



Cambridgeshire Police & Crime Commissioner

BUSINESS COORDINATION BOARD

APPROVED MINUTES

Date: 27th October 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 Police and Crime Commissioner
	Josie Gowler	Director of Finance Office of the Police and Crime Commissioner
	Mark Hopkins	Temporary Deputy Chief Constable Cambridgeshire Constabulary
	Niki Howard	Director of Finance and Resources, , Cambridgeshire Constabulary
In Attendance:	Claire George	Executive Support Officer, Office of Police and Crime Commissioner
	Jim Haylett	Head of Policy and Performance (Collaboration) Office of Police and Crime Commissioner
	Jon Hutchinson	Head of Corporate Development, Cambridgeshire Constabulary
	Charles Kitchen	Director of Public Engagement and Communication, Office of Police and Crime Commissioner
	Colin Luscombe	Director of Estates, Office of Police and Crime Commissioner
	Paul Omerod	Chief Inspector, Cambridgeshire Constabulary
	Nicky Phillipson	Strategic Advisor, Office of Police and Crime Commissioner
	Cristina Strood	Head of Policy and Performance, Office of Police and Crime Commissioner

Howard Thackray	Business Manager, Office of the Police and Crime Commissioner
Kevin Vanterpool	Detective Superintendent, Crime and Operational support, Cambridgeshire Constabulary

1. Welcome and Apologies

- 1.1 Apologies were received from, Alec Wood, Chief Constable Cambridgeshire Constabulary and Andy Hebb Temporary Assistant Chief Constable, 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 30th September 2015

- 3.1 There were no outstanding actions from the last meeting of the 30th September 2015.

3.2 **Resolved:**

- (i) *The minutes of the meeting held on the 30th September 2015 were agreed and signed.*

4. Service Specification and Outcome Measures for the Cambridgeshire Victims' Hub

- 4.1 Kevin Vanterpool presented the report to the Board, the purpose being to update the Business Co-ordination Board ("the Board") with regards to the Office of the Police and Crime Commissioner's ("the Commissioner") commissioning of a Victims' Hub (Hub) Service from Cambridgeshire Constabulary ("the Constabulary") by agreeing a service specification, outcome measures and incorporating these into a revised grant agreement for 2015/16.
- 4.2 Kevin informed the Board that the Government has revised the Code of Practice for Victims 2013 (Victim's Code) to incorporate the requirements of the EU Directive 1012/29/EU, which establishes minimum standards for victims of crime. This will be implemented as law by the 16th November 2015. The Victims' Hub is reviewing its service to ensure it complies with any revisions to the Victim's Code.
- 4.3 The Hub currently has 17 Community Support Volunteers and started in April 2015. In the first six months of this year they provided face to face support for 118 victims' which is an improvement to the service prior to the Hub when only 141 victims received face to face support over a 12 month period. In addition, in the 12 months the Hub has contacted nearly 40,000 victims of crime in Cambridgeshire.

4.4 The Board were appreciative of the support the Hub has provided to victims of crime within Cambridgeshire and the Commissioner wanted to congratulate all concerned with their hard work and dedication in making this happen.

4.5 The Constabulary and Board agreed to the Victims' Hub Service Specification.

5. Victims' Services Commissioning

5.1 Nicky Phillipson presented the report, the purpose being to update the Board on the 2015/16 Victims' Service Grants/Contracts, to propose a way forward to enable a seamless continuation of service provision into 2016/17 and approve the reallocation of the identified 2% in-year underspend.

5.2 In presenting the report Nicky Phillipson outlined the non-recurrent in-year funding awards and reiterated that each would be worked up in-line with the revised Inter-Agency Victim Strategy. In addition, a review of future commissioning had been undertaken.

5.3 The Board noted the content of the report and approved the reallocation of the 2% underspend.

6. Violent Crime Update

6.1 Temporary Deputy Chief Constable (TDCC), Mark Hopkins, presented the report, the purpose being to update the Board on Violent Crime within Cambridgeshire.

6.2 The TDCC reiterated that overall, Cambridgeshire is a safe county with public confidence that the police are, dealing with the things that matter, remaining high at over 73%.

6.3 The renewed focus on National Crime Recording Standard (NCRS) has resulted in an increase in the number of crimes recorded nationally. Certain offences, such as low level violent crimes, have been affected by these changes more so than others, as the Constabulary are now recording crime at lower thresholds. The NCRS is designed to ensure greater consistency between forces in recording crime and to take a more victim-oriented approach to crime recording with the police being required to record any allegation of crime unless there was credible evidence to the contrary. The Constabulary's compliance with the recording standard has improved to 94%, up from 71% at the HMIC inspection in June 2014. Sexual assaults and Domestic Abuse have also seen increased reporting. Influences include the willingness of victims to come forward in light of high-profile national cases, ongoing investigations into child sexual exploitation and the Constabulary's focus on threat, risk and harm.

6.4 The Commissioner asked about the types of incidents referred to as low level violent crime and the nature and scale of the resulting injuries. The TDCC commented that this could be pushing and shoving, low level skirmishes and that data from National Health Service Accident and Emergency departments have not seen an increase in referrals.

6.5 The TDCC commented that undoubtedly there are challenges ahead. Seeking out crimes that might previously have been hidden from view and improving recording

processes will continue to have an impact on the levels of crime recorded by the police. Looking ahead, as the Constabulary's cybercrime capability and public awareness increases, there is likely to be an impact on levels of recorded crime

- 6.6 The Board were content that current guidance indicates the increase in recorded non-violent crime were largely as a result of increased recording at lower thresholds, rather than increased incidents.

7. Estates Strategic Programme 2015

- 7.1 Colin Luscombe presented the report to the Board the purpose of which is to report the work being undertaken to ensure that the estate occupied by the Constabulary is managed and developed in such a way as to support the wider organisational objectives of the Constabulary as set out in the Cambridgeshire Policing Plan.
- 7.2 The Estates Strategic Programme had previously been to the Estates Sub Group and Force Executive Board and sets out the direction of travel and programme of future assets.
- 7.3 Mobile technology is having a major impact on the way local police teams work and thus reducing the need to return to a fixed base to complete paperwork. Therefore savings can be made where assets are underutilised.
- 7.4 The Board noted the content of the report and confirmed that detailed papers would be required and Decision Notices signed before the disposal of assets.

8. Budget Strategy

- 8.1 Josie Gowler presented the report, the purpose being to update the Board on the Budget Strategy for the Constabulary.
- 8.2 A detailed overview of the budget setting process was provided including the key principles as outlined in para 4.1 of the report and emphasised that long term borrowing would not be used for short term need. Savings totalling £13.3m had been achieved between 2013/14 to 2015/16 and modelling of savings for a further 25% and 40% reduction in grant funding had been undertaken prior to the new Comprehensive Spending Review period which runs from 2016/17 to 2019/2020.
- 8.3 The Commissioner commented on the iterative nature of budget setting and the huge amount of work undertaken to get as far as we have. Regional collaboration, estates management and new technology (tuServe) will all contribute to budget management.
- 8.4 The Deputy Police and Crime Commissioner commented that good financial planning and management has enabled cash reserves to be built up since 2011 and this has helped maintain the constables on the frontline and will assist with the implementation of collaboration and technology projects.
- 8.5 The Board were made aware that the identified savings through collaboration were the latest projection as at October 2015.
- 8.6 The Board noted the report and recognised the future challenges faced.

9. Operational Update

- 9.1 The TDCC presented the report the purpose being to update the Board on any exceptional issues relating to the Constabulary on recent performance, Her Majesty's Inspectorate of Constabulary (HMIC) inspections, significant operations and effective and efficient policing.
- 9.2 Before presenting the report to the Board and with regards to the recent shooting incident at St Neots by the Constabulary's armed response unit the TDCC commented that our thoughts are with the family and officers. The case has been referred to the Independent Police Complaints Commission by the constabulary.
- 9.3 The Head of Corporate Development (HCD) Jon Hutchinson gave an overview of recent Corporate activities including; HMIC inspection update covering effectiveness, efficiency and legitimacy, and the College of Policing peer review of child sexual exploitation, the findings of which will be reported back to the Board in due course.
- 9.4 The TDCC discussed significant investigations and operations including the knife amnesty in Peterborough and the recently launched Fraud and Cybercrime unit. The HCD informed the Board of recent football banning orders for two males, one from Yaxley and one from Cambridge. The men will be prevented from attending matches in the UK and will be required to surrender their passports prior to Euro 2016
- 9.5 The Board noted the report.

10. Update on Business Case Progress: Human Resources and Learning and Development, Public Contact, Firearms Licence

- 10.1 Jim Haylett presented the report to the Board, the purpose being to provide an update on the progress towards implementation of the collaboration business cases for Human Resources and Learning and Development (HR & L&D), Public Contact and for Firearms Licensing.
- 10.2 An overview of each of the business cases was given with forecast savings. The HR and L&D transformation seeks to unify the HR and L&D functions of Bedfordshire, Cambridgeshire and Hertfordshire police forces into a single organisational support function. The anticipated savings to Cambridgeshire Constabulary is estimated to be £1.033m per annum, however this is subject to change.
- 10.3 A full business case has been prepared for Firearms Licensing, proposing a single tri-force structure and process to manage applications, renewals and revocations of firearms and explosives licences, and manage risk and appropriate use of intelligence. The anticipated savings to Cambridgeshire Constabulary is estimated to be £174k per annum, however this is subject to change.
- 10.4 A full business case has been prepared for Public Contact, proposing a collaborated function in conjunction with Bedfordshire and Hertfordshire. The public contact function includes handling 101 and 999 calls, incident management, despatching resources and crime recording. The anticipated savings to Cambridgeshire Constabulary is estimated to be £2.54m per annum, however this is subject to change.

10.5 The Board noted the report and the challenges and opportunities collaboration would bring.

11. Police and Crime Commissioners Decisions and Forward Plan

11.1 Dorothy Gregson 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 30th September 2015 and the decisions taken since that meeting.

11.2 The Board noted the paper.

12. Finance Sub-Group

12.1 Brian Ashton, Deputy Police and Crime Commissioner (DPCC) presented the minutes of the meeting on 27th August 2015

12.2 The DPCC drew the Board's attention to Paragraph 3 of the report and confirmed that the predicted year-end Constabulary underspend of £2.1m has now been adjusted to £1.6m due to the delay in the delivery of Athena.

12.3 The Board noted the content of the report.

13. Force Executive Board

13.1 The TDCC presented the report to the Board, giving an overview of the meeting held on the 1st September 2015.

13.2 The TDCC informed the Board that a decision had been taken to delay the implementation of Athena due to technical issues. It is anticipated the system would go live in autumn 2016.

13.3 The Board noted the reports

14. Performance Working Group.

13.1 Cristina Strood (CS) presented the report to the Board, giving an overview of the meeting held on the 18th August 2015.

14.2 In giving an overview of the minutes CS commented that there were a number of important issues being considered by this group such as levels of recorded crime, prosecution possible outcomes, domestic abuse responses and 101 call handling. It was suggested that HMIC could have sight of these minutes to demonstrate how the Commissioner identifies and responds to performance issues.

14.4 The important work of the Performance Working Group was noted.

15. Date of Next Meeting

15.1 The next meeting will be held on 26th November 2015 at 14.30 in Swansley A, Cambourne.

A handwritten signature in blue ink, consisting of a large, stylized initial 'G' followed by 'B' and some less distinct characters.

Sir Graham Bright

