



**Lancashire
Constabulary**

police and communities together

NOTE FROM THE JOINT MANAGEMENT BOARD MEETING HELD ON 11 AUGUST 2016 IN ROOM A06 COUNTY HALL PRESTON

Present:

C Grunshaw, Police and Crime Commissioner
S Finnigan, Chief Constable

Office of the Police and Crime Commissioner

S Freeman, Chief Finance Officer
A Harrison, Director of the Office
I Dickinson, Standards and Governance Officer

Lancashire Constabulary

I Cosh, Director of Resources
Superintendent N Ashton

Part I – Public Items

Notes of the last meeting

The note of the last meeting on the 3 March 2016 was accepted.

Governance Framework Documents

The Board received a report presents the proposed Scheme of Corporate Governance for consideration.

The documents had been shared with the appropriate officers and comments have been received. These comments have been noted and amendments have been made to reflect these comments. Notably the inclusion of virement rules, write-off of debt, and aligning the financial levels to those in the revised standing orders for contracts.

In view of the number of comments received from both parties and in view of the 2016 updated CIPFA guidance notes on delivering good governance which was received just prior to the meeting it was proposed that the two CFO's undertake a full review of the Financial Regulations and present a final document to the next meeting.

Accordingly,

- I. the statement of Corporate Governance was approved by the Police and Crime Commissioner and Chief Constable
- II. The Joint code of corporate Governance was approved by the Police and Crime Commissioner and Chief Constable
- III. The Scheme of delegation was approved by the Police and Crime Commissioner
- IV. The Scheme of Consent was approved by the Police and Crime Commissioner.
- V. The Standing Orders relating to Contracts was approved by the Police and Crime Commissioner
- VI. in view of the comments received from both parties and the 2016 updated CIPFA guidance notes on delivering good governance the PCC and CC CFOs were asked undertake a full review of the Financial Regulations and present a final document to the next meeting.
- VII. The Director was asked to make arrangements for the publication of documents relating to the Scheme of Corporate Governance

HR ESTABLISHMENT (INC PCSOs) AS AT 1 APRIL 2016

The Board received a report advising on the establishment for 2016/17 with regard to the Reset Project and the withdrawal of part-funding of PCSOs by some partners. Recognising the hard work by the Constabulary, the Commissioner expressed his frustration to see that BME representation remained low.

The Director referred to a piece of work being undertaken by Gareth Stubbs in relation to his recruitment experiences and it could be possible to draw on his thoughts to impact on the next recruitment window.

Further, it was agreed that a digital recruitment campaign be undertaken by both Communication Teams with the assistance of the Vetting Unit.

Accordingly, the report was noted.

EARLY ACTION UPDATE

The Board received a report on the progress of the three Police Innovation Fund (PIF) bids and the overall impact so far and future plans, namely,

- the development and implementation of Early Action across Lancashire
- the development of an ICT solution to enable information sharing between partners to better manage cases of children, families and individuals.
- the development of a multi-agency Community Volunteer Hub to better manage volunteer activity across partner agencies in Lancashire.

It was noted that the Avert pilot project, established to act as an early intervention tool, to divert low level and persistent female offenders from the CJS at the first point of contact or earlier had shown to work with regards to first time offenders, but less so with repeat offenders. Therefore, it was agreed that an alternative approach was needed in this regard.

Accordingly the report was noted.

PROCUREMENT ANNUAL REPORT

The Board received an annual report advising the Commissioner and the Chief Constable of the progress as against the Procurement Strategy which was agreed in May 2015.

In noting the report both the Commissioner and Chief Constable recognised the use of Regional/national frameworks and collaborative routes to ensure a high return without being over bureaucratic.

Further the Board welcomed the engagement with local suppliers and supporting the local economy.

Accordingly the report was noted

AUDIT AND ETHICS ANNUAL REPORT 2015/16

The Board received and considered the Joint Audit Committee's Annual Report and noted the Minutes of the meeting held on the 13 June 2016.

In noting the report the Commissioner and the Chief Constable wished to place on record their gratitude for the work of the Committee, providing independent assurance on the adequacy of risk management, financial controls, integrity and standards of service in Lancashire Constabulary and in the Office of the Police & Crime Commissioner in both a supporting and challenging manner.

Accordingly the report was noted.

FUTURES PROGRAMME

The Board received a verbal update in relation to a number of work strands under the futures programme, namely, Operational Support, Crime Support and occupational health.

The Board was also advised of the on-going work with Perfect Flow in relation to the demand work and the Leadership Review.

The Board were advised that foundation work had commenced in relation to the future provision of Front Counters. In response, whilst the Commissioner had no concerns in relation to the parameters of the review, he emphasised the need that

provision should match the public's need and that a full consultation would be required.

Accordingly the report was noted

REVENUE AND CAPITAL POSITION AS AT 31 MARCH 2016

The Board received a report setting out the final revenue and capital budget position for the Police and Crime Commissioner's budget for the 2015/16 financial year which was signed by the Commissioner on the 17 June 2016.

Accordingly the report was noted.

FINANCIAL POSITION AS AT 30 JUNE 2016

The Board received a report setting out the monitoring position for the Police and Crime Commissioner's budget as at 30 June 2016.

The Board were advised that the current forecast was that there would be an under-spend in the Revenue budget, even taking into consideration the recruitment of officers, although the officers were reluctant at this stage to estimate the level of such an under-spend.

In noting the report the Commissioner indicated that he was aware of pressures in relation to vetting and appeals asked if officers from the Constabulary and the OPCC could identify such areas and determine whether additional resources were required.

Accordingly, the Police and Crime Commissioner noted

- i) the Revenue budget monitoring report for 2016/17 as at 30 June 2016.
- ii) the capital programme position for 2016/17
- iii) the position in relation to the reserves

OUTWARD COMMUNICATION

No outward communication was identified.

URGENT BUSINESS

No urgent business was discussed.

PART II – PRIVATE AND CONFIDENTIAL

The following matters were discussed in private as it involves the likely disclosure of exempt information as defined in the Freedom of Information Act 2000.

STRATEGIC POLICING REQUIREMENT

The Board received a report summarising the changes within the Strategic Policing Requirement published in March 2015 and an overview of the Constabulary's current capacity, contribution and capability.

The Commissioner considered the Strategic Policing Requirement and noted the Chief Constable's assessment of compliance.

CONSTABULARY RISK REGISTER

The Commissioner and the Chief Constable considered the Constabulary's Updated Risk Register highlighting high priority, newly registered and risks of note.

OPCC RISK REGISTER

The Commissioner and the Chief Constable considered the OPCC's Updated Risk Register highlighting high priority, newly registered and risks of note.

A Harrison
Director