



Strategic Command Team

Minutes of Meeting – 28 January 2010

Present

Deputy Chief Constable Paul Crowther
ACC Steve Thomas
ACC David McCall
T/ACC Mark Smith
Jo Bird

Apologies

Chief Constable Andrew Trotter
Sharon Burd
ACC Alan Pacey
Linda Scott
In attendance
C/Supt Zieminski
Andrew Clarke
Claire Woodfield
Supt Dave Wildbore

1. Minutes of previous meeting and update on actions

- 1.1 The update on actions arising from the SCT meeting on 20 January were noted. Members were reminded to:
- Complete the establishment charts for there portfolios, based on an Affordable Workforce Target, by the end of January 2010 and send back to Will Tucker in HR.
 - To continue working on there individual work plans and send to C/Supt Zieminski who is collating.

2. DCC Update

- 2.1 DCC met with Andrew Clarke, Mike Jennings and Leigh Stringer and provided an update on plans to formulate a new capital budget programme following confirmation from DfT on figures. Andrew Clarke meeting with DfT later next week to confirm. They aim to meet later next month to decide on spending priorities going forward.
- 2.2 The interviews for Head of Finance role are being held on 4th February. Short listing is talking place today.

3. FHQ COLV – feedback from department visits

- 3.1 IT
Concerns were raised about the lack of strategic direction in the IT department and specifically discussion around lack of server capacity and the restrictions this places on the Force. The new CIO – Paul Day takes up post on 1 March. In the interim, contact has been made with an ex-CIO from Norfolk Constabulary to do a piece of benchmarking work and report back to the CIO with findings.



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3.2 Estates and Facilities

DCC gave an update of the findings from his visit to the department including:

- The fleet department provided DCC with examples of the kind of data they collate in the department. This data could be useful in the new format FMT enabling much better financial scrutiny.
- Payroll and HR interface was highlighted as an area to be looked at. An example was given around the Business centre no longer picking up pensions issues and Payroll having to liaise with pension's administration themselves.
- The need for integration of IT systems between IT and HR. The new CIO will be tasked to look at this when he takes up post.

Andrew Clarke advised that Finance and HR are currently doing a piece of work around an allowances review which is being lead by Teresa Hickman, the DCC asked to be provided with an update on the work at the next SCT

Action: Linda Scott

- 3.3** It was agreed that Finance and PSD should commission a review and Terms of Reference of who holds credit cards and who needs them following a conversation around the current billing infrastructure in the Finance Department. There is no technical mechanism in place for checking usage of cards as it currently relies on scrutiny from the certifying officer before signing off. Some discussion was had around the abuses of the system and best practice in other departments.

Action: Andrew Clarke and Eamonn Carroll

4. A.O.B

- 4.1** ACC Thomas raised an issue around the department names for his and ACC Pacey's portfolio's following the recent changes. He feels that the titles do not represent what the portfolios do. DCC said he would think about the suggestions and get back to them.

Action: DCC