



Cambridgeshire
Police & Crime
Commissioner

BUSINESS COORDINATION BOARD

APPROVED MINUTES

Date: 25 February 2015

Time: 14:00

Location: Monkfield Room, Cambourne

Members:	Sir Graham Bright	Cambridgeshire Police and Crime Commissioner
	Brian Ashton	Deputy Police and Crime Commissioner
	Dorothy Gregson	Chief Executive, Office of the Police and Crime Commissioner
	Niki Howard	Chief Finance Officer, Cambridgeshire Constabulary
	Robert Vickers	Chief Finance Officer, Office of the Police and Crime Commissioner
	Alec Wood	Deputy Chief Constable, Cambridgeshire Constabulary
In Attendance:	Aly Flowers	Senior Policy Officer, Office of the Police and Crime Commissioner
	Charles Kitchin	Director of Public Engagement and Communication, Office of Police and Crime Commissioner
	Colin Luscombe	Director of Estates, Office of Police and Crime Commissioner
	Paul Ormerod	Chief Inspector, Cambridgeshire Constabulary
	Nicky Phillipson	Strategic Advisor, Office of the Police and Crime Commissioner
	Howard Thackray	Policy Officer and Performance, Office of the Police and Crime Commissioner

1. Welcome and Apologies

- 1.1 Apologies were received from Simon Parr, Chief Constable, Mark Hopkins, Assistant Chief Constable and Melanie Dales, Head of Corporate Development Cambridgeshire Constabulary.

2. Declarations of Interest

- 2.1 Niki Howard declared her interest in relation to Agenda Item 10.0 Exclusivity Agreement – Hinchingsbrooke Health Care NHS Trust.

3. Approval of the minutes from the last meeting held on the 20th January 2015

- 3.1 There were no outstanding action from the last meeting of the 20th January 2015.
- 3.2 The Business Coordination Board ("the Board") to note that the National Police Chief's Council agreement was to be signed and Decision Notice issued by the end of February.

4. Performance Update

- 4.1 The Deputy Chief Constable introduced Cambridgeshire Constabulary's ("the Constabulary") latest Performance Update which was set in the context of a quarterly performance report. The paper provided the Board with commentary around the recent Office of National Statistics crime data statistics, putting the data into context in respect of Cambridgeshire.
- 4.2 The Board noted that the report also provided the Constabulary's operational response to changes in crime levels and on the link with the Constabulary's objective to 'do the right thing' for vulnerable victims.
- 4.3 The Deputy Chief Constable took the Board through the report highlighting some of the key points which the Board noted.
- 4.4 The Board went onto discuss aspects of the report, in particular the trends and increases in the recording of some crime types such as assaults without injury, burglary dwelling rates and serious sexual assaults. The push by the Constabulary to rapidly embed the changes to crime recording practices driven through the new National Crime Recording Standards meant incident recording was starting to increase when compared to some other police forces but overall was stabilising making performance comparisons over time more meaningful.
- 4.5 The Deputy Chief Constable explained how new recording criteria has led to increases in recording of crime at different levels and gave the example of an incident of two people involved in an incident of affray now has to be recorded as two separate

incidents of common assault, even if neither person involved wished for a crime to be reported.

- 4.6 The Deputy Chief Constable re-emphasised that the Constabulary has a well-developed crime recording process and that Cambridgeshire remains a safe place.
- 4.7 The Deputy Chief Constable stated that the Constabulary recognised there was scope to improve performance in respect of keeping people informed on the update of their cases. Process are to be put in place to address this, and the Victims' Hub would aid this improvement. Work on improving detection rates was also on-going.
- 4.8 Overall public confidence was improving. However, the Constabulary recognised that there was no room for complacency and work was required to ensure that the public felt assured and confident that crime recording requirements had changed and this consequently impacting on crime statistics.
- 4.9 The Commissioner recognised the range and depth that the report provided. He also welcomed the new performance framework that the Constabulary and his office were working together on, which he hoped would further increase public confidence through transparently demonstrating that the Constabulary were addressing issues and dealing with these.
- 4.10 The Board noted the content of this report.

5. Operational Update

- 5.1 The Deputy Chief Constable presented this report, the purpose of which was to provide the Board with an operational update of the Constabulary's work, covering Her Majesty's Inspectorate of Constabulary (HMIC) inspections, significant operations and effective and efficient policing
- 5.2 The Board welcomed the positive feedback from HMIC's hot debrief of their 'Stop People' inspection of the Constabulary, particularly around the measures taken to improve its stop search procedures and its early adoption of the Home Office guidance on Better Use of Stop Search. The Constabulary's action in response to the identified areas for improvement was also noted
- 5.3 The Board noted the other forthcoming HMIC inspections of the Constabulary: Honour Based Violence; Identifying Vulnerability in Police Prosecution Case Files Inspection; and how efficient the Constabulary is at keeping people safe and reducing crime.
- 5.4 The Board were informed that the HMIC Child Protection Inspection which was scheduled to have taken place between February and June 2015 had now been postponed. However, as part of the preparatory work that HMIC had requested prior to postponement, the Constabulary had undertaken a self-assessment exercise which had been a useful audit.

- 5.5 The Commissioner welcomed the joint working that the Constabulary and Cambridgeshire County Council were undertaking as part of Operation Shade in Wisbech to proactively investigate possible child sexual exploitation.
- 5.6 The Commissioner reported that he had visited Parkside Police Station to view the refurbished custody suite and felt reassured that the facilities are fit for purpose. He further commented on the positive feedback he had received from officers and staff about the facilities.
- 5.7 The Commissioner informed the Board that he could see the merits of the option of having two control rooms as part of the collaboration proposals with Bedfordshire Police and Hertfordshire Constabulary. The Board noted the content of this report
6. **Police and Crime Plan – Finances (Appendix 1)**
- 6.1 The Deputy Police and Crime Commissioner presented this report, the purpose of which was to provide the Board with an update of the Commissioner's Police and Crime Plan Appendix 1 – Finances. The report also provided supporting information for review by the Police and Crime Panel.
- 6.2 In presenting the report the Deputy Commissioner outlined the process of identifying the cost pressures and how they were being reviewed. The Deputy Commissioner emphasised that this was a continuous evolving cycle throughout the year in order to improve value for money.
- 6.3 The Deputy Commissioner outlined the Medium Term Financial Plan, in particular how future budget pressures would be dealt with and the impact initiatives such as collaboration and METIS will have going forward. It was noted that the Financial Plan was part of a clear journey over the longer term but benefits realisation of collaboration and initiatives may possibly not be realised initially when balanced against the backdrop of uncertainty as to future Government grant funding.
- 6.4 The Board noted that the Police and Crime Panel have been provided with estimated budgetary information including estimates of probable costs, grant reductions, inflation and income, for the purposes of transparency in demonstrating the budget build process.
- 6.6 Both the Commissioner and the Deputy Commissioner passed their thanks on to all those within the Constabulary and the Office of the Police and Crime Commissioner (OPCC) for the tremendous effort to recognise their commitments on expenditure and the bearing this would have on the future capacity and capability of the Constabulary.
- 6.7 Thanks was also given to Robert Vickers for his work during his time with the OPCC.
- 6.8 The Board noted the content of this report and approved the update to the Police and Crime Plan – Appendix 1.

7. Developing Restorative Justice

- 7.1 The Deputy Chief Constable presented the report, the purpose being to update the Board on the work to develop the provision of Restorative Justice within Cambridgeshire.
- 7.2 The Board were updated on the success of the recent, Restorative Justice partnership conference and the staffing of the Hub that will deliver this work. The Board agreed that linking Restorative Justice into the Victims' Hub would be critical as would ensuring the sustainability of the work through an evidence base on the reduction in reoffending and an increase in victim satisfaction.
- 7.3 The Commissioner was content with progress made thus far and acknowledged that a solid base working with partners was key to really delivering this work. He thanked both the Deputy Chief Constable and Nicky Phillipson for driving forward this area of work.
- 7.4 The Board noted the report and the current direction of travel.

8. Community Safety and Victims Services Grants

- 8.1 The Deputy Commissioner took the Board through the report, the purpose of which was to provide an update on the 2014/15 Community Safety and Victims Services grants and to advise on the process for 2015/16 and proposed allocations.
- 8.2 The Deputy Commissioner thanked Nicky Phillipson for her leadership and effort in taking forward this area of the business.
- 8.3 The Board noted the contents of the paper and the Commissioner made a decision to approve the allocations and reallocations of the grant funding given in the report.

9. Roads Policing

- 9.1 The Deputy Chief Constable presented the report, the purpose of which was to provide an update on Roads Policing in Cambridgeshire.
- 9.2 The Deputy Chief Constable drew the Board's attention to the work of the Roads Policing Unit highlighting the significant number of offences tackled by the Unit to improve road safety.
- 9.3 The Board discussed the statistics within the report. Specifically it was noted that whilst drink driving was reducing, enforcement was not, and the number of incidents resulting in death or serious injury was also reducing.
- 9.4 The Commissioner recognised the work of the Unit, however he stressed to the Constabulary that he felt the public remained concerned about speeding issues and that this needed to be tackled. He also flagged to the Constabulary that the use of mobile phones whilst driving and vehicle safety needed to continue to be detected and dealt with.
- 9.5 The Board noted the content of the report.

10. Exclusivity Agreement – Hinchingsbrooke Health Care NHS Trust

Niki Howard left the meeting at this point.

- 10.1 The OPCC's Director of Estates presented the report to the Board to seek their approval to grant Hinchingsbrooke Health Care NHS Trust (HHCT) a six month exclusivity period on surplus land at Constabulary Headquarters.
- 10.2 The Board were reminded that in May 2014 the Commissioner and HHCT signed a Memorandum of Understanding for the production of a feasibility study for a joint property scheme on 5ha of surplus land at Constabulary Headquarters.
- 10.3 The exclusivity agreement will commence from 4th March 2015 and a progress report will come back to the Board in approximately six months' time.
- 10.4 The Board granted exclusivity period and the Commissioner signed the Decision Notice.

Niki Howard re-joined the meeting at this point.

11. Transforming Rehabilitation

- 11.1 The Chief Executive presented the report and provided the background to the newly formed Community Rehabilitation Companies (CRC). Given the complexity of the Bedfordshire, Northamptonshire, Cambridgeshire and Hertfordshire, the 'BeNCH' area, new collaborations and alliances would need to be formed. As such the BeNCH Commissioners, working with the respective Chief Constables, have developed a reducing re-offending strategy.
- 11.2 The Chief Executive asked the Board that when reviewing Objective 3 'Continuing to tackle crime and disorder' of the Commissioner's Police and Crime Plan the content of the re-offending strategy is taken into consideration.
- 11.3 The Board noted the content of the report and agreed with the Chief Executive's recommendation.

12. Decisions by the Police and Crime Commissioner

- 12.1 The Chief Executive introduced the report, the purpose of which was to inform the Board of the decisions made by the Commissioner since the Board meeting on the 20th January 2015 and the decisions taken since that meeting.
- 12.2 The Board were content with the decisions detailed in the paper.

12.1 Legal Services Section S22a Agreement

- 12.1 The purpose of the report was to provide the Board with details of the rationale for the signing of a S22A agreement under the Police Act 1996 with Bedfordshire Police and Hertfordshire Constabulary as an enabler to share legal advice.
- 12.2 The Board approved the signing of the S22A agreement.

13. Finance Sub Group Minutes

13.1 The Deputy Police and Crime Commissioner provided an update to the Board including potential in year underspend and savings.

13.2 The Board reviewed and noted the Finance Sub Group minutes.

14. Force Executive Board Minutes

14.1 The Constabulary's Chief Finance Officer presented the Force Executive Board (FEB) minutes. Points of note regarded the future of the Empowering – Communities Inclusion and Neighbourhood management System; the progress made regarding recruitment of PCSOs and Constables; and the introduction of a vehicle fleet management system later in the year.

14.2 The Commissioner conveyed to the Board that he has been continually impressed with the quality of new recruits.

14.3 The Commissioner referred the Board to the FEB minutes which provided an updated regarding the progress the Constabulary were making in developing its cybercrime capability. He stressed that he wanted the OPCC to work with the Constabulary to help get the message across to the public regards computer aided crime, and in particular how the Outreach Workers may be able to do this in schools.

14.4 The Chief Executive asked how the work of the Constabulary's Ethics Committee could be more visible to the Board and the public. The Constabulary agreed that this would be explored at the next Ethics Committee meeting.

14.5 **Resolved:**

(i) Constabulary to report back to future Board meeting on feedback from Ethics Committee.

15. Volunteer Police Cadet Scheme

15.1 Nicky Phillipson presented the Board with the report to both give an update on the work undertaken to introduce a Volunteer Police Cadet Scheme in Cambridgeshire and on national developments.

15.2 Key points of note were that £5000 of national funding has been secured to set up two new Police Cadet Units, a new Cadet Scheme is being set up in Wisbech, and sponsorship from local businesses is being sort.

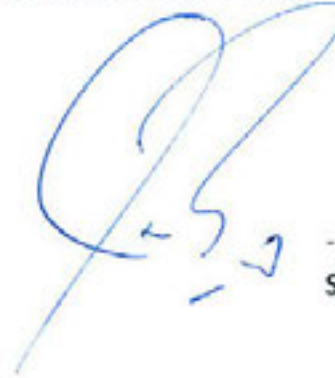
15.3 The Commissioner felt that local schools are really buying into the Cadet Scheme and was very impressed with the work that had been undertaken and thanked both Constabulary officers and Hannah Watson, OPCC.

16. Any Other Business

16.1 The OPCC is undertaking work to co-ordinating Cambridgeshire's bids for the Home Office's national funding to support victims of sexual abuse.

17. Date of next meeting

17.1 The next meeting will be held on Tuesday 24th March 2015 at 10:30 in Cambourne.



Sir Graham Bright