



BUSINESS CO-ORDINATION BOARD

APPROVED MINUTES

Date: 28th July 2020 **Time:** 14:00

Location: Via Teams

Members:

Ray Bisby	Acting Police and Crime Commissioner
Nick Dean	Chief Constable, Cambridgeshire Constabulary
Vicki Evans	Assistant Chief Constable, Cambridgeshire Constabulary
Jim Haylett	Acting Chief Executive, Office of the Police & Crime Commissioner
Matthew Warren	Chief Finance Officer, Office of the Police & Crime Commissioner
Jon Lee	Director of Finance & Resources, Cambridgeshire Constabulary

In Attendance:

Catherine Kimberley	Communications and Engagement Manager, Office of the Police & Crime Commissioner
Howard Thackray	Business Manager, Office of the Police & Crime Commissioner
Claire Dicker	Business Support Officer, Office of the Police & Crime Commissioner

1. Welcome and Apologies

1.1 Apologies were received from Jane Gyford, Deputy Chief Constable, and Colin Luscombe, Director of Estates.

2. Declarations of Interest

2.1 There were no declarations of interest.

3. To approve minutes of the Business Co-ordination Board meetings held on the 2nd July 2020

3.1 The minutes were not circulated to the Business Co-ordination Board (the “Board”) in time for the meeting held on 28th July 2020. The minutes of the 2nd July will now go to the Board on the 3rd September 2020 for consideration.

4. Business Co-ordination Board Action Log

4.1 The Board reviewed the actions, as follows:

- Action No. 22, Agenda Item 7.0, 19th December 2019 – Treasury Management Mid-year review

The Chief Finance Officer and Director of Finance & Resources to bring the Treasury Management Mid-year review to the 28th October Board meeting. The “Current Position” reference in the Action Log referred to the Annual Treasury Management Review 2019/20 and not the Mid-Year Review and therefore the comment was removed from the Action Log.

- Action No.25 Agenda Item 11.0, 23rd January 2020 – Police Use of Force.

The Head of Compliance was unable to attend the meeting in person and provided the following written update:

Draft objectives for the Acting Commissioner’s independent integrity scrutiny group have been drawn up and these, along with a draft scope for the group, will be shared with Chief Constable shortly.

Overall the draft objectives are:

- For the Acting Commissioner to have in place an independent scrutiny group with a remit on integrity issues, such as the Constabulary’s use of force, complaints, equality and diversity issues etc, which is independent, empowered, informed, representative, open, and transparent.
- To support and advise the Acting Commissioner in examining matters of integrity in the Constabulary, acts as a critical friend, provides constructive challenge, influences changes.
- Group representative of the communities the Constabulary serves, and brings the community perspective to gain an understanding of the extent of local concern regarding integrity issues.

The aim is to have a three stage/option approach to achieving the long-term strategy. Such a staged approach recognises:

- The Acting Commissioner’s immediate priority to set this up during the remainder of his term in office, and hopefully this initial small group will be in place during Q3 who will act as a vital independent sounding board to explore and make recommendations to the Acting Commissioner on the governance of the Group including Terms of Reference, Group Arrangements, training requirements, etc.
- The need to ensure the fundamental building blocks are put in place regarding its governance (i.e terms of reference, data protection issues etc) with community buy-in, with a wider ambition to recruit to a fuller Group membership.

- That the new Commissioner from May 2021 may have their own views on how they wish to take this forward.

5.0 Delivery of the Police and Crime Plan

- 5.1 The Acting Chief Executive in introducing the report thanked Cambridgeshire Constabulary's (the "Constabulary") Strategic Analysis Manager for his work on the Constabulary's Corporate Plan and mapping this to the themes in the Police and Crime Plan (the "Plan").
- 5.2 The Acting Chief Executive provided the context as to the rationale for the updated Constabulary Aims in Appendix 1 and reiterated that the Constabulary's Corporate Plan 'Aims' provided a bridge between the Constabulary's operational policing and the Acting Commissioner's Plan. Cumulatively, the Constabulary's Aims meet the Objectives set out in the Plan and the next stage is to develop the performance matrix to support these Aims. This work would have been undertaken earlier in the year and presented to the Board but Covid delayed this process.
- 5.3 The Acting Commissioner asked the Chief Constable what action was being taken regards to the recently published Her Majesty's Inspectorate of Constabulary and Fire & Rescue Service (HMICFRS) report 'Roads Policing: Not optional – An inspection of roads policing in England and Wales' and specifically the recommendation that roads policing is included in the Constabulary's strategic threat and risk assessments and included into the Constabulary's Corporate Plan. The Chief Constable confirmed that the recommendations, identified in the HMICFRS report would feed into the Constabulary's review of the Corporate Plan in January 2021 and subsequently reported on to the Board in early 2021.
- 5.4 The Acting Commissioner commented that the Victims Theme of the Plan was due to be reported to the Board on the 3rd September and asked if the the new Aims would (in Appendix 1) be used in this report. The Assistant Chief Constable confirmed that the Victims report would contain the new Constabulary's Aims. In addition, following a meeting of the Constabulary's Performance Board in September, the Constabulary will have a strategic action to review their approach to Victims to ensure compliance with Victims Code of Practice and Victim Care Contracts. The outcome of this review will be reported to the Board in early 2021.
- 5.5 The Board approved the priorities for action and reporting approach.

6.0 Police Crime and Plan Communities Theme Performance Report

- 6.1.1 The OPCC Communications and Engagement Manager introduced the work undertaken by the OPCC and the broader partnership support that contributes toward the Communities Theme of the Plan. The update included key highlights since the last report in early 2020, including the Acting Commissioner's Youth and Community Fund, The Countywide Community Safety Strategic Board, the desire for partners to work more holistically, and the Road Safety Board meeting and their Local Vision Zero Road Safety Strategy.
- 6.1.2 The new complaints reform legislation was discussed, and in addition to this, a priority, for the Acting Commissioner is to further strengthen the way in which integrity is scrutinised. The Board discussed the draft scope of the proposed independent scrutiny group, details of which were provided as part of the update on the Action Log in Agenda Item 4.0.

6.1.3 The Acting Commissioner commented that the report contains some really good work being undertaken on behalf of, and with our communities, and was pleased to note the progress being made in respect of progressing the independent scrutiny arrangements.

6.2 Police and Crime Plan Communities Theme Performance Update

6.2.1 The Chief Constable and Assistant Chief Constable took the Board through the detail in the report highlighting the following in respect of the Constabulary's performance against the Communities Theme in the Plan and the operational performance update for the 12 months ending May 2020:

- Improvement in public satisfaction rates regards to "*things that matter to the local communities*", are at their highest for the last 12 months.
- Victim Care Contracts compliance has been strengthened over lockdown. Burglary dwelling incidents continues to improve with May 2020 lower than May 2019. Prosecution possible outcome rate has improved, in part contributed to lower levels of recorded crime.
- Youth and Gangs; through proactive Constabulary operations the proportion of juvenile arrests are at their lowest in the last 12 months although possession of offences weapons has increased.
- Proactive policing has seen the largest disruption of Organised Crime Groups in a single month in the last two years.

6.2.2 The Acting Commissioner thanked the Chief Constable and the Assistant Chief Constable for the comprehensive update and commented that he was pleased with the positive trends highlighted in the report.

6.2.3 The Acting Commissioner then asked a number of questions on the report which the Constabulary responded to as follows:

- *Victim Care Contracts* – they do not address all aspect of the Code of Practice for the victims of crime. The Assistant Chief Constable commented that this would be looked at as part of the review of the Victims journey and where the Constabulary need to improve.
- Domestic Abuse – this has not followed the lockdown trend of lower crime recordings. The Chief constable confirmed that the incidents are at the higher end of the anticipated current range of Domestic Abuse incidents with an increase in the "non-contact" and "mental health" markers. This is monitored daily by the Constabulary.
- Child Sexual Abuse – and the potential for a rise in the reported incidents as children return to school in September. The Chief Constable commented they were aware of the potential issues and that the Child Abuse Investigation Team and Safer Schools' Team were monitoring the situation.
- Stop Searches – the Acting Commissioner commented on the increase in Stop and Search and was this related to Drug related issues. The Chief Constable confirmed around 69% of Stop Search is drugs related.
- The Commissioner wanted it to go on record his thanks to the Constabulary's Special Constabulary for their dedication and commitment and the hours they have worked which has exceeded the Constabulary's expectations.

6.2.4 The Board noted the content of the report

7. Police & Crime Plan – Transformation Theme update by OPCC

7.1 The Acting Chief Executive introduced the report, and provided an update on the OPCC's contribution to the Transformation Theme which compliments the Constabulary's report. Areas to note were improved governance and integrated delivery of partnerships, elements of which have been delayed because of Covid but this would now be gathering momentum. Efficient management of the estates and joint working between Bedfordshire, Cambridgeshire, and Hertfordshire (BCH) on a BCH Estates Strategy, along with the Capital Programme, would feed into the Cambridgeshire Estates Strategy.

8. Police & Crime Plan – Transformation Theme – Working to deliver actions – Constabulary's update

8.1 The Chief Constable introduced the Constabulary's report highlighting some areas of work being undertaken to ensure there is no conflict between the work in Cambridgeshire and across the collaborated areas. In addition, updates were provided such as the Organisational Improvement Centre launched in June, and the Digital and Cyber Unit.

8.2 The Acting Commissioner commented that the increased co-ordination and grip the report articulates is very welcome given we are in a period of significant change, especially around the Constabulary's Strategic Risk and Threat Assessment (STRA) process.

8.3 The Acting Commissioner also asked what the Constabulary were doing to make sure staff well-being initiatives are making a difference. The Chief Constable responded and confirmed the new Health and Well-Being coordinator was coordinating this work with Well-Being champions and they would be tracking and reporting against a number of measures and initiatives.

8.4 The Board noted the content of the report

9. Treasury Management Strategy Review 2019/20

9.1 The Chief Finance Officer introduced the report to the Board, the purpose of which was to provide the year end position and borrowing against expenditure on capital and confirmed that investment returns remain low, as expected, and that continued uncertainty has promoted a cautious approach which results in low returns compared to borrowing rates.

9.2 The Director of Finance & Resources commented that the PWC borrowing rates acted as a disincentive to borrow for commercial purposes.

9.3 The Acting Commissioner asked what impact borrowing rates would have on the Southern Hub. The Chief Finance Officer and the Director of Finance confirmed that work would commence on several scenarios (borrowing/expenditure) and be reported to the Resources Group meeting later this year.

9.4 The Board noted the content of the report.

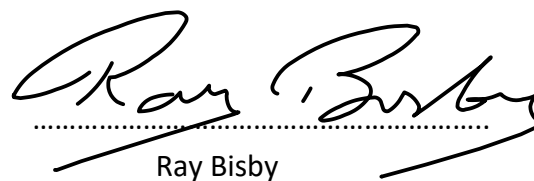
10. Revenue & Capital Monitoring Report

10.1 The Director of Finance & Resources introduced the report, the purpose of which is to set out the budget monitoring for both the Constabulary and the OPCC.

- 10.2 The Board discussed the Revenue and Capital budgets and costs related to Covid. Although not formally confirmed the Home Office is to underwrite the cost of Personal Protective Equipment.
- 10.3 Overtime continues to see significant spend above budget, in part contributed to an increase in demand due to policing protest events.
- 10.4 With regards to the Capital position, the forecast is still for this to be spent and is on budget, however there could be slippage due to uncertainties such as land purchase.
- 10.5 The Acting Commissioner asked if we were to have a second wave of Covid, what would be the impact on the budgets? The Director of Finance commented that they had incurred the initial IT infrastructure cost but there could be a loss of income in some areas of policing. The Chief Constable commented that the operational systems and procedures used during Covid 19 could be reimplemented, if necessary.
- 10.6 The Board noted the contents of the report and approved the amendments to the Capital programme as specified in the report.

11. Any Other Business

- 11.1 The Acting Commissioner asked the Chief Constable for comments on the report by the Information Commissioner's investigation into Mobile Phone Extraction (MPE) and what was happening within the Constabulary with regards to MPE. The Chief Constable responded to confirm that this requires a tightening of procedures and that this is being progressed.



Ray Bisby