



BUSINESS COORDINATION BOARD

APPROVED MINUTES

Date:	12th April 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	
	Ray Bisby	Deputy Police and Crime Commissioner, Office of the Police and Crime Commissioner	
	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	
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	
	Chris Savage	Chief Inspector Corporate Development, Cambridgeshire Constabulary	
	Claire George	Executive Support Officer, Office of the Police and Crime Commissioner	

1. Welcome and Apologies

- 1.1 Apologies were received from Alec Wood Chief Constable, Cambridgeshire Constabulary and Natalie Benton Head of 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 1st March 2018

- 3.1 The Business Coordination Board (the "Board") approved the minutes from the last meeting on 1st March 2018 which were signed after the meeting.

4. Treasury Management Statement Strategy 18/19

- 4.1 The Interim Chief of Finance, Office of the Police and Crime Commissioner presented the report to the Board, providing an update on recent developments to the Treasury Management Strategy Statement ("TTSS") for 2018/19.
- 4.2 The Board were informed that given the current economic longterm uncertainty surrounding Brexit, the future of police funding and emerging cost pressures for 2018/19 and beyond, no change to time limits on investments or credit ratings is proposed for 2018/19.
- 4.3 The Board noted the contents of the report and approved the recommendation.

5. Draft OPCC Annual Governance Statement

- 5.1 The Interim Chief of Finance, Office of the Police and Crime Commissioner presented the draft Annual Governance Statement to the Board, prior to signing by the Police and Crime Commissioner and Chief Executive.
- 5.2 The Board were provided an overview of the draft Annual Governance Statement. The Commissioner has approved and adopted a revised set of Financial Regulations which include a Code of Corporate Governance.
- 5.3 The Chief Executive thanked the Interim Chief of Finance for drafting the statement. The Board noted the report and draft Annual Governance Statement.

6. Force Management Statement

- 6.1 The Deputy Chief Constable, Cambridgeshire Constabulary presented the report to the Board, providing an update on the progress with the introduction of the first Force Management Statement in 2018. This supplements the last update provided in October 2017.
- 6.2 The Board noted HMICFRS had completed a national consultation on draft proposals for the Force Management Statement since the last update in October 2017. The final guidance from HMICFRS was issued on 13 March 2018 with an expectation that forces complete their first Force Management Statement for submission by the end of May 2018. The force has drafted departmental business plans for all areas of business

which will be aggregated into a force business plan, forming the basis of the Force Management Statement. Consultation is ongoing across Bedfordshire, Cambridgeshire and Hertfordshire to ensure the Force Management Statement accurately reflects collaborated units.

6.3 The Board noted the report.

7. Fire Collaboration Update

7.1 The Commissioner, Office of the Police and Crime Commissioner provided an update on Fire Collaboration following recent approval from the Home Secretary for the Police and Crime Commissioner to take responsibility for governance of Cambridgeshire Fire and Rescue Service.

7.2 The Board were informed that staff in the Office of the Police and Crime Commissioner and Fire and Rescue Service are working closely with the Home Office to ensure a smooth transition for the new arrangements due to take effect on 1st June 2018.

7.3 The Board noted the report.

8. HMICFRS PEEL Effectiveness Report

8.1 The Deputy Chief Constable, Cambridgeshire Constabulary presented the report, informing the Board of the publication on 22 March 2018 of a report into the Constabulary's effectiveness by Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services.

8.2 The Board were assured that work has been ongoing to address the areas for improvement since the conclusion of the inspection in September 2017. Most of these have been considered during the Local Policing Review and are address by the new operating model going live in April 2018.

8.3 The Commissioner commended all those involved in the report and the Local Policing Review. The Board noted the report and the significant progress made.

9. Strategic Risk Register

9.1 The Chief Executive, Office of the Police and Crime Commissioner presented the report, updating the Board on Strategic Risk Management.

9.2 The Board discussed the changes to the content of the register.

9.3 The Commissioner commented that he has been assured that the risks are being managed and the Board noted the report.

10. Internal Audit Outstanding Recommendations

10.1 The Chief Executive, Office of the Police and Crime Commissioner presented the report, updating on the progress of internal audit recommendations and those with outstanding actions.

10.2 The Board were informed that significant progress had been made and that majority of the recommendations had been completed.

10.3 The Board noted the contents of the report and the progress of internal audit recommendations and those with outstanding actions.

11. Developing a Partnership Response to Reducing Crime and Disorder

11.1 The Chief Executive, Office of the Police and Crime Commissioner presented the report, updating the Board on countywide partnership working to reduce crime and disorder and the associated grants awarded by the Police and Crime Commissioner.

11.2 The Board noted the grants the Commissioner had awarded to organisations who he believes will secure or contribute to securing crime and disorder reduction in the area. The Commissioner is keen to explore a countywide approach to developing thematic and place-based strategic needs assessments.

11.3 The Board noted the report.

12. Data Protection Regulations – Impact on the Constabulary

12.1 The Deputy Chief Constable, Cambridgeshire Constabulary presented the report, providing reassurance regarding the systems and processes put in place by the Constabulary in order to comply with the Data Protection legislation and the General Data Protection Regulations (“GDPR”).

12.2 The Board were assured that the force is in a strong position to comply with the legislation and work is ongoing to ensure compliance.

12.3 The Commissioner commented that he felt reassured on the Constabulary’s position and the Board noted the report.

12.4 Action

(i) Update to be brought to the Board in six months’ time.

13. Disclosure of Information

13.1 The Assistant Chief Constable, Cambridgeshire Constabulary presented the report to the Board, updating on the appropriate and timely disclosure of information by the Constabulary and how the Constabulary is progressing work towards the National Disclosure Improvement Plan.

13.2 The Board discussed the report and were informed that local reviews had been conducted to ensure that robust scrutiny is in place both in force and with CPS colleagues. The Board were assured that robust governance measures were in place.

13.3 The Board noted the report.

14. Section 22a Agreements

14.1 The Commissioner presented the report to the Board, indicating that there were two Decision Notices to sign for the Modern Slavery Police Transformation Fund Programme and Interim Transition Firearms Training Compliance.

14.2 The Board noted the reports and agreed for the Commissioner to sign the Decision Notices.

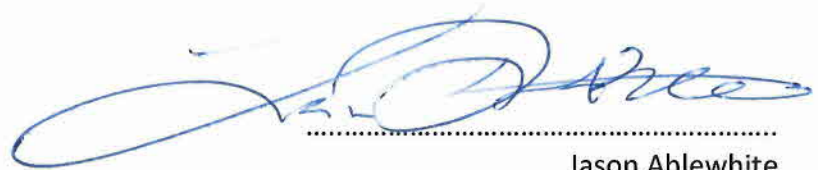
14.3 Action

(i) *The Commissioner is to sign the Decision Notice to sign the S22A Agreement to approve for the Modern Day Slavery Police Transformation Fund.*

(ii) *The Commissioner is to sign the Decision Notice to sign the S22A for the Interim Transition Firearms Training Compliance.*

Date of next meeting

The next meeting will be held on Thursday 10th May 2018 at 14:00 at Police Headquarters.



Jason Ablewhite

