



# Cambridgeshire Police & Crime Commissioner

## BUSINESS COORDINATION BOARD

### APPROVED MINUTES

**Date:** 04 June 2015

**Time:** 14.00

**Location:** Swansley A Room, Cambourne

<b>Members:</b>	Sir Graham Bright	Cambridgeshire Police and Crime Commissioner
	Brian Ashton	Deputy Police and Crime Commissioner
	Josie Gowler	Director of Finance Office of the Police and Crime Commissioner
	Dorothy Gregson	Chief Executive, Office of the Police and Crime Commissioner
	Simon Parr	Chief Constable, Cambridgeshire Constabulary
	Alec Wood	Deputy Chief Constable, Cambridgeshire Constabulary
<b>In Attendance:</b>	Melanie Dales	Head of Corporate Development, Cambridgeshire Constabulary
	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
	Nicky Phillipson	Strategic Advisor, Office of the Police and Crime Commissioner
	Cristina Strood	Head of Policy and Performance, 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 Mark Hopkins, Assistant Chief Constable, Cambridgeshire Constabulary, Paul Ormerod Chief Inspector, Cambridgeshire Constabulary, Dan Vajzovic Chief Superintendent, Cambridgeshire Constabulary, Niki Howard, Director of Finance and Resources, 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 the 29<sup>th</sup> April 2015**

- 3.1 There were no outstanding actions from the last meeting of the 29<sup>th</sup> April 2015.

**3.2 Resolved:**

- (i) *The minutes of the meeting held on the 29<sup>th</sup> April 2015 were agreed and signed.*

**4. Quarterly Performance update**

- 4.1 The Chief Constable presented this report, the purpose of which was to provide the Business Coordination Board ("the Board") with an update of Cambridgeshire Constabulary's ("the Constabulary") work, as follows:
- 4.2 Public confidence in the Constabulary (to deal with the issues that matter the most) is improving through better engagement with overall confidence of the public being higher at March 2015 year end than at the same point last year.
- 4.3 Recruitment and retention of Special Constables continues to be challenging as the Specials succeed in recruitment into the regular Constabulary and pressures on their time where they are also in employment elsewhere. The Constabulary are to widen the area from which they look to recruit and are seeking to further develop Employer Supported Policing initiatives.
- 4.4 The Board discussed Call Handling. The Chief Constable reiterated that the call handling for emergency calls continued to be very good. In respect of non-emergency 101 calls, first pick up was good but there were ongoing challenges with secondary call handling. The Police and Crime Commissioner ("the Commissioner") appreciated that the new technology was being implemented with new staff being recruited and requested a full update in September.
- 4.5 The Chief Constable informed the Board that the fluctuations in levels of recorded All Crime is largely due to the changes in recording practices. This was seen to be closer to reflecting perception of crime levels in the Crime Survey.

- 4.6 The Commissioner questioned the downward trend in Prosecution possible outcome rates whilst being appreciative of the fact that prosecutions may not be the best outcome in all cases. The Chief Constable commented that outcome rates are difficult to compare with previous years as Criminal Prosecution Service charging standards have developed. The Assistant Chief Constable was exploring whether there were wider issues that needed to be addressed.
- 4.7 The Commissioner questioned the reduction in levels of victim satisfaction whilst recognising victims who use the Victims Hub were not included in the survey. The Chief Constable explained that an approach based on 'victim need' is being taken and consequently resources are then directed to those most in need. It was recognised that improving the message at the first point of contact is key to setting victims expectations, especially for lower impact crime where there is no victim vulnerability.
- 4.8 The Commissioner commented that he found the new Performance Working Group very helpful in exploring detailed performance issues and how these were being addressed. Reporting from this meeting will be brought back to the Business Coordination Board.
- 4.9 Issues that would be addressed at the next Performance Working Group would include prosecution possible outcome rates; domestic abuse responses and detections; and staff sickness.
- 5. Police and Crime Plan – Objectives 3 and 4 Update.**
- 5.1 Nicky Phillipson presented the paper to the Board. The updates better reflect the good work being undertaken by the Constabulary such as the increased focus on those who are vulnerable to becoming victims or offenders and the creation of the Victims Hub.
- 5.2 The Board approved the updates to the Plan.
- 6. Programme METIS**
- 6.1 The Chief Constable presented the paper to the Board. Discussions took place around the functionality such as map based access and layered victim/offender data. Whilst it was recognised that some elements of the system were still being tested the Commissioner was very pleased with the achievements delivered to date. The Commissioner recognised the benefit of 'agile' working.
- 6.2 The Deputy Police and Crime Commissioner commented that he was pleased with the impact METIS was having and will have. The ability to work in different locations would increase the visibility of officers in the community and will impact on the Constabulary's estate portfolio requirement. Coupled with the use of contact points, the public should have a higher intensity of contact.
- 6.3 The Home Secretary praised Cambridgeshire's use of handheld technology and moving to a paperless system at the recent Police Federation conference.

## **7. Performance Framework**

- 7.1 Cristina Strood introduced the proposed new performance framework. The updates to the Police and Crime Plan, since the Plan was first published, have seen a move away from a focus solely on volume crime to one where victims and their vulnerability are placed at its centre. The revised performance framework seeks to reflect the Constabulary's new governance arrangements and recognises the need to monitor what is important and not just data and progress against targets. At the Police Federation conference the Home Secretary recognised the use of data to understand and manage operational policing but expressed concern about targets distorting operational reality, pointing to the perverse outcomes that took place in Rotherham and Sheffield. The Chief Executive noted the importance of the new framework supporting the identification of issues to be addressed. This also linked to the Commissioner's visits to the frontline.
- 7.2 The Board approved the proposed update. The framework will be submitted the Police and Crime Panel for consideration at its meeting on the 17<sup>th</sup> June 2015.

## **8. Call Handling**

- 8.1 This agenda item was covered in the Quarterly Performance update, please refer to paragraph 4.4 above.

## **9. Domestic Abuse**

- 9.1 The Deputy Chief Constable (DCC) presented a report to the Board and provided an update on the Constabulary's response to domestic abuse, following the initial inspection by Her Majesty's Inspectorate of Constabulary (HMIC) undertaken in November 2013. HMIC made 15 recommendations on how to improve delivery. These ranged from reviewing capacity, training, structures and processes through to partnership working and leadership. The constabulary created an action to deliver the HMIC recommendations.
- 9.2 The HMIC inspection team revisited in February 2014 and highlighted the exceptional progress that the Constabulary had made, noting substantial improvements to victims of violence. As part of the forthcoming HMIC PEEL Inspection of Vulnerability, HMIC will again be reviewing Domestic Abuse performance and looking specifically for progress and performance improvement as set out in the action plan.
- 9.3 The DCC reiterated that the Constabulary had made progress against the action plan and was ready for the forthcoming HMIC inspection in July 2015. The Commissioner commented that he had been to look at the Constabulary's work on domestic abuse and recognised the good work being undertaken.

## **10. Crime Data Integrity**

- 10.1 The Deputy Chief Constable (DCC) presented this report to the Board and re-capped that HMIC undertook a Crime Data Integrity inspection as part of a national

inspection in June 2014. The HMIC recommendations were owned by the Constabulary and incorporated into their action plan.

- 10.2 To date 76% of the actions are complete with the remainder to be completed by the autumn 2015.
- 10.3 The DCC commented that Cambridgeshire had a high level of crime recording compliance. If police officers were unsure if a crime had been committed they would in the first instance record this as a crime and if necessary this would be no-crimed at a later date. In addition it was confirmed that the Crime Registrar is the only person that could no-crime an allegation of rape. The DCC commented that a spike in recording is likely due to the new recording procedure.
- 10.4 The Commissioner requested **an update on the action plan be brought back to BCB in the autumn 2015.**

## **11. Victims Hub Update**

- 11.1 The Deputy Chief Constable (DCC) presented this report to the Board and gave an overview of how the Hub is developing to meet the need of victims in Cambridgeshire.
- 11.2 The DCC confirmed that work was ongoing to provide a fully integrated and streamlined service by linking victims to Restorative Justice approaches.
- 11.3 Staff in the Hub carry out an initial victim's needs assessment and since 1<sup>st</sup> October 2014, 5,500 victims have been identified as needing support with 93% of these having taken up this offer. The Commissioner commented that he welcomed the progress being made.

## **12. Restorative Justice**

- 12.1 The Deputy Chief Constable (DCC) presented a progress report on Restorative Justice (RJ) to the board and reiterated that RJ is a process which brings those harmed by crime or conflict and those responsible for the harm into communication, enabling everyone affected by a particular incident to play a part in repairing the harm and finding a positive way forward.
- 12.2 Nicky Phillipson confirmed that first conference between victim and perpetrator was likely to happen in the coming months and that referrals were still being received. Nicky also confirmed that 'train the trainer' courses were being undertaken by staff to ensure future sustainability.
- 12.3 The Board approved the Bedfordshire, Northamptonshire, Cambridgeshire and Hertfordshire (BeNCH) area vision for restorative justice.

## **13. Operational Update**

- 13.1 The Deputy Chief Constable (DCC) presented the report to the Board, however, as the performance update had been covered in agenda item 4.0 Quarterly Performance update, the DCC focused on the HMIC inspections forming part of the Police Efficiency, Effectiveness and Legitimacy (PEEL) Programme that took place between 1<sup>st</sup> – 4<sup>th</sup> June 2015 and the forthcoming inspections of missing and absent children.
- 13.2 The Commissioner expressed his thanks to the major crime unit team for their work in the successful prosecution of the soldiers from Bassingbourn Barracks.
- 13.3 The Commissioner wanted to pass on his congratulations to PC Petr Torak who has been awarded an MBE for his services to the Roma community.

#### **14.0 Airwaves Lease renewal: Ely Police Station**

- 14.1 Colin Luscombe, the Director of Estates from the office of the Police and Crime Commissioner presented the report to the Board.
- 14.2 Following negotiations with Airwaves solutions a 10 year lease was agreed
- 14.3 The Board approved the lease renewal and the Commissioner will sign the Decision Notice.

#### **15. Treasury Management Strategy 2015/16 to 2017/18**

- 15.1 Josie Gowler, Director of Finance from the Office of the Police and Crime Commissioner presented the report to the Board by providing an overview on the Treasury Management Strategy with the focus on improving returns on investments. Josie confirmed that Niki Howard, Director of Finance and Resources, Cambridgeshire Constabulary had been involved in formulating the Treasury Management Strategy.
- 15.2 The Board approved the revised Treasury Management Strategy and the Commissioner will sign the Decision Notice.

#### **16. Collaboration of Human Resources and Learning & Development**

- 16.1 Josie Gowler presented the report. The Board was asked to note that the Strategic Alliance had considered the full business case for a collaborated Human Resources and Learning and Development function. The consultation process started in May and will inform the collaboration process. A progress report will be brought back to the board in the autumn.

#### **17. Finance Sub-Group**

- 17.1 Brian Ashton, Deputy Police and Crime Commissioner presented the minutes of the meetings on 26<sup>th</sup> March and 23<sup>rd</sup> April to the Board. Discussions took place around the savings generated through collaboration but would need further analysis.
- 17.2 The Board were informed that the Automatic Number Plate capital spend proposal had been agreed.

17.3 The minutes were approved by the Board.

**18. Automatic Number Plate Recognition**

18.1 Josie Gowler presented the report to the Board, outlining the proposed funding requirement for Automatic Number Plate Recognition. £146k capital, approved by the Finance Sub –Group, is required to update in-car cameras.

18.2 The Board approved this addition to the capital programme and the Commissioner will sign the Decision Notice.

**19. Force Executive Board**

19.1 The Chief Constable presented the report to the Board, giving an overview of the meeting held on the 3<sup>rd</sup> March.

19.2 The Board noted the report.

**20. Professional Standards Alliance Sub Group Approved Minutes.**

20.1 Brian Ashton presented the paper to the Board and commented how pleased he was with the time and commitment being made to the PSD tri force alliance by Cambridgeshire Constabulary's Deputy Chief Constable. A visit by the Deputy Police and Crime Commissioner was made to PSD office in Biggleswade, this was well received by PSD staff.

20.2 The Board noted the PSD minutes.

**21. Police and Crime Commissioner Decisions**

21.1 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 29<sup>th</sup> April 2015 and the decisions taken since that meeting.

21.2 The Board noted the paper.

**22. Any Other Business**

22.1 No other business was reported.

**23. Date of Next Meeting**

23.1 The next meeting will be held on 14<sup>th</sup> July 2015 at 14.00 in the Monkfield Room Cambourne.



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Sir Graham Bright

