

FORCE GOVERNANCE BOARD (FGB)

OPEN MINUTES

Date:	Tuesday 23 rd February 2021
Time:	10:00 hrs to 11:30 hrs
Location:	Teams Meeting
Chair:	Philip Seccombe - PCC for Warwickshire
Minute Taker:	Katie Baker - OPCC Secretariat

Attendees

No	Name	Capacity	Dial In
1	Philip Seccombe	Police and Crime Commissioner for Warwickshire	x
2	Martin Jelley	Chief Constable Warwickshire Police	x
3	Debbie Tedds	T/Deputy Chief Constable Warwickshire Police	x
4	Steve Russell	Head of Analysis and Service Improvement	x
5	Jeff Carruthers	Director Financial Services	x
6	Alison Hall	Head of Human Resources	x
7	James Davies	Head of Business Operations	x
8	Polly Reed	OPCC CEO	x
9	Sara Ansell	Chief Finance Officer	x
10	David Patterson	OPCC - Scrutiny and Performance	x
11	Katie Baker	OPCC Secretariat - Minute Taker	x

Apologies

Name	Capacity	Representative
Richard Moore	Deputy Chief Constable	

Items for Discussion

Number	Item	Actions
01.23/02/2021	<u>Minutes</u> Both the Open and Closed Minutes of the previous meeting dated 26 th January 2021 were agreed and approved. <u>Actions</u> <ul style="list-style-type: none">Equality Impact Assessment to be shared with OPCC Chief Executive	Discharged
02.23/02/2021	<u>Establishment and Recruitment</u> Detailed briefing was given by the Head of Human Resources (AH) with the following noted:-	

	<p>Police Officers</p> <ul style="list-style-type: none"> • No significant change to Police Officer numbers. Next intakes were scheduled for March (24), May (24) and January (20) with the ability to flex/bring forward if required - although this would bring additional costs. • Currently in a two year review of negotiations for PCDA delivery and discussions were ongoing with regard the commercial element. • The over-establishment figures indicated for the first three months had been built into the budget and would be balanced over the year. Not expecting to be an overspend. • There were presently no plans for transferees, but this would be kept under review. • AH confirmed that personnel who were on career breaks were budgeted for on their scheduled return to work date – any personnel that did not return would be shown as a cost saving. <p>PCSO</p> <ul style="list-style-type: none"> • There had been no change in numbers since last month. • Two intakes of six scheduled for the year (August and December 2021). • PS queried the figures which indicated that there would be 10 fewer PCSO's by the end of the year. Assurance was given that this figure was due to the cycle of intakes. <p>Staff</p> <ul style="list-style-type: none"> • Predicted to be under establishment at the start of the year as not all shared/hosted services would be starting on 1st April. • 30 staff had been forecast for July (approximate number for the Transactional Service element). • 5 further posts had been approved for IT transformation and would need to be built into the model. • Budget for staff always allowed for vacancies and would be less than the Evolve 2 figure of 742. <p>Specials / Volunteers</p> <ul style="list-style-type: none"> • Four recruitment drives over the year, sufficient number of candidates were through for the next in-take. • Plan required if necessary to make assessment centre virtual / options due to COVID impact. • Target of approximately 180 Specials / volunteers aspired by end of 2022. 	
03.23/02/2021	<u>Force Finances</u>	

	<i>Exempt from disclosure under S.43 (commercial interests) of the FOIA</i>	
04.23/02/2021	<u>Property Services and Facilities Management</u> <i>Exempt from disclosure under S.43 (commercial interests) of the FOIA</i>	
05.26/02/2021	<u>Evolve 2 Update</u> Forensics - CC reported that the S22 with West Midlands was close to being completed.	
06.23/02/2021	<u>Any Other Business</u> <ul style="list-style-type: none"> • PCC Election Protocol - MJ requested that DP check a paragraph contained within the PCC Election Protocol to ensure police officers had neutrality at all times and not just limited to when they were on duty. • NPAS <i>Exempt from disclosure under S.31(1)(a) (the prevention and detection of crime) of the Freedom of Information Act 2000 (FOIA)</i> 	DP: - To clarify position regarding Protocol

Next Meeting: Tuesday 27th April 11:30 hrs	
Formal Approval of Meeting Record	
Signature:	
Print Name:	Philip Seccombe PCC Warwickshire
Formal Approval of Meeting Record	
Signature:	
Print Name:	Martin Jelley CC for Warwickshire