



BUSINESS CO-ORDINATION BOARD

APPROVED MINUTES

Date:	29th September 2020	Time: 15:00
Location:	Via Microsoft Teams	
Members:	Ray Bisby	Acting Police and Crime Commissioner
	Nick Dean	Chief Constable, Cambridgeshire Constabulary
	Jim Haylett	Acting Chief Executive, Office of the Police & Crime Commissioner
	Jon Lee	Director of Finance & Resources, Cambridgeshire Constabulary
	Matthew Warren	Interim Chief Finance Officer, Office of the Police & Crime Commissioner
In Attendance:	Claire Dicker	Business Support Officer, Office of the Police & Crime Commissioner
	Aly Flowers	Head of Compliance, Office of the Police & Crime Commissioner
	Cristina Strood	Head of Policy for Police and Fire, Office of the Police & Crime Commissioner

1. Welcome and Apologies

- 1.1 Apologies were received from Jane Gyford, Deputy Chief Constable, and Vicki Evans, Assistant Chief Constable, Cambridgeshire Constabulary (the “Constabulary”).

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 3rd September 2020

- 3.1 The minutes were not circulated to the Business Co-ordination Board (the “Board”) in time for the meeting held on the 3rd September 2020. The minutes will now go to the Board on the 28th October 2020 to be approved. The Board agreed to this.

4. Business Co-ordination Board Action Log

- 4.1 The Board reviewed the actions as follows:

- Action no. 41.0, Agenda Item 11.0, 26th May 2020 – Revenue and Capital Budget Monitoring Provisional Outturn 2019/20
 - Director of Finance and Resources and Chief Finance Officer to report to September Board meeting on the outcome of the modelling exercise of any council tax collection deficit and any potential impact on the budget. **Update:** The Interim Chief Finance Officer advised that there was still some uncertainty on the potential impact that any deficit would have on the budget but it was likely that it would not be an insignificant amount and therefore worthy of consideration for this year and future years once further details are known.
- Action no. 43.0, Agenda Item 3.0, 2nd July 2020 – Think Communities
 - Assistant Chief Constable to provide a verbal update on Constabulary and partnership approach to prevention and problem solving, following discussions at Countywide Community Safety Strategic Board (the “Countywide Board”) in September 2020, and, a full report on the outcome of the partnership event planned for Autumn 2020 to be submitted to the Board in December 2020/January 2021. **Update:** The Acting Chief Executive updated the Board that the September Countywide Board had been delayed until October but sub-groups are starting to make progress in certain areas, but further work is subject to the impact of undertaking Covid-19 recovery work across the Local Resilience Forum. The Acting Commissioner will be kept up to date with this going forward

5.0 Revenue and Capital Budget Monitoring Report Month 4 2020/21

- 5.1 The Director of Finance and Resources presented the report to the Board, the purpose of which was to set out the budget monitoring for the Constabulary and the Office of the Police and Crime Commissioner (OPCC) for the 2020/21 financial year, bringing together the revenue and capital budget into a single report to provide the forecast outturn position as at period four (31st July 2020), Key Performance Indicators (KPIs),

and the estimated balance on reserves at the end of the year. Key points from the report were brought to the attention of the Board for them to note.

5.2 The Acting Commissioner thanked the Director of Finance and Resources and his team for the comprehensive report and noted the following from the report that he wished to bring to the Board's attention:

- it is clear that a lot of work is ongoing in aligning budgets and costs so they are reported as whole departments;
- the under recovery of income due to various sporting events being cancelled due to Covid meant that the income has not materialised and that this is creating a forecast pressure;
- welcomed and looking forward to receiving the Bedfordshire, Cambridgeshire and Hertfordshire (BCH) Collaborated Units budgets as part of the planning process;
- the reduced income from the Camera, Tickets and Collisions (CTC) department and the strong likelihood the Casualty Reduction and Support Reserve will have no income this year;
- the prompt payment performance continues to be below 95% target at 87% for the year.

5.3 The Acting Commissioner expressed his concern regarding why prompt payment performance had slipped to 87% as opposed to the 95% target particularly given the current economic impacts of Covid-19 on businesses and suppliers, and asked why this was and wanted reassurance that this target will be met in the future. The Director of Finance and Resources advised that generally there is prompt payment, but there may have been some delay in submitting some invoices or may be due to staffing levels in the finance department. Unfortunately, once the target is below 95% it is unlikely that that this will be recovered by the end of the financial year but performance data would be provided at the next Board meeting in order for the Board to monitor the situation.

5.4 The Acting Commissioner noted that currently the Protecting Vulnerable People Department are 20 FTE under in officer numbers and asked how is this shortfall impacting on safeguarding the vulnerable and on the department's investigatory capacity. The Chief Constable stated that there has been little impact on delivery given that there is currently a reduction in cases compared to this time last year, and gave assurance that the Child Abuse Investigation Safeguarding Unit and Rape Investigation Team currently have a good handle on the cases coming through the units and are progressing on-going cases, but the staffing situation is being monitored through performance reporting and oversight of the Assistant Chief Constable.

6.1 Police and Crime Plan Offenders Theme – PCC and broader partnership support

6.1.1 The report was presented by the Head of Policy for Police and Fire, the purpose of which was to enable the Acting Commissioner to ensure the OPCC and partners are contributing to the delivery of the Police and Crime Plan.

6.1.3 The Board were asked to note the main themes in the report, in particular that this has been a challenging time as a result of Covid, there have been opportunities identified for further collaborative working with partners, and the Government's Sentencing White Paper. The Board were informed that Cambridgeshire has been at

the forefront of piloting some of the initiatives which the Government is now rolling out or reinforcing as national policy through this White Paper.

6.2 Police and Crime Plan Offenders Theme – Cambridgeshire Constabulary work to deliver actions

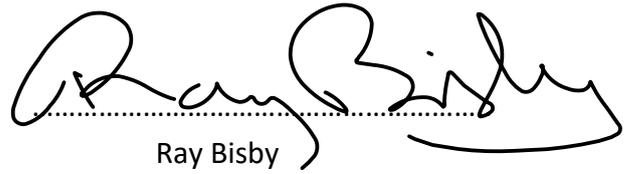
- 6.2.1 The report was presented by the Chief Constable, who took the Board through the report highlighting key areas of achievement and performance and asked the Board to note this is the first of the Constabulary's reports on their operational priorities from their new Corporate Plan which aligns to the Offenders theme of the Police and Crime Plan, and their overall performance up to the end of July 2020.
- 6.2.2 The Acting Commissioner noted the high levels of victim satisfaction, the reduced number of burglary incidents and the increase in prosecutions. Also noted and welcomed was the increase in the positive outcome rate, as is the increase in the use of Out of Court Disposals but expressed the need to recognise impact these disposals are having on partners who assist in the delivery of these. The Chief Constable stated that compliance monitoring of Out of Court Disposals is good and did recognise the need to closely monitor the impact that the increased use of these may have on partner agencies.
- 6.2.3 The Acting Commissioner asked if there was anything that he could do in support of officers who had been assaulted, given that he is very supportive of the Police Covenant, and the sentencing of those who assault police officers. The Chief Constable welcomed the support of the Acting Commissioner and informed the Board of a national review that was underway on officer safety, of the discussions that he had locally with officer and staff representative bodies, and also of the support mechanisms in place within the force to support officers, PCSOs, and staff who are assaulted. The Board further discussed this in respect of deploying officers more safely and whether this impacts on the Constabulary's policy of single and double-crewing police vehicles. The Chief Constable responded that this was an ongoing debate but he had asked the Health and Safety Team to review the current Constabulary policy and to come to a conclusion on officer safety and double crewing.
- 6.2.4 The Acting Commissioner asked if the increase in police officer recruitment through the national Uplift programme could be quantified in terms of any additional costs and availability of the vehicle fleet and driver training courses. The Director of Finance and Resources advised that during year 1 of the Uplift programme there would not be the need for extra vehicles. Once the next recruitment targets are released, consideration will need to be given to ascertain requirements, affordability and the impact on the budget.

7. Southern Policing Hub Update

- 7.1 The paper was presented by the Director of Finance and Resources, the purpose of which was to update the Board on any imminent key milestones regarding the project.
- 7.2 The Board were advised that the planning application had been submitted on 24th September and is now awaiting validation. Further communication with local residents is underway, with a meeting with Milton Parish Council scheduled for early October.
- 7.3 In relation to a police presence in Cambridge City centre, there are currently ongoing discussions with other public sector organisations within the city centre regarding a a suitable site.

8. Any Other Business

There was no further business discussed.



Ray Bisby