radio Masts
Requested amendments to the Decision Report have been received and the Report is with the PFCC's office for processing. Remain open. |
| 34/22 | Decision Report 131-22 EPC Replacement Modular Classroom
Decision Report signed on 28.11.22. Close. |
| 35/22 | Decision Report 133-22 Support contract for STORM
Amendment to the Decision Report requested by PFCC's office. Remain open |

- 36/22 Decision Report 116-22 Statement of Accounts
Decision Report 169-22 superseded 116-22 and which is now finalised. A second Decision Report relating to the amended Board report is to be drawn up. DM confirmed that the Force are still waiting for the Pensions Letter and once that it is received, the Decision Report and Statement of Accounts can be signed off. Remain open.
- 37/22 Decision Report 113-22 Joint Fleet Workshop
See above paragraph 2ii. Remain open.
- 38/22 Decision Report 162-22 Airwave Contract extension
Decision Report to be signed following this meeting. Close.

2.iv Forward Plan

SH confirmed the changes to the Decision Reports to their relevant months on the Forward Plan. A discussion took place around the Joint Fleet Workshops Business Case and it was confirmed that a briefing will be provided for RH, BJH and Rick Hylton. A discussion also took place around the Budget Setting timelines and it was agreed that a Briefing (rather than a Decision Report) would be provided for the March Strategic Board and a Decision Report for June's Strategic Board.

3 Finance

3.i Budget Setting and Medium Term Financial Strategy ('MTFS')

- 3.i.1 DM went through the MTFS which included items following on from the meeting on 29 November. A discussion took place around the work that had been carried out to close the gaps, the narrative in the letter from the Chief Constable to the PFCC, a request to provide a balanced budget without using the general reserve this year, core pay assumption for police officers to be 2%, general reserves, and thanks were given to the Finance team for the work that has been undertaken throughout the year to be able to forecast accurately.

JP joined the meeting at 1530

3.ii Final Statement of Accounts

As discussed above under Action 36/22.

3.iii Treasury Management Strategy

A brief discussion took place around the potential borrowing for March, April, May and June 2023 and the report was noted.

4 Force Growth Programme – update

- 4.1 AP presented the Force Growth update with items to note being that 67 of the 192 officer posts have been successfully completed with a further 31 posts allocated. 8 posts for the QUEST team have names against them but they will not be filled until March 2023. 44.64 of the 72.4 staff posts have been successfully completed with a further 4.56 posts having names against them to be filled by mid-January 2023.

AC left the meeting at 1455

- 4.2 A discussion took place around the deployment of officers across the Force mainly relating to High Harm which is being discussed at Chief Officer's Group next week with a decision being made on the deployments in the new year. BJH confirmed that a full briefing on the deployments will be provided to RH in due course.

5 Strategic Transformation Programme Highlight Report

- 5.1 VH presented the highlight report and updated on the 21 work streams that are currently in place – 4 workstreams had been removed (Force Growth FCR Uplift, Professionalism, Taser training, ESMCP), and 4 workstreams had been added (Crime and Public Protection review, DA assessment process, Contact Management Command, CJ business case). VH went through the areas in exception (4 in total) and updated on the status of each area, the RAG ratings, savings plans and risk scores.
- 5.2 RH thanked VH for all her work on the savings and efficiencies over the past years.

CD joined the meeting at 1515

- 5.2 A discussion took place around the Community Safety Partnership Hubs in Thurrock and Harlow and it was agreed that AP would look at the current position with both of the Hubs and report back to the Board.

Action 39/22:

AP to look into latest position and update to the Board on Harlow and Thurrock CSP Hubs

6 Estates Programme update

- 6.1 PD presented the update on the delivery and progress on the Estates Strategy. The update included items on the disposal programme, sign off of the Estates Strategy 2023-2028, Harwich and Dovercourt, HQ disposal items, HQ redevelopment, joint fleet workshop and future plans (long term strategic direction).
- 6.2 A discussion took place around capital receipts, Harlow MIT planning application (PD to share letter with RH), Burnham Marine Unit (and the positive comms messaging), and work being done at Tilbury.

7 IT Programme

- 7.1 JD updated on the key areas of progress, namely around Analytics 4E, DAMS, O365, Sharepoint, Data Centre Migration, FCR SMS and SmartSTORM Projects in exception include Athena, NAS, 7F Forensics, ICCS and ESMCP. .

DL joined the meeting at 1545.

RN joined the meeting at 1546.

- 7.2 A discussion took place around the current vacancies within IT and the risks and mitigations that are in place to address the issue of the large number of vacancies.

8 Rural Crime Strategy

- 8.1 RN presented the update on the Rural Crime Strategy and sought approval from the Board for approval of the Essex Rural Crime Strategy 2023-2026 for publication in early 2023. RH welcomed the Strategy and complimented the work that has gone into the Strategy. It was agreed that the Strategy was approved for publishing and the decision report would be progressed for signing.

Action 40/22:

The Decision Report 159-22 is to be progressed for signing within the PFCC's office.

9 Decision Reports including capital programme and stage 2 bids

BJH left the meeting at 1550

RN left the meeting at 1550

- 9.i 161-22 The Estate Strategy 2023-2028 and adjustments to the Five Year Capital Plan

The Decision Report was recommended to be approved by the PFCC and is to be progressed for signing within the PFCC's office.

Action 41/22 :

The Decision Report 161-22 is to be progressed for signing within the PFCC's office.

- 9.ii 165-22 Drug Testing on Arrest

Following a discussion, it was agreed that a breakdown of the grant monies and what they will be used for to be included in the recommendations. The Home Office are to be contacted to check to see whether there is a deadline or extension issue. The Decision Report was recommended to be approved by the PFCC following amendments and is to be progressed for signing within the PFCC's office.

Action 42/22 :

The Decision Report 165-22 is to be amended and then progressed for signing within the PFCC's office.

- 9.iii 166-22 Kent and Essex Joint Serious Crime Directorate S22A Agreement

The Decision Report was recommended to be approved by the PFCC and is to be progressed for signing within the PFCC's office.

Action 43/22 :

The Decision Report 166-22 is to be progressed for signing within the PFCC's office.

BJH rejoined the meeting at 1605

CD left the meeting at 1605

- 9.iv 121-22 Boreham upgrade

Deferred to March 2023.

- 9.v 120-22 Disposals Reprovision

Part dealt with in 9.i above and remainder deferred to March 2023.

9.vi 5 Year Estates Plan

Covered under item 9.i above

9.vii Kent and Essex FCR Technology Platform

Paper withdrawn.

9.viii Disposals Reprovision Facility

Paper withdrawn for this meeting – deferred to March 2023.

10 7Forces Procurement/ Commercial Services

10.i 164-22 CCTV and Integrated Security System

After a discussion, it was agreed that the decision report should note an increase in capital budget of £329k, a breakdown of the total monies are to be added into the recommendations section and the associated benefits to be added to Section 4 of the Decision Report. The Decision Report was recommended to be approved by the PFCC and is to be progressed (with amendments) for signing within the PFCC's office.

Action 44/22 :

The Decision Report 164-22 is to be amended and then progressed for signing within the PFCC's office.

DL left the meeting at 1620

10.ii Pilot Boat

Deferred to June 2023.

10.iii Dovercourt Construction works

Deferred to September 2023.

10.iii 7F Audit Trail Appliance Renewal

Withdrawn.

11 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, 3iii, 4, 8, 9i, 9iii and 10i.

12 Any Other Business

JG fed back on the recent Regional Probation meeting where the work of Essex Police and the PFCC's office around Integrated Health and Justice, along with the commissioning work, was praised highly.

RH thanked VH for all her work and wished her a happy retirement.

There being no further business, the meeting closed at 1622.