



NOTES FROM THE MANAGEMENT BOARD HELD ON 22 JUNE 2016 IN THE CONFERENCE ROOM, OFFICE OF THE POLICE & CRIME COMMISSIONER, CLEMONDS HEY, WINSFORD.

Present: D Keane, Police & Crime Commissioner
S Byrne, Chief Constable

Office of the Police & Crime Commissioner

M Sellwood, Chief Executive
L Lunn, Chief Finance Officer
M Eaton, Governance Officer

Cheshire Constabulary

J McCormick, Deputy Chief Constable
D Bryan, Force Solicitor
W Bebbington, Head of Finance

Part 1 – Public items

The notes of the meeting held on 12 May 2016 were accepted and the action log reviewed.

2016/4 TREASURY MANAGEMENT OUTTURN 2015/16

The Commissioner considered the Treasury Management outturn report for 2015/16 which set out the investment and borrowing position, the prudential indicators and a brief review of the current economic climate. The Head of Finance agreed to submit a briefing on the level of borrowing with each lender.

The Commissioner:-

- (1) received the treasury management outturn report; and
- (2) noted the prudential and treasury management outturn indicators as detailed in the report.

The Commissioner's rationale for the decision was the Annual Report showed compliance with the prudential indicators and demonstrated that the Strategy would help maximise returns whilst maintaining security of assets, in order to support the efficient and effective use of funds.

2016/5 CYCLE TO WORK SCHEME

The Commissioner and the Chief Constable considered a proposal to extend the cycle to work scheme which was introduced under the Government's green transport plan. The scheme has a tax exemption that allows employers to provide cycles and safety equipment as a tax free benefit when employees use the cycles and equipment to travel to and from work. The Commissioner discussed the procurement route for the scheme and the views of the officers and staff participating in the scheme.

The Chief Constable supported the proposal and the Commissioner approved the extension of the existing Cycle to Work Scheme for a further two years from 1 July 2016 in-line with Option 3, subject to a report back if approaching the budget limit with a view to extension consideration.

The Commissioner's rationale for the decision was the extension of the cycle to work scheme would promote health and wellbeing within the Constabulary.

2016/6 LOCAL GOVERNMENT PENSION SCHEME: EMPLOYER DISCRETION POLICY

The Commissioner and the Chief Constable considered the Constabulary's Local Government Pension Scheme discretions policy. Under the pension regulations, the policy was required to be reviewed annually.

The Commissioner and the Chief Constable approved the amended Local Government Pension Scheme Discretions Policy.

The Commissioner's and the Chief Constable's rationale for the decision was the policy provided clarity on the discretions available to management in relation to police staff under the Local Government Pension Scheme.

2016/7 INTELLIGENCE AND TASKING REVIEW OUTCOME: RESOURCE REQUEST

The Commissioner deferred consideration of this item.

2016/8 AUDIT ISSUES: EXTERNAL AND INTERNAL AUDIT PLANS FOR 2016/17 & THE MINUTES OF THE AUDIT ADVISORY COMMITTEE, 24 MAY 2016

The Commissioner and the Chief Constable considered the External Audit plan which set out the timetable of work to audit the Statement of Accounts for 2015/16; the Internal Audit plan for 2016/17 which outlined the delivery of internal audit services; and the minutes of the Audit Advisory Committee held on 24 May 2016. The Commissioner asked the Chief Finance Officer to review the terms of reference for an internal audit of commissioning and to provide a briefing on the various options for the delivery of internal audit services in advance of the existing contract for services expiring.

The Commissioner and the Chief Constable:-

- (1) received the External Audit plan;
- (2) approved the Internal Audit plan for 2016/17;
- (3) approved the additional draft project for Internal Audit be finalised by the Assistant Chief Officer and the Chief Finance Officer, in consultation with Internal Audit, and the cost to be met from reserves, subject to the identification of any budget savings from quarterly reviews of the 2016/17 budget; and
- (4) noted the minutes of the Audit Advisory Committee held on 24 May 2016.

The Commissioner and the Chief Constable's rationale for the decisions was the work of the Internal and External Auditors would provide us with assurance that effective controls were in place to mitigate against significant risks and would ensure compliance with audit and accounting requirements.

Part 2 – Private items

2016/9 REVENUE AND CAPITAL OUTTURN 2015/16

The Commissioner and the Chief Constable considered a report detailing the provisional year-end, expenditure against the 2015/16 revenue and capital budgets. The report summarised the provisional year-end financial position, a breakdown of revenue detail by Department and the total capital programme for 2015/16. The Commissioner discussed the approach to outstanding debt and the arrangements for paying invoices and invoicing for services. The Chief Finance Officer would produce a briefing on the current process and an assessment of alternative options.

The Chief Constable supported the proposal and the Commissioner approved:-

- (1) the transfer of £223,242 from the Redundancy Reserve to support the cost of voluntary redundancies in 2015/16;
- (2) the carry forwards outlined at Appendix 1, paragraph 8 totalling £71,943;
- (3) the provisional capital outturn and the spending position, together with carry forwards outlined in Appendix 1, paragraph 20 totalling £8.200m; and
- (4) the capital financing proposals outlined at Appendix 1, paragraph 21.

The Commissioner's rationale for the decisions was that they would ensure a balanced outturn position for 2015/16 and enable carry forwards and the financing of the 2015/16 capital programme to be finalised to feed into the 2015/16 Statement of Accounts.

2016/10 RISK MANAGEMENT FRAMEWORK AND JOINT STRATEGIC RISK REGISTER

The Commissioner and the Chief Constable considered the Risk Management Framework and the Joint Strategic Risk Register which had been reviewed by Chief Officers to ensure it focused on the key current risks. The Commissioner discussed each area of risk with the Deputy Chief Constable and the Chief Finance Officer reviewing the impact and the controls.

The Commissioner and the Chief Constable approved:-

- (1) the Risk Management Framework;
- (2) the Joint Strategic Risk Register, risk analysis and action overview; and
- (3) the changes to scores, de-escalation of risks recommended and addition of new risks as detailed in the Part 2 of the report, subject to Risk 10 remaining on the Register.

The Commissioner's and the Chief Constable's rationale for the decision was that the effective management of strategic risk would support the Constabulary in delivering high quality policing services.

Duration of meeting: The meeting commenced at 11.00am and finished at 12.35pm.