

Draft Alliance Governance Group Minutes

Date:	14 th November 2018
Time:	14:00
Location:	Conference Room, Leek Wootton
Chair:	John Campion, PCC West Mercia
Minute Taker:	Katie Baker

	Name:	Capacity:
Attendance:	Anthony Bangham (AB)	CC West Mercia
	John Campion (JC)	Police and Crime Commissioner, West Mercia
	Tracey Onslow (TO)	Deputy Police and Crime Commissioner, WM
	Andy Champness (AC)	Chief Executive, West Mercia OPCC
	Geoff Wessell (GW)	ACC West Mercia
	Jeffrey Carruthers (JCa)	Chief Finance Officer
	Liz Hall (LH)	Treasurer
	Martin Jelley (MJ)	CC Warwickshire
	Richard Moore (RM)	DCC Warwickshire
	Neil Hewison (NH)	Chief Executive, Warwickshire OPCC
	Joe O'Sullivan (JO'S)	Transformation Director

	Name:	Capacity:
Apologies:	Philip Seccombe	Police and Crime Commissioner, Warwickshire
	Amanda Blakeman (ABI)	DCC West Mercia
	Martin Evans (ME)	ACC West Mercia
	Alex Franklin-Smith (AFS)	Temp ACC Warwickshire


No.	Summary	Action
01/14/11/18	<p>Attendance / Apologies – Chair</p> <p>The Chair welcomed attendees to the meeting. Apologies were noted.</p>	
02/14/11/18	<p>Agreement of Minutes / Actions from previous meeting</p> <p>The minutes of the meeting held on 12th September 2018 were recorded as a true and accurate record to be published.</p> <p>Matters Arising</p> <p>It was noted that the figure of £585k detailed under 03/12/09/18 had now been revised to the £200k which was for discussion under Agenda Item 03/14/11/18.</p>	

	<p>04/12/09/18 – With regard to reviewing assurances around the prioritisation of the Warwickshire and West Mercia Victim Support work, the requirement for decisions to be made with regard to competing ICT resources and the prioritisation of projects was discussed. Consideration must be given to the go-live date of April 2019 because of the PCC's statutory obligations. It was agreed that NH/AC would liaise with the SROs and mitigate associated risks identified.</p> <p>06/12/09/18– Criminal Justice Performance - GW had discussed with Dawn Hartland with agreement that joint issues with partners would be dealt with through the LCJBs and Steering Group.</p> <p>Decision Summary Table was updated and noted.</p>	<p>NH/AC/AB/RM</p> <p>Discharged</p>
<p>03/14/11/18</p>	<p>Digital Services Technical Transformation and Design Brief Paper – JoS</p> <p>It was agreed that the technical infrastructure outlined within the report was pivotal to both Forces and it was noted that SROs had previously given approval for the £585k spend, now revised down to £200k, for that work to commence.</p> <p>However, since that decision had been taken, there was now a requirement for the paper to be amended to ensure it reflected the risks, options and contingencies that needed to be considered with regard to the termination notice served from West Mercia to Warwickshire on 9th October 2018. Specifically the Warks DCC stated that the paper needed to address the impact of the following options:</p> <ul style="list-style-type: none"> • The Forces standing alone • Collaborating with other organisations • Negotiating an amended collaboration between Warwickshire and West Mercia; and • Continuing with current proposals <p>Assurance was sought that the proposals were in line with national policing / industry standards to ensure that any proposed solution would be flexible enough to meet the exit strategy needs of both Forces.</p> <p>Decision: Option 2 for the next stage of the Discovery and Design was approved: <i>to produce a Conceptual Architecture, or Enterprise Blueprint, detailing at a conceptual level (high-level) how the Alliance should be aligning enabling-technology to support end-user business requirements across its core functional service areas.</i></p>	

	<p>This recommended option is the lowest risk approach to designing and delivering a stable and secure technology platform which meets the end-user technology needs of the Alliance. The singular biggest risk tied to technical design is attempting to design and deliver a complex solution without the necessary in-house technical expertise or capacity; the Alliance currently does not have this capability or capacity. This de-risked option mitigates this by working with a partner to take on the design and delivery risks associated with complex technical design.</p> <p>The technical aspects of the logical design and the high and low-level solution design documents, including the Physical Design and Technical Specifications, for specific component technical changes would be owned and drafted by the Stage 3 delivery partner(s).</p> <p>Action: JOS to produce an addendum to the paper addressing the issues that the cessation of the Alliance would cause.</p>	<p>JoS to prepare addendum to paper addressing potential futures identified</p>
<p>04/14/11/18</p>	<p>OCC, DCD and KCOM Request for Programme Funds - JoS</p> <p>JoS briefed the meeting on the funding request which was needed in order to deliver the KCOM decommissioning beyond the specific linkage to the OCC, the roll out of the telephony and desk-top upgrades and the go-live of the OCC programme – none of which had been part of the original programme calculations as they had not been assessed at that time.</p> <p>JoS assured the meeting that costs had been examined in detail against a timeframe and this paper sought approval of those costs. It was noted that ICT underspend would be used until the end of January 2019 with a £4.7 million residual liability.</p> <p>RM sought clarity on what the overall rise in budget requirement was to ensure that costs being built in were transparent and would provide a visible “cost of the journey”.</p> <p>JoS confirmed that the Transformation Team would report on this request to the 2 SROs for further clarity with an Executive Summary available for the next AGG meeting.</p> <p>Notwithstanding the above, as with the previous agenda item, it was agreed that there was now an urgent requirement for the paper to be updated to ensure that it addressed the risks, options and contingencies that needed to be considered with regard to the termination notice served from West Mercia to Warwickshire on 9th October 2018. This paper had financial</p>	<p>RM/ABI to meet with Transformation Team to clarify those extra costs being built into the budget to aid visibility on expenditure</p>

	<p>implications for both Forces beyond October 2019. Specifically the paper needed to address the following options:</p> <ul style="list-style-type: none"> • The Forces standing alone • Collaborating with other organisations • Negotiating an amended collaboration between Warwickshire and West Mercia; and • Continuing with current proposals <p>RM sought assurance that all of the proposals above were in line with national policing / industry standards to ensure that any proposed solution would be flexible enough to meet the exit strategy needs of both Forces.</p> <p>Decision: The budgeted costs were approved for the OCC Programme, Digital Communication Deployment project and KCOM decommissioning to January 2019 only.</p> <p><i>JOS to produce an addendum to the paper addressing the issues that the cessation of the Alliance would cause.</i></p> <p>The programmes and projects' funding beyond January 2019 will be considered again at the December AGG.</p>	<p>JoS to prepare an addendum Paper addressing the risks, options and contingencies that need to be considered post October 2019</p>
<p>05/14/11/18</p>	<p>Transformation Programme Update – JOS</p> <p>The Transformation Programme was noted with the following issues being raised:-</p> <p><i>Telematics Project</i> Advice was sought from the SROs to understand whether the Force were in a position to retender for the Telematics Project, on whether operational change was required and to consider the benefits realisation that Telematics had promised. Information to come back to AGG or Executive Board.</p> <p><i>In-Car Media and KCOM</i> LH suggested that Internal Audit look at both in-car media and KCOM for a focussed internal review.</p> <p><i>ICT Prioritisation List</i> AB confirmed that WODA could be removed from the list of Pre-Flight ICT prioritisation list.</p> <p><i>Head of Digital Services Role</i> JoS confirmed that a commercial recruiting agency been commissioned and recruitment being progressed. Final interviews earmarked for 14th December 2018.</p>	<p>AFS/ME to advise</p>

	<p>Zero Based Budgeting (ZBB) of Protective Services It was noted that this was not currently being pursued. Review of timescales to be undertaken.</p> <p>Emergency Services Network The risk that the two forces will not be able to reach security accreditation for ESN ahead of its roll out was confirmed.</p>	
06/14/11/18	<p>Money Matters Paper</p> <p>The Money Matters paper was noted.</p>	
07/14/11/18	<p>Directorate Updates</p> <p>Shared Services Update</p> <p>The Shared Services Update Reported was noted.</p> <p>CJ Performance Update</p> <p>GW reported that both Forces were achieving national targets.</p> <p>With regard to Forensics – GW to seek clarification on the proposed cost increase of 20% - 30%.</p> <p>MJ commented on the good work of GW and team with regard to the SOC Peer Reviews for both Forces.</p>	
08/14/11/18	<p>Any Other Business</p> <p>There was none</p>	
<p><u>Date, time and location of next meeting.</u></p> <p>Wednesday 12th December 2018 – The Willison Room, Hindlip Hall</p>		

Formal Approval of Meeting Record	
Signature:	
Print Names:	<p>John Campion, Police and Crime Commissioner, West Mercia OPCC Philip Seccombe, Police and Crime Commissioner, Warwickshire OPCC</p>

Action Summary Table

Date of Meeting	Action Agenda Item No.	Action	Owner	Action Completion Date
14/11/2018	03/14/11	Action: JoS to prepare addendum to Digital Services Technical Transformation Paper addressing the risks, options and contingencies that need to be considered post October 2019.	JoS	
14/11/2018	04/14/11/18	Action: RM/ABI to meet with Transformation Team to clarify extra costs being built into the budget to aid visibility on expenditure. Action: JoS to prepare an addendum Paper addressing the risks, options and contingencies that need to be considered post October 2019	JoS JoS	
14/11/2018	05/14/11/18	Action: Telematics Project – SRO's to be advised on Forces' positions with regard to the retendering of the Telematics Project.	AFS/ME	
12/09/18	02/12/09/18	Action: A detailed and written plan to be published on Friday 21 st September on the upscale of recruitment over the next 18 months. DCCs to review the report ahead of Monday 24 th September Away Day.	RE ABI/RM	24/09/2018 Discharged
12/09/18	03/12/09/18	Action: Options in relation to the Enterprise Architects plan brief will be sent to the two CCs and a decision notice to be produced as a result.	JOS	Discharged
12/09/18	04/12/09/18	Action: Review regarding the prioritisation of the 'Warwickshire and West Mercia Victim Support' was needed considering the go-live is scheduled for April. Agreed that this will be considered by the two Deputy's to resolve.	ABI/RM	Carry Forward
12/09/18	06/12/09/18	Action: A specific incident was raised by JCa regarding an incident out of hours and whether the media are receiving the right responses. It	RE	Discharged

Date of Meeting	Action Agenda Item No.	Action	Owner	Action Completion Date
		was agreed that details of the incident need to be looked at.		
12/09/18	06/12/09/18	Action: A discussion was held around gaps in CJ/ RJ performance which the Criminal Justice Boards are not identifying. Noted that there were file quality issues. GW to talk to DH about how performance is going to be managed.	GW	14/11/2018 Discharged
15/08/18	06/15/08/18	Action: the Warwickshire PCC is be provided with a briefing on the new telephony system.	RE	Carry Forward
13/06/2018	06	ACTION – KM and ABI to discuss in-car media and relook at items currently scoped within the Transformation Programme to ensure they capture changes in business requirements. Update 15.08.18. Ongoing AMB awaiting more information.	ABI	Ongoing

Decision Summary Table

Date of Meeting & Number	Decision No.	Action Agenda Item No.	Subject	Owner	Action Completion Date
26/05/16	1	03	Exempt from disclosure under S.31(1)(1) (the prevention and detection of crime) of the Freedom of Information Act 2000 (FOIA).	ACC Singer	Agreed by both PCCs – 26.05.16
26/05/16	2	06	<p>Draft Revenue and Capital Outturn position for 2015/16.</p> <p>Recommendations:</p> <ol style="list-style-type: none"> 1. That the outturn financial position for 2015-16 is noted. 2. That the 2015/16 underspend of £6.895m is carried forward through the following reserves: £2.0m - Invest to Save £4.895m- Infrastructure Reserve 3. That where 2015/16 outturn has produced an unexpected variance that these budgets are considered in detail for the 2017/18 budget preparation. 4 That £0.399m is added to the capital programme to cover changes. 	LH – Joint Treasurer	Agreed by both PCCs – 26.05.16
29/06/16	3	03	<p>Operations Enabling Technology (OET)</p> <p>Through the analysis, planning activities, designs and due diligence the OCC Programme conclude that procuring the Saab SAFE solution through the Cheshire Framework is the most expedient, value for money and appropriate route to:</p> <ul style="list-style-type: none"> • achieve the Chief Officers strategic aims • satisfy the business requirements of the future OCC 	ACC Amanda Blakeman	Agreed by both PCCs 29.06.16

			<ul style="list-style-type: none"> support the needs of the wider organisation <p>Revenue It is recommended that the revenue cost is funded as follows:</p> <ul style="list-style-type: none"> £225,544 in 2016/17 from in year underspend £468,649 in 2017/18 from the invest to save reserve £219,919 in 2018/19 is built into the budget as growth. <p>Capital It is recommended that capital of £137,712 is funded from slippage in the current year capital programme, then built into the new programme at the next review.</p> <p>Decision 3: Both PCCs agreed to approve the business case, the revenue costs and capital funding.</p>		
29/06/16	4	04	<p>Extension: Restorative Justice Funding</p> <p>Recommendation: To extend the Restorative Justice Pilot until 31st December 2016 at a cost of £85,513 (£53,236 from West Mercia and £32,277 from Warwickshire).</p> <p>Decision 4: Both PCCs agreed to the extension of the pilot by 5 months.</p>	Andy Champness, CEO, PCC, West Mercia	Agreed by both PCCs 29/06/16
28/09/16	5	04	<p>Space Utilisation</p> <p>Recommendations Two approaches were considered to progress this piece of work. It was recommended that the Space Utilisation project be initiated to further inform the work already being undertaken at the Hindlip site. As full costs for the Optimum working Environment project cannot be determined at this stage, this work would be undertaken 'at risk', with</p>	Richard Elkin, Director of Enabling Services	Agreed by both PCC's 28/09/16

			<p>costs being advised when they are confirmed. The Estate Strategy work is in progress and the other two packages of work detailed here would augment the Estates Strategy to provide a much longer term solution.</p> <p>Advantages: Continuation of current work in progress and will inform discussions about such matters as open plan chief officer working and determination of future useage of space being vacated across the Hindlip Park estate as part of the OCC build.</p> <p>Disadvantages: Final costs of feasibility work not known, so Optimum Working Environment work would be undertaken 'at risk'.</p> <p>Decision 5: Both PCCs agreed to adopt Option 1 and that the Space Management Guidelines will be reviewed. It was considered that the risk of excessive cost was small and outweighed by the benefits of proceeding and maintaining project momentum.</p>		
28/09/16	6	09	<p>OCC Programme Update – Summary of Revised Capital Costs and Timeline for Neville House.</p> <p>Recommendation That the Warwickshire PCC approved funding for the revised costs.</p> <p>Decision 6: PS approved funding for the revised costs. This cost would be borne by Warwickshire as it relates to property owned by and within Warwickshire.</p>	ACC Amanda Blakeman	Agreed Philip Seccombe, PCC for Warwickshire 28/09/16
26/10/16	7	04	<p>Extension: Restorative Justice Funding As detailed in the Restorative Justice Funding paper, both PCCs were asked to approve additional expenditure of £42,757, the figures being £29,502 for West Mercia and £13,255 for Warwickshire using the ratio of 69/31. It was agreed that some good progress had been evidenced. The pilot is not going to be extended beyond 31 March, 2017.</p>	Andy Champness, Chief Executive for West Mercia	Agreed by both PCC's 26/10/6

			<p>Recommendation: To allocate £42,757 from existing underspend in the PCCs Grant Schemes in order to extend the pilot for three months £29,502 from West Mercia and £13,255 from Warwickshire.</p> <p>Decision 7: Both PCC's agreed to extend the pilot for three months from existing underspends.</p>		
30/11/16	8	06	<p>Cyber Crime Strategy</p> <p>Decision 8: Both PCCs approved the strategy and agreed sign off once the minor amendment has been made.</p>	T/ACC Steve Cullen	Agreed by both PCCs 30/11/16
30/11/16	9	07	<p>Body Worn Video (BWV)</p> <p>Recommendation Three options have been shortlisted to identify the most likely to maximise value for money. Option 3 is the preferred option. Whilst this approach will incur the greatest cost of the options presented, the implementation of a cloud based service provision will permit the most up to date technology to be utilised in the operational arena and greatest opportunity for integration to national solutions and internal new ways of working. It provides a tested and increasingly adopted means of getting BWV to the operational staff as well as the reassurance of a service provider backup, upgrades and partnership in developing future IT needs and advances.</p> <p>Decision 9: - Both PCCs and CCs approved Option 3. This will enable the roll-out of the first BWV devices to priority sites within the given timeline of March / April 2017.</p>	ACC Amanda Blakeman	Agreed by both PCC's and CCs 30/11/16
30/11/16	10	08	<p>Contact Management Strategy</p> <p>Decision 10</p>	ACC Amanada Blakeman	Agreed by both PCC's

			The PCCs and CCs approved the strategy.		and CCs 30/11/16
21/12/17	11	09	<p><u>Appointment of independent members to the Joint Audit Committee (JAC)</u></p> <p>Recommendation That the PCCs and CCs give approval to the appointment of members to the Joint Audit Committee and discusses and determines the terms of appointment and the appointment processes (as outlined in the paper).</p> <p>Decision 11 The PCCs and CCs approved the terms and process of appointment of members to the Joint Audit Committee as recommended within the report.</p>		Agreed by both PCC's and CCs 21/12/16
21/12/17	12	10	<p><u>Corporate Governance Framework (Paper)</u></p> <p>AC presented the Joint Corporate Governance Framework Review paper following the standard annual review of the Framework including the Financial Regulations. The whole Framework was last comprehensively reviewed in 2015. The paper outlined the major changes as a result of the review.</p> <p>Recommendation That PCCs and CCs consider and review the framework and adopt the Corporate Governance Framework.</p> <p>Decision 12 Subject to correction of one typing error, the PCCs and CCs approved the revised document.</p>		Agreed by both PCC's and CCs 21/12/16
22/02/17	13	04	<p><u>Mobile Working Business Case (Paper)</u></p> <p>HC was the Chief Officer Lead on this and DCI Mel Crowther the Business Lead.</p>	Heather Costello and DCI Mel Crowther	Agreed by both PCCs and CCs on 22/02/2017

			<p>Both Chief Constables have given their commitment to deliver mobile working and both PCCs have committed to improve the public service by enhancing the quality of access of information technology.</p> <p>Recommendation After some consideration and in order to maximise organisational priorities and value for money, Option Blue for mobile working was the preferred recommendation and is in line with the medium term financial plan.</p> <p>Decision 13 Both PCCs and CCs approved the recommendation of Option Blue, but there would be no further extension to the budget. HC will also come back with a figure on the cost for the Microsoft Licences for mobile working.</p>		
22/02/17	14	09	<p><u>Internal Audit Plan (Papers)</u> The report by the Head of Audit was circulated prior to the AGG meeting on 22/02.</p> <p>Decision 14 The Internal Audit Plan was approved at the AGG meeting on 22/02.</p>	Elizabeth Hall	Agreed by DPCC for West Mercia and PCC for Warwickshire on 22/02/2017.
26/07/17	15	05	<p><u>OCC Building Transition (Paper)</u> The Improve Public Contact & Communication Programme – Transition Arrangements – OCC paper was circulated to the group prior to the meeting. The recommended Option 3, Southwell House transitions first, followed shortly afterwards by Stuart Ross House, allows an opportunity to implement a 2-phased approach for the delivery of the two buildings with earliest occupation and providing an exclusive opportunity to fully test the resilience of the systems and buildings.</p> <p>Decision 15 The PCCs and CCs agreed to proceed with Option 3.</p>	DCC Blakeman	Agreed by DPCC for West Mercia and PCC for Warwickshire on 26/07/2017.

26/07/17	16	07	<p>Decision 16</p> <p>Exempt from disclosure under S.43 (commercial interests) of the Freedom of Information Act 2000 (FOIA).</p>	Richard Elkin	Agreed by DPCC for West Mercia and PCC for Warwickshire on 26/07/2017.
30/08/17	17	05	<p><u>Estates Management Arrangements Across the Alliance (Paper)</u></p> <p>Decision 17</p> <p>The Police and Crime Commissioners and the Chief Constables approved the new Estates Management arrangement across the Alliance.</p> <p>An intelligent client function is created with the strategic asset management function under the line management of the Chief Executives on behalf of the Police and Crime Commissioners, and the contract relationship management function under the Chief Constables.</p> <p>The new additional post is be funded from savings within the estates revenue costs, supported in the interim from reserves. Funding for the new post would be split in the proportion 69:31 between the two Police and Crime Commissioners.</p> <p>The Property Board be abolished and contract relationship management meetings should be set up..</p> <p>The Corporate Governance framework and the delegations relating to estates therein are amended to the Chief Executives, with clear sub-delegations from there to the intelligent client function posts.</p>	Andy Champness, Chief Executive for West Mercia	Agreed by both PCCs / CC for West Mercia and DCC for Warwickshire on 30/08/2017

			The West Mercia Chief Executive should resign as Director of Place Partnership Ltd		
30/08/17	18	06	<p><u>Corporate Governance Framework Review (Paper)</u></p> <p>This latest review included changes relating to Estates and Vehicle Purchasing arrangements, and required changes following the appointment of a Deputy Police and Crime Commissioner for Warwickshire.</p> <p>Decision 18 The Police and Crime Commissioners and Chief Constables approved and adopted the revised Corporate Governance Framework, including the Financial Regulations, subject to the changes to vehicle purchasing applying to West Mercia only.</p>	Andy Champness, Chief Executive for West Mercia	Agreed by both PCCs / CC for West Mercia and DCC for Warwickshire on 30/08/2017
11/10/17	19	06	<p><u>Police Complaints Reform (Paper)</u></p> <p>The Police Complaints Reform Outline Business Case outlined the options for the future management of police complaints under the Policing and Crime Act 2017</p> <p>Decision 19:- Deputy Police and Crime Commissioners on behalf of the Police and Crime Commissioners and Chief Constables approved the development of a full business case for the provision of a triage unit within the forces.</p>	Andy Champness, Chief Executive for West Mercia PCC	Agreed by both DPCCs / CCs for West Mercia and Warwickshire on 11/10/2017
13/12/17	20	03	<p><u>Victim Services Outline Proposal</u></p> <p>The Proposal outlined the vision for a Single Point of Contact whereby victims of crime received both practical and emotional support to cope and recover.</p> <p>Recommendations</p>	Andy Champness, Chief Executive for West Mercia PCC	Agreed by PCC for Warwickshire, DPCC for West Mercia / CCs for West Mercia and

		<ol style="list-style-type: none"> 1. A full business case is developed to determine the optimal service provision for victims within existing resources. 2. Associated budgets for delivering a seamless pathway of victim service(s) are ring fenced for the duration of PCC tenure, providing necessary sustainability of provision. 3. In preparation for Victim Supports natural contract end date (March 2018) an extension of 12 months under the existing framework agreement is agreed. The majority of PCCs signed up to the framework are extending in line with this, and this additional period of time will enable the development and implementation of an enhanced service. 4. A specialist consultant is engaged to support the development of a full business case for the design, implementation and mobilisation of a new victim services model. This is to be funded from PCC budgets. 5. The objectives set out in section 4 of this report are approved. <p>In the light of the discussion the first recommendation was amended and the recommendation to approve the use of a consultant was not approved.</p> <p>Decision 20 An initial business case is jointly developed by April 2018 to determine the optimal service provision for victims within existing resources.</p> <p>Associated budgets for delivering a seamless pathway of victim service(s) are ring fenced for the duration of PCC tenure, providing necessary sustainability of provision.</p>		<p>Warwickshire on 13/12/2017</p>
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			<p>In preparation for Victim Supports natural contract end date (March 2018) an extension of 12 months under the existing framework agreement is agreed.</p> <p>The objectives set out in section 4 of the report are approved.</p>		
13/12/17	21	04	<p><u>Asset Management and Governance for the Alliance 2018</u></p> <p>The Police and Crime Commissioners and the Chief Constables approved improvements to Asset Management across the Alliance.</p> <p>Recommendations The Asset Management Strategy (AMS) supported by the Estates Delivery Plan (EDP) will be the overarching reference for decision making.</p> <p>AGG will maintain the oversight and scrutiny of the AMS/EDP and receive executive updates on progress.</p> <p>The Strategic Estates Manager will be the single point of contact for issuing instructions to PPL for projects and will be responsible for ensuring cases are presented to the PCC for approval.</p> <p>A newly formed Asset Management Board will take on the role of ensuring that new projects accord with the AMS.</p> <p>Operational Requirement Groups will be formed with responsibility for producing Concept Business Cases.</p> <p>Standardised templates will be adopted to ensure fundamental factors are considered in every case.</p>	Rob Kindon, Strategic Estates Manager	Agreed by PCC for Warwickshire, DPCC for West Mercia / CCs for West Mercia and Warwickshire on 13/12/2017

			<p>Where funding for project management is already provided for within the PPL contract, authorisation to approve spend from those funds is delegated to the SEM. Where funding is not yet identified, authority must be sought from the relevant PCC before spend is incurred.</p> <p>AGG will consider the draft AMS and EDP on 14th February 2018 for approval.</p> <p>Decision21</p> <p>The recommendations were approved.</p>		
17/01/18	22	05	<p><u>IT Review</u></p> <p>Recommendation</p> <p>The Outline Business Case be approved, allowing progression to a full business case.</p> <p>Authorisation to implement the next stage of the department restructure be given</p> <p>Decision 22</p> <p>The recommendations were approved.</p>	Richard Elkin, Director of Enabling Services	Agreed by both PCCs / CC for West Mercia and DCC for Warwickshire on 17/01/2018
17/01/18	23	07	<p><u>Review of MRP</u></p> <p>Recommendations :-</p> <p>Approve the harmonisation of the calculation of the Minimum Revenue Provision (MRP) across the Alliance</p>	Liz Hall, Alliance OPCC Treasurer	Agreed by both PCCs / CC for West Mercia and DCC for

			<p>Approve the change of Policy to calculate MRP on a straight-line method for supported capital expenditure prior to 1 April 2008</p> <p>Approve the change of Policy to calculate MRP on an annuity method for unsupported capital expenditure incurred since 1 April 2008</p> <p>Approve the effective date of the changes to be 1 April 2017 and</p> <p>Note the savings for the revenue budget as set out in section 4 of the report.</p> <p>Decision 23</p> <p>All recommendations were approved</p>		Warwickshire on 17/01/2018
11/04/18	24	03	<p><u>Estates Management Strategy</u></p> <p>Decision 24</p> <p>The PCCs approved the strategy.</p>	Rob Kindon, Strategic Estates Manager	Agreed by both PCCs 11/04/18
13/06/18	25	04	<p><u>Agreement of Proposed Joint Audit Committee/ TIE Committee meeting merge (Paper) – AC/NH</u></p> <p>There are many areas of duplication between the two committees and the Alliance Internal Ethics Committee is fulfilling some of the ethical requirements first outlined when the TIE was instigated. Aside from the removal of duplication, a single independent audit and ethics committee would enable thematic reviews and more in-depth analysis of subjects from multiple perspectives. It was recommended that the ethical functions of the TIE Committee be blended into the work of the Joint Audit Committee</p> <p>Decision 25</p>	Andy Champness/ Neil Hewison	Agreed by both PCCs and both CCs 13/06/18

			That the work of the TIE Committee be blended into the Joint Audit Committee.		
15/08/18	26	04	<p>Safer Roads Partnership Reserves</p> <p>Recommendations</p> <p>The Recommendations outlined in the report were amended as follows:</p> <ol style="list-style-type: none"> 1. A small contingency/risk-based reserve equivalent to 10% of the annual SRP expenditure is retained to cover in-year budget fluctuations 2. An annual grant and business case round be introduced to invite specific road safety initiatives to be brought forward to the PCC for consideration in October before the annual budget is set. An agreed budget would then be included within the annual budget with the corresponding finance from the reserve. 3. Criteria for approving spend includes: <ul style="list-style-type: none"> • The proposed spend must promote road safety. • The proposed spend must not amount to funding of police activity that is already provided for through taxation (central government grant or council tax). • The organisations' Corporate Governance Framework will apply, and therefore anything that may be novel, contentious, repercussive or politically sensitive must be referred to the relevant Police and Crime Commissioner. 4. Values correctly chargeable for support costs are to be assessed for cost recovery. <p>Decision 26</p> <p>The amended recommendations were approved.</p>		

14/11/2018	27	03	<p>Digital Services Technical Transformation and Design Brief</p> <p>Decision 27</p> <p>Option 2 for the next stage of the Discovery and Design was approved: to produce a Conceptual Architecture, or Enterprise Blueprint, detailing at a conceptual level (high-level) how the Alliance should be aligning enabling-technology to support end-user business requirements across its core functional service areas.</p>	J O'Sullivan, Transformation Director	<p>Agreed by PCC for West Mercia and Chief Executive on behalf of PCC for Warwickshire and both CCs 14/11/18</p>
14/11/2018	28	04	<p>OCC, DCD and KCOM Request for Programme Funds</p> <p>The OCC Programme request is a function of a technology centric 12 month delay in delivering an assured fully functional, integrated and resilient OCC service able to perform against requirements. Digital Communication Deployment Project is an amalgam of OCC dependency requirements (Core Telephony and Desktop Migration) to configure and deploy fully supported, standardized and stable desktop computing and telephony with enhanced functionality, including deployment of One Number Service to improve public engagement and officer effectiveness. KCOM Decommissioning is a project to create a segregated network that legacy systems can be transferred onto prior to being replaced, re-platformed or retired. This will remove the reliance and cost of a managed network that should have been decommissioned some time ago</p> <p>Decision 28</p> <p>The budgeted costs were approved for the OCC Programme, Digital Communication Deployment project and KCOM decommissioning to January 2019 only.</p>	J O'Sullivan, Transformation Director	<p>Agreed by PCC for West Mercia and Chief Executive on behalf of PCC for Warwickshire and both CCs 14/11/18</p>

