

## ACRO Strategic Management Minutes

Minutes of the meeting held on 22<sup>nd</sup> December 2020 at 09:00hrs

<b>1.</b>	<b><u>Attendance and Apologies</u></b>
1.1	<p>Rob Price Chief Executive (<i>Chair</i>)</p> <p>James Fulton Head of ACRO</p> <p>Tony Rowlinson Chief Superintendent, Hampshire Constabulary</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>Julia Barnard Senior Manager – IT &amp; Service Management</p> <p>Tom Mason T/Senior Manager – National Services</p> <p>Phil Rogers Communications Manager</p> <p>Tanya Smith Personal Assistant (<i>minute taker</i>)</p>
1.2	Apologies were received from Lucy Saunders
<b>2.</b>	<b><u>Minutes and Action Log</u></b>
2.1	The minutes of the meeting held on the 17 <sup>th</sup> November 2020 were agreed as accurate and signed off by the Chair.
2.2	The action log was discussed and updated.
<b>3.</b>	<b><u>Business and Finance</u></b>
3.1	<p><i>ACRO Income and Expenditure</i></p> <p>SF report that the income and expenditure account for the financial year 2020/21 showed ACRO received an income of £7,501,249 (£4.7m is from Police Certificate income), an expenditure of £7,949,620 leaving a deficit of £448,371. This therefore leaves £4,150,146 in reserves. RP confirmed the ACRO financial paper will be submitted to the NPCC for the January Chief Constables Council meeting.</p>
3.2	<p><i>Forecast 2020-2021</i></p> <p>SF confirmed the forecasted income is £11,122,610, expenditure is £12,178,344 with an in-year deficit of £1,055,733. This therefore leaves a reserve of £3,542,784. This total does not include the £1.3m due to be received from the Treasury and any further monies which may be received.</p>
<b>4.</b>	<b><u>HR</u></b>
4.1	NS provided an overview to the SMT as to the current figures. ACRO has an average of 9.3 lost work days to sickness. There are two members of staff on long term sick and two members of staff who have left the organisation. HR are dealing with a large amount of



4.2	<p>contractual changes, in the main flexible working applications. The CRA recruitment campaign is ongoing and progressing well with 67 applications received to date.</p> <p><b>ACRO Vetting Levels</b></p> <p>JF circulated an email in advance of the meeting to all SMT. The vast majority of police officers and staff roles in Force are vetting to Police Standard Recruitment Vetting with a few having Management Vetting and some others having higher vetting where required. JF would like to have ACRO staff to drop from Management Vetting to Standard Police Vetting in most areas, there will be some areas (mainly those who work with NCA systems) that SC is a requirement. JF asked each SMT to review their own areas and send to TS in order that a list can be pulled together.</p> <p><b>Action: All SMT to review the vetting for their own areas and send their findings back to TS in order that a complete review can be passed to TR and RP.</b></p>
5. 5.1	<p><b><u>International Services</u></b></p> <p>DC joined the meeting to present to the SMT the new performance regime system that has been created for International Services.</p>
6. 6.1	<p><b><u>National Services</u></b></p> <p>TM confirmed that the volumes are as follows:  Year to date – Police Certs -33, ICPC 28, Subject Access -31, overall department -31  Dec up to 20/12 – Police Certs -14, ICPC -41, Subject Access -21, overall Department -17</p> <p>Seven temporary Red Snapper staff and two tempforce staff have joined NDU and Customer Services to assist with the demands.</p> <p>Closed Session</p>
7. 7.1  7.2	<p><b><u>Intelligence and Business Development</u></b></p> <p>CB confirmed the development team are focusing on the FPN database support and is progressing well. A prototype should be with ACRO by January. Another task is supporting the EU Exit and looking at SSMINE. Soteria is also progressing and a paper will be submitted to encourage the use of ICPC whilst Soteria is developing.</p> <p>The intel unit are working on the FPN analysis reporting. A member from the consultants working on the JOM spent a day at ACRO last week to grasp a good understanding of what we do and how we do it including the history.</p> <p>Closed Session</p>
8. 8.1	<p><b><u>IT and Service Management</u></b></p> <p>JB provided an update on the following points:</p> <ul style="list-style-type: none"> <li>- FPN database - system admin are writing test scrips. The network changes are complete.</li> </ul>



	<ul style="list-style-type: none"> <li>- Egress has been knocked out by zScaler work which is the new home working network connection.</li> <li>- GSA 3.7.0.0 is released and ready to move into Live.</li> <li>- Some Windows 10 issues are still being investigated but on the whole there has been a considerable reduction.</li> <li>- Prep work is underway for requirements on the Network side in the event of a Brexit No Deal.</li> <li>- PNC training being organised for March/April for the new CRA intake at the start of January.</li> </ul>
<b>9.</b> 9.1	<b><u>Information Management</u></b> Closed session
<b>10.</b> 10.1	<b><u>Communications</u></b> PR confirmed the comms in regards to the EU Exit are being finalised and all is in hand. RP and PR will meet to ensure RP is fully briefed of the comms that will be sent. Internal communications are going to be looked at to ensure they are timely and being read by staff.
<b>11.</b> 11.1	<b><u>Risk Register</u></b> The update on the Risk Register is as follows:  BC1 – total score 15, no change ICCE1 – total score 16, no change ICCE44 – total score 20, no change IT21 – total score 16, no change IT23 – total score 9, decrease from 12 IT24 – total score 16, no change IT25 – total score 10, no change DB1 – total score 9, no change GDPR1 – total score 9, no change
<b>12.</b> 12.1	<b><u>Any Other Business</u></b> There was no other business discussed.
<b>13.</b> 13.1	<b><u>Next Meeting Date</u></b> The next meeting is on Wednesday 20 <sup>th</sup> January 2021 at 9am

