



Cambridgeshire  
Police & Crime  
Commissioner

**BUSINESS COORDINATION BOARD**

**APPROVED MINUTES**

**Date:** 12 June 2014

**Time:** 2pm

**Location:** Monkfield Room, Cambourne

<b>Members :</b>	Sir Graham Bright	Cambridgeshire Police and Crime Commissioner
	Brian Ashton	Deputy Cambridgeshire Police and Crime Commissioner
	Simon Parr	Chief Constable
<b>In Attendance:</b>	Alec Wood	Deputy Chief Constable
	Charles Kitchen	Director of Communications and Public Engagement
	Robert Vickers	Interim Chief Finance Officer, OPCC
	Dorothy Gregson	Chief Executive, OPCC
	Niki Howard	Chief Finance Officer, Constabulary
	Jon Hutchinson	T/Superintendent
	Nicky Phillipson	Strategic Advisor, OPCC
	Aly Flowers	Senior Policy Officer, OPCC
	Eve Landon	Policy Officer, OPCC

**1. Declarations of Interest**

There were no declarations of interest. The Police and Crime Commissioner took the opportunity to introduce and welcome Charles Kitchen, the newly appointed Director of Communications and Public Engagement, to the Board.

**2. To approve the minutes of the meeting held 08 May 2014**

The minutes of the meeting held on 08 May 2014 were approved and signed.

**3. Integrity Landscape**

The Board were presented with a report informing them of the integrity arrangements that the Police and Crime Commissioner (the "Commissioner") and Cambridgeshire Constabulary had in place. The Chief Executive talked the Board through all of the different groups mentioned in the report and explained the functions of each individual group. It was noted and commended by all present that it was important to have multiple groups and layers of governance in order to ensure that all of the checks and balances were in place.

The Group discussed the review of the Professional Standards Department, in particular, the anti-corruption unit. It had been acknowledged that the unit was under-resourced and this had been addressed. It was noted that Op Metis would aid in terms of efficiency of PSD.

**Resolved:**

- (i) *The Board noted the contents of this paper and recognised that integrity was an evolving area and one which sensibly requires time to embed to ensure that we were 'doing the right thing in the right way'*

**4. Update on Financial Regulations**

The Board were updated on the progress of the development of a common set of financial regulations for Bedfordshire, Cambridgeshire and Hertfordshire.

The Board recognised that a common Scheme of Governance across the six corporations sole had been endorsed on 1 April 2014. Moving forward the Chief Finance Officers of Bedfordshire, Cambridgeshire and Hertfordshire expressed desire to develop common financial regulations.

A common set of financial regulations would be brought to the Board in September for endorsement.

**Resolved:**

- (i) *The Board noted the report and that a common set of financial regulations would be considered in September.*

**5. To review the minutes of the Finance Sub Group held on 23 April 2014**

The Board were presented with the minutes from the Finance Sub Group of 23 April

2014. The Deputy PCC informed the Group that there was an underspend and that the Capital Programme was on schedule.

**Resolved:**

- (i) *The Board noted the report.*

**6. To review the minutes of the FEB held on 01 April 2014 and 06 May 2014**

The Board were presented with the minutes of the FEB of 01 April and 06 May 2014. The PCC noted that he was pleased that PCSO recruitment continued apace. The Deputy PCC queried the numbers of Police Staff and Niki Howard confirmed that she would provide a detailed report on this to the next Finance Sub Group.

**Resolved:**

- (i) *The Board noted the report.*
- (ii) *Niki Howard to provide a detailed report on Police Staff numbers at the next Finance Sub Group.*

**7. Annual Report**

The Board were presented with the PCC's Annual Report. It was noted that this had been provided to the Police and Crime Panel for consideration at the meeting on 19<sup>th</sup> June 2014.

The PCC informed the Board that he was proud of the document and noted that a lot of hard work had gone into the achievements of success documented within in.

The Chief Constable informed the Group that as this Annual Report covered a lot of the Constabulary's work he would not be producing a separate Annual Report but would look to making more information available through the Constabulary's website.

The Board recognised that this report was produced in collaboration with the Constabulary.

**Resolved:**

- (i) *The Board noted the contents of the report.*

**8. Planning Gain – North West Cambridge & Southern Fringe Developments**

Police Planning Gain has previously secured the potential to create two sites for police use. It had since materialised that due to the progress of Metis, the

