



**BUSINESS COORDINATION BOARD**

**APPROVED MINUTES**

**Date:** 13 November 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	
	Dorothy Gregson	Chief Executive, OPCC	
	Mark Hopkins	Assistant Chief Constable, Cambridgeshire Constabulary	
	Simon Parr	Chief Constable, Cambridgeshire Constabulary	
	Robert Vickers	Interim Chief Finance Officer, Office of Police and Crime Commissioner OPCC	
	Colin Luscombe	Director of Estates, OPCC	
	<b>In Attendance:</b>	Mel Dales	Superintendent , Cambridgeshire Constabulary
		Aly Flowers	Senior Policy Officer, OPCC
Charles Kitchin		Director of Public Engagement and Communication, OPCC	
Tanya Little		Senior Admin Officer, OPCC	
Paul Ormerod		Temp Chief Inspector, Cambridgeshire Constabulary	
Nicky Phillipson	Strategic Advisor, OPCC		

**1. Welcome and Apologies**

- 1.1 Apologies were received from Niki Howard, Chief Finance Officer, Cambridgeshire Constabulary.

**2. Declarations of Interest**

- 2.1 There were no declarations of interest.

**3. Approval of the minutes from the last meeting held on 2<sup>nd</sup> October 2014**

- 3.1 The Business Coordination Board (“the Board”) was updated on actions from the minutes of the last meeting.

- 3.2 Agenda Item 13.6 (ii) – Call handling Update – A further update paper was called for and this is included at Item 9 of this meeting.

3.3 ***Resolved:***

- (i) *The minutes of the meeting held on 2<sup>nd</sup> October 2014 were agreed and signed after the meeting.*

**4. Medium Term Financial Planning**

- 4.1 The Board was presented with a paper providing an update on the Medium Term Financial Plan (MTFP) and the development of the 2015/16 Budget.

- 4.2 Cambridgeshire Constabulary’s (“the Constabulary”) Finance Team are currently reviewing the budget requirements with budget holders for the next financial year. A contribution from the current 2014/15 revenue underspend was requested for two collaborated areas. These were:

1. The purchase of dog kennelling units and development of the Alconbury site for use of these units.
2. The purchase of low to high performance vehicles and associated equipment and livery to fund vehicle replacements. The reason for this was ageing and therefore possible stress risks to the current stock and no purchasing contract beyond January 2015.

There was general agreement for these changes. It was agreed the Chief Executive would ensure the Finance Sub Group meeting would be consider this issue and Decision Notices produced in order to arrange virement of the funding.

- 4.3 The Board discussed the National Police Air Service (NPAS) helicopter and the advantages and disadvantages of this service and the on-going review of the

service.

4.4 The Deputy Police and Crime Commissioner (“the Deputy Commissioner”) ran through paragraph 4.1 of the MTFP paper and discussed possible national assumptions of top slicing the policing grant as set out in the paper. It was hoped there would be some leeway for further savings in the projections, for example regarding assumptions made on fuel costs, would. It was noted that in year revenue savings provided a buffer going forward. The significant budget cost pressure over the next few years were noted. Work under Item 6 of the paper, In Year Savings, were projected to be moving up significantly above £3M and everybody involved were to be congratulated as this had provided a significant contribution to filling the budget gap for 2015/16.

4.5 **Resolved:**

(i) *The Board agreed the virement to allow purchase of the dog kennels and vehicle replacements and that Decision Notices would be drawn up for the Commissioner to approve and sign.*

(ii) *The Board noted the MTFP report.*

**5. Independent Custody Visiting Association Eastern Region Management Board**

5.1 A paper was presented by the Chief Executive to inform the Board of the appointment of Hannah Watson to the Independent Custody Visiting Association (ICVA) Eastern Region Director on the ICVA Management Board. It was noted that this proposal had been supported by the Regional Alliance Summit. A Decision Notice was presented to the Commissioner to sign to approve the appointment.

5.2 **Resolved:**

(i) *The Board noted and approved the report and the Commissioner approved and signed the Decision Notice regarding the appointment*

**6. To review the minutes of the Finance Sub Group held on 27 August 2014 and 30 September 2014**

6.1 The Deputy Commissioner asked that the presentation of staffing numbers be improved to make them more transparent and easily understood by members of the public.

6.2 The Chief Constable suggested reporting both the numbers of officers available for current operations alongside the number of officers that could be deployed through collaborative resource arrangements to demonstrate an effective and efficient use of resources, such as those officers that are used for specific specialised purposes

