

BUSINESS CO-ORDINATION BOARD

DRAFT MINUTES

Date:	30th April 2020	Time: 14:00
Location:	Via Skype	
Members:	Ray Bisby	Acting Police and Crime Commissioner
	Nick Dean	Chief Constable, Cambridgeshire Constabulary
	Dorothy Gregson	Chief Executive, Office of the Police & Crime Commissioner
	Jane Gyford	Deputy Chief Constable, Cambridgeshire Constabulary
	Jim Haylett	Deputy Chief Executive, Office of the Police & Crime Commissioner
	Jon Lee	Director of Finance & Resources, Cambridgeshire Constabulary
In Attendance:	Aly Flowers	Senior Policy Officer, Office of the Police & Crime Commissioner
	Catherine Kimberley	Communications and Engagement Manager, Office of the Police & Crime Commissioner
	Nicky Phillipson	Head of Strategic Partnerships and Commissioning, Office of the Police & Crime Commissioner
	Cristina Strood	Head of Policy for Police & Fire, Office of the Police & Crime Commissioner
	Howard Thackray	Business Manager, Office of the Police and Crime Commissioner

1. Welcome and Apologies

- 1.1 Apologies were received from Sharn Basra, Assistant Chief Constable, and Matthew Warren, Interim Chief Finance Officer.

2. Declarations of Interest

- 2.1 There were no declarations of interest.

3. To approve minutes of the Business Coordination Board meetings held on the 25th February 2020 and the 26th March 2020

- 3.1 Both sets of minutes were approved by the Board.

4. Business Co-ordination Board Action Log

- 4.1 The Chief Executive confirmed to the Board that there are no actions outstanding for discussion at this meeting.

5. Cambridgeshire Constabulary's response to Covid-19

- 5.1 The Chief Constable presented an overview of the report to the Board an overview of the report in order to provide an update on Cambridgeshire Constabulary's (the "Constabulary") response to the Covid19 coronavirus to date, both as a stand-alone organisation and as active partner in Local Resilience Forum (LRF) multi-agency arrangements.

The key points the Board were asked to note and take assurance on were:

- The command structures and risk-based planning put in place, and the linkages being made in to the collaborated units across Bedfordshire, Cambridgeshire, and Hertfordshire.
- The reduction in demand for policing services in terms of calls and crimes, which matches the national picture.
- The level of abstraction of officers and staff due to absence is around 10%, as opposed to the 30% modelled for, and as a result this had had minimal impact on service delivery.
- Personal protection equipment (PPE) stocks are monitored daily in respect of operational requirements and supplies, with an effective supply chain in place.
- Countywide partnership arrangements remains strong, with effective leadership being given from the joint local authority and health.
- The Constabulary's use of the new police powers and the Chief Constable's strategic direction of positive engagement with communities in response to the graduated approach of 'Engage, Explain, Encourage and Enforce' has resulted in a total of 88 Penalty Notices for Disorder (PNDs) issued as at the date of this Board

meeting, with 27 PNDs issued over the Easter period, in line with the national trend. PNDs had been issued to address unnecessary travel and breach of social distancing at a gathering.

- No strategic risks had been identified.
- Effective recovery planning in respect of when restrictions are lifted will be done both at a countywide level through the LRF and through the Constabulary's Internal Recovery Group.

5.2 The Acting Commissioner thanked the Chief Constable and all his officers and staff for the outstanding way in which they had all responded during this crisis. The Acting Commissioner stated that he had been incredibly impressed by the way that the Constabulary have changed their working practices and approach in order to maintain effective policing, going above and beyond to support the public and importantly our local partners. There has been an amazing collective effort undertaken in such a professional manner.

5.3 The Acting Commissioner felt that a number of the reports at this Board meeting, including this one and the Communities report, provide reassurance in order to maintain public confidence in the Constabulary. However, he asked the Chief Constable how the Constabulary are providing public reassurance and maintaining public confidence in respect of their response to Covid-19 and day-to-day policing activities and how this is measured in terms success.

5.4 In response to public reassurance of the Constabulary's response to Covid-19 and day to day policing, the Chief Officer Team had been and will continue to be, very clear in that this would be through policing by consent. The approach to the use of the police powers is being reflected in the number of PNDs being issues when compared to both other police forces and the population ratio in Cambridgeshire. Of the 88 PNDs currently issued this equates to 1 per 9,700 of the county's population. The Chief Constable's analysis using indicators such as, number of calls into the Demand Hub, decrease in complaints being received, and tangible media engagement, that overall the Constabulary has public approval for their policing approach to the crisis. All PNDs issued were done with body worn video activated and a panel had been set up to scrutinise those issued.

5.5 The Chief Constable wished to assure the Board that other operational policing has been continuing through lockdown with some excellent results through both pro-active and positive action, some of which he wished to highlight. These included a number of cannabis factories uncovered and charges made, offenders in custody after violent disorder, and recovery of firearms.

5.6 The Board noted the report.

6. OPCC Business Response to Covid-19

6.1 The Acting Commissioner introduced this report to Board, the purpose of which was to inform the Board of both his and his office, the Office of the Police and Crime

Commissioner's (OPCC), response to the Covid-19 emergency in respect of its statutory roles and responsibilities.

- 6.2 He reminded the Board that when he was appointed as Acting Commissioner, he viewed the role as one of 'good stewardship', continuing to be the voice of the public, and progressing the aims of the Police and Crime Plan (the "Plan"). Given that he will now hold the term of office until May 2021, he saw his role as providing sustainable leadership, ensuring the aspirations set in the existing Plan continue to drive positive change for the county during these uncertain times.
- 6.3 He confirmed that the priorities and the ethos of the Plan should remain for the coming period. Delivery has to be steady, sustainable and proportionate during the foreseeable future but the crisis magnifies the need to drive forward the objectives and activities relevant to the needs in response to the crisis in Cambridgeshire.
- 6.4 Consequently, in the current unprecedented times of national crisis he had to take a proportionate governance approach, one which focusses on how policing is supporting the needs of those in the county during the current crisis. However, at the same time he needs to balance this against the necessity for transparency, the importance of responding to public concerns, and need to provide reassurance when things are progressing as required.
- 6.5 The Chief Executive asked the Chief Constable if the balance between the level of scrutiny and support from the OPCC was proportionate. The Chief Constable stated that he welcomed the support and thought it was a proportionate approach, one that enabled him to maintain the operational business without intrusion. In respect of the recovery planning, he was keen that learning from the Constabulary's response to the crisis was captured to see if 'normal' operational business could be done differently in the future. A workshop was planned for the summer to look at this, and he would feedback outcomes to the OPCC.
- 6.6 The Board noted the recommendations in the report.

7. Police and Crime Plan Communities Theme Performance Update

- 7.1 The Chief Constable took the Board through the Constabulary's report on their performance up until the end of February 2020 against the Communities theme of the Plan. He asked the Board to note that the report did not reflect the Covid-19 crisis.
- 7.2 The key points the Board were asked to note and take assurance on were:
- Public satisfaction survey – the Constabulary sits above the national average when dealing with local concerns.
 - Rape and Serious Sexual Offences – the Constabulary is in a good position regionally, with some really good work being undertaken by the Constabulary's Protecting Vulnerable People Team. Outcomes had moved from the lowest to highest in Crown Prosecution Service Region and had the lowest dis-engagement rates from victims.
 - Burglary – dedicated teams now in place to deal with the crimes, which should result in continual improvement in victim satisfaction.

- Communities – reassurance that the Constabulary maintains a position whereby over 10% of the workforce are embedded in Neighbourhood Policing, in addition to a number of others supporting it from other roles across the Force.
 - Rural Crime Action Team - the team has been trained in the operational use of drones and now has the capability to support policing initiatives and investigations utilising their own equipment. GoodSAM and What3Words are two initiatives which are being promoted within the rural community effectively.
- 7.3 The Acting Commissioner thanked the Chief Constable for the update and expressed how impressed he is by the amount of work being undertaken with our communities. He reiterated that he does wish to take a proportionate approach to governance but equally it is important that both he and the public are reassured. He recognised that the reporting period is pre-Covid, however, it is still important for him to hold the Chief Constable to account for past performance.
- 7.4 The Acting Commissioner felt assured regarding the report but sought responses regarding the how the Constabulary are planning to deal with any rise in serious sexual offences and rape incidents which may have occurred during lockdown but reported post-lockdown, what assurance messages are being communicated and are these successful.
- 7.5 The Chief Constable responded that domestic abuse incidents and domestic abuse crimes were monitored by the Constabulary on a daily basis, with comparisons of reports carried out on rolling seven day, monthly and 12 monthly averages. Overall, there had been a slight decrease in the numbers reported and these were within the normal range of previous reporting periods. The Constabulary had been undertaking a lot of work with public protection partners and external pro-active communications had been done through a number of channels. The Constabulary were well placed in terms of resources to deal with any demand in incidents post-Covid, which would be factored in to their recovery planning.
- 7.6 The Acting Commissioner was pleased that the Policing in Cambridgeshire public survey shows an improvement in the number of people agreeing that the Constabulary are dealing with things that matter to them. He stated that it is really important to him that people calling the Constabulary receive both the telephone response and appropriate further policing response that their needs require. Given that the Demand Hub is the first point of contact into the Constabulary for many members of the public, he was very interested in the outcome of the review. The Chief Constable agreed to bring a report back to the July Board meeting on the outcome of the review.
- 7.7 The Board noted the report.

Action: Constabulary to submit report on the outcome of the review of the Demand Hub to the July 2020 Board meeting

- 8. Cambridgeshire Constabulary's response to HMICFRS "National Child Protection Inspections 2019" Thematic Report**
- 8.1 The Board noted the report and the recommendations within it and that this provides the Acting Commissioner with his response to the Secretary of State and Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS). The Chief

Constable gave assurance regarding the governance arrangements within the Constabulary to track progress on HMICFRS recommendations.

9. Financial arrangements and impacts of Covid crisis on Cambridgeshire Constabulary

9.1 The Director of Finance & Resources gave an overview of the Constabulary's financial arrangements during Covid-19. The Constabulary had been tracking costs since the start of the crisis through cost identification reports, which he was analysing on a weekly basis. As such the costs had not been significant, currently totally £400k, with most spending being on PPE, deep-cleaning of certain parts of the estate, and ICT for laptops to enable the workforce to work remotely in order to provide business continuity.

9.2 Modelling assumptions had been undertaken regarding the longer term implications on the Council Tax collection rates and any impact this may have to future funding and financial planning for the Constabulary. Further modelling on collection rates would be fed into the Constabulary's Internal Recovery Group. Coupled with uncertainty around the funding settlement for the 2021/22 financial year, the Covid crisis has created new financial planning risks that need to be managed.

9.3 The Acting Commissioner welcomed the reported and the reassurance regarding the monitoring of the costs. He reported that the Government had recently announced that they are releasing half of the previously ringfenced money for police officer recruitment which should ease the short term pressure on the budget.

9.4 The Board noted the recommendations in the report.

10. Revenue and Capital Budget Monitoring Month 11 2019/20

10.1 The Board discussed the report noting the overall £900k underspend which would help with the reserves position and budget smoothing going forward. The cash flow forecast was satisfactory in respect of the Covid-19 crisis. The end of year position is estimated to be in line with budget.

10.2 The total capital financing position of £9.9m was noted and that there would be some slippage in the capital programme, therefore an underspend of £2.6m is shown. The Board were asked to note that the timing of the project for the Southern Police Station is being reviewed due to the impacts of the Covid-19 crisis, with the purchase of the land not being progressed until next year.

10.3 The Board were asked to note the progress in response to the action arising from Agenda Item 7.0 of the 25th February 2020 Board meeting relating to the Capital Programme - *'The Director of Finance & Resources and the Head of Finance to agree the content and reporting timescale for a report to the Board on the benefits realisation of the Capital Programme'*. The joint Constabulary and OPCC Capital Working Group would be taking this action forward.

10.4 The Board were asked to note the purchase of Tasers from a Home Office Grant.

10.5 The Board noted the recommendations in the report.

11. OPCC approach to grants within the current pandemic

11.1 The Head of Strategic Partnerships and Commissioning summarised the report for the Board, providing an overview of the approach to awarding the various funding streams for Victims Services, Crime and Disorder Reduction Grants, Casualty Reduction and Support Reserve Grants, and awards from the Youth and Community Fund for the period April 2020 to March 2021.

11.2 It was stressed that in the main awards are similar to those from 19/20. However, the pandemic will delay the re-commissioning, in line with Cabinet Office guidance, of two services which were due to go out to tender in 2020. The OPCC has spoken to Victims Services providers and Crime and Disorder Reduction Grant recipients over the past month to reassure them there are no planned changes to funding awards during this period of uncertainty. Support has also been offered to change ways of working that keeps staff and service users safe. All recipients have been asked to highlight any issues or risks as they emerge during this period.

11.3 The Board discussed the Prevention Fund which was ringfenced in the 20/21 budget as a recurrent funding stream prior to Covid-19. The Fund was created to enable the funding of evidence-based activities to support the reduction of current and future demand on the Constabulary and partner agencies. The Board agreed to the recommendation in report that the Constabulary work in partnership with the OPCC to re-start work to develop a Prevention Strategy. This Strategy would then inform funding awards from the prevention element of the Crime and Disorder Reduction Grant pot.

11.4 The Board noted that the positive work being made to progress the Road Safety Strategy and action plan. Consultants are currently looking at the Strategy and will be making recommendations for its delivery, including Chairmanship of its board. Once the Strategy is agreed, delivery can begin, with ownership of it being key to its success.

11.4 The Board noted the recommendation to note the contents of the report.

12. Any Other Business

12.1 The Deputy Chief Executive asked the Board to note that the Acting Commissioner had been informed that the contract finalisation for implementation of the 7Force Policing Education Qualification Framework (PEQF) would be delayed by six weeks meaning implementation of the contract would commence on or around the 11th June 2020.

12.2 This delay would allow the necessary contractual and legal activity to revise, review and agree the new implementation plan and milestones. As part of the Covid-19 response, the continuing assessment of operational activity and reviewing resources and capacity to deal with critical business alongside frontline policing means that this decision is considered to be the best method of protecting the police forces from financial and legal implications. Both the Acting Commissioner and the Chief Constable agreed to this position.


Ray Bisby

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