

ACRO Strategic Management Minutes

Minutes of the meeting held on 20th January 2021 at 09:00hrs

1.	<u>Attendance and Apologies</u>
1.1	<p>Rob Price Chief Executive (<i>Chair</i>)</p> <p>Tony Rowlinson Head of ACRO</p> <p>Chloe Bowler Senior Manager – Intelligence and Development</p> <p>Susan Francis Senior Manager – Business and Finance</p> <p>Nancy Smith T/Senior Manager – HR</p> <p>Karen Progl Senior Manager – Information Management</p> <p>Lucy Saunders Senior Manager – International Services</p> <p>Julia Barnard Senior Manager – IT & Service Management</p> <p>Phil Rogers Communications Manager</p> <p>Tanya Smith Personal Assistant (<i>minute taker</i>)</p>
1.2	Apologies were received from Tom Mason
2.	<u>Minutes and Action Log</u>
2.1	The minutes of the meeting held on the 22 nd December 2020 were agreed as accurate and signed off by the Chair.
2.2	The action log was discussed and updated.
2.3	Closed session
3.	<u>Business and Finance</u>
3.1	<p><i>ACRO Income and Expenditure</i></p> <p>SF reported that the income and expenditure account for the financial year 2020/21 showed ACRO received an income of £9,673,902, an expenditure of £8,786,950 leaving a surplus of £886,952. This includes the £1.4m received from the Treasury for the loss of income in 2020 but it has yet to include the FPN award which ACRO will be due at the end of this financial year. This therefore leaves £5,485,469 in reserves.</p>
3.2	<p><i>Forecast 2020-2021</i></p> <p>SF confirmed the forecasted income is £12,557,261, expenditure is £12,030,423 with an in-year deficit of £526,837. This therefore leaves a reserve of £5,125,354. The amount of reserves was discussed and the PCC surety that was acquired last year will be need to be paid back within the near future. SF feels paying some back within this financial year would assist the PCC's Office and the rest could be repaid in the 2021/22 financial year. A meeting will be held with TR and the Chief Executive of the OPCC. TS will organise.</p> <p>Action: TS to arrange for TR to speak with Chief Exec of OPCC re the £2m surety.</p>



<p>4. 4.1</p>	<p><u>HR</u></p> <p>NS provided an overview to the SMT as to the current figures. ACRO has an average of 9.3 lost work days to sickness. The top reason for absence is anxiety and stress with long term sickness reducing from October and November.</p> <p>NS further stated that there is a new menopause policy with HO in HR being the ACRO lead. Tribunal cases are up 27% with a 38 week wait for a court case.</p> <p>In regards to the recent CRA recruitment campaign, there was 120 applications, of these 48 went through to the assessment with 30 being interviewed and 12 being successful.</p>
<p>5. 5.1</p>	<p><u>International Services</u></p> <p>Closed session</p>
<p>6. 6.1</p>	<p><u>National Services</u></p> <p>On behalf of TM, CB confirmed that the stats for the unit were as follows: Police Certificates day 9/10, Subject Access day 28, ICPC day 9. Support from these departments are being provided to the FPN team due to the demand there. Operationally there are a few challenges with resources, which NS is linked into. Customer Services are moving to a position in order to encourage customers to email in rather than dialling in.</p>
<p>7. 7.1</p>	<p><u>Intelligence and Business Development</u></p> <p>CB confirmed the Development Team are focusing on opportunities for new business with a new strategy being developed looking at linking finance, IM and development together.</p> <p>Western Balkans work is ongoing and being led by GW. SF queried if the funding has been agreed in principle for 2021/22 to which CB confirmed this was correct.</p> <p>There is ongoing work in relation to the Rail Delivery Group contract pricing for prosecution notices given out on the train lines. This will be discussed at a later date.</p> <p>The current secondment for Project Soteria is due to finish in April which includes the six month extension. The review of phase one is nearly complete (scoping phase) which CB will receive shortly the report reviewing this phase. This will help shape the expectations for years 2 and 3. Interpol are extremely keen to keep ACRO's commitment, but are considering the skills set of resources for future phases.</p> <p>The resourcing in the Intelligence Unit is being reviewed with recruitment being requested via the Establishment meeting due to the demand on the team with the current workload.</p> <p>In terms of the Joint Operation Model, the work is increasing with CB participating in 6-7 meetings each week. Discussions are currently focussed around designing the new services.</p>

8.	<u>IT and Service Management</u>
8.1	<p>JB provided an update on the following points:</p> <ul style="list-style-type: none"> - Following the EU Exit, JB is ensuring all systems can still be accessed with the UK-CRIS needing to be updated - The FPN database is still progressing with AO and AF assisting JB. - 15 base units purchased and 14 laptops called off but when received at ACRO there was no build on them so they have been sent to SC to get the build added. - There have been some failures on the file and print back ups. JB is dealing and will discuss with LS. This will need to be added to ACRO's risk register.
9.	<u>Information Management</u>
9.1	<p>KP confirmed the unit is BAU at present. The LEDS implementation costs have been circulated to all colleagues, KP stated that in the future any LEDS costs will be documented and authorised at the AITB meeting. The PNC review is ongoing and in progress.</p>
9.2	Closed session
10.	<u>Communications</u>
10.1	<p>PR stated comms in regards to FPNs are still being received with local and national media also involved.</p> <p>Comms in regards to the JOM project are being worked through and a blog for staff is currently being prepared.</p> <p>A survey is being developed on internal communications to gain staff views as to what they would like to see from the Comms team.</p>
11.	<u>Risk Register</u>
11.1	<p>The update on the Risk Register is as follows:</p> <p>BC1 – total score 15, no change – agreement to close this action.</p> <p>ICCE1 – total score 4, decrease from 16 – agreement to close this action.</p> <p>ICCE44 – total score 20, no change</p> <p>IT21 – total score 16, no change</p> <p>IT23 – total score 9, no change – agreement to close this action as not ACRO's risk.</p> <p>IT24 – total score 16, no change</p> <p>IT25 – total score 10, no change</p> <p>DB1 – total score 4, decrease from 9</p> <p>GDPR1 – total score 4, decrease from 9</p>
12.	<u>Any Other Business</u>
12.1	There was no other business discussed.
13.	<u>Next Meeting Date</u>
13.1	The next meeting is on Wednesday 17 th February 2021 at 8.30am

