



BUSINESS COORDINATION BOARD

APPROVED MINUTES

Date:	1st March 2018	Time:	14:00
Location:	Conference Room 1, Cambridgeshire Constabulary Headquarters		
Members:	Jason Ablewhite	Cambridgeshire Police and Crime Commissioner	
	Alan Baldwin	Deputy Chief Constable, Cambridgeshire Constabulary	
	Dorothy Gregson	Chief Executive, Office of the Police & Crime Commissioner	
	Niki Howard	Director of Finances and Resources, Cambridgeshire Constabulary	
	Dan Vajzovic	Assistant Chief Constable, Cambridgeshire Constabulary	
	Alec Wood	Chief Constable, Cambridgeshire Constabulary	
In Attendance:	Jim Haylett	Head of Business Development, Office of the Police & Crime Commissioner	
	Matthew Warren	Interim Chief of Finance, Office of the Police and Crime Commissioner	
	Colin Luscombe	Director of Estates, Cambridgeshire Constabulary	
	Jackie Ingle	Interim BCH Strategic Lead Payroll & Pensions, Cambridgeshire Constabulary	
	Claire George	Executive Support Officer, Office of the Police and Crime Commissioner	

1. Welcome and Apologies

- 1.1 Apologies were received from Ray Bisby Deputy Police and Crime Commissioner, Office of the Police and Crime Commissioner, Natalie Benton Head of Corporate Development, Cambridgeshire Constabulary and Chris Savage Chief Inspector Corporate Development, Cambridgeshire Constabulary.

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 16th January 2018

- 3.1 The Business Coordination Board (the "Board") approved the minutes from the last meeting on 16th January 2018 which were signed after the meeting.

4. Quarterly Performance Report – Period ending December 2017

- 4.1 The Assistant Chief Constable, Cambridgeshire Constabulary presented the report, updating the Board on the actions taken since the 1st January 2018 to drive improvements in performance in highlighted areas of the quarterly performance report.

- 4.2 The Board were informed that the Constabulary recognises the needs for a strategic approach to achieving a sustainable performance improvement and is tightening its grip and approach to "attacking criminality". Monthly Days of Action have been instigated, tackling specific issues and emphasising the need for the pursuit of those who cause harm.

Project Sherlock aims to improve the quality, focus and direction of criminal investigations. The Investigation Standards and Development Unit have delivered professional development sessions to all Sergeants, Inspectors, Chief Inspectors and tutor constables. Operation Aware has been launched in relation to investigation of dwelling burglary.

- 4.3 The Commissioner thanked all those involved, particularly those involved in the Constabulary's Days of Action, including Detective Superintendent James Sutherland for the exceptional work in creating the recent Day of Action attended by the Commissioner. The day had been well received and the Commissioner hopes this will allow the public to be educated through the process. The Chief Constable reiterated the Commissioner's sentiments and thanked the Office of the Police and Crime Commissioner for the support during the day.

- 4.4 The Board noted the contents of the report.

5. Finance – Quarter 3 Revenue and Capital Monitoring 2017/18

- 5.1 The Interim Chief of Finance, Office of the Police and Crime Commissioner presented the report to the Board, updating on the Constabulary's and the Office of the Police and Crime Commissioner's ("OPCC") revenue capital outturn at month 9 of 2017/18 and the projected full-year 2017/18 forecast outturn.

- 5.2 The Board were informed that there had not been a significant change since Quarter 2 and there had been an overspend as projected. It is anticipated that the Local Policing Review will meet the budget gap in future years, however, it is forecast that a gap will remain in the current financial year.

A discussion took place around the projected use of the budget assistance reserve for the overspend.

- 5.3 The Commissioner commented that it was heartening in his tenure to have a Medium Term Financial Plan that is sustainable and will deliver more officers. He congratulated all those involved in the process to ensure robust financing.

- 5.4 The Board noted report and agreed for the Commissioner to sign a Decision Notice to approve the use of reserves from the Revenue and Capital budget.

5.5 **Action:**

- (i) *The Commissioner to sign the Decision Notice to approve the use of Revenue and Capital budget reserves.*

6. Finance – Medium Financial Strategy 2018/19 to 2021/22 Appendix B

- 6.1 The Interim Chief of Finance, Office of the Police and Crime Commissioner informed the Board of a discrepancy in the Medium Term Financial Strategy Appendix B when taken to the Police and Crime Panel in January 2018.

- 6.2 The Board approved the reissued Appendix B Capital Programme 2018/19 to 2021/22.

7. Fire Collaboration

- 7.1 The Chief Executive, Office of the Police and Crime Commissioner provided a verbal update on Fire Collaboration noting that no decision had been made. As a consequence, the Chief Executive informed the Board that it would be prudent to extend the contract of the current Acting Chief Finance Officer until the decision had been made and then consideration would be given as how to proceed with the post of Chief Finance Officer and s151 Officer within the OPCC. She thanked the Cambridgeshire Fire and Rescue Service for their flexibility and assistance during the process.

- 7.2 The Board noted the update and the continuation of the arrangements for the Acting Chief Finance Officer.

8. Tackling Re-Offending through Deferred Prosecution

- 8.1 The Assistant Chief Constable, Cambridgeshire Constabulary presented the report, updating the Board on the use of the Home Office innovation funding to tackle reoffending through the use of deferred prosecutions and effective support interventions.

- 8.2 The Board were informed that in December 2017 the National Police Chiefs Council (NPCC) published a document, agreeing to the position of adopting a two tier Out of Court disposal mechanism for Adult offenders; Community Resolution and Conditional Cautions thus removing all other options; Simple cautions, Cannabis warnings and Penalty Notices for Disorder (PND). Cambridgeshire Constabulary adopted this position on 1st February 2018. There is expected to be a significant increase in the number and types of Community Resolution used through 2018.
- 8.3 Compliance of Community Resolutions is monitored throughout and if the conditions are not met, the prosecution will continue. A performance framework has been developed to ensure that performance can be monitored effectively. Currently 595 adult offenders have received a Conditional Caution with compliance rates at approximately 85% and re-offending rates at 10%.
- 8.4 The Commissioner and Chief Constable both expressed their thanks to those involved, in particular Dominic Human.
- 8.5 The Board noted the report and direction of travel.

8.6 **Action**

- (i) *Paper to be brought to Board in six months' time.*

9. Athena Update Prior to Launch

- 9.1 The Chief Constable, Cambridgeshire Constabulary presented the report, updating the Board on the work being undertaken by the Athena Programme and Cambridgeshire Constabulary prior to the implementation of Athena in May 2018.
- 9.2 The Board heard that the current training programme across the Force is going well and on schedule, with positive feedback being received. Work is ongoing to develop and test an interface between Athena and TuServ.

There is likely to be a significant impact in the short term on the availability of management information in Cambridgeshire because of compatibility issues. Work is ongoing to assess the impact and mitigate the effect on the force.

- 9.3 The Board noted the report.

10. Fraud and Cyber Crime

- 10.1 The Assistant Chief Constable, Cambridgeshire Constabulary presented the report, updating the Board on the progress taken to develop the Constabulary's fraud and cybercrime capability and to outline how this will develop further over the coming year.
- 10.2 Since the last update received, there has been a significant rise in crimes identified as being cyber enabled or cyber dependent. Two officers have been tasked with identification of high risk subjects who could potentially be drawn in to cybercrime and a Cyber Security Advisor has been recruited to focus on small and medium-sized businesses within the county.

The Fraud and Cybercrime Investigation Unit will merge with the Serious and Organised Crime Team from the end of April 2018, following the Local Policing Review. This will provide greater supervisory resilience in the specialist area.

9.3 The Board noted the report.

10. HMICFRS – Custody Inspection

10.1 The Chief Constable, Cambridgeshire Constabulary presented the report to the Board, providing an update on the publication of the report produced following the unannounced joint inspection of Custody by HM Inspectorate of Prisons (HMIP) and HM Inspectorate of Constabulary and Fire Rescue Services (HMICFRS).

10.2 The report identified one “Area of Concern” with an associated recommendation regarding the collaboration arrangements with Hertfordshire and Bedfordshire. A comprehensive update on the Constabulary’s progress addressing the issues identified will be provided to HMIP/HMICFRS in May 2018.

10.3 The Commissioner questioned if the Chief Constable was happy with the current collaborative arrangements. The Chief Constable was content that there was appropriate governance processes now in place for custody.

10.4 The Board noted the report.

11. Section 22A – Public Contact

11.1 The Chief Executive, Office of the Police and Crime Commissioner presented the report, updating the Board regards to the decision made at the Strategic Alliance Summit on 1st February 2018 following consideration of the proposed options for public contact following implementation of Athena in May 2018.

11.2 The Strategic Alliance Summit were asked to consider 3 option with regards to the future of public contact collaboration. The Summit approved Option 2 – progress the collaboration in the medium term 18-24 months from January 2018, as their preferred way forward.

11.3 The Board noted the report and agreed for the Commissioner to sign the Decision Notice.

11.4 Action

- (i) *The Commissioner to sign the Decision Notice to approve the updated Section 22A Agreements for the amendments required.*

12. Southern Policing Hub

12.1 The Director of Estates, Cambridgeshire Constabulary presented the report, informing the Board that draft proposals for the Southern Policing Hub had been considered and approved.

12.2 Although commercially sensitive at present, the full business case and land acquirement will be brought to the next meeting.

12.3 The Board noted the report.

12.4 Action

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- (i) *Full business case and land acquirement for Southern Policing Hub to be brought to a future meeting.*

13. AOB

- 13.1 The Commissioner requested that a paper on Disclosure of Information be brought to the next meeting.

Date of next meeting

The next meeting will be held on Thursday 12th April 2018 at 14:00 at Police Headquarters.



Jason Ablewhite