



## OPEN MINUTES FORCE GOVERNANCE BOARD (FGB)

<b>Date:</b>	Tuesday 30 <sup>th</sup> March 2021
<b>Time:</b>	11:30 hrs to 13:00 hrs
<b>Location:</b>	Teams Meeting
<b>Chair:</b>	Philip Seccombe - PCC for Warwickshire
<b>Minute Taker:</b>	OPCC Secretariat

### ATTENDANCE

No	Name	Ref	Capacity	Teams
1	Philip Seccombe	PS	Police and Crime Commissioner for Warwickshire	x
2	Martin Jelley	MJ	Chief Constable Warwickshire Police	x
3	Steve Russell	SR	Head of Analysis and Service Improvement	x
4	Jeff Carruthers	JC	Director Financial Services	x
5	Tanya Coppola	AH	Head of Enabling Services	x
6	Polly Reed	PR	OPCC CEO	x
7	Sara Ansell	SA	Chief Finance Officer	x
8	David Patterson	DP	OPCC – Scrutiny and Performance	x
9	Nargis Begum	NB	OPCC Secretariat - Minute Taker	x

### APOLOGIES

Name	Capacity	Representative
Richard Moore	Deputy Chief Constable	Nil
Debbie Tedds	T/Deputy Chief Constable	Nil

### ITEMS

Item	Actions arising from PAM 23 <sup>rd</sup> February 2021
04.23/02/2021.i	SA - Forward draft S106 Policy to JD - <b>Completed &amp; Discharged</b>
04.23/02/2021.ii	JD - Set up meeting with SA / PS and Avis and Young - <b>TC in process of arranging. Discharged</b>
04.23/02/2021.iii	SA - To work with James Davis on possible Data Sharing Agreement requirements - <b>Completed &amp; Discharged</b>
06.23/02/2021.i	DP - To clarify position regarding Election Protocol - <b>Completed &amp; Discharged</b>

06.23/02/2021.ii	MJ -To send copy of his NPAS email to the Chief Constable of Derbyshire and to PCCs. <b>Completed &amp; Discharged</b>	
<b>MINUTES</b>		
01.30/03/2021	The Minutes of the previous meeting dated 23 <sup>rd</sup> February 2021 were agreed and approved with all actions discharged.	
02.30/03/2021	<p><b>Establishment and Recruitment</b></p> <p>Data figures were discussed together with finance and establishment numbers. There is little change from the last month's data: -</p> <ul style="list-style-type: none"> <li>• Officer leavers numbers are tracking slightly below predictions, overall we will be 4 officers below predictions for the year</li> <li>• PCSOs, slight amendment to the recruitment predictions for next year bringing the first intake forwards slightly to July and increasing each intake to 7. Numbers can be flexed if there is a need to increase intake further if there is a higher turnover than predicted</li> <li>• For police staff the 2021/22 graphs now include the latest budgeted FTE from Finance. Predicted leavers' figure for March have been updated to reflect the actual redundancies as well as 'normal' turnover, and phased the planned recruitment of the new Transactional Services posts between May and July.</li> <li>• For Specials and Volunteers there is no real change. Specials assessment centres are underway with adaptations to take account of Covid-19 restrictions.</li> </ul> <p>PCC raised his concerned that the data shows budget will be over establishment for 10 months and within for 2 for the next year.</p> <p>CC confirmed the budget for the establishment plans have been agreed with JC in advance and is continued to be monitored with any planned intakes. Any reviews or changes are being updated to PCC/CC, these are in line with finances balanced against operational requirements.</p> <p>Pay and budget is monitored monthly by HR and Workforce Development Group with subgroups tracking and providing a higher level of scrutiny.</p> <p>CC raised concerns at the time gap for the intakes, this will continue to be reviewed with the budget.</p> <p>CC continues to meet monthly with AH ensuring the profile is approved and right numbers in post.</p>	

	<p>New recruits from the BAME community and female gender are being tracked. It was noted numbers were in line with the projections of the Evolve programme.</p> <p>Redundancies – up to date numbers together with the up to date pension strain figures to be sent to PCC</p>	<p><b>Action: -</b>  <b>JC - Updated redundancy costs to be provided at next FGB</b></p>
03.30/03/2021	<p><b>Force Finances</b>  <b><i>Exempt from disclosure under S.43 (commercial interests) of the FOIA</i></b></p>	
04.30/03/2021	<p><b>Police and Crime Panel 18/03/2021</b>  Update was provided to the Police and Crime Panel on the following: -</p> <ul style="list-style-type: none"> <li>• Update on Proceedings</li> <li>• CC Recruitment Confirmation Hearing – date to be confirmed.</li> <li>• Home Office PCC Review</li> </ul>	
05.30/03/2021	<p><b>AOB</b>  PCC asked how long a DCC can be acting CC. It was confirmed there were no guidelines with no fixed term set.</p>	
<b>Item</b>	<b>Actions Arising</b>	
02.30/03/2021	JC - Updated redundancy costs be provided at next FGB	