



BUSINESS COORDINATION BOARD

APPROVED MINUTES

Date:	21st September	Time:	14:00
Location:	Conference Room 2, Cambridgeshire Constabulary Headquarters		
Members:	Jason Ablewhite	Cambridgeshire Police and Crime Commissioner	
	Alan Baldwin	Deputy Chief Constable, Cambridgeshire Constabulary	
	Josie Gowler	Director of Finance, Office of Police and Crime Commissioner	
	Dorothy Gregson	Chief Executive, Office of Police and Crime Commissioner	
	Niki Howard	Director of Finance and Resources, Cambridgeshire Constabulary	
	Nav Malik	Assistant Chief Constable, Cambridgeshire Constabulary	
	Alec Wood	Chief Constable, Cambridgeshire Constabulary	
In Attendance:	Claire George	Executive Support Officer, Office of the Police and Crime Commissioner	
	Mark Greenhalgh	Chief Inspector in Corporate Development, Cambridgeshire Constabulary	
	Charles Kitchin	Director of Public Engagement and Communication, Office of Police and Crime Commissioner	
	Howard Thackray	Business Manager, Office of Police and Crime Commissioner	

1. Welcome and Apologies

1.1 Apologies were received from Andy Coles, Deputy Police and Crime Commissioner, Cristina Strood, Head of Policy and Performance, Office of the Police and Crime Commissioner (OPCC), Nicky Phillipson, Head of Strategic Partnership and Commissioning, OPCC and Colin Luscombe Director of Estates, OPCC.

2. Declarations of Interest

2.1 There were no declarations of interest.

3. Approval of the minutes of the Business Coordination Board meeting held on the 10th August 2016

3.1 There were no outstanding actions from the last meeting of the 10th August 2016.

3.2 Resolved:

(i) *The minutes of the meeting held on the 10th August 2016 were agreed and signed.*

4. Financial Monitoring

4a Revenue Outturn

The OPCC Director of Finance presented this report. The purpose of this paper was to provide the Business Co-ordination Board (the "Board") with the revenue outturn at month 4 of 2016/17 and the projected full-year 2016/17 forecast outturn.

4a.1 The Board noted that the projected full-year underspend for 2016/17 is estimated to be that of £0.6 to £1.0m for the Constabulary and £0.1m for the OPCC with use of the Budget Assistance Reserve in line with expectation at £2m.

4a.2 Monitoring of forecasts and budgeting for 2017/18 and beyond will remain an ongoing process for the Chief Finance Officers for the OPCC and Constabulary.

4a.3 The Commissioner requested that OPCC savings regarding travel as a consequence from the office move to Constabulary Headquarters be included in future budget reports.

4a.4 The Board noted the 4 month outturn and the projected full-year 2016/17 forecast outturn.

4a.5 Action:

(i) *Travel savings as a consequence from the OPCC moving to Constabulary headquarters be added to the budget.*

4b Capital Outturn

The OPCC Director of Finance presented these report. The purpose of which was to provide the Board with a financial overview of the Capital Programme for the four months ending 31 July 2016.

- 4b.1 It was noted that 58.3% of the 2016/17 Capital Programme had been spent and committed at the end of July. This is in line with where it was expected to be by this point in the year.
- 4b.2 Principal spends in the year to date have been: the Vehicle Workshop scheme (£1,279k), the Vehicle Replacement Programme (£949k), the Organisational Support BCH ERP Purchase scheme (£776k) and the Major Repairs Planned scheme (£264k).
- 4b.3 The Commissioner commented the he was happy to hear spending was on plan and thanked those that were working on this.
- 4b.4 The Board noted the report.

5. Budget Strategy

- 5.1 The Director of Finance presented the report, the purpose of which was to provide further information on the budget-setting strategy.
- 5.2 The key principle is that transformation will be maximised through innovation and collaboration within policing and with wider partners in order to drive improved outcomes and savings. Finances would not be viewed in isolation. The Commissioner highlighted the need to explore ways of using the Estate to reduce the budget gap.
- 5.3 A discussion was had around the government grant funding formula with an agreed outcome that the Police and Crime Commissioner and Chief Constable would seek to meet with the Policing Minister Brandon Lewis MP.
- 5.4 The Board noted the report.
- 5.5 **Action:**
 - (i) *To seek a meeting between the Commissioner, Chief Constable and Policing Minister Brandon Lewis MP.*

6. Policing and Crime Bill

- 6.1 The Director of Finance presented the report to the Board. The purpose of which was to provide an update on the proposed working arrangements between the Commissioner, Fire Authority and East of England Ambulance Service.
- 6.2 The Bill is currently progressing though Parliament and there is every expectation that it will gain Royal Assent in accordance with the original timetable. Joint work is being initiated to determine the most appropriate future governance
- 6.3 The Commissioner commented that he was pleased to hear the Bill was progressing through Parliament and that it would allow solutions to be found, increase resilience and reduce overall costs.

PROTECT until Approved

6.4 The Board noted the contents of the report and recommended that the Commissioner and Fire Authority work with the East of England Ambulance Service NHS Trust (EEAST) and should seek to initiate joint work.

7. Devolution

7.1 The Chief Executive presented this report to the Board, the purpose of which was to provide an update on proposals for a devolution deal for Cambridgeshire and Peterborough.

7.2 Devolution proposals will be considered by Full Councils across Cambridgeshire and Peterborough and Government approval will be sought. If approved, a legislative process will be undertaken to establish the Combined Authority. Allowing a Shadow Combined Authority to be formed which could operate until May 2017 when a Mayor for Cambridgeshire and Peterborough would be elected.

7.3 The devolution governance proposals for Cambridgeshire and Peterborough enable the Mayor and Cabinet to agree to establish and participate in a Memorandum of Understanding with key partners.

7.4 The Board noted the report.

8. Collaboration Update - 7 Force and Bedfordshire, Cambridgeshire, Hertfordshire

8.1 The Chief Executive presented the report. The purpose was to update the Board on the progress of collaboration in Bedfordshire, Cambridgeshire and Hertfordshire ("BCH") and across the Eastern Region.

8.2 A discussion was had surrounding BCH Collaboration and Seven Force Collaboration.

8.3 The Board noted the update and approved the recommendation for the Commissioner to notify the Police and Crime Panel of any forthcoming decisions regarding collaboration.

8.4 Action:

- (i) The Commissioner to notify the Police and Crime Panel of any future decisions regarding collaboration.*

9. HMIC Progress Report

9.1 Chief Constable Wood provided a verbal update on the progress of the HMIC inspection.

9.2 The Board were informed the HMIC inspection that began on 19 September was progressing smoothly and provisional feedback should be received at the end of the inspection.

10. Development of the Police and Crime Plan

PROTECT until Approved

- 10.1 The Chief Executive presented the report to the Board, the purpose of which was to provide an update on the progress for the creation of the Police and Crime Plan ("Plan").
- 10.2 Engagement on the Plan has been ongoing and there has been c. 250 replies to the Police and Crime Plan Survey as of the meeting. Over the coming months the focus will shift towards public engagement, but will also include further work with stakeholders. The Commissioner has invited the Panel to support the development of the performance framework through ongoing discussions. It is intended the final version of the Plan will be shared with the Board at the December meeting and will be taken to the Panel in February 2017 for final comments.
- 10.3 The Board noted the report.

11. Proposals for Funding to Support the Reduction of Collisions

- 11.1 The purpose of this report was to seek the Board to approve additional Constabulary resources to support the reduction of collisions on the county's roads.
- 11.2 It was proposed that a proportion of the Collaboration and Commissioning Reserve is allocated towards additional resources within the Constabulary to work with partners to reduce the number of collisions on Cambridgeshire roads and therefore the number of people killed or seriously injured as a result.
- 11.3 The additional resources would comprise of an additional dedicated uniformed Police Casualty Reduction Officer for three years to lead campaigns on the Constabulary's behalf and act as point of contact for partner agencies and a police staff co-ordinator to co-ordinate county-wide Volunteer Speedwatch schemes.
- 11.4 The Commissioner commented that it was good to gain additional resources not only to support frontline officers but to increase resilience.
- 11.5 The Board noted the contents of the report and approved the request for additional dedicated Constabulary resources.

Action:

- (i) *The Commissioner is to sign a Decision Notice on the approval of the spend for additional Constabulary resources.*

12. Mental Health and Policing

- 12.1 The Deputy Chief Constable presented the report to the Board, the purpose of which was to highlight the significant demand and risk supporting people with mental health issues placed on the police officers and staff in Cambridgeshire.
- 12.2 The Constabulary has played an active role in developing the local Cambridgeshire and Peterborough Mental Health Crisis Care Concordat declaration. This has resulted in gradual changes to the current mental health crisis care provision which has been driven by the local delivery group. It is recognised that across the public sector there is a commitment to improve the experience of people in mental health crisis.

PROTECT until Approved

- 12.3 In line with the Mental Health Demand Strategy 2016/17 the Constabulary will adapt and use technology and data to understand current and future demand. Key to this will be to strengthen partnership relationships at strategic, tactical and local levels.
- 12.4 The Constabulary is keen to raise this issue with the local Adult Safeguarding Boards and seek their views on where the oversight of mental health provision should sit. The Constabulary must continue to ensure risks associated with its officers are supported to make the right decisions on a daily basis as they continue to be required to respond to such situations. Clearly longer term work must aspire to see that people with mental health issues always get the support they need from the right service at the right time.
- 12.5 The Board noted the report and recognised the significant partnership work in place to ensure the needs of the public are met, while acknowledging the impact the issue has on the Constabulary's ability to deliver an efficient and effective policing service which safeguards the welfare of officers and staff.

13. Tackling Re-Offending Through Deferred Prosecution

- 13.1 The Chief Executive presented the report, the purpose of which was to update the Board on the progress of the work to tackle reoffending through the use of deferred prosecutions and effective support interventions using Home Office innovation funding.
- 13.2 The bid proposal was to tackle the root causes of early offending behaviour through a conditional deferred prosecution. This will provide a foundation for multi-agency pathways to reduce demand on policing and other services. To support the implementation and on-going development of the hub a Police Sergeant has been appointed as the Co-ordinator. He is supported by a part-time Business Administrator.
- 13.3 Extensive consultation with statutory and voluntary agencies has taken place to promote the work and to identify support services and interventions that currently exist. The identification of an assessment framework and appropriate resources are nearing conclusion, with an implementation date planned for end of October for Cambridgeshire.
- 13.4 The project is live in Peterborough and a strong partnership with Sodexo has enabled offenders to be referred to their "Outside Links" centre in Peterborough city centre. This mechanism provides the necessary support and expertise to ensure needs are identified and appropriately addressed.
- 13.5 The Commissioner highlighted the work already achieved on this initiative and thanked those involved.
- 13.6 The Board noted the contents of the report.

14. Commissioning Support for Vulnerable Victims

- 14.1 The Chief Executive presented the report to the Board, the purpose of which was to share with the Board the Commissioner's plans to enhance the provision of support services for victims of sexual violence.
- 14.2 The Board heard that work to progress the commissioning of a single equitable county-wide support service for victims of sexual violence has progressed. Funds from the

Commissioner's Victims' Services Grant have been pooled with existing funding from Cambridgeshire County Council and Peterborough City Council and new funding from NHS England to create a single budget.

- 14.3 The Commissioner is keen to enhance the support service provision for young vulnerable victims, including victims of sexual violence, as part of Cambridgeshire's 'integrated model of support services for victims of crime'. The model aligns with the work of both of the local safeguarding children boards to ensure organisations work together to safeguard children.
- 14.4 Funding was provided from the 2015/16 Victims' Services Grant to build capacity in this area with two local charities. Following the success of this work a Cambridgeshire-based charity 'Embrace' (previously Child Victims of Crime) has offered to host and match-fund, with the Commissioner, a dedicated county-wide counselling post based in the new Sexual Assault Referral Centre. The two year post will enhance the provision of services for young victims of crime.
- 14.5 The Board noted the report and the Commissioner stated that on-going commissioning will be supported.

Date of next meeting

The next meeting will be held on 10th November 2016 at 14:00 at Police Headquarters.



Andy Coles

Deputy Police and Crime Commissioner