



Cambridgeshire  
Police & Crime  
Commissioner

## **BUSINESS CO-ORDINATION BOARD**

### **MINUTES**

<b>Date:</b>	Monday 25 November 2013	
<b>Time:</b>	11:00	
<b>Location:</b>	South Cambridgeshire Hall	
<b>Members:</b>	Sir Graham Bright	Police and Crime Commissioner
	Brian Ashton	Deputy Police and Crime Commissioner
	Simon Parr	Chief Constable
	Niki Howard	Chief Finance Officer (Constabulary)
	Dorothy Gregson	Chief Executive
	Colin Luscombe	Head of Estates and Facilities Management (Constabulary)
<b>In Attendance:</b>	Jim Haylett	Head of Policy and Performance
	Nicky Phillipson	Strategic Advisor
	Nicola Fenton	Outreach Worker
	Eve Landon	Policy Officer
	Supt. Melanie Dales	

#### **Welcome and Apologies**

Apologies were received from Deputy Chief Constable (DCC) Alec Wood and Assistant Chief Constable (ACC) Mark Hopkins.

## **1. Declarations of Interest**

Brian Ashton, Deputy Police and Crime Commissioner (DPCC) pointed the Board to his declared interest, in respect of Agenda Item 18, as a member of the City of Ely Council as stated in the document ' Notification of Disclosable Interests of Deputy Police Crime Commissioner' dated 19<sup>th</sup> December 2012.

## **2. Approval of the minutes from the last meeting held on 22 October 2013**

The minutes of the Business Co-ordination Board (the Board) meeting held on 22 October 2013 were agreed and signed by the Chairman.

## **3. Operation Metis Business Case**

It was noted that work was continuing and the last iteration of the Business Case was being produced. This encompassed on going work with Black Marble and results of Phase '0'. The pilot of slates had been extended to Peterborough and preliminary results showed that officers on average were saving one hour a day. The impact of this project on the organisation was being assessed by Supt. Melanie Dales.

It was explained that this report was to bring an interim decision forward which was necessary in order to build the budgets.

It was expected that the review of both the Phase '0' analysis and the initial results of the trial of 154 tablets would be completed within days. As soon as these results become available they would be incorporated into the full Business Case and an additional meeting of the BCB would occur to consider approval of the Project and the next plan of expenditure would be arranged.

The Police and Crime Commissioner (PCC) informed the Board that he had viewed an early version of the product and was very impressed. He thanked those that were involved in the project for Operation Metis

The DPCC echoed the PCC's sentiments and noted the cultural change that would be occurring.

### ***Resolved:***

- (i) To note the report*

## **4. Police Community Support Officer Review Update**

The results of the Police Community Support Officer (PCSO) review were of interest,

but did not at this time allow the Chief Constable to form a decision on any definitive conclusion to be made. The first iteration of this work demonstrated the degree the public valued and the many ways in which PCSO's were valued. Further work was to be conducted as part of the review.

However, the Office of the Police and Crime Commissioner (OPCC) and the CC had that PCSO posts would remain at 150 for the financial year 2014/2015.

The Workforce Report would be brought to the December 2013 meeting of the Board in order to update the Establishment figures in the PCP.

**Resolved:**

- (i) *Workforce Report to be brought to the next meeting*

## **5. Capability Assessment**

The Board were informed that a review of the Capability Assessment had been carried out in order to predict what the Constabulary's operational and organisational challenges might be for financial year 2014/15, what these predictions may mean and proposed a process to manage the risks identified. The Constabulary will develop delivery plans on the basis of the identified priorities against which progress will be monitored. These priorities will inform the planning process for the Police and Crime Plan (PCP).

The Board noted that using a Capability Assessment process has identified that dwelling burglary be a priority for the CC, the PCC and the public.

In terms of the Strategic Policing Requirement, nothing was to be changed in the PCP.

**Resolved:**

- (i) *To note the report*

## **6. Transfer Order 2 Progress Report**

The Board noted the progress on Transfer Order 2 (TO2). A TO2 Governance Implementation Group had met and an Implementation Plan was being utilised. Two issues were identified to the Board in respect of the Implementation Plan relating to the Scheme of Governance and the structure of the OPCC.

Although preparatory work had been carried out on accounting systems the lack of national guidance on the work required to enable a Scheme of Governance to be developed to exercise the powers relating to the accounting systems was resulting in limited progress. The Chief Finance Officer was working to progress this although it

was noted that the lack of progress was not the result of the organisation.

The second issue was the engagement with staff regarding the impact of Transfer Order 2. This would be discussed at an Implementation Group meeting later that day.

**Resolved:**

- (i) *To note the report*

**7. Agreement of Memorandum of Understanding between Bedfordshire, Hertfordshire and Cambridgeshire**

Building on the benefits of historical collaboration the Board were asked to endorse the signing of the Memorandum of Understanding (MoU) between the Police and Crime Commissioners for Bedfordshire, Cambridgeshire and Hertfordshire and the respective Chief Constables (the "Consortium members") in respect of the organisational and support services as part of the continuing Strategic Policing Alliance. The purpose of the MoU would be to put in place clear arrangements and practices that will foster an effective and co-operative working relationship between the Consortium members for the organisational and operational support service collaboration. The Board endorsed the signing of the MoU on the 9 December 2013.

**Resolved:**

- (i) *To note the report*

**8. Operational Update**

*Performance*

The Board were informed that recorded crime of all types was reducing, although it was noted that there would always be certain types of crimes that would go unreported.

Recorded burglary dwelling was identified as having risen slightly for the first time this year when compared to the last year but it was recognised that such a rise was representative of this time of year. The Board were informed that sustaining the detection rate is always challenging and that although the detection rate was below the baseline for the second month, the Constabulary's performance had improved when compared to the same period in the previous year.

*Call Handling*

A detailed report on non-emergency call handling was presented to the Board under Agenda Item 15. . In terms of emergency call handling, 90% of all calls were