



BUSINESS COORDINATION BOARD

APPROVED MINUTES

Date:	17th January 2017	Time:	14:00
Location:	Conference Room 5, Cambridgeshire Constabulary Headquarters		
Members:	Jason Ablewhite	Cambridgeshire Police and Crime Commissioner	
	Alan Baldwin	Deputy Chief Constable, Cambridgeshire Constabulary	
	Andy Coles	Deputy Cambridgeshire Police and Crime Commissioner	
	Josie Gowler	Chief Finance Officer, Office of the Police and Crime Commissioner	
	Niki Howard	Director of Finance and Resources, Cambridgeshire Constabulary	
	Alec Wood	Chief Constable, Cambridgeshire Constabulary	
In Attendance:	Claire George	Executive Support Officer, Office of the Police and Crime Commissioner	
	Charles Kitchin	Director of Engagement and Communications, Office of the Police and Crime Commissioner	

1. Welcome and Apologies

- 1.1 Apologies were received from Nav Malik, Assistant Chief Constable, Cambridgeshire Constabulary, Dorothy Gregson, Chief Executive, Office of the Police and Crime Commissioner ("OPCC"), Colin Luscombe, Director of Estates, Cambridgeshire Constabulary, Mark Greenhalgh, Chief Inspector in Corporate Development, Cambridgeshire Constabulary, Nicky Phillipson, Head of Strategic Partnerships and Commissioning, OPCC and Cristina Strood, Head of Policy and Performance, OPCC.

2. Declarations of Interest

- 2.1 There were no declarations of interest.

3. Approval of the minutes of the Business Coordination Board meeting held on the 16th December 2016.

- 3.1 The Board approved the minutes from the last meeting of 16th December 2016.

3.2 Resolved:

- (i) *The minutes of the meeting held on the 16th December 2016 were agreed and signed.*

4. Budget Precept

- 4.1 The report was presented by the Chief Finance Officer and informed the Business Coordination Board (the "Board") of the Police and Crime Commissioner's (the "Commissioner's") recommendation for the 2017/18 precept. The report set out the considerations taken when recommending the precept, the assumptions underpinning the draft budget and Medium Term Financial Plan ("MTFP").
- 4.2 A debate was had regarding the precept increase, savings through collaboration and the predicted decrease in the OPCC budget due to staff changes. The Board also noted that the precept for 2017/18 will be reviewed by the Police and Crime Panel (the "Panel") at their meeting on 1st February 2017.
- 4.3 The Board approved the 2017/18 precept recommendation.

5. Draft MTFP 2017/18 to 2020/21

- 5.1 The Chief Finance Officer presented the report, the purpose of which was to update the Board on the latest version of the Medium Term Financial Plan (the "MTFP"). A one page summary of the MTFP was also introduced and will be included as part of the Police and Crime Plan 2017-2020.
- 5.2 A dialog took place regarding the figures in the MTFP which are currently in draft form and remain subject to ratification and finalisation during January/February 2017. The Board commented on the need for Seven Force collaboration and the delivery of the Estates strategy.

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5.3 The Board noted the latest MTFP and one page summary for the Police and Crime Plan.

6. Realising the Opportunities from the Policing and Crime Bill - Update

6.1 The report was introduced by the Chief Finance Officer. The purpose of this paper was to update the Board on recent progress in taking forward closer working between policing and fire.

6.2 The Board discussed ongoing progress of the Police and Crime Bill. It was noted that the consultancy tender period had closed, several bids had been received and a shortlist was to be created and reviewed.

6.3 The Board noted the report.

7. Future Financial Management Arrangements for the Officer of the Police and Crime Commissioner

7.1 The report was presented by the Chief Finance Officer and provided an update to the Board on the plans for financial support for the Office of the Police and Crime Commissioner further to the resignation of the Chief Finance Officer.

7.2 The Office of the Police and Crime commissioner is legally required to appoint a Chief Finance Officer. It was proposed that the role of Chief Finance Officer is shared between the OPCC and Cambridgeshire and Peterborough Fire Authority. The Deputy Chief Executive of Cambridgeshire Fire Authority will become the OPCC Acting Chief Finance Officer (and Acting Section 151 Officer) for an initial period to 31st December 2017. To support the Acting Chief Finance Officer, it was proposed that an Interim Head of Finance also be appointed for three days a week. The proposals being cost-neutral to the OPCC.

7.3 The Commissioner thanked the Chief Finance Officer for her continued work with the OPCC and wished her success within her new role. The Chief Constable also thanked the Chief Finance Officer on behalf of the Constabulary.

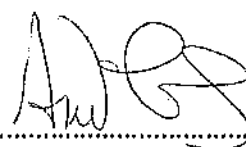
7.4 The Board noted the report and agreed for the Commissioner to sign the Decision Notice.

7.5 Action:

- (i) *Commissioner is to sign the Decision Notice to approve the proposed appointment of an Acting Chief Finance Officer.*

Date of next meeting

The next meeting will be held on 6th February 2017 at 14:00 at Police Headquarters.



Andy Coles, Deputy Police and Crime Commissioner

