



## **BUSINESS CO-ORDINATION BOARD**

### **APPROVED MINUTES**

<b>Date:</b>	<b>26<sup>th</sup> March 2020</b>	<b>Time: 14:00</b>
<b>Location:</b>	<b>Via Skype</b>	
<b>Members:</b>	Ray Bisby	Acting Police and Crime Commissioner
	Sharn Basra	Assistant Chief Constable, Cambridgeshire Constabulary
	Dorothy Gregson	Chief Executive, Office of the Police & Crime Commissioner
	Jon Lee	Director of Finance & Resources, Cambridgeshire Constabulary
<b>In Attendance:</b>	Aly Flowers	Senior Policy Officer, Office of the Police & Crime Commissioner
	Jim Haylett	Head of Business Development, 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, Deputy Chief Constable Jane Gyford, and Matthew Warren, Interim Chief Finance Officer.

1.1.1 The Acting Police and Crime Commissioner (the “Acting Commissioner”) opened the Business Co-ordination Board (the “Board”) meeting by stating that this is the first Skype Board meeting to be held, which reflects the unprecedented times that the country is having to operating in. He recognised the huge effort that Cambridgeshire Constabulary (the “Constabulary”) are putting in to the response to the COVID-19 emergency, and consequently time is particularly precious at the moment.

1.1.2 The Acting Commissioner sought confirmation that the Board had read the reports presented today and rather than the usual level of detailed discussion on each report, he proposed that the Board focus on the recommendations in each paper and only discuss any specific issues that really need further elaboration.

1.1.3 The Assistant Chief Constable informed the Board that both the Chief Constable and the Deputy Chief Constable were engaged in operational matters relating to the COVID-19 response and that he was representing them. He confirmed that the Chief Constable had read the Board reports and had given him authorisation to represent him at this Board meeting and respond on his behalf.

## **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 25<sup>th</sup> February 2020**

3.1 The Chief Executive highlighted to the Board that the draft minutes required amending and asked that the amended draft minutes be recirculated to all Board members and then be considered for approval at the April Board meeting. The Board agreed to this approach.

***Action: draft minutes from 25<sup>th</sup> February 2020 Board meeting to be recirculated and considered for approval at the April Board meeting.***

## **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 Corporate Plan

- 5.1 The Assistant Chief Constable introduced the Constabulary's Corporate Plan for 2020/21, asking the Board to note that it outlines the Constabulary's priorities and values for the following 12 months. The Corporate Plan had been informed by the Police and Crime Plan (the "Plan") and achieved by conducting a Strategic Threat and Risk Assessment.
- 5.2 The Acting Commissioner thanked the Chief Constable for the work that has gone into this Corporate Plan, which will give a clear focus for what the Constabulary will deliver over the coming year. He was satisfied that the Corporate Plan delivers the objectives within the Plan.
- 5.3 The Acting Commissioner informed the Board that following the Police and Crime Commissioner elections that were to be held in May 2020, the sensible next step would have been to work with the Chief Constable to establish a performance reporting process for the Corporate Plan in order that the new Commissioner would be able to hold the Chief Constable to account for its delivery. However, since the COVID-19 outbreak it is clear that the operational priorities identified within the Corporate Plan may not now be able to be carried out as 'business as usual'. Given that we are some way off the forecasted peak of the outbreak, the Acting Commissioner said it would be helpful for him and the public to understand and be assured what the Chief Constable's priorities are during this emergency. This will then enable a performance reporting process for the duration of the emergency to be developed.
- 5.4 The Assistant Chief Constable acknowledged the Acting Commissioner's request and stated that it would be feasible to produce such a report.

***Action: Report to the April Board meeting to focus on how the Constabulary are responding to the demands placed on them by the Covid-19 emergency, what they are less able to deal with from the resource they have available and also outlines what the operational priorities are for the Chief Constable during this unprecedented time of dealing with the Covid-19 emergency.***

*Secretariat Note: further actions arising from this Board meeting are to be incorporated into the report arising from the action above, at agenda items 6.3.3 and 8.3.*

## 6. Police and Crime Plan – Offenders Theme

### 6.1 OPCC and Broader Partnership Support

- 6.1.1 The Head of Policy for Police & Fire introduced the report stating that it highlights key developments in addressing drivers of crime and reoffending, through working with partners on broad social inclusion themes and issues which impact on reoffending and therefore police demand.
- 6.1.2 The Board noted that the report and recognised that although there is a lot of good work going on in this area there are many challenges and that this has become even more pertinent and exacerbated in the current Covid-19 crisis, such as those that will impact on the probation service and housing service providers.

## **6.2 Cambridgeshire Constabulary's performance update – 12 months ending January 2020**

- 6.2.1 The Assistant Chief Constable informed the Board that the Constabulary's report relates to work undertaken, and performance up, to January 2020. The Board noted the breadth and depth of the amount of work detailed in the report and that there are some very positive signs of improvement particularly around prosecutions possible, which was welcomed.
- 6.2.2 The Board discussed the impact of responding to the Covid-19 crisis and the requirement for social isolation in respect of both tackling offending and the unprecedented need for the adaptation of criminal justice system to respond to this. The Acting Commissioner informed the Board that he had been in discussion with the Chief Constable regarding this and had been advised that the Assistant Chief Constable, as chair of the Cambridgeshire Criminal Justice Deliver Group, was planning to co-ordinate this effort for the county, working alongside partners.
- 6.2.3 The Assistant Chief Constable responded by informing the Board that he had discussed the issues impacting on the Criminal Justice System with representatives from the Crown Prosecution Service, the Magistrates Court, the Crown Court, and the Probation Service, regarding both short term and medium term impacts and co-ordination issues. In response to this, he had called an extra-ordinary Countywide Criminal Justice Board Delivery Group meeting on the 31<sup>st</sup> March 2020, which he would chair.
- 6.3.3 The Acting Commissioner welcomed this response given it was fundamental that confidence in policing and the criminal justice system is maintained during this time. He asked the feedback from the Countywide Criminal Justice Board extra-ordinary Delivery Group meeting on the 31<sup>st</sup> March 2020 is provided in the Constabulary's report to the April Board meeting on their response to the demands placed upon them by the Covid-19.

***Action: Include in report to April Board meeting that outlines the feedback from the Countywide Criminal Justice Board extra-ordinary Delivery Group meeting on the 31<sup>st</sup> March 2020 regarding the Criminal Justice System. This action is to be captured in the report requested in paragraph 5.4 above.***

## **7. Revenue and Capital Budget Monitoring Month 10 2019/20**

- 7.1 The Director of Finance and Resources recommended the Board to note the Month 10 revenue, capital, ledger balances, loans and cashflow and the addition at paragraph 7.1 in the report, and to note the change to the Chief Constable's delegated capital budget of the £80k proposed spend.
- 7.2 The current revenue position detailed in the report remained relatively unchanged from previous reporting. The Board were informed that future reports and outturn would incorporate any additional costs that may be incurred as a result of dealing with the Covid-19 crisis. Although too early to give any real indication, it is possible that there may be some attrition on the revenue position.

7.2 The Board were informed of the need for the addition of £80k from the Chief Constable's delegated capital budget to cover the installation of a second Uninterruptible Power Supply (UPS) in the Data Centre to ensure resilience and business continuity.

7.3 The Board noted the report and the recommendations within it.

## **8. The Constabulary response to Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services published report on Criminal Justice Joint Inspection "Evidence led domestic abuse prosecutions"**

8.1 The Head of Business Development asked the Board to note the purpose and contents of this report, in particular noting that the Acting Commissioner had discharged his statutory duty to respond with his comments on this joint thematic report to the Home Secretary.

8.2 The Acting Commissioner expressed his concerns around the potential increase in Domestic Abuse incidents during the Covid-19 period given the restrictions on movements in place. He informed the Board that he had already raised this with the Chief Constable and would seek further on-going updates regarding this, but would welcome further clarity at the April Board meeting regarding the steps the Constabulary are taking to safeguard the vulnerable.

8.3 The Assistant Chief Constable assured the Board that this issue had been identified as a key priority during the Covid-19 period and that the Constabulary were undertaking work on a daily basis in response to the this.

***Action: further clarity to be sought at the April Board meeting in respect of the steps being taken to safeguard the vulnerable, in particular those who may be at risk of domestic abuse given the restrictions on movement during the current Covid-19 crisis. This action is to be captured in the report requested in paragraph 5.4 above.***

## **9. Temporary Agency Worker Contract Award**

9.1 The Board noted that this report provides them with an overview of the procurement process undertaken for the Constabulary's supply of temporary agency workers with its tri-force partners Bedfordshire and Hertfordshire through the 7 Force procurement function.

9.2 The Board agreed to the recommendation to approve the contract for temporary agency workers, for the contract to be signed and sealed, and that the Acting Commissioner signs a Decision Notice to give this effect. The Acting Commissioner signed Decision Notice CPCC 20-011.

## **10. Specialist Training Facility Update**

10.1 The Director of Finance & Resources introduced this report on behalf of the Chief Constable. The report outlined the future operational policing training facility requirements and the dialogue between various parties including the Constabulary, the Office of the Police and Crime Commissioner, Cambridgeshire and Peterborough

Fire Authority (the “Fire Authority”) and Cambridgeshire Fire and Rescue Service (the “Fire Service”) regarding facilities at Monks Wood.

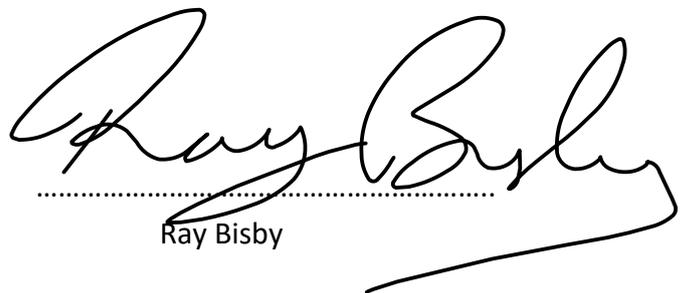
- 10.2 Various police training facility options have been explored and considered through the collaboration with Bedfordshire, Cambridgeshire, and Hertfordshire (BCH) Joint Protective Services (JPS) unit. An assessment of these options was undertaken which identified Monks Wood as the preferred option. This was endorsed by Joint Chief’s Operations Board meeting in January 2020 and then subsequently agreed later that month at the BCH Strategic Alliance Summit as the preferred option to develop a full business case for.
- 10.3 The Board noted that whilst there was no formal agreement between the Fire Authority and the Constabulary, the Fire Authority progressed certain elements in respect of design and feasibility work at Monks Wood. The Constabulary will continue to liaise with the Fire Authority to identify areas, subject to its own due diligence, where it may be able to reuse or recycle any of the products from work the Fire Authority undertook. This may enable the Fire Authority to recover some of the costs it incurred, for example in respect of the feasibility work. The respective Chief Finance Officers of the Constabulary and the Fire Authority are considering any potential opportunities such as the existing site surveys that were undertaken.
- 10.4 The Acting Commissioner said it was disappointing that the land available at Monks Wood has not proved large enough to accommodate the training needs of both fire and police services. He did recognise that the former Commissioner was confident that a joint solution would be possible, notwithstanding that he was also aware that achieving this would have needed compromise from all parties. However, in taking on the Acting Commissioner role he said that he would be guided by the operational policing need and operational recommendations. Therefore, it is helpful to have the clarity on the likely police need for the land available. If for some reason the police plan is not able to move forward, the Acting Commissioner asked that the Fire Authority are notified of the position.
- 10.5 The Acting Commissioner stated that along with the other areas of potential collaboration with the Fire Service, he hoped that the operational dialogue between the Constabulary and the Fire Service would continue. Should there be any joint police/fire recommendations then these can usefully be brought to the attention of the Acting Commissioner and the Fire Authority.
- 10.6 The Board noted the recommendation in the report in that it provided them with an update.

## **11. Any Other Business**

- 11.1 The Acting Commissioner made the Board aware that the Fire Authority appeal against the Judicial Review judgment last summer which had found in favour of the Home Office had been refused, and that he welcomed the Court of Appeal’s decision. He reminded that Board that given the Fire Authority have other outstanding legal action against the Home Office on this matter it is not appropriate for the Board to comment further at this time.

- 11.2 The Acting Commissioner asked for an update from the Constabulary on the progress being made on the proposal for the Southern Policing Hub and whether this was being impacted by COVID-19.
- 11.3 The Director of Finance & Resources, as the Chair of the Southern Policing Hub Board, updated the Board on the Hub project. Overall work on the project was still continuing both in terms of the proposals for the Hub and also looking at the options regarding what would remain in Cambridge city centre. A key milestone had been reached in respect of the external public consultation on the Hub had now closed. The findings of the responses to the consultation would be presented to the Constabulary's Chief Officer Team for consideration. However, in its response to the consultation, the Constabulary's Chief Officer Team would need to be mindful of any financial and operational impacts that Covid-19 may have on the timescale of the proposed project.
- 11.4 Whilst it was confirmed to the Board that there is the intention to publish the Chief Constable's response to the consultation but the date of which is yet to be determined. This is due to the fact that the Chief Officer Team are cognisant of the need to consider whether publication at this time of the Covid-19 health crisis would mean that the public and interested parties may not be able to give it the attention it duly needs. It was envisaged, although not confirmed, that in order to reiterate what the proposals are there may also be an opportunity for a further phase of engagement prior to any submission of the proposals into the formal planning process.
- 11.5 The Acting Commissioner wished to express his thanks and appreciation to all of the Constabulary's officers, staff, specials and volunteers for all their extraordinary efforts at this time of crisis.

•



Ray Bisby