



Cambridgeshire  
Police & Crime  
Commissioner

**BUSINESS COORDINATION BOARD**

**APPROVED MINUTES**

**Date:** 24 July 2014  
**Time:** 11am  
**Location:** Monkfield Room, Cambourne

<b>Members :</b>	Sir Graham Bright	Cambridgeshire Police and Crime Commissioner
	Brian Ashton	Deputy Cambridgeshire Police and Crime Commissioner
	Simon Parr	Chief Constable
	Alec Wood	Deputy Chief Constable
	Mark Hopkins	Assistant Chief Constable
	Robert Vickers	Interim Chief Finance Officer, OPCC
	Niki Howard	Chief Finance Officer, Constabulary
	Colin Luscombe	Director of Estates, OPCC
<b>In Attendance:</b>	Kevin Vanterpool	T/Det Superintendent
	Paul Ormerod	Inspector, Constabulary
	Melanie Dales	Superintendent, Constabulary
	Nicky Phillipson	Strategic Advisor, OPCC
	Jim Haylett	Head of Policy & Performance, OPCC
	Anna Horne	Head of Engagement & Communications, OPCC
	Tanya Little	Senior Admin Officer, OPCC

**1. Declarations of Interest**

There were no declarations of interest.

**2. To approve the minutes of the meeting held 12 June 2014**

The minutes of the meeting held on 12 June 2014 were approved and signed.

**3. Update on Victims' Hub**

The Board was presented with a report on the current position of the project to develop and implement a police-led Victims' Hub that will deliver services to victims of crime. The report outlined the preferred model with costs and a proposal for a grant agreement to Victim Support. It was expressed as a unique opportunity to integrate work with victims into core policing, to make a real difference, provide best practice and put Cambridgeshire on the map nationally. The Victims' Hub was seen as a first opportunity to use Microsoft Dynamics within the Constabulary and between partner agencies, giving direct access to information as cases progress, shaping the operational response and enhancing the service to victims of crime.

In the short term learning would be an on-going process, with a medium term review planned. A potential option to collaborate with Bedfordshire Police and Hertfordshire Constabulary was suggested.

The Board agreed to the proposal for a grant agreement for Victim Support in the short term. The OPCC CFO said he would update the PCC on this and the wider funding of the Hub and it was suggested the Board ask for a review report in 6 months' time, which identified how the service will drive effectiveness and efficiencies to ensure that it can operate within the funding available moving forward.

The PCC congratulated T/Detective Superintendent Kevin Vanterpool and his team for the work done to date on this pilot scheme, saying the driving force here is putting victims first.

The Chief Constable also thanked the Victims' Hub team and suggested looking wider at resource availability going forward for this and other projects. The PCC agreed.

***Resolved:***

- (i) The Board noted the contents of the paper and approved the preferred model.*

- (ii) *The Board approved the submitted Grant Agreement to Victims Services.*

#### **4. Mental Health**

The Board was updated on recent Mental Health events and aspects of the creation of a Crisis Care Declaration for Cambridgeshire were highlighted, along with the outcomes of the PCC's Mental Health Roundtable event on 1<sup>st</sup> July 2014. The PCC thanked Nicky Phillipson and ACC Mark Hopkins on progress so far. There would be another roundtable event in the autumn and the proposed Declaration would be discussed in August before being submitted in October for approval.

**Resolved:**

- (i) *The Board noted the report.*

#### **5. Complaints Policy**

The Board was presented with a paper on the requirement for a Complaints Policy Statement on the handling of complaints within the Office of the Police and Crime Commissioner. The PCC noted the policy was transparent and would be published on the PCC's website and this was agreed by the Board.

**Resolved:**

- (i) *The Board approved the Commissioner's Complaints Policy Statement.*

#### **6. Updated Collaboration Agreement – ERSOU & CTIU & Shared Premises**

A paper summarised the change of lead force arrangements for ERSOU and CTIU and the need for revised S22a agreements. The PCC said he would revisit the financial arrangements of premises and there were no other comments.

**Resolved:**

- (i) *The PCC agreed to sign the three S22a agreements.*

#### **7. BeNCH (Beds, Northants, Cambs and Herts) Offender Strategy Collaboration Agreement**

The Board was presented with a paper about the requirement to engage a Strategy Engagement Manager to a bespoke project on the visioning work and Offender Study commissioned by the BeNCH PCCs. The Board was told the work should bring out best practice with a draft report expected in September. The Chief Constable noted the BeNCH Chiefs were to become involved between September and March to achieve a single approach moving forward.

