



BUSINESS CO-ORDINATION BOARD

APPROVED MINUTES

Date:	20th January 2021	Time: 13:30
Location:	Via Microsoft Teams	
Members:	Ray Bisby	Acting Police and Crime Commissioner
	Vickie Evans	Assistant Chief Constable
	Jane Gyford	Deputy 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	Chief Finance Officer, Office of the Police & Crime Commissioner
In Attendance:	Aly Flowers	Head of Compliance, Office of the Police & Crime Commissioner
	Jo Grant	Staff Officer, Cambridgeshire Constabulary
	Catherine Kimberley	Communications & Engagement Manager, Office of the Police & Crime Commissioner
	Nancy Leversha	Strategic Accountant, Office of the Police & Crime Commissioner
	Colin Luscombe	Director of Estates, Cambridgeshire Constabulary
	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

1. Welcome and Apologies

1.1 Apologies were received from Chief Constable Nick Dean.

2. Declarations of Interest

2.1 There were no declarations of interest.

3. To approve minutes of the Business Coordination Board meeting held on the 16th December 2020 and the 6th January 2021

3.1 The Business Coordination Board (the “Board”) approved the minutes from both the 16th December 2020 and the 6th January 2021 meetings.

4. Action Log

4.1 The Board noted the updates on the actions. Action number 27 regarding Revenue and Capital Budget Monitoring Month 9 2019/20 was noted as ‘on-going’. The Assistant Chief Constable provided an update regarding Action number 43 regarding ‘Think Communities’ in that there had been numerous conversations with the local authorities, and as a consequence of all the authorities still being in Covid response stage, the wider holistic work would halt. However, work was underway looking at strengthening various prevention and partnership working. The Board agreed to ‘close’ the action.

5. Views from the Public Raised with the Acting Commissioner

5.1 The Acting Chief Executive introduced the report to the Board. The themes within this report are a result of correspondence received through the Acting Police and Crime Commissioner’s (the “Acting Commissioner”) mailbox regarding compliance with Covid-19 regulations, and for the purposes of this thematic questioning, the questions have been generalised to provide an opportunity for a county-wide response.

5.2 The Deputy Chief Constable responded to confirm that Cambridgeshire Constabulary (the “Constabulary”) are continuing with the national policing approach of the ‘four E’s’ in respect of the Covid regulations, with a change in focus on how these are used dependent on the situation at the time, and factors such as blatant disregard, repeat offenders, or clearly putting others at risk.

5.3 In response to the specific questions: the local authority takes the lead for informing businesses of the Covid regulations and where business have failed to comply, then the Constabulary working through a multi-agency approach, will take the necessary action. Public parks and spaces remain open for exercise and not for gatherings of groups, so adopting the ‘four E’ approach but where engaging, explaining, and encouraging has not been effective there is a move towards problem solving and or enforcement.

5.4 The Deputy Chief Constable informed the Board that the Chief Constable would provide the Acting Commissioner with an update on the issue regarding the deletion of data on the Police National Computer.

6. 2021/22 Draft Medium Term Financial Strategy and Precept Setting Update

- 6.1 The Acting Commissioner asked the Board to note that it was important to recognise at this stage this is the draft Medium Term Financial Strategy (MTFS) and is used in this context to inform him about the setting of the proposed precept.
- 6.2 The Acting Commissioner then sought confirmation that the draft MTFS had been prepared in conjunction with his Chief Finance Officer. The Chief Finance Officer confirmed that it had been and that he was greatly assured regarding the budget build process through the business planning processes that the Constabulary had put over the last year. As such he wished to convey his thanks to the Director of Finance and Resources and his team for the work that had gone into this process and the draft MTFS.
- 6.3 The Acting Commissioner noted that whilst he recognised the document is draft, it is in its final stages of production and that he would not anticipate any significant changes to it before it is finalised. He noted that the production of this document takes place against a backdrop of many discussions between the Chief Constable and himself throughout the year. He recognised that the business planning process this year has improved again, with the Strategic Threat and Risk Assessment (STRA) process better embedded into the Constabulary's ways of working. He asked what the public could expect to see from the Constabulary in the coming financial year as a result of this budget.
- 6.4 The Deputy Chief Constable responded by taking the Board through the draft report giving the rationale and benefits of the key areas of additional investment (as given in section 3 of the report) that are available if an increase in precept of £14.94 is approved, which overall would contribute to a sustainable effective and efficient operating model.
- 6.5 The Acting Commissioner noted the requirements and stated that budget and precept setting needs to be set in a very broad context, balancing all the short-term issues with longer term sustainability of the organisation including financial sustainability, in the context of single year settlements and this year in effect a flat settlement (excluding Uplift funding) which in real terms is a cut. The low funding the county receives also plays in to this equation. Government expectations are that locally Police and Crime Commissioners take the views of the public into account into determining the resources available for policing. He informed he had done that, fully aware of what a challenging time it is for everyone. The precept survey report, which would be discussed later as part of the Communities report (agenda item 10), details the public views on Cambridgeshire funding for next year.
- 6.6 The Acting Chief Executive then informed the Board of the results of the Acting Commissioner's precept survey, which overall strongly supported an increase in the precept. 1,270 people completed the survey with 70% agreeing that an additional £1.25 a month (on a Band D property) towards policing Cambridgeshire represented value for money.
- 6.7 Respondents to the survey were also asked a number of other questions in respect of policing priorities which will help provide an evidence base for consideration by the incoming Commissioner, should they wish in developing their Police and Crime Plan, following the elections due to take place in May. A further report on the analysis of these survey responses will be submitted to the March Board meeting.

- 6.8 The Acting Commissioner referred to the Capital Programme which was included within the draft MTFS, acknowledging the significance of this given the major planned investments. However, after discussions with the Chief Constable he is fully aware of the need to invest in these programmes. He asked the Board to note the context regarding the estate which is covered in the Estates Strategy later in the agenda, but with an old estate even though best use of it is made, at some point investment is required.
- 6.9 The Board agreed the following:
- to approve the MTFS and precept proposal at Appendix 1;
 - to approve the Capital Programme for 2021/22 to 2024/25 included as Appendix D in the draft MTFS; and
 - having considered all the information contained in the draft MTFS and the Chief Finance Officer's recommendation that the Board endorse the Acting Commissioner's precept proposal to the Police and Crime Panel of an increase of the policing element of council tax by £14.94, noting that this will increase the policing element of Band D council tax from £232.65 in 2020/21 to £247.59 per annum, an increase of £1.25 per month.

7. Estates Strategy 2021/22 to 2024/25

- 7.1 The Director of Estates informed the Board that this report had already been through the Resources Group for discussion, and links to both the Capital Strategy and the Accommodation Strategy, the latter that was submitted to the Board in July 2020.
- 7.2 The Board were asked to note the key points regarding the estate, in particular: it needs to be sufficient for both operational and administrative requirements and for surplus assets to be sold or let; the current running costs for the estate is £5.1m, which compares favourably when benchmarked against other forces; maximising and the use of space, encouraging agile and modern ways of working to optimise building use and eliminate waste.
- 7.3 The Board approved and adopted the Estates Strategy for 2021/22 to 2024/25 and asked for it to be reviewed annually alongside the Accommodation and Capital Strategies and the draft MTFS.

Action: *Estates and Accommodation Strategies to be reviewed annually at the same time as the draft MTFS and Capital Strategy i.e every January.*

8. Revenue and Capital Budget Monitoring Month 8 2020/21

- 8.1 The Director of Finance and Resources introduced the report which sets out the budget monitoring for the Constabulary and the Office of the Police and Crime Commissioner (OPCC) for the 2020/21 financial year providing the forecast outturn position for both the revenue and capital budget as at period 8 (30th November 2020), along with the current balance sheet key performance indicators, the Constabulary's cash flow forecast for the year, and the estimated balance on reserves at the end of the year.
- 8.2 There were no matters of exception to report on other than the Board were asked to approve the Capital amendments proposed in Section 5 of report namely: £33k for

purchase of body worn cameras for Special Constables, and £88.5k for the purchase of specialised computers. The Board approved the capital amendments proposed.

9. OPCC Approach to Commissioning and Grants for 2020/21

- 9.1 The Head of Strategic Partnerships and Commissioning outlined the purpose of the report and asked the Board to note the following points in respect of demonstrating a transparent approach to grants and contracts in specific areas. In particular, the Victims Services Award bolsters domestic abuse outreach and new work areas to address Adolescent to Parent Violence in partnership with the local authority. Crime and Disorder Funding comes from the main police grant and is not ringfenced money for grants, and the proposed approach is that no new funding requests from Community Safety Partnerships will be considered until the new Commissioner is in post.

10. Police and Crime Plan Communities Theme

- 10.1 The Communications and Engagement Management informed the Board that this report is to provide an update on the OPCC's activity to deliver the 'broader partnership support' priorities set out in the Communities section of the Police and Crime Plan (the "Plan").
- 10.2 The Board were taken through the report in detail regarding the approach to the Acting Commissioner's precept survey. The Board were also asked to note the Safer Streets work, the Youth and Community funding, and the Independent Custody Visitors Scheme. Overall, the report demonstrated the continued support of service provision to communities.
- 10.3 The Assistant Chief Constable took the Board through Constabulary's work to deliver actions within the Communities theme of the Plan, including the usual detailed performance update, which this time focussed on 'Reduce Harm to Communities', specifically on hate crime, knife crime and drugs offences. The Acting Commissioner asked a number of questions regarding call handling, the response times for incidents, levels of recorded crime and the increase in stalking and harassment offences, to which the Assistant Chief Constable gave a response which provided assurance to the Board.

11. Her Majesty's Inspectorate of Constabulary and Fire & Rescue – 2019 Fraud Revisit & Sensitive Intelligence Inspection

- 11.1 The Deputy Chief Constable informed the Board that the Constabulary would be part of the inspection fieldwork. The Acting Chief Executive confirmed that he had accepted Her Majesty's Inspectorate of Constabulary and Fire & Rescue (HMICFRS) offer to speak to them as part of their fieldwork.

12. Her Majesty's Inspectorate of Constabulary and Fire & Rescue and Her Majesty's Crown Prosecution Service Inspectorate – Pre-charge bail and released under investigation report

- 12.1 The Board were informed that the Constabulary endorses the responses to all of the recommendations with this HMICFRS report, whilst being cognisant that the majority of the recommendations are for national bodies and two are for local action that needs to be taken. Confirmation was given that all recommendations will be monitored through the Force Executive Board.

12.2 The Board noted the recommendation that the Acting Commissioner uses this Board report to discharge his duties under the Police Act 1996 to respond to the Home Secretary regarding the HMICFRS report.

13. Southern Policing Hub update

13.1 The Director of Estates updated the Board that the Constabulary had been informed by the Planning Authority that due to further statutory consultations that were need, the planning application would now be considered by the Planning Committee on the 10th March 2021. It was confirmed that the project was still on budget.

14. Any Other Business

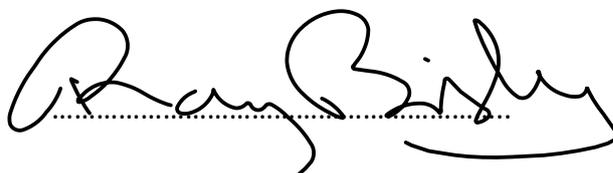
14.1 The Acting Commissioner asked the Board to note the recent Criminal Justice Joint Inspection report "Impact of the pandemic on the Criminal Justice System – A joint view of the Criminal Justice Chief Inspectors on the Criminal Justice System's response to Covid-19." The report provides a cross-system review of how the Criminal Justice System (CJS) reacted to the pandemic with Inspectors expressing 'grave concerns' about the potential long-term impact of Covid-19 related backlogs on the CJS.

14.2 As the Chair of the Cambridgeshire Criminal Justice Board and also attending a number of national meetings in respect of the criminal justice response to the pandemic, the Acting Commissioner shared some of the concerns highlighted in the report. Therefore, he asked for a report from the Constabulary for the February Board meeting regarding the local response to the CJS.

14.3 The Acting Commissioner reported that at the December meeting of the Criminal Justice Board, colleagues in the Constabulary highlighted the risks to effective justice in respect of witness care. He informed the Board that he was really pleased to be able to confirm that today he had awarded £90k of additional funding to support effective justice. This funding will provide additional resource to the Victim & Witness Hub who support victims and witnesses through their criminal justice journey.

14.4 The Deputy Chief Constable gave assurance that the Constabulary would continue to work in partnership and support those in the criminal justice areas.

Action: Report on the local response to delivering an efficient and effective CJS during the national pandemic to be submitted to the February Board meeting.

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

Ray Bisby

Acting Police and Crime Commissioner

