



BUSINESS CO-ORDINATION BOARD

APPROVED MINUTES

Date: 4th April 2019 **Time:** 14:00
Location: Conference Room 3, Cambridgeshire Constabulary Headquarters

Members: Jason Ablewhite Police and Crime Commissioner
Nick Dean Chief Constable, Cambridgeshire Constabulary
Ray Bisby Deputy Police and Crime Commissioner
Dorothy Gregson Chief Executive, Office of the Police & Crime Commissioner
Dan Vajzovic Assistant Chief Constable, Cambridgeshire Constabulary

In Attendance: Natalie Benton Head of Corporate Development, Cambridgeshire Constabulary
Jim Haylett Head of Business Development, Office of the Police & Crime Commissioner
Chas McDevitt Head of Finance, Office of the Police & Crime Commissioner
Cristina Strood Head of Policy for Police and Fire, Office of the Police & Crime Commissioner
Aly Flowers Senior Policy Officer, Office of the Police & Crime Commissioner

1. Welcome and Apologies

1.1 Apologies were received from Niki Howard and Matthew Warren.

2. Declarations of Interest

2.1 There were no declarations of interest.

3. To approve the minutes of the Business Co-ordination Board meeting held on the 28th February 2019

3.1 The Business Co-ordination Board (the “Board”) approved the minutes from the meeting held on the 28th February 2019 as a true record of the meeting. The minutes were then signed.

4. Matters arising from the Board meeting on the 28th February 2019

4.1 The Board noted the following actions from the meeting on the 28th February 2019 as follows:

4.1.1 *Agenda Item 5.3 – future BCB reports to highlight significant operational policing and judicial outcomes. Update: Request noted for further reports. Action: On-going.*

4.1.2 *Agenda Item 7.2 - inform Police and Crime Panel that submission of MTFP would be submitted to the June Panel meeting. Update: Police and Crime Panel informed and on agenda for 26th June 2019 Panel meeting. Action: Closed.*

4.1.3 *Agenda Item 10.6 – The ACC to highlight the risk to the Safeguarding Board regarding the funding position post-2020 regarding the domestic abuse outreach provision and counselling offer for children affected by domestic abuse and sexual violence. Update: Further update required from ACC. Action: On-going.*

5. Delivery of the Police and Crime Plan 2019-20

5.1 The Chief Executive introduced the summary report informing the Board that the Police and Crime Commissioner (the “Commissioner”), the Office of the Police and Crime Commissioner (OPCC) and Cambridgeshire Constabulary’s (the “Constabulary”) Chief Officer Team had been through a process since the appointment of the new Chief Constable to ensure that the remaining work required to progress Cambridgeshire’s Police and Crime Plan (the “Plan”) themes was clarified as the Plan entered its final year.

5.2 The Head of Business Development described the process by which each of the theme documents (the ‘Priorities for Action’ as given in Appendices A-D of the report) had been developed. The documents clearly articulate the actions for the Constabulary to deliver, where broader partnership support is required, and the work that the OPCC are required to do in support of delivery and engagement with partners.

5.3 The Board were informed that should they approve the content of the Priorities for Action, the high level business intelligence for each theme would then be identified and subsequently reported on. The Board were reminded that this reporting would be in addition to the in-depth report on each theme that would detail progress on delivering the Priorities for Action, the first of these being the Victims theme which would be submitted to the May 2019 Board meeting.

- 5.4 The Commissioner expressed his thanks for the work undertaken by the Constabulary and the OPCC and felt that the alignment of the process and the work to deliver the Priorities for Action in the Plan clearly reinforced the 'golden thread' between the Plan through to its delivery.
- 5.5 The Chief Constable added that the work undertaken between the Board and his Chief Officer team also aligns with the development of the Constabulary's force priorities, those being: child abuse, child exploitation, burglary, action against hate, serious sexual offences, modern slavery, domestic abuse, and serious street based violence. These eight areas of priority had been set taking into consideration current crime trends, intelligence, and demand to ensure the Constabulary were targeting their resources in the right areas to tackle criminality and safeguard the vulnerable.
- 5.6 The Board recommended that the Priorities for Action be approved.

6. Terms of Reference for the Business Co-ordination Board

- 6.1 The Chief Executive informed the Board that it was opportune to formalise the Board's Terms of Reference in order to clarify a clear and shared understanding of the purpose of the Board.
- 6.2 The Board agreed the Terms of Reference.

Action: Board's Terms of Reference to be reviewed annually – next review April 2020.

7. The Police and Crime Commissioner's Decision Making Policy

- 7.1 The Chief Executive introduced the Decision Making Policy. The Board were asked to note that the Policy is one that is shared and converged across the Commissioners for Bedfordshire, Cambridgeshire, and Hertfordshire (BCH). From a practical governance perspective, the adoption of one Policy provides a sensible approach given that there is the potential for similar decision principles and approaches to be taken by the three Commissioner's and their offices.
- 7.2 The Board approved the Decision Making Policy.

8. Strategic Risk Management Strategy and Register – six month update

- 8.1 The Board had considered the report and asked the Chief Executive to report on particular risks currently rated as amber, namely: SR1.1 in respect of partnership working; SR3.1 regarding cost pressures; SR3.2 relating to collaboration; and SR4.4 regarding custody at Parkside Police Station.
- 8.2 Whilst the work with external partners relating to the SR1.1 risk is good as it has ever been, the risk with partnership working is as high as ever. The risk is the unknown or unintended consequences of partners cost pressures resulting in them changing their ways of working or the public services they provide, which then has a consequential impact on the increased demand on policing.

- 8.3 The Commissioner reported there was real positivity amongst the work being undertaken with strategic partners but some factors were outside of our control, such as influencing their budgetary spend, but the OPCC is leading the way on promoting cost effective partnership working to deliver outcomes for the county.
- 8.2 In respect of BCH collaboration (risk SR3.2), the Chief Executive reported that the three BCH Commissioners had asked for the three OPCC Chief Executives (CEOs) to undertake a review of the governance and working arrangements of BCH. This review had been completed which had identified significant audit and external recommendations where more work was required to drive them home. The CEOs were confident that work is now underway to mitigate these risks.
- 8.3 It was understandable to have risk SR4.4 as amber and significant investment is being progressed for custody provision, given the importance of having a custody facilitate that is fit for purpose for detained persons, officers and staff. The long term response in mitigation is the construction of facilities to replace the ones currently being used at Parkside.

9. Bedfordshire, Cambridgeshire, Hertfordshire collaboration Agenda

- 9.1 The Commissioner asked the Chief Constable to give a verbal update to the Board regarding BCH collaborative matters following the recent meeting of the Joint Chief Officer Group.
- 9.2 The Chief Constable updated the Board on two main issues. Firstly, the requirements for the BCH Joint Protective Services (JPS) training facilitates and the feasibility of potential options were discussed. It was agreed that the Commissioner, the Chief Constable and JPS representatives should undertake a site visit.
- 9.3 Secondly, the work being undertaken regarding the seven force and national proposals for future funding of the transforming forensics capability network. The Chief Constable gave his reassurance that the Constabulary were linked into both the national and seven force work looking at the proposals. Discussions were on-going between Chief Constables regarding costs and funding arrangements for the national programme, with further detail being brought back to the National Police Chiefs' Council in July 2019. Kent Police were drawing up a business case looking at the interoperability efficiencies and effectiveness across the seven force area. The Chief Constable stated that he would only give his recommendation regarding the preferred delivery model for the Constabulary to enter into once more detail was available regarding the benefits this would bring.

10. Single on-line Home

- 10.1 The Chief Constable updated the Board on the roll-out of the national Single Online Home programme, replacing individual police force websites (should forces sign-up to the programme). The Single Online Home will offer the public an easy to use digital platform, which has both a local and national identify, allowing the public to communicate effectively with their local police force in the same way that they currently would do via 101 and webchat. A number of police forces are currently fully

or partially live on the system and feedback is positive regarding the service and the cost savings.

10.2 The Commissioner asked if any financial profiling had been done regarding the cost and productivity benefits between the Single Online Home and the current website. The Chief Constable stated that the Constabulary had signed a statement of intent regarding moving to the programme, but further work on the benefits needed to be undertaken to understand such matters as inter-operability with other systems and the benefits for the Constabulary, before he would recommend the Constabulary being on the Single Online Home. The Commissioner thanked the Chief Constable for the update and offered that this office assist with any cost benefit profiling.

10.3 The Board noted the report.

11. Road Casualty Reduction and Support Reserve

11.1 The Head of Finance gave an overview of the report, the purpose of which was to provide transparency regarding the Road Casualty Reduction & Support Reserve fund. The balance of the fund currently stands at approximately £1.5m. The value of the reserve fund if all of the future initiatives come to fruition, totalling just over £1m, are taken forward in 19/20 will be approximately £300k.

11.2 The Board discussed the staffing establishment of the BCH Camera, Tickets, Collisions Unit, and noted that this would be discussed at the forthcoming BCH meeting.

11.3 The Commissioner welcomed the fact that significant projects and initiatives had been supported from the fund for road casualty reduction activities, such as collaborative work with partners, the Drive iQ on-line learning toolkit, Speedwatch equipment and training, and the Casualty Reduction Officer post. The Commissioner wanted to put on record the invaluable work the Constabulary's Casualty Reduction Officer was doing on education and prevention.

11.4 The Commissioner noted that although the unit aims to be cost neutral, there was increasing reliance by partners on historical surpluses, as funding available for the prevention of road traffic accident schemes from other sources reduces. The importance of the CTC team working as effectively and efficiently as possible was highlighted.

11.5 The Board noted the content of this report and the direction it set.

12. Section 50 Licences for Cambridgeshire ANPR Camera Installation

12.1 The Board considered the report regarding the Section 50 Street Works Licence seeking the Commissioner's signature for permits to be agreed and signed to allow the installation of Automatic Number Plate Recognition (ANPR) in the county.

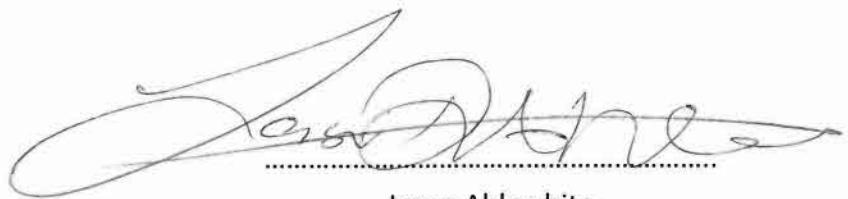
12.2 Following discussions the Commissioner was of the opinion, that in line with the principles in the Decision Making Policy, there was insufficient information regarding any risks relating to any liability for the installations. The Commissioner deferred making a decision to sign the permits and asked the Constabulary to provide further

information for him to take into account in order as to whether to make a decision to agree and sign the permits.

Action: Constabulary to provide further information to the May 2019 Board meeting to enable the Commissioner to consider making an informed decision to sign the Section 50 permits for the ANPR installations.

13. Any Other Business

- 13.1 The Chief Constable asked the Board to note the update regarding the Evidence Based Investigation Tool (EBIT), which was now operationally live across the Constabulary. The Chief Constable stressed that whilst EBIT uses an algorithm to produce a probability score of a crime solvability, it assists the decision maker in the Constabulary's Information Management Unit (IMU) and it is not the ultimate decision maker. The Chief Constable reassured the Board that it will always be an experienced IMU person who makes the decision whether to investigate a crime, taking into account such factors as vulnerability. Dip sampling of cases had already taken place regarding the assessment of decisions being made, which had provided positive assurance.
- 13.2 The Commissioner felt that it was assuring that a person was the decision maker, with EBIT being a tool that supports the process, and sought confirmation that every single case was reviewed by a decision maker. The Chief Constable confirmed that this was the Constabulary's approach.
- 13.3 The Chief Constable informed the Board that from the 1st April 2019, CRG Medical Services had taken up the contract for the provision of medical care and support within Custody suites across the BCH police forces, and that transition and implement had been seamless. The Commissioner wished to place on record his thanks to all the BCH officers and staff involved in this work, to ensure that the service was implemented and maintained.

A handwritten signature in black ink, appearing to read 'Jason Ablewhite', written over a horizontal dotted line.

Jason Ablewhite