



BUSINESS CO-ORDINATION BOARD

APPROVED MINUTES

Date:	13th April 2021	Time: 14:00
Location:	Via Microsoft Teams	
Members:	Ray Bisby	Acting Police and Crime Commissioner
	Nick Dean	Chief Constable, Cambridgeshire Constabulary
	Jane Gyford	Deputy Chief Constable, Cambridgeshire Constabulary
	Jim Haylett	Chief Executive, Office of the Police & Crime Commissioner
	Jon Lee	Director of Finance & Resources, Cambridgeshire Constabulary
	Vicki Evans	Assistant Chief Constable, Cambridgeshire Constabulary
In Attendance:	Claire Dicker	Business Support Officer, Office of the Police & Crime Commissioner
	Catherine Kimberley	Communications & Engagement Manager, Office of the Police and Crime Commissioner
	Nancy Leversha	Strategic Accountant, Office of the Police and Crime Commissioner
	Nicky Phillipson	Head of Strategic Partnerships and Commissioning Office of the Police and Crime Commissioner

1. Welcome and Apologies

- 1.1 Apologies were received from Colin Luscombe, Director of Estates, Cambridgeshire Constabulary (the "Constabulary"); Matthew Warren, Chief Finance Officer, Office of the Police and Crime Commissioner (OPCC).

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 16th March 2021

3.1 The Business Coordination Board (the "Board") approved the minutes from the meeting on the 16th March 2021 as a true record of the meeting.

4. Business Co-ordination Board Action Log

4.1 The Board reviewed the actions as follows:

- Action no. 27.0, Agenda Item 6.0, 25th February 2020 – Revenue and Capital Budget Monitoring Month 9 2019/20

Target Date for implementation of CARM has been pushed back to February/March 2021. Following the Director of Finance and Resources for Cambridgeshire Constabulary's discussion with the Director of Finance for Bedfordshire Police.

Update: The Board discussed and decided to submit a report to the October Board.

5. Victim Services Awards 2020/21 & 2021/22

5.1 The Head of Strategic Partnerships and Commissioning took the Board through the report which transparently sets out core and additional funding awards made to providers in 2020/21. The paper also updated the Board on the new funding/bid processes and awards for 2021/22 and the four new providers being funded. This will enhance the provision for domestic abuse and sexual violence survivors in the county. Board members were informed that the Ministry of Justice had not yet made a decision on the recent bid for additional Independent Domestic Violence Advocates (IDVAs) and Independent Sexual Violence Advisers (ISVAs).

5.2 The Acting Commissioner recognised the complexity and often short notice nature of the additional funding streams which are at risk of creating future cliff edges of funding. However, he appreciated the way Cambridgeshire victim support service providers had responded to the pandemic ensuring that victims could access the ongoing support they require. He thanked all those in the OPCC who have contributed to recent bid processes to further enhance the services available for Cambridgeshire victims.

5.3 The Board noted the report.

6. Corporate Framework

6.1 The Deputy Chief Constable presented the report to the Board. She took the Board through the report and framework.

6.2 The Acting Commissioner asked if the contents of the report were still classed as sensitive advising that it would be beneficial to share with the public.

6.3 The Deputy Chief Constable advised that they would go through the framework and see if there was anything that was sensitive.

6.4 The Acting Commissioner said that the document brings together all the improvements made to corporate processes since the Chief Constable took up post.

The good work is reflected in the day to day running of the Constabulary but also is recognised by the external auditor's report, and the internal auditor's recent audit which both indicate the Chief Constable has robust processes in place to manage the complex nature of policing.

6.5 The Chief Executive asked if any other forces had a similar framework in place.

6.6 The Deputy Chief Constable replied to say that other forces do not have anything like Cambridgeshire Constabulary's Corporate Framework.

6.7 The Board noted the report.

7. Police & Crime Plan Annual Performance Report

7.1 The Chief Constable presented the report to the Board. He took the Board through the Constabulary's performance over the last 12 months. He advised that the report showed the Constabulary's performance for the last 12 months, against the Constabulary's Corporate Plan, which aligns with the Commissioner's Police and Crime Plan pillars.

7.2 The Assistant Chief Constable agreed that there had been a reduction in demand due to Covid, but Covid has placed other demands on the Constabulary such as the demand on policing and supporting Covid and working with partners. Crime has reduced in some areas but has increased in relation to high harm areas. A lot of teams have been working from home and it's the hard work of all staff including the Inspectors, Chief Inspectors and Superintendents to deliver this; despite the challenges.

7.3 The Director of Finance and Resources required clarification regarding some of the comparative assessments on the data in the report - drugs offences and the prosecution possible outcome rate, he observed that would be a 10% improvement rather than "comparable". Also, he noted on the Knife Crime data (sharp instrument marker), that it was measured as "comparable" for recorded crime but there is a 200 incident difference.

7.4 The Assistant Chief Constable advised that those assessments would be reviewed.

7.5 The Chief Constable advised regarding the knife crime data that again there was a slight improvement on the rolling 12 month data.

7.6 The Head of Strategic Partnerships and Commissioning sought clarity about the narrative around domestic abuse reporting. The Assistant Chief Constable replied that the force has seen a steady increase in reporting which was in line with an upward trajectory which began before the pandemic. However, this increase has created pressures for the Constabulary.

7.7 The Chief Executive asked regarding the dramatic reduction of demand as a result of Covid, and the effective use of staff working remotely had enabled the Constabulary to 'catch up' with their caseloads, warrants, outstanding wanted etc; and wanted to know if this was still the case or are workloads creeping back up.

7.9 The Assistant Chief Constable advised that over the summer it was business as usual, and the Investigation Management Unit has managed to maintain its workload. There has been reduction in some 'quicker' crimes being open, e.g. shoplifting; but there has been an increase in the more complex crimes e.g. Serious Sexual Offences, DA. In March 2020 there were 8,154 live crimes, and to date (April 2021) there are 5,510 live crimes, which is a significant drop, and there is a plan to continue a rolling programme

to review these. The challenge is to maintain this, through the offender and victim strategies.

- 7.10 The Acting Commissioner said that there are some things that he would like to draw out from that very comprehensive report which showcases how the Constabulary is making improvements day by day.
- 7.11 It has been a very demanding and unusual year for policing and he said that it is difficult to draw any conclusions from the levels of crime reported, although it is good to see a 12% reduction overall. However, what can be said is that there has been a significant improvement in prosecutions possible, that is something that the Constabulary can impact upon and it is good to see such significant improvements which can be attributed to the hard work of everyone involved.
- 7.12 It is particularly good to see improvements in response times to domestic abuse incidents which again is not by chance but specific actions to improve response times.
- 7.13 Also, the satisfaction rates with police services received is also showing great improvements, this is not merely about numbers, this is how people feel and it is immensely pleasing to see that people receiving a service are more satisfied with police actions. Linked to this is confidence in policing, so the police are tackling the right things, this is critical in maintaining legitimacy.
- 7.14 The Acting Commissioner asked about the sickness level during the pandemic, he said that the Constabulary were thinking that about 30% of the workforce would come down with Covid. However, the highest level was about 4 or 5%. Which shows real commitment.
- 7.15 The Chief Constable also mentioned that as a whole, the worst case scenario was that sickness would be at 30%, however, this week the level has dropped to about 2%. It also helps that there has been a resilience from the organisation and a lot of wellbeing support to all employees. He believes that agile working helped to keep people focused; and the Command cells have been brilliant keeping in contact with those off sick, isolating etc. In addition to this Human Resources has been really good that they are dealing with sickness management and welfare support.

7.16 The Board noted the report.

8. Revenue and Capital Monitoring Report Month 11 2020/21

- 8.1 The report was presented by the Director of Finance and Resources. The report is the usual monitoring report. The overall forecast on the revenue budget is £1m underspend which will provide resilience to the overall reserves position to meet future budget pressures and risks.
- 8.2 There were some proposed amendments to the Capital Programme for 2020/21 for the Acting Commissioner to approve:
- Additional spend in the clothing store office – financed by £15k from the Major Repairs Project.
 - A new x-ray machine in the post room - £17k, funded by a Revenue Contribution to the Capital Outlay (RCCO) from revenue underspend.
 - The Vehicle Examination Unit costs have increased by £94k, this will be covered by a grant from the Highways Agency

- Previously approved use of Proceeds of Crime Act (POCA) reserves for bait cars and DFU computers to be carried forward to 2021/22 due to delayed purchases.

8.3 The Acting Commissioner approved the capital programme amendments.

8.4 The Board noted the report.

9. Annual Review of Risk Management Strategy

9.1 The Chief Executive presented the report to the Board.

9.2 An annual review has been undertaken for the Risk Management Strategy. No amendments have been made. This will also go to the Joint Audit Committee on 29th April 2021.

9.3 The Board noted the report.

10. Strategic Risk Management

10.1 The Chief Executive presented the report to the Board

10.2 One new risk has been raised “There is a risk that the Commissioner and the Chief Constable fail to work together effectively.” This is in recognition of the forthcoming Police and Crime Commissioner elections and as previously in the election cycle, the risk has been raised at this time. The Constabulary have a similar risk on their own risk register regarding policing priorities agreement. Much work has been undertaken to mitigate this risk including briefings to the candidates.

10.3 Other risks have been reviewed and amended in red on the Register.

10.4 The Board noted the report.

11. Cambridgeshire Southern Police Station

11.1 The Director of Finance and Resources presented a verbal update to the Board.

11.2 He advised that the Constabulary have now received the formal planning consent letter with all the conditions on, received on the 26th March. The work has progressed on the procurement process the Constabulary has undertaken for appointing consultants for the team working for the Constabulary on Project Management and, and to make sure that the right team is in place; this is currently being overseen by the Director of Estates.

11.3 RIBA stage 3 completing detailed design is progressing with the completion target of July. The contract should be able to be considered by the Board in November. The Cambridge City Centre Police Station is progressing to an options appraisal; it will then go to the project board and then to the Chief Officer Team.

12. Her Majesty’s Inspectorate of Constabulary and Fire & Rescue: Disproportionate Use of Police Powers: A Spotlight on Stop & Search and Use of Force

12.1 The Chief Constable presented the report to the Board, and went through the points and the Constabulary’s response.

12.2 The Acting Commissioner welcomed the work the Constabulary have done so far working with the OPCC to get the Independent Scrutiny Panel established and thanked the volunteers on the panel for their time and input so far. The panel will provide a real community perspective to ensure that there is a greater transparency and

community involvement in order to gain an understanding of the extent of local concern.

12.3 He also commented to say whilst the Covid restrictions has meant that the panel has not been able to meet physically to scrutinise stop and searches and the use of force, it has meant that this time has been invested in training sessions for the panel and in getting the suite of governance documents, including the Terms of Reference, drafted. These governance documents provide the fundamental foundations to ensure the Panel, the OPCC and the Constabulary can work effectively together within the framework of their respective roles and responsibilities. The governance documents can then be signed off by the Chief Executive (or the new Police and Crime Commissioner) and the Assistant Chief Constable in conjunction with the Chair and Vice Chair of the Panel. He understands that live scrutiny sessions will be undertaken post-lifting of restrictions, and note the HMICFRS recommendation to have effective scrutiny Processes in place by the end of July.

12.4 The Board noted the contents of the report.



Darryl Preston
Police and Crime Commissioner