



# CAMBRIDGESHIRE POLICE AND CRIME PANEL

WEDNESDAY 21 JULY 2021, 2.30 PM

Sand Martin House – Engine Shed, Peterborough  
[Peterborough City Council YouTube Page](#)

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## AGENDA

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| 2.  | Election of a Vice Chairperson  |         |
| 3.  | Apologies for Absence   |         |
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| 5.  | Minutes of the Meeting held on 24th March 2021  | 3 - 14  |
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*\*Members of the public wishing to submit questions or a statement to the Panel can do so by contacting the secretariat no later than 12 noon on the third working day following the publication of the meeting agenda. Further details can be found within paragraph 7, Public Participation within the rules of procedure:  
[Rules of Procedure](#)*

#### Membership

Councillors: A Sharp, A Collis, S Tierney, A Bradnam, S Ferguson, S Warren, A Ali, C Hogg, C Daunton, A Lynn, S Bywater

#### Independent Co-opted Members

Edward Leigh (Chairperson)

Claire George

#### Substitutes

Councillors: J Huffer, S Baigent, D Connor, G Wilson, T Sanderson, L Ayres, E Murphy, C Wiggin, F Whelan, H Masson

#### Officer Support

Jane Webb, Peterborough City Council



if these changes were made, but it was hoped they would enable the CSPs to better respond to local issues as CSPs would be joint working together to resolve them rather than individually.

Councillor Massey stated her concern was that each CSP (Community Safety Partnership) area was different, hence each individual CSP would need its own voice. Councillor Massey was also concerned that this would lead to a decrease in the amount of funding. The Acting Commissioner stated there would be more funding available; two or three CSPs working on the same project would be far more beneficial than working individually.

The Chair asked for clarification that individual CSPs would be forging an alliance on an ad-hoc basis to bid for funding and this would not be a block grant to be shared for individual CSPs to divide up between themselves. The Acting Commissioner stated this would be a decision for the new Commissioner as to how the grant was allotted but it was envisaged that CSPs would work together.

Councillor Daunton asked what the mechanism was for making this decision, how was it made and who had been consulted? Jim Haylett, the Chief Executive of the OPCC, explained that the money for this grant was part of the overall monies that the Acting Commissioner received and effectively there was no additional monies from the government, these monies were out of the core grant and the precept. The amount that the Acting Commissioner awards this grant, was a matter for the Acting Commissioner, any remaining money was obviously within the constabulary budget; effectively any monies spent on this crime and disorder grant would come out of the constabulary's budget therefore it was a matter for the Commissioner in terms of the balance between the resource given to the Chief Constable and the resource given to the Crime and Disorder grant. He also highlighted the value of the grant compared to the mainstream resources that the partners sitting of the CSP brought to the local resolution of crime and disorder. At the County Wide Community Safety Board this was discussed as the grant period was ending 31<sup>st</sup> March and the current Acting Commissioner took the opinion that a new Commissioner would come, with a new Police and Crime Plan, and determine what the approach to these grants would be. A new Commissioner could determine not to give any of this money to the CSPs, it could be given individually, or collectively, or put it towards COVID recovery as there were no government rules or regulations on what these grants were for because it was part of the Commissioner's core budget.

Councillor Ali added it was important it was recognised that Cambridgeshire and Peterborough was a unique county, truly diverse in terms of demographics and geography; there was a need to ensure that the resources were targeted where the most need was needed and that no-one loses out. The Acting Commissioner reiterated that this would be up to the new Police and Crime Commissioner.

The Panel **NOTED** the letter.

## **5. Public Questions/Statements**

No public questions or statements were received.

## **6. Review of Complaints**

No complaints have been received since the last report.

## **ACTION**

The Panel **AGREED** to note the report

## 7. Non-Crime Related Demand on Policing

The Panel received a report with information regarding non-crime related demand on policing within Cambridgeshire Constabulary in response to a request from the Panel at their 3<sup>rd</sup> February 2021 meeting.

The Panel made comment, asked questions, and received responses from the Acting Commissioner and his staff regarding non-crime related demand on policing, these included:

- a) Councillor Massey stated it was important and key to collate and understand the cost of time and money spent on non-crime related demand on policing for the Commissioner to be the voice of the public when talking to central government and Westminster and to be able to call for more funding for those areas that the police were currently having to pick up. Data was also needed on how many calls were redirected to partners to see where other agencies needed to step up and improve their communication. If the police receive calls for the mental health services, the county council, or other services then these services need to be aware so they can improve their communications to ensure that police time was not used instead. Hoax/abandoned calls needed to be extrapolated further, as the two were different. The Acting Commissioner explained that because these incidents were not crime related, it did not mean that the Police did not have a duty to deal with them; there were times when the police were dealing with issues that were not criminal, but involved the public's health and safety etc. Regarding the level of information, this is what the Panel had requested, further information could be asked of the new Commissioner. The Acting Commissioner did explain that the past year had not been a typical year, due to COVID-19. It was not for just the Police to ask for better funding from the government, but the Partners as well, therefore there was also a need to support our partners, because unless they also received extra funding then more would land in front of the police. Until then we all must do what we can to work for the public and the police will always respond where possible.
- b) Councillor Daunton stated that these non-crime related issues needed looking at via a local level, like the CSPs which was more reason for the CSPs to be treated individually. The Acting Commissioner explained that the Police and Crime Plan was now 5 years old and with a new Police and Crime Commissioner coming into post, who would change the Plan, he did not wish to tie the Commissioner into anything that was against what the proposals of the Commissioner, which was why the money had not been put out to the CSPs, it would be up to the new Commissioner.
- c) Councillor Lynn stated the request for information on the 80% of non-crime related issues was made at the budget/precept meeting where the Panel agreed to raise the precept; to see if the 80% could be dealt with elsewhere to enable the police to focus on crime-related issues that affected the public. To not have this requested information was a little disappointing. If the public were paying for 80% of incidences which did not need to be dealt with by the police, then taxes would be raised to cover this, which would push more public down into the poverty line which in turn increases non-crime situations, which was a false economy. Councillor Lynn added, the information would have been helpful to be able to find new ways of working, with new partners and to help the police work more on the crime related issues, which was why the information was requested. The Acting Commissioner stated that the Panel did receive a full in-depth report on the precept and what the precept was for. He explained the police had answered calls and attended when ambulances had not been able to, with a defibrillator and kept people safe therefore there was good reason behind why they attend some non-crime related incidences and that would never change; where the ambulance service needed to respond and could not, because they are overwhelmed. Jim Haylett, the Chief Executive, explained that the statement "non-crime" did not mean that it was not the police's role, transport, anti-social behaviour, and public safety matters, as in the report, these were all police matters which was why a price could not be put on these. When calls are received regarding a safety or security concern; the nature of the involvement of the police and if a crime has been committed cannot be established until the police have attended the incident. He reiterated that it was not the case that the police were spending 80% of their time on non-

police matters! Councillor Lynn thanked Jim Haylett for the explanation, as it had not been clear and stated that next time the request should be worded “policing issues” and “not policing issues.”

- d) Councillor Ali stated it was commendable what the police were expected to do beyond the call of duty during these challenging times but sadly it was a reflection of underfunding of the public sector organisations over the last decade. Councillor Ali stated that when the public read that 80% of police time is spent on non-crime related issues, they see a different picture; the public state they are not getting a response from the police if they have been broken into and are victims of crime and therefore, they have stopped complaining and reporting crime, especially in diverse communities. There needed to be a way where local partnership working could be more affective as there would be no public confidence with statements of “80% of police time is spent on non-crime related instances”. Jim Haylett responded, clarifying that the 80% figure was 80% of incidents and not necessarily time because clearly the figures would not capture a lot of the crime work, in terms of the time spent in dealing with individual crimes, which was why it was a complex issue. Councillor Ali thanked Jim Haylett for the information but explained these were public documents and if the Panel interpreted them differently, imagine what perception was given to the public, therefore these figures needed to be displayed in a different manner. Presently the public would read the report differently to the way it had been explained to the Panel. The Acting Commissioner stated the Panel could help explain what the figures were via their Councils, wards and help support the OPCC with the meaning in the documents.
- e) Councillor Massey stated that the narrative needed to be thought about when discussing the percentage of police time so not to confuse the public. The Panel were concerned with the areas of work the police were carrying out that they should not have to.
- f) Councillor Sharp stated the Panel should be digging further into the data to understand what the 80% was, as the Panel had been led to believe that the 80% was non-police related, which was not the case. The Acting Commissioner suggested the Panel look at non-crime related demand in the future.
- g) Edward Leigh, Chairman, added the report showed the figures for the admin breakdown looked suspiciously like the figures stated under public safety; had there been an error made? The Acting Commissioner stated that this would be checked, and the Panel updated.

The Panel **AGREED** to **NOTE** the report.

The Panel also made the following recommendations:

- Re-request the breakdown of demand of incidents again, but with hoax/abandoned calls split, sexual harassment identified, and any errors corrected.
- Review how the information is presented to the public, particularly, the term ‘non-crime related demand’ to one less misleading.
- Explore with the constabulary how referrals to other agencies could be recorded and reported
- Explore with the constabulary how police time spent on non-police matters (e.g., covering for another agency) could be quantified and reported

## 8. Overview of Capital Financing 2021-22 to 2024-25

The Panel received a report with an overview of the Acting Police and Crime Commissioner’s capital expenditure and financing in response to a request from the Panel at their 3<sup>rd</sup> February 2021 meeting.

The Panel made comment, asked questions, and received responses from the Acting Commissioner and his staff regarding non-crime related demand on policing, these included:

- a) Councillor Massey asked why national initiatives and any necessary upgrades to police stations were not funded by central government instead of the public purse, had the OPCC had discussions around this with central government. Councillor Massey stated her concern was there would be a significant impact to the cost of paying for the loan and interest, which

would fall back to residents via the precept. Matthew Warren, Chief Finance Officer, explained there would be some funding from government but the force would have to cover the remaining amount.

- b) Councillor Lynn stated asked if there were any plans to raise the funds to repay the monies or would it be put onto the communities to repay. Matthew Warren explained that borrowing rates were low, maturity loans would be taken out to repay the interest; this was accounted for in the revenue budget and monies were set aside to repay the loan in 50 years' time, the burden would not be significant at the present time and would hopefully recover over the longer term. The Southern Police station was most of the debt and the best sale/best income option was being investigated for that site, this would repay some of the significant debt in the short term.
- c) Edward Leigh asked for clarification around the current loans and future investment loans and stated that the report did show that in 2024/25, 2.62% of the entire police budget would be required to service the outstanding debt (which is 1.8% more than was currently having to be found out of the budget); did this concern the OPCC? Matthew Warren responded stating that the force was under-borrowed at present and therefore not a debt laden authority, albeit the debt would be increased for a brief period, but it was not a concern and was currently a sustainable position.
- d) Councillor Ali stated he was concerned that services were being reduced at the same time, money was being borrowed, even though it was sustainable. The Acting Commissioner commented that both internal and external audits had regarded this as an extremely minimal risk.
- e) Councillor Bywater stated that the resale cost of Parkside station could be drawn back on which gave an insurance policy as it was a private site in the middle of Cambridge. There were also operational risks because if the infrastructure were not modernised there would be a risk that the force would not be able to deliver investigations. Parkside was built in the 1950s and major changes have occurred over the years regarding forensic exhibits, drying rooms, interview rooms, detention, and custody to make the investigations easier and swifter; modernising the force must be offset alongside the capital risks and Councillor Bywater supported this. The Acting Commissioner agreed and stated if modernisation did not take place, then prosecutions would not be successful, and the force would come under pressure. HMRI CFRS would be carrying out an inspection, but the force had been given leeway because of the plan that was in place. The force had a lot of old buildings that needed bringing up to the standard required therefore it was an operational requirement that was needed to meet the standards of investigations and provide the evidence to courts and provide witnesses and victims with a service to ensure they were no longer victims and left with people not prosecuted properly, therefore it was an all-round issue that was needed to proceed as fast as possible. Councillor Bywater also pointed out that the working environment for staff was just as important as the criminal investigations and other processes that take place within a police station therefore it was crucial that staff had the best places and the best facilities to work in. The Acting Commissioner agreed stating if the staff and their welfare were not looked after then performance would not be as expected.
- f) Councillor Lynn commented it was okay to spend this money, but the public needed to see an improvement in service, a reduction in crime and a better and stronger police force for it.
- g) Edward Leigh asked for clarification around interest and investment income. Matthew Warren explained that the cash reserves were invested at only 1% but these would diminish over time on other projects.
- h) Edward Leigh asked about the £10m loan which would be paid at the end of 2046/47, why was this loan scheduled in that way? Matthew Warren explained a debt was usually applied to the asset and this debt was taken early on for the Southern Police Station which should have a 50-year life (some delays) hence the length of time.

The Panel **AGREED** to **NOTE** the report.

## 9. Roads Policing

The Panel received a report on Roads Policing in a response to a request from the Panel meeting on the 3rd of February 2021.

The Panel made comment, asked questions, and received responses from the Acting Commissioner and his staff regarding non-crime related demand on policing, these included:

- a) Councillor Daunton stated she was pleased to see a fresh look had been taken at the Zero Vision Partnership as she had not thought it had landed clearly when it was first launched and asked for clarification between the Partnership and Think Communities. Councillor Daunton also stated that speeding and parking were important to the communities therefore how would the police work through Vision Zero and more closely to communities. The Acting Commissioner stated that working with the public was working with Partnerships, there were councils, highways, and others but also those that carry out Speedwatch and allowing those members of public to take some responsibility for their areas. The Acting Commissioner also explained that Vision Zero was not just local but was national and it ensured that best practice was used moving forward.
- b) Councillor Massey added that near miss data needed to be looked at, as these could be where the next accidents occurred. There was also a need to look at the impact of the design of roads had on the safety element of driving and to see more output from Vision Zero about how accidents could be stopped before they happened. The Acting Commissioner stated too many people were killed on roads and more action was needed; when designing roads, the engineering of those roads needs to be considered regarding speeding etc to make them safer therefore it did not involve just the police; it was about education, talking to newly qualified or about to be qualified drivers.
- c) Councillor Sharp encouraged other villages to submit bids to set up their own Speedwatch. He also stated that enforcement issues, like on-street parking should be looked at with council officers having the appropriate powers. The Acting Commissioner stated if officers do see inconsiderate parking, it was hoped they would act, but it was the Chief that allowed the CSAS (Community Safety Accreditation Scheme) powers to be given to councils, councils may want to get together to ensure they have the officers to enforce the parking.
- d) Councillor Massey stated the 20mph zones needed to be looked at and how these could be policed and used in a better way to slow traffic. Councillor Massey also asked how much money had been spent from the casualty reduction fund and on what. The Acting Commissioner replied stating there was a Casualty Reduction Officer that carried out education in schools, colleges, and public arenas. Nicky Phillipson, Head of Strategic Partnerships and Commissioning, explained that the fund varied each year as it was funded by the excess money from the proceeds of the Speed Awareness Courses but the monies could only be used for educational activities and prevention rather than enforcement. The Casualty Reduction Officer is funded through this as well as some Vision Zero work and local speed education activities and some low-level cycling safety. The Roads Victim Trust was also funded from this which was to support families bereaved by road traffic collisions. The Vision Zero Partnership do have oversight over a small amount of the fund which they allocate out on an evidence basis.
- e) Councillor Daunton requested further information regarding Vision Zero and how they worked with county officers on local highway initiatives. The Acting Commissioner explained that Vision Zero was in its infancy and this information would be available shortly.
- f) Councillor Bywater commented that Huntingdonshire Council Council's Cabinet agreed in February that it would take on the enforcement for on-street parking/yellow lines and were currently working with Cambridgeshire County Council to submit an application to the Department of Transport and would be more than welcome to work with the police on this.
- g) Councillor Tierney commented that Fenland District Council were also looking at how it could decriminalise parking and take on some of the parking responsibilities, although Fenland were determined not to allow paid parking.



The Panel **AGREED** to **NOTE** the report.

The Panel also made the following recommendations:

- Receive regular updates/progress on Vision Zero and how the Commissioner is monitoring performance

## 10. Decisions by the Acting Police and Crime Commissioner

The Panel received a report to enable it to review or scrutinise decisions taken by the Police and Crime Commissioner under Section 28 of the Police Reform and Social Responsibility Act 2011. The Panel was recommended to indicate whether it would wish to further review and scrutinise the decisions taken by the Police and Crime Commissioner taken since the previous Panel meeting.

Councillor Bywater thanked the Acting Police and Crime Commissioner for the funding of the Safe Project; it was an extraordinarily successful project.

The Panel **AGREED** to note the report and decisions that had been made by the Acting Commissioner.

Edward Leigh added on behalf of the Panel and the public of Cambridgeshire, that he would like to thank the Acting Commissioner for stepping up and taking on the responsibilities of the role of Commissioner. The role was meant to be for just under six months but had ended up being 18 months and with a global pandemic thrown in. No-one outside the OPCC could really know how demanding the job had been, therefore Edward Leigh gave a huge thank you from the Panel and the public for all his time, effort, commitment, and dedication; it was appreciated.

The Acting Commissioner thanked the Panel for the comments and gave his reflection on the role he had undertaken:

“The job of the Commissioner is to resource the constabulary and to hold its chief constable to account for running an effective and efficient constabulary. I have been responsible for setting up the precept on two occasions and on both occasions, I raised the precept to the maximum that was allowed and that I could not, in all good conscience, leave office having done otherwise. He realised that during COVID this would not have been welcomed by many, but the responses to his surveys have endorsed this. I inherited an aging estate, that, together with other national programmes, placed a significant capital burden, which will also need to be paid for out of revenue.

An enormous success that I am not claiming credit for, was the granting of planning permission for the new police station at Milton which has been needed for many years and will go forward to become reality. I am incredibly pleased about this and pleased that the Panel understand the reason for it. I leave an office knowing that we have a chief constable with the resources he needs to keep people safe and that I have not made short-term political expedient decisions moving forward as that would have left the constabulary in a poor state had I done that; I have made long term decisions.

He also thanked the chief constable; we are blessed in Cambridgeshire and Peterborough to have an outstanding chief constable. He has, with his team, achieved excellent results and I look forward to seeing the next HMICFRS grading of the constabulary; he has already moved the organisation from a “required improvement” to a “good” rating and I strongly believe that they are “outstanding” now and this is through a team of highly capable and dedicated leaders that we have within our officer team and the staff within the constabulary. Throughout the response to COVID, I have supported victims, bringing extra funding and allocations to a range of service providers, and led a bid for the Safer Streets funding, bringing in nearly £550,000 to the county to make homes safer from burglaries.

Road safety has always been a passion of mine, I have chaired the County Road Safety Partnership previously and that has now been transformed into the Vision Zero Partnership with a programme lead funded from my Casualty Reduction fund.

No Commissioner would want to take up their post and find an office in disarray; I took over in exceedingly difficult circumstances, the office was not in disarray, but due to the circumstances, it was a hugely challenging time, given the resignation of the previous PCC (Police and Crime Commissioner), followed by a general election and that in turn, delayed the precept. I then thought it would be, "holding the office for a few months," but I was wrong, due to COVID, it was a further year, which then moved to 18 months. Whoever takes over from me will find a very lean and effective office of which I cannot claim the credit for, as it is testament to the whole of the staff who do a fantastic job; I am sure I would have been blamed if that had not been the case.

My personal style has been to acknowledge that, as a politician, I do not know all the answers and I need to rely on the professional staff for advice and this is something I would urge whoever becomes the next Commissioner to do. I would like to thank every member of the staff in my office; they have worked extremely hard and supported me in every facet of this job. I never expected to be taking office or expected it to be extended for a further year during one of the most challenging years with COVID impacting on the organisation.

My reflection for the Panel and say this in the interest of the next Commissioner, is that I would like to see a more supportive relationship, I know that the Panel have a challenging role, but all the LGA guidance stresses that it is a supporting role as well as a challenging one. It might be helpful for the Panel to reflect on how you support the role and how you exercise that support in the future. At the start of COVID, the OPCC released staff to support the constabulary directly in various roles, from full time specials support up to the County COVID intelligence cell, supporting the victims and witness hub and of course, my Chief Executive, Dorothy Gregson who was released to Public Health and has now taken a permanent job there. Jim Haylett stepped forward for over ten months to fulfil that job and I want to thank him personally; he has brought a lot to this office and having now been appointed, I see him bringing even more. Bearing in mind that at that time there were only about 14 members of staff in my office, it was done in the expectation that we would experience a proportionate governance from the Panel.

It has been known for years that we receive one of the lowest amounts of funding from the government, I lobbied on that, as had previous Commissioners; I would like to see the Panel members add their voice and their strength behind that, not just for the police but also for our partners. A clearer plan of areas of interest would be helpful for Panel sessions, consisting of a main topic for each Panel meeting and look at the outcomes and I would ask you all, to consider that when you bring forward your request for reports, those reports take time and effort from not just my staff but from police staff and police officers and that is putting pressure on the officers and the staff. So, before requesting any kind of report, I would just ask you to say to yourselves; what are we looking for out of this report, how does this relate to our remit and are we putting extra stress on the OPCC, the police and the police staff. I would like to thank every member of the Panel, I know how challenging it is, having been on the Panel and wish you all the best, whatever you do in the future. Thank you."

Edward Leigh thanked the Acting Commissioner and echoed his thanks to the chief constable and all his officers and staff who had all done a sterling job through extraordinary tough times; it had been a team effort. He was very mindful of the points the Acting Commissioner had raised about the Panel supporting the Commissioner and the Panel did need to think carefully about this as it emerged from the pandemic; a longer-term plan was needed.

Edward Leigh also stated the Panel would be saying goodbye to Councillor Shellens who was standing down at the next election in May. He had served on the Panel continuously since it was formed almost 10 years ago; the Panel would lose the most widely experienced and diligent member.

He thanked Councillor Shellens on behalf of the Panel and support officers for his contributions. The Acting Commissioner added his thanks.

Councillor Shellens gave particular thanks to Jane Webb, Paulina Ford and Edward Leigh; he stated that Edward had been a very calm and reasonable chairman.

### **The Acting Commissioner and his staff left the meeting.**

## **11. Police and Crime Panel – Eastern Network Subscription**

The Panel **AGREED** to the renewal of the annual Eastern Network Subscription

## **12. Task and Finish Group – Verbal Update**

Claire George, Chair of the Task and Finish Group explained that the Group had met with Ian Parry (Centre of Public Scrutiny) on 15<sup>th</sup> March 2021, where a presentation was received and an overview of the preliminary findings that would be thought to improve and strengthen the work of the Panel. Presently the Task and Finish Group were in the process of choosing several key themes out of the areas of improving and strengthening with a view to receiving a full report from Ian including those key themes with clear recommendations as to how the Panel might carry those key themes forward. The report will come back to the Task and Finish Group, where the group will choose their final recommendations to bring back to the next Panel meeting.

Edward Leigh asked if there were any themes that stood out. Claire George listed several themes:

- work planning
- agenda focus
- focusing on core business of the delivery of the Police and Crime Plan
- the Panel owning and driving the agenda
- developing core knowledge and understanding
- how the Panel might source independent information for compare/contrast
- raising the profile around the work of the Panel for the public.

Edward Leigh stated that the Panel also needed to think about ways it could be supportive to the Commissioner.

The Panel **AGREED** to **NOTE** the update.

## **13. Meeting Dates and Agenda Plan**

Forthcoming Meeting Dates:

15<sup>th</sup> September 2021

10<sup>th</sup> November 2021

2<sup>nd</sup> February 2022

16<sup>th</sup> February 2022 – if needed

23<sup>rd</sup> March 2022

The Panel **NOTED** the forthcoming meeting dates.

Reports requested for the 23 June 2021 meeting:

- Update on the impact of COVID on Policing

- New Commissioner's outline strategy, policies and plans for their term in office, including relationship with the Panel

The meeting began at 2:00pm and ended at 4:10 pm

CHAIRPERSON

	ITEM	ACTION
1.	<b>Acting Commissioner's Response to Panel's Recommendations</b>	The Panel <b>AGREED</b> to <b>NOTE</b> the report.
2.	<b>Non-Crime Related Demand on Policing</b>	The Panel <b>AGREED</b> to <b>NOTE</b> the report.  The Panel also made the following recommendations: <ul style="list-style-type: none"> <li>• Re-request the breakdown of demand of incidents again, but with hoax/abandoned calls split, sexual harassment identified, and any errors corrected.</li> <li>• Review how the information is presented to the public, particularly, the term 'non-crime related demand' to one less misleading.</li> <li>• Explore with the constabulary how referrals to other agencies could be recorded and reported</li> <li>• Explore with the constabulary how police time spent on non-police matters (e.g., covering for another agency) could be quantified and reported</li> </ul>
3.	<b>Overview of Capital Financing 2021-22 to 2024-25</b>	The Panel <b>AGREED</b> to <b>NOTE</b> the report.
4.	<b>Roads Policing</b>	The Panel <b>AGREED</b> to <b>NOTE</b> the report.  The Panel also made the following recommendations: <ul style="list-style-type: none"> <li>• Receive regular updates/progress on Vision Zero and how the Commissioner is monitoring performance</li> </ul>
5.	<b>Decisions by the Commissioner</b>	The Panel <b>AGREED</b> to note the report and decisions that had been made by the Commissioner.
6.	<b>Task and Finish Group - Review of Working Panel Arrangements - Verbal Update</b>	The Panel <b>AGREED</b> to <b>NOTE</b> the update.
7.	<b>Police and Crime Panel – Eastern Network Subscription</b>	The Panel <b>AGREED</b> to the renewal of the annual Eastern Network Subscription
8.	<b>Meeting Dates and Agenda Plan</b>	The Panel <b>NOTED</b> the forthcoming meeting dates.  Reports requested for the 23 June 2021 meeting: <ul style="list-style-type: none"> <li>• Update on the impact of COVID on Policing</li> </ul>

		<ul style="list-style-type: none"><li>• New Commissioner's outline strategy, policies and plans for their term in office, including relationship with the Panel</li></ul>
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## POLICE AND CRIME PANEL- ACTIONS – 24 MARCH 2021

	ITEM	ACTION
1.	<b>Acting Commissioner's Response to Panel's Recommendations</b>	The Panel <b>AGREED</b> to <b>NOTE</b> the report.
2.	<b>Non-Crime Related Demand on Policing</b>	The Panel <b>AGREED</b> to <b>NOTE</b> the report.  The Panel also made the following recommendations: <ul style="list-style-type: none"> <li>• Re-request the breakdown of demand of incidents again, but with hoax/abandoned calls split, sexual harassment identified, and any errors corrected.</li> <li>• Review how the information is presented to the public, particularly, the term 'non-crime related demand' to one less misleading.</li> <li>• Explore with the constabulary how referrals to other agencies could be recorded and reported</li> <li>• Explore with the constabulary how police time spent on non-police matters (e.g. covering for another agency) could be quantified and reported</li> </ul>
3.	<b>Overview of Capital Financing 2021-22 to 2024-25</b>	The Panel <b>AGREED</b> to <b>NOTE</b> the report.
4.	<b>Roads Policing</b>	The Panel <b>AGREED</b> to <b>NOTE</b> the report.  The Panel also made the following recommendations: <ul style="list-style-type: none"> <li>• Receive regular updates/progress on Vision Zero and how the Commissioner is monitoring performance</li> </ul>
5.	<b>Decisions by the Commissioner</b>	The Panel <b>AGREED</b> to note the report and decisions that had been made by the Commissioner.
6.	<b>Task and Finish Group - Review of Working Panel Arrangements - Verbal Update</b>	The Panel <b>AGREED</b> to <b>NOTE</b> the update.
7.	<b>Police and Crime Panel – Eastern Network Subscription</b>	The Panel <b>AGREED</b> to the renewal of the annual Eastern Network Subscription
8.	<b>Meeting Dates and Agenda Plan</b>	The Panel <b>NOTED</b> the forthcoming meeting dates.  Reports requested for the 23 June 2021 meeting: <ul style="list-style-type: none"> <li>• Update on the impact of COVID on Policing</li> <li>• New Commissioner's outline strategy, policies and plans for their term in office, including relationship with the Panel</li> </ul>

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The Rt Hon Kit Malthouse, MP  
Minister of State (Minister for Crime and Policing)

Via email: [kit.malthouse.mp@parliament.uk](mailto:kit.malthouse.mp@parliament.uk)



Cambridgeshire Police and Crime Panel  
c/o Legal and Governance  
Town Hall  
Peterborough  
PE1 1HF

21 April 2021

Dear Minister

## **CAMBRIDGESHIRE POLICE AND CRIME PANEL**

I write as chair of the Cambridgeshire and Peterborough Police & Crime Panel to raise with you some issues of interest and concern to the Panel, which are set out below.

Yours sincerely,

Edward Leigh Chair,  
Cambridgeshire Police & Crime Panel

### **Police funding**

Funding of policing is being shifting from central grant funding (general taxation) to Council Tax precepts. The driving principle of local taxation for local services makes sense and creates local accountability. However, we question the appropriateness of Council Tax, as currently structured, as the mechanism for raising local taxation, as it does not correlate well with people's net or disposable income (ability to pay) nor with their wealth.

We urge the government to review how policing is funded in general and in Cambridgeshire and Peterborough in particular:

- Is the balance between central and local taxation fair and reasonable? • Is the current structure of Council Tax fair and proportionate?
- Is the funding formula for the central grant reflective of local needs?
- Is the size and scope of capital grants appropriate?
- Should non-discretionary national infrastructure be funded centrally?

We note that:

1. The Council Tax precept for policing has been increased by 35% in five years (£183.15 in 2016/17 to £247.59 in 2021/22 for a Band D property).
2. Band-D properties are now liable for nearly £2,000/year, or £1,000 per adult for a two-adult home. The burden on single-occupiers is disproportionately high. The rules on homes in multiple occupation create widely varying individual liabilities.
3. The national funding settlement for the Cambridgeshire Police and Crime Commissioner and Constabulary is the fifth lowest per capita in England and Wales.
4. There are specific challenges and cost pressures arising in Cambridgeshire and Peterborough from the rapid growth in population.
5. Policing costs are increasing faster than funding, even though Commissioners have taken the full permitted precept increase (without a referendum) in each of the past five years, as advised by the Home Office.
6. This is despite making substantial efficiency savings through collaboration, reorganisation of estate assets, and use of new technology.
7. The uplift in police officer numbers is most welcome, but the attached funding is insufficient to cover all the overheads associated with recruiting, training, equipping and supporting new officers.
8. The rules for uplift funding effectively ring-fence 55% of the constabulary's entire budget, meaning that larger cuts have to be made to other areas of policing and crime prevention.
9. The negligible capital grant (£135,000 per annum) is wholly inadequate to cover investment in national policing systems and infrastructure, such as the Emergency Services Mobile Communications Programme (ESMCP), yet alone renewal of local buildings, facilities and ICT systems.
10. This is forcing the Commissioner to take on high levels of debt (up to £90 million in the current Medium Term Finance Strategy), the servicing of which will reduce operational funding for many years to come.

## **Remote meetings**

We urge the government to reconsider its decision not to extend the legislation permitting remote council meetings. Remote-meeting has proven to work and, in many ways, to be more effective and efficient than in-person meetings. There appear to be no rational grounds for taking this option away from local authorities. Instead, local authorities should be allowed to use their discretion as to how to conduct meetings effectively, efficiently and, most importantly, safely.

We note that:

1. The Panel has been able to continue its work effectively and efficiently through remote meetings using Zoom and Microsoft Teams. The public meetings are also live-streamed on YouTube and available for the public to review at any time.
2. Undoubtedly, the Panel's work is now more accessible to the media and general public. Inperson meetings rarely attracted an audience, and almost never more than one person. The videoed meetings are watched live or as a recording by over fifty people and, in some cases, by over a hundred people.
3. Video recordings provide a more accessible, complete and accurate public record of decisions and statements than typed minutes, creating greater transparency and accountability.
4. The cost savings of remote meeting, in terms of officer travel time and expenses, members' travel expenses, and catering (when briefings are held in the morning and public meetings in the afternoon) are significant.
5. The reduction in carbon emissions associated with travelling to meetings and air-conditioning meeting rooms are also significant.
6. Remote or hybrid meetings (where some members are present in person, and others via a remote video and/or audio link) enable members to attend who may not otherwise be able to because of conflicting commitments, caring responsibilities, disability or ill health.
7. At 7th May, a large proportion of the population, including some councillors and local authority staff, will still not have been vaccinated. Much is still unknown about the future risks associated with COVID-19 and mutations of the virus.
8. Public health professionals are advising the public to remain cautious about social contacts, especially indoors, even after being vaccinated.

## **Police & Crime Commissioner elections**

We urge the government to amend legislation so that the next Police & Crime Commissioner (PCC) elections occurs in 2025, and four-yearly thereafter.

We note that:

1. Because of the postponement of last year's elections, the PCC election coincides this year with the Cambridgeshire County Council and Combined Authority mayoral elections.
2. Previous PCC elections have coincided with no other elections in some areas (district, city or unitary).
3. Turnout is typically higher when more than one election coincides.
4. A higher turnout in all districts/unitaries lends greater legitimacy to the outcome.
5. By rescheduling PCC elections in Cambridgeshire and Peterborough to 2025 and four-year thereafter, they will always coincide with at least the mayoral and county elections.





Mr Edward Leigh  
Chair of Cambridgeshire Police & Crime Panel  
Democratic Services Team  
Legal and Governance  
Peterborough City Council  
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DECS Reference: MIN/0146308/21

120521

Thank you for your emails of 21 April addressed to myself and the Secretary of State for Housing, Communities and Local Government, raising a number of issues, which I will address in turn.

#### Police funding

Council tax levels are a local decision and elected Police and Crime Commissioners (PCCs) will rightly want to consider what they are asking people to pay to fulfil their strong desire to keep our streets safe. The council tax referendum principles are not a cap, nor do they force local authorities to set taxes at the threshold level, but rather they are an additional local democratic check to prevent excessive increases.

The funding settlement for 2021/22 includes an additional £415 million to enable the recruitment of a further 6,000 officers in year two of the Police Uplift Programme. Cambridgeshire will receive up to £164.7 million, an increase of £8.5 million on the 2020/21 settlement.

This Government is aware of the concerns many in the policing sector hold over the current formula, and we have stated publicly that the current arrangements are out of date. We recognise that a number of forces continue to hold concerns on the current funding distribution, particularly as we increase investment in policing for the recruitment of 20,000 additional officers. There are a number of longer-term decisions the Government must make on delivering funding for future years in the context of the upcoming full Spending Review in 2021. This includes carefully considering the approach to allocating officer numbers in advance of taking decisions for year three of the 20,000 officer uplift.

A new Home Office chaired Efficiency in Policing Board will improve the evidence based on efficiencies delivered to date, identify opportunities for gains over this and future Spending Review periods, share best practice in relation to the delivery of efficiencies, and monitor and support delivery of gains.

## Remote meeting

Colleagues at the Ministry for Housing, Communities and Local Government have confirmed that since 4 April 2020, local authorities have had express provision to hold meetings remotely through regulations introduced through section 78 of the Coronavirus Act 2020. These arrangements do not apply to meetings after May 6 and extending the regulations to meetings after this date would require primary legislation.

The Government has considered the case for legislation carefully, including the significant impact it would have on the Government's legislative programme which is already under severe pressure in these unprecedented times. We are also mindful of the excellent progress that has been made on the vaccination programme and the announcement of the Government's roadmap for lifting COVID-19 restrictions. Given this context, the Government has concluded it is not possible to bring forward emergency legislation on this issue at this time.

Minister Hall wrote to council leaders on 25 March to make them aware of the situation and the full announcement can be found here: <https://www.gov.uk/government/news/new-guidance-on-safe-use-of-council-offices>.

We are supporting ongoing legal action for remote meetings to be ruled as permissible under existing legislation. The court hearing was held on 21 April. In the event the action is not successful, the temporary provisions in the Coronavirus Act regulations will not apply to meetings after May 6, and so councils should continue to prepare for that eventuality. Guidance has been issued to help councils to meet safely and securely.

## PCC Elections

Elections for PCCs are run on a national basis across England and Wales ensuring that all PCCs are elected on the same cycle. As you will know, the May 2021 elections were postponed from their original date of May 2020 due to the pandemic. Following the May 2021 elections, the next PCC elections will take place in May 2024 bringing the elections back to their original cycle. This retains national alignment of PCC elections which also align with the majority of combined authority mayoral elections.

I trust this addresses the issues you have raised.



**Kit Malthouse MP**

<b>CAMBRIDGESHIRE POLICE AND CRIME PANEL</b>	<b>Agenda Item No. 9</b>
<b>21st July 2021</b>	<b>Public Report</b>

## **Report of Police and Crime Commissioner for Cambridgeshire and Peterborough**

**Contact Officer – Jim Haylett**

**Contact Details – [cambs-pcc@cambs.pnn.police.uk](mailto:cambs-pcc@cambs.pnn.police.uk) 0300 333 3456**

### **POLICE AND CRIME COMMISSIONER’S APPROACH**

#### **1. PURPOSE**

- 1.1 The purpose of this report is to provide the Police and Crime Panel (the “Panel”) with an overview of the Police and Crime Commissioner’s (the “Commissioner”) role, how he intends to take forward his role, and how the Police and Crime Plan (the “Plan”) will be developed.

#### **2. RECOMMENDATIONS**

- 2.1 The Panel is recommended to note the contents of this report.

#### **3. TERMS OF REFERENCE**

- 3.1 Item 6 – To review or scrutinise decisions made, or other action taken, by the Police and Crime Commissioner in connection with the discharge of the Commissioner’s functions.

Item 8 – To support the effective exercise of the functions of the Police and Crime Commissioner.

#### **4. BACKGROUND**

- 4.1 The Police Reform and Social Responsibility Act 2011 (the “Act”) sets out the statutory duties, role and responsibilities of Commissioners. The Act sets out the requirement for the duty to issue a Plan.

- 4.2 The Policing Protocol Order 2011 (the “Protocol”) sets out the way in which various bodies involved in policing governance will exercise their functions in relation to each other. This includes Commissioners, Chief Constables and Police and Crime Panels. The Protocol is clear that an effective and constructive working relationship between these bodies is likely to be achieved where communication and clarity of understanding are at their highest, one which will enhance policing.

#### **5. HOW THE COMMISSIONER PROPOSES TO TAKE FORWARD HIS ROLE**

- 5.1 Tackling crime and keeping communities safe is the Commissioner’s key priority.
- 5.2 The Commissioner sees being the voice of local people as key to the effectiveness of his role, adopting a style of clear, honest and transparent language in all of his approaches, whether speaking to residents, businesses, media or stakeholders.
- 5.3 Using the 6-point plan produced for his election campaign, the Commissioner has prioritised the revisiting of local residents and business owners across the county allowing for ongoing and meaningful conversations with local communities, whilst also carrying out his statutory role.
- 5.4 As a result of this commitment, in his first few weeks in office, the Commissioner has made

public engagement a priority, carrying out numerous visits across Cambridgeshire and Peterborough.

- 5.5 Further visits are planned and will continue through the term of office, to our cities, towns and villages, in all our district and city council areas.
- 5.6 Furthermore, the Commissioner has taken every opportunity to speak to local media about the way in which he will carry out his role, being clear on what he sees as his mandated priorities to tackle crime and keep communities safe. Interviews have so far been carried out with BBC Cambs, (Radio and Look East), Peterborough Telegraph, Cambridge Independent, Fenland Citizen and Heart FM.
- 5.7 The Commissioner has also committed to holding regular briefings with representatives across the county with six district roundtable briefings for councillors from parish, district and county level to join online (evening) sessions where local issues can be discussed. The events also offer crime prevention presentations from local partners, such as the Scams Partnership and SpeedWatch.
- 5.8 The Commissioner's approach to correspondence from members of the public is to take each issue and provide the most appropriate response in a timely and supportive manner, i.e. where a member of the public is expressing dissatisfaction with the service they have received from the Constabulary, contact will be made by his office and where appropriate referred to the Constabulary's Complaints Reform Team as per the Complaints Handling procedure.
- 5.9 Members of the public with specific issues are also invited to have 1-1 telephone/MS Teams meetings with the Commissioner. In the six weeks to the end of June, the Commissioner received over 250 pieces of correspondence.
- 5.10 The Commissioner's approach to invitations from local and national charities, partners and campaign groups seeking his support is to engage on a local level, with the support of his team to understand how he can use his position to influence a countywide partnership approach. Examples of where this has been put into practice already include:
- A meeting with cycle theft campaign groups;
  - A meeting with local farmers and the National Farmers' Union in Fenland;
  - Meeting those involved in the 1<sup>st</sup> round of the Government's Safer Streets project to take forward learning;
  - Speaking with local business representatives about what can be done to improve community safety in retail areas and work with partners to tackle assaults against retail workers.
- 5.11 Tackling crime and anti-social behaviour is not the responsibility of the police alone and the Commissioner will work closely with partners to address the issues of concern to the public.
- 5.12 The Commissioner is committed to ethical policing, hence on his first day in office not only did he swear the Oath of Acceptance of Office, he also declared his commitment to the police Code of Ethics.

## **6. COMMISSIONER'S POLICE AND CRIME PLAN**

- 6.1 Key to ensuring Cambridgeshire and Peterborough is a safe place is the Commissioner's Plan. The Commissioner has a statutory duty to issue a Plan as soon as practicable after taking office – specifically before the end of the financial year which they are elected (i.e. 31<sup>st</sup> March 2022). The Plan must determine, direct and communicate the Commissioner's priorities during their period in office and set out for the period of issue:

- the Commissioner's police and crime objectives for the area;



- the policing of the police area which the Chief Constable is to provide;
  - the financial and other resources which the Commissioner is to provide to the Chief Constable;
  - the means by which the Chief Constable will report to the Commissioner on the provision of policing;
  - the means by which the Chief Constable's performance in providing policing will be measured;
  - the services which the Commissioner is to provide or arrange to support crime and disorder reduction, or help victims or witnesses of crime and anti-social behaviour; and
  - any grants which the Commissioner is to make, and conditions (if any) of those grants.
- 6.2 The statutory requirements relevant to the Plan's development include arrangements for obtaining the views of the community, including victims of crime, on policing, and co-operative working with the Chief Constable and other responsible authorities and criminal justice bodies.
- 6.3 Following conversations held with residents, local businesses and community groups during the election period and latterly the community engagement he has been undertaking since the election, the Commissioner has identified a number of emerging themes. The strategies and shared objectives of organisations working within the criminal justice system, along with government policy documents have also informed the emerging priorities and will shape the final Plan. Alongside this, the Plan will also reference the National Crime & Policing Measures, the Strategic Policing Requirement and the HMICFRS Reducing Crime Themes.
- 6.4 In order to gather this evidence, the Commissioner started consulting the public, partner agencies and stakeholders for four weeks from Wednesday 30<sup>th</sup> June ending on 30<sup>th</sup> July. This involves ongoing engagement and dialogue with the Chief Constable and members of the Constabulary. A series of events have also been planned to enable local people to have their 'voice' reflected within the Plan. Feedback received will build upon the Commissioner's election manifesto.
- 6.5 The public consultation will focus on checking with respondents that the emerging priority areas and approach to the Plan is supported. Those areas are:
- Community priorities
  - Crime prevention
  - Supporting victims and witnesses
  - Ethical policing
  - Robust enforcement

A graphic explaining what these priority areas mean in more detail is attached at Appendix A.

- 6.6 The Commissioner is also keen to engage with members of the Panel throughout the process and will be inviting the Panel's views on how to facilitate this.

## **7. FUTURE APPROACH**

- 7.1 The Commissioner is fully aware of the need to be transparent and accountable, thus enabling scrutiny by the public. The Commissioner wishes to work within the spirit of, and akin to, certain aspects of local government access to information provisions. This includes publishing the agenda and reports of governance meetings in advance.
- 7.2 The Commissioner welcomes having an informed and good working relationship with the Panel. It is envisaged this relationship is twofold: both to enhance the challenge and support the Panel provides to the Commissioner in the exercise of his statutory functions and also to enable the

Panel to have more of an insight into the Commissioner's role.

## **8. BACKGROUND DOCUMENTS**

Police Reform and Social Responsibility Act 2011

<http://www.legislation.gov.uk/ukpga/2011/13/contents>

The Policing Protocol Order 2011

<http://www.legislation.gov.uk/uksi/2011/2744/made>

Police and Crime Commissioner's Police and Crime Plan consultation

<https://www.cambridgeshire-pcc.gov.uk/>

## **9. APPENDIX**

Appendix A 'Emerging Themes from Community Engagement'

# TACKLING CRIME & KEEPING COMMUNITIES SAFE

## COMMUNITY PRIORITIES



We will ensure the police and other partners are listening to the public and working with them to act on their concerns, and supporting them to assist themselves. From initial contact, to rural and business crime, ASB and speeding.

## CRIME PREVENTION



We will work in partnership to understand and tackle the root causes of crime and serious violence through early intervention and rehabilitating people who have offended, while reducing opportunities for people to commit crime.

## SUPPORTING VICTIMS & WITNESSES



We will protect vulnerable people and ensure victims and witnesses are placed at the heart of the criminal justice system, commissioning services to support them.

## ETHICAL POLICING



We will ensure that police act with integrity and social responsibility, promoting a culture that is inclusive, diverse and takes equality seriously. From how they interact with the public they serve, to environmental sustainability.

## ROBUST ENFORCEMENT



We will use our police officers and staff, and criminal justice processes, to keep Cambridgeshire and Peterborough safe. From ASB and crime in our communities, to serious organised crime.

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<b>CAMBRIDGESHIRE POLICE AND CRIME PANEL</b>	<b>Agenda Item No. 10</b>
<b>21<sup>st</sup> July 2021</b>	<b>Public Report</b>

## **Report of Police and Crime Commissioner for Cambridgeshire and Peterborough**

Contact Officer – Jim Haylett

Contact Details – [cambs-pcc@cambs.pnn.police.uk](mailto:cambs-pcc@cambs.pnn.police.uk) 0300 333 3456

### **IMPACT OF COVID ON POLICING IN CAMBRIDGESHIRE**

#### **1. PURPOSE**

- 1.1 To provide the Cambridgeshire Police and Crime Panel (the “Panel”) with an update on the impact of Covid on policing in response to a request from the Panel at their 24<sup>th</sup> March 2021 meeting.

#### **2. RECOMMENDATION**

- 2.1 The Panel is recommended to note the contents of this report.

#### **3. TERMS OF REFERENCE**

- 3.1 Item 8 - To support the effective exercise of the functions of the Police and Crime Commissioner.

#### **4. BACKGROUND**

- 4.1 Under the Police Reform and Social Responsibility Act 2011 (the “Act”) the Panel has a role in scrutinising the Police and Crime Commissioner’s (the “Commissioner”) in the exercise of his statutory functions. The Policing Protocol Order 2011 (the “Protocol”) is clear that an effective, constructive working relationship between Commissioners, Chief Constables, and Panels is more likely to be achieved where clarity of understanding is at their highest as this will enhance policing for local communities. The Protocol goes on to state that whilst Panels provides checks and balances in relation to the performance of the Commissioner they do not scrutinise the Chief Constable.

- 4.2 Recognising the spirit of the Protocol, the Police and Crime Commissioner (the “Commissioner”) asked the Chief Constable to provide information for this report. As such information regarding demand and partnership working is provided. The Commissioner is cognisant of the current demands on Cambridgeshire Constabulary (the “Constabulary”) in respect of dealing with the Covid pandemic, and as such the need for proportionate governance is key. As the Panel will be aware from the Business Co-ordination reports they received, the Acting Commissioner received regular performance reports from the Chief Constable in respect of how the Constabulary were dealing with the demand placed upon them, including ones on the impact of Covid on policing and Constabulary, and the budgetary implications of this. In addition, the Panel will be aware of the written responses to questions they have raised on this over the last year.

#### **5. SUMMARY OF POLICING DEMAND TO DATE**

##### **5.1 Call Handling**

- 5.1.1 Call handling demand was substantially impacted by the UK’s response to Covid particularly during the lockdown periods. In Cambridgeshire before the start of the first lockdown in March 2020, the long-term trend for 101 call volumes was decreasing, while that of 999 calls was increasing.

5.1.2 999 and 101 call volumes in the county dipped from March 2020 onwards. Average daily 999 volumes were lower in every month of 2020/21 than the equivalent month of 2019/20. There was some recovery towards normal volumes over the summer, with August and September volumes being close to those of 2019/20, but volumes fell again with the 2<sup>nd</sup> lockdown in November 2020. The summer months typically see a peak in 999 demand (usually in July) and there are indications that volumes in April and May 2021 have seen a return to more normal levels – with May 2021’s daily average of 999 calls being higher than May in any of the previous four years. Subject to new developments concerning Covid, the summer 2021 peak may be back to normal magnitude. The decline in 101 volume accelerated from April 2020 onwards. There are signs that recent 101 volumes are returning towards their previous (without Covid) trajectory of gradual decline.

## 5.2 **“Webchat” Services**

5.2.1 Webchat volume saw some channel shift in demand, with April 2020 seeing lows in 999 and 101 volumes, but an unprecedented spike in webchat volumes. Webchat volumes fell back following that spike but remain higher than pre-Covid, indicating a long-term change in reporting behaviour. When taken together, 999+101+webchat volume as a measure of overall live contact from the public has, with seasonal variation, been remarkably stable in recent years and currently remains at this stable, business as usual level.

## 5.3 **Incident Response**

5.3.1 Total Incident and response incident (those requiring physical attendance) volumes were not as affected by lockdown as call volumes: April 2020 did see an appreciable dip, but other than that most recent months saw comparable volumes to those of the same months pre-Covid. This was true overall and the proportion of incidents attributed to each policing area (North and South) remain consistent with North area seeing 46% of all incidents volume, and South 54%.

## 5.4 **Crime Recording**

5.4.1 The impact of Covid restrictions on recorded crime was similar to that of 999 call volumes: a substantial drop in April 2020 and lower monthly volumes in most other months of 2020/21 compared to the equivalent month in recent years. The decrease in crime was seen consistently in both operational Areas – Northern (Peterborough and Fenland) and Southern (Cambridge, East Cambs, South Cambs and Huntingdonshire).

5.4.2 Many crime types saw significant reductions over 2020, particularly acquisitive crime. Overall theft offences for 2020/21 were 33% lower than 2019/20. Winter is typically the seasonal peak for dwelling burglary, but this was absent in 2020/21. The 12 months to March 2021 saw 40% fewer dwelling burglary offences than 2019/20. There are signs that overall theft numbers may be beginning to increase, but not yet for dwelling burglary.

5.4.3 Violence against the person volumes dipped in April 2020 (1<sup>st</sup> lockdown) and February 2021 (3<sup>rd</sup> lockdown), but the long-term trend over 2020/21 was an increase – with the recent substantial rises in Stalking & Harassment offences continuing. Violence Against the Person trends were similar on both areas, though South Area saw a more substantial seasonal peak in summer 2020 than North Area. Domestic abuse also continued to rise over 2020 and to date in 2021, with the 12-month total continuing to reach a new high each month. Domestic abuse trends remained similar between the two Areas.

## 5.5 **Vulnerability**

5.5.1 The Constabulary and Partners have maintained a prioritised focus on vulnerability, notably domestic abuse during the period of lockdown, as the impact on domestic abuse victims and families was a significant concern for policing and partners. Therefore, a lot of work was focused on placing, adapting and enhancing the Constabulary’s response to domestic abuse with increased support services and virtual engagement sessions.

5.5.2 The Constabulary and Partners also recognised new and emerging vulnerable groups directly linked to health risks and potential future economic pandemic-hardship and its implications. Early indications are that the Constabulary is seeing more complex vulnerability and mental health demand which is being closely monitored to ensure the Constabulary work with Partners to respond accordingly.

5.5.3 The Constabulary's recent Strategic Threat and Risk Assessment (STRA) business and operational planning cycle has capitalised on increased officer levels to further boost investment in mitigating risk to the most vulnerable. This includes a "Vulnerability Focus Desk" in each operational area, with specialist, experienced risk mitigators supporting front-line staff in safeguarding and protection.

## 5.6 **Policing Public Spaces - Pandemic Context**

### 5.6.1 Health Protection Regulations – Enforcement

To date 895 Fixed Penalty Notices (FPNs) for breaches of Health Protection Regulations have been issued in the county; leaving the Constabulary roughly in the middle of range nationally of FPNs issued by all police forces. Strategically the "4 Es" "(Engage, Explain, Encourage, Enforce") have been adopted effectively throughout, using a graduated approach to breaches.

### 5.6.2 Protest / Events

Planned events declined significantly during 2020, with a recent recurrence of some as Summer 2021 has progressed. The pandemic period to date has seen a regular picture of small protest events, usually peaceful and with evidence of respect for any national lockdown and socialising restrictions in place at the relevant time. A small number of protest events have seen a proportionate policing response in the last year, with a number of arrests among a small minority of participants in environmental protests centred on the south of the county. These have been for substantive criminal offences, in most cases criminal damage, rather than pertaining to Health Protection. The Constabulary retains a good level of experienced and able Public Order and Public Safety Commanders. Larger events were able to operate and continue to receive Multi-Agency Safety Advisory Group attention, bolstered in the last 15 months by a strong presence from Public Health.

### 5.6.3 Unlicensed Music Events

The County has not seen any notable Unlicensed Music Events.

### 5.6.4 Community Impact

There are no notable community tensions relating to the pandemic or policing of it to report.

### 5.6.5 Night Time Economies

Following a period of extensive closure of night time economy premises in compliance with measures to control infection, gradual openings have been seen in recent weeks in step with the national lockdown roadmap. Demand data continues to be assessed but the anecdotal feedback from operations is of good levels of attendance and a return to some of the traditional demand challenges associated with alcohol-fuelled violence and drunkenness. Whilst pre-Covid levels are not yet reached due to limited operating times and procedures, participation in night-time economies has been buoyant.

## 5.7 **Officer and Staff – Health and Wellbeing**

### 5.7.1 General Workplace Absence, Capacity and Capability

The Constabulary has seen low levels of workplace absence throughout the pandemic, with some of the lowest levels in recent recording. Increased workplace hygiene may be attributable

to the reduction in some absence causes, as may be the extended period of reduced workplace presence amongst those able to comply with guidance to work from home. The pandemic to date has seen limited impact on organisational capacity and capability.

#### 5.7.2 Workplace Infection Rates

The Constabulary has seen a range of between 0 and 20 members of staff out of the workplace throughout the pandemic period due directly to Covid causes, both infection and self-isolation requirements. A peak of 140 officers and staff were self-isolating between Christmas Day and New Year's Day /at the commencement of national 2<sup>nd</sup> wave was seen. This level was spread across Departments and during a period of lower demand thus the impact was not demonstrable on service delivery. The Constabulary established a small internal Outbreak Management Team in conjunction with local Public Health to assess and advice on any workforce infection, to seek to minimise wider transmission and address any staffing impacts. Expertise and effective procedures have been maintained and shared across Departments as part of adapting to a "new normal" and extensive measures and mitigations are in place to prevent work place outbreaks.

#### 5.7.3 Impact on Mental Health:

The true impact of the pandemic on societal mental health will require a long-view. The asks of front-line services, including police, have been great in delivering core responsibilities. Whilst there inevitably have been cases of mental health challenge during the pandemic within the Constabulary no patterns or trends impacting of service delivery has been seen to date. Early indications show more complex mental health and vulnerability may be emerging.

#### 5.7.4 Personal Protective Equipment / Lateral Flow Testing

The Constabulary has a well-established Personal Protective Equipment supply chain, allowing appropriate levels of protection for all officers and staff in accordance with roles. Lateral Flow Tests (LFT) have been provided for several weeks to all officers and staff, with twice a week home testing encouraged. As time has passed, initial specific LFT stock for policing is being replaced by widely available universal home testing kits accessible from a range of community services.

#### 5.7.5 "Agile Working" / Future Estate Planning:

At the commencement of the national direction to "stay at home" the Constabulary moved to a short-term workforce footing where roughly two thirds of the workforce worked at least in part at home during each working week. Analysis of the impact of greater "agile working" has been conducted over several months, working with the University of East Anglia in particular, to determine future opportunity. It has been determined that roughly a third of the workforce has an opportunity to work in part away from the fixed Constabulary estate whilst maintaining service provision. This is the current trajectory of the organisation's future workplace feel. A project is underway to look at how to make the best use of estate both operationally and in terms of possible efficiencies being secured whilst focusing on staff effectiveness and well-being.

### 5.8 Countywide Partnership Arrangements

#### 5.8.1 Internal Governance:

The Constabulary maintains an internal governance structure overseeing Covid with Assistant Chief Constable as Gold (Strategic Lead) and a Superintendent as Silver (Tactical Lead). Initially the Constabulary had a bespoke meeting structure however, overtime for greater efficiency, managing the impact of the pandemic has been managed as part of "business as usual" governance, rather than specific meetings drawing on additional resource capacity.

5.8.2 Two sums of money have been provided by central Government to aid the response to the pandemic: initially £309k for an immediate response in 2020, with a further sum looking to future impact regarding demand and notably violent crime of £588k.



### 5.8.3 Local Resilience Forum - Strategic Co-ordinating Group

The Constabulary remain active partners in the county's Covid Strategic Co-ordinating Group (SCG) in accordance with civil contingencies doctrine. This meets at least weekly at the current time.

### 5.8.4 Local Resilience Forum (LRF) - Tactical Co-ordinating Group

The Constabulary remains in a chair-ship role of the county's Covid Tactical Co-ordinating Group (TCG). This meets weekly at the current time.

## 5.9 Recovery and Organisational Learning

5.9.1 In May 2020, alongside the continuing "Response" phase to the pandemic, the Constabulary began to develop a "Recovery" phase considering future steps to move to a post-pandemic "new normality".

### 5.9.2 Risks and Issues

42 immediate issues and 82 risks were identified early on in the recovery work. These have been successfully mitigated through the months.

### 5.9.3 Opportunities

Alongside the above, the Constabulary identified 61 opportunities for new ways of working or enhancements to practice. The majority have been implemented / sustained, with a small number of longer-term projects still to be developed. The most notable is the agile working project as per 5.7.5 above.

### 5.9.4 Her Majesty's Inspectorate for Constabulary & Fire and Rescue Services (HMICFRS) Engagement

The Constabulary was the first police force to hold a Recovery and Learning event with HMICFRS, the College of Policing and others. This event was successful and drew acclaim from those participating. The key themes presented and discussed were: Safeguarding the Vulnerable through and beyond Covid, Officer and Staff Health and Wellbeing during and beyond Covid, and the future of agile working in Cambridgeshire. A national summary of the policing response to Covid has been published (see link below). The Constabulary is focused on content and those national recommendations made which all police forces will pursue.

## 6. **BACKGROUND DOCUMENTS**

'Policing in the pandemic - The police response to the coronavirus pandemic during 2020', HMICFRS, April 2021

'Custody services in a COVID-19 environment', HMICFRS, April 2021

'Review of policing domestic abuse during the pandemic – 2021', HMICFRS, June 2021

[Publications - HMICFRS \(justiceinspectorates.gov.uk\)](https://www.justiceinspectorates.gov.uk/hmicfrs/publications/)

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<b>CAMBRIDGESHIRE POLICE AND CRIME PANEL</b>	<b>Agenda Item 11</b>
<b>21<sup>st</sup> July 2021</b>	<b>Public Report</b>

## **Report of the Police and Crime Commissioner for Cambridgeshire and Peterborough**

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### **POLICE AND CRIME COMMISSIONER’S ANNUAL REPORT 2020/21**

#### **1. PURPOSE**

- 1.1 The report is being presented to the Cambridgeshire Police and Crime Panel (the “Panel”) to enable it to review the draft Annual Report for the period 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021 issued by the Police and Crime Commissioner (the “Commissioner”) under Section 12 of the Police Reform and Social Responsibility Act 2011 (the “Act”).

#### **2. RECOMMENDATIONS**

- 2.1 The Panel is asked to review the Annual Report attached as Appendix A.

#### **3. TERMS OF REFERENCE**

- 3.1 Item 2 - To review, put questions to the Commissioner at a public meeting, and make a report or recommendation (as necessary) on the Annual Report.

#### **4. BACKGROUND**

- 4.1 This report is presented to enable the Panel to carry out its functions as noted in paragraph 3. The Panel is required to review the Annual Report.
- 4.2 Under Section 12 of the Act, the Commissioner must produce an Annual Report on the exercise of the organisation’s functions in the financial year and the progress that has been made in meeting the police and crime objectives in the Police and Crime Plan.
- 4.3 As soon as practicable after producing the Annual Report, the Commissioner must send the report to the Panel. The Commissioner must attend before the Panel at a public meeting, present the report to the Panel and answer the Panel’s questions on the report.
- 4.4 The Commissioner must arrange for the Annual Report to be published.

#### **5. KEY ISSUES**

- 5.1 The Annual Report covers the period from April 2020 to March 2021.

- 5.2 The Annual Report for 2020/21 is produced under unusual circumstances given that the new Commissioner came into office after the end of the financial year and therefore this Annual Report covers the period covered when his predecessor, the Acting Police and Crime Commissioner, was in office. Reference therefore should be made for the Police and Crime Plan covering that period (as referenced below).
- 5.3 The new Commissioner will produce his first Annual Report next year by which time there will also be a new Police and Crime Plan.

## **6. NEXT STEPS**

- 6.1 The Commissioner will respond to the Panel's report and any recommendations they may have on the Annual Report and then publish the Annual Report.

## **7. BACKGROUND DOCUMENTS**

- 7.1 Acting Police and Crime Commissioner's Police and Crime Plan 2017-2020  
[www.cambridgeshire-pcc.gov.uk/police-crime-plan](http://www.cambridgeshire-pcc.gov.uk/police-crime-plan)

## **8. APPENDICES**

- 8.1 Appendix A - Annual Report



## Police and Crime Commissioner

### ANNUAL REPORT 2020-21

#### ***Foreword from Darryl Preston, Police and Crime Commissioner for Cambridgeshire and Peterborough***

Welcome to the Annual Report for the Police and Crime Commissioner for Cambridgeshire and Peterborough which covers the period April 2020 to March 2021.

I am in the unusual position of reporting on a year in which my predecessor, Ray Bisby, was Acting Police and Crime Commissioner. I took over as Police and Crime Commissioner for Cambridgeshire and Peterborough on 13 May 2021.

The last 12 months have been unprecedented for all of us. The pandemic forced us to change the way we live and work, however, throughout all of this our police officers, staff and volunteers continued to deliver the best possible service across Cambridgeshire and Peterborough.

Throughout the pandemic, the Acting Commissioner and his team continued to support the countywide response to the challenges posed by the health emergency. Work with partners continued to ensure vital victim support services, commissioned through the Office of the Police and Crime Commissioner (OPCC), were available throughout the pandemic, securing £700k of additional funding over the year to support domestic and sexual abuse victims. The OPCC also brought an extra £500k into the county as part of the Home Office Safer Streets fund to improve the security of homes.

Existing work with partners to reduce the likelihood of reoffending by improving pathways from prison into accommodation rather than homelessness was adapted to ensure people could be released safely and access key services throughout the pandemic.

From adjusting and responding to ever-changing government legislation, to keeping people safe and responding to normal calls for service, to managing public protests and making sure the criminal justice system continued to operate, it has been an incredibly challenging year for the Constabulary.

Throughout all of this, investment in officers continues to be a priority, both locally and as a result of the national 'uplift' programme. I am very pleased to report that we now have more police officers in our county than ever before.

Thanks to public support for an increase in the policing part of council tax for 2021/22, people can also expect an even better service from the Constabulary in the coming year. The increase allows the Chief Constable to improve and enhance services to meet growing demand.

I want to end by thanking all the officers, staff and volunteers at Cambridgeshire Constabulary who continued to demonstrate professionalism over the past 12 months.

Darryl Preston

Police and Crime Commissioner for Cambridgeshire and Peterborough

## The Role of Police and Crime Commissioners

Police and Crime Commissioners are elected every four years to:

- Be the voice of the community, listen and respond to their views;
- Secure an efficient and effective police force for their area;
- Appoint the Chief Constable, hold them to account for running the force, and if necessary, dismiss them;
- Set the police and crime objectives for their force area through a Police and Crime Plan; or, if in an 'acting' position, continue to deliver existing objectives;
- Set the force budget and determine the precept (policing part of the council tax);
- Contribute to the national and international policing capabilities set out by the Home Secretary;
- Commission services to support victims of crime and;
- Bring together community safety and criminal justice partners, making sure local priorities are joined up.

The Commissioner holds the Chief Constable to account by supporting and scrutinising him in a number of ways, including regular face to face meetings and through his Business Co-ordination Board. Staff from the Office of the Police and Crime Commissioner (OPCC) also represent the Commissioner on a wide range of other boards and forums to support progress on Police and Crime Plan priorities.

Police and Crime Commissioners are not permitted by law to interfere with the operational independence of the Chief Constable and their force. All operational decisions, for example investigating an incident, or deploying staff to specific incidents, or the broader allocation of policing resources must be made by the Chief Constable.

Strategic partners, such as local authorities, Community Safety Partnerships, and Cambridgeshire and Peterborough Clinical Commissioning Group, also have a part to play in delivering the objectives set out in the Police and Crime Plan. In order to support, challenge and find solutions to delivering those objectives, the Commissioner chairs the Cambridgeshire and Peterborough Countywide Community Safety Strategic Board and the Cambridgeshire Criminal Justice Board.

The Police and Crime Panel role includes scrutinising decisions made by the Commissioner and providing checks and balances of the Commissioner’s work, but does not scrutinise the Constabulary.

The Panel is currently hosted by Peterborough City Council. Details of the Panel’s work, meetings and reports submitted by the Commissioner can be found on their [website](#).

## The Police and Crime Plan 2017-21

### *Community Safety and Criminal Justice working together to keep Cambridgeshire safe*

#### Police and Crime Plan – Community Safety and Criminal Justice



## VICTIMS

In Cambridgeshire and Peterborough, victims and witnesses are placed at the heart of the criminal justice system and have access to clear pathways of support.

*Victims and witnesses of crime can access appropriate and proportionate needs-led emotional and practical support at all stages of the criminal justice process*

Victims have access to an integrated model of support services provided through a Constabulary-led Victim and Witness Hub and local contracts with specialist providers.

As the pandemic hit, staff from the OPCC supported all services to develop operational contingency plans and to change to virtual ways of working, including moving from face-to-face to telephone-based, online or virtual services. The Countywide Sexual Violence Support Service changed its entire method of support delivery within weeks of lockdown being announced. The service continued to provide Independent Sexual Violence Adviser (ISVA) with staff working from home and even ran its helpline and email support service from volunteers' homes.

A number of new pathways of support were created as services embraced different ways of working and stepped in to support each other. For example, the Victim and Witness Hub provided emotional support to elderly victims of burglary while the 'Bobby Scheme' moved to new ways of working. The existing strong partnership working arrangements ensured a seamless provision throughout the year. During the summer months as lockdown eased many services started 'Walk and Talk' emotional support, rather than build up waiting lists with people keen to meet in person. Young people had counselling sessions in a camper van parked on their drive and secure online counselling rooms became the norm.

The OPCC and Local Authority hosted weekly calls with refuge managers and supported local problem solving to keep them and the Domestic Abuse Outreach Service up and running. The county's Sexual Assault Referral Centre (SARC) also remained open quickly coming up with ways to limit contact with survivors but also capture vital evidence and provide holistic support.

However, staff across the system found working from home and providing emotional support to often highly anxious and traumatised victims a challenge. The OPCC worked with a clinical psychologist to develop virtual training and support sessions for staff initially in the Victim and Witness Hub and then wider services. These sessions reinforced their knowledge on trauma-informed practice but also enabled them to deal with their own welfare and put coping mechanisms in place. The feedback was amazing with staff appreciating the investment in them professionally and personally. Over the year, all commissioned services reported rising numbers of victims of crime accessing support. Support sessions increased in length and complexity with victims reporting heightened anxiety and a lack of access to positive coping mechanisms.

### ***Extraordinary Domestic Abuse and Sexual Violence Funding***

During the year the OPCC led successful partnership bids for additional funding worth more than £700k to help services flex and respond to the pandemic. This included:

- Three additional Independent Sexual Violence Advisor (ISVAs) funded for two years – worth £220k;
- Awarding more than £375k to 12 organisations, eight of whom had not previously been receiving funding, including two organisations that specifically support victims from protected groups;
- Additional Rape Support Fund monies – worth £123k.

### ***Victims and witnesses are treated with respect and their needs are acknowledged during the criminal process***



The Cambridgeshire Criminal Justice Board (CCJB) has continued to bring criminal justice agencies together through the pandemic to work through issues that would otherwise act as a barrier to effective justice. This has required the CCJB to bring partners together more frequently, to work through the challenges in delivering an efficient and effective criminal justice system.

The roll out of a new video platform has enabled the Courts to remain open for business and has played a vital role in keeping justice moving, whilst protecting court users.

A core focus of the CCJB has been the impact of the pandemic on victims and witnesses. Victim and Witness Care Co-ordinators in the Victim and Witness Hub continued to support victims and witness and provide updates in relation to the progress of the case. The Victim and Witness Coordinators have continued to liaise with witnesses to secure their availability for court and ensure any special measures are put in place. These staff work in partnership with their CPS colleagues and the Witness Service.

The criminal justice system has not been able to progress cases at the same rate and as such there is a backlog of cases waiting to be heard. This has led to an increase of victims and witnesses within the system. Recognising the challenges, the Acting Commissioner provided an additional £90k of funding to provide additional resources to ensure that victim and witnesses are kept up to date and engaged with the criminal justice process whilst backlog caused by the pandemic is reduced.

## OFFENDERS

Over the reporting year, staff from the OPCC provided leadership and support to ensure effective partnership working for the safe resettlement of those leaving prison, making sure that people re-entering communities have had access to vital services in order to help prevent them from re-offending. They liaised closely with partners to ensure effective information sharing and that emerging issues were addressed. The OPCC continued to support the partnership forum enabling it to meet as regularly as weekly when needed during the pandemic to respond to the constantly changing landscape. For example, supporting effective links between services so that people can access accommodation on release from prison if they would otherwise be homeless. Accommodation is a key pathway to preventing reoffending and throughout the pandemic it has been important to ensure people can follow the health advice. An example of innovative partnership working includes enabling access to prison video technology so that housing assessments can be undertaken remotely. This close working has also enabled continuity from prison into the community whilst addressing individual health needs.

***Police enforcement disrupts offenders and deters would-be offenders & Offenders are brought to justice while ensuring the best outcomes for victims***

Tackling and investigating crime is a core policing role. The Constabulary sets out how it will tackle offending in its Corporate Plan – a copy of which can be found [here](#).

During the reporting year, there were 5 operational priorities for Cambridgeshire Constabulary around combatting acquisitive crime, tackling serious and organised crime, reducing harm to communities, safeguarding the vulnerable and increasing public satisfaction.

The new force approach to out of court disposals (OOCs) introduced at the end of 2019 has been fully embedded as business as usual this year. OOCs are used to divert low level offending out of the court

system by offering referrals to partner agencies to support people from reoffending by addressing their needs. These include housing, drug or alcohol misuse and financial management. The process has been supported with funding from the Commissioner to provide additional officers in the Constabulary's Out of Court Diversion suite and ongoing support from Outside Links (a service providing continued support for both men and women who have resided at HMP Peterborough, or those in the community) to support those identified in needing support through the Out of Court Disposal process. Between 1<sup>st</sup> October and 31<sup>st</sup> December 2020, 234 referrals were made by the Constabulary to the Outside Links Service.

*All agencies coming into contact with offenders ensure they address the causes of criminality*

With a number of new strategies being introduced over the reporting year by government, including in the areas of sentencing, offender management and probation, local work has reflected this national focus on preventing reoffending.

An updated local needs assessment was commissioned in order to provide an evidence base for the incoming Commissioner's Police and Crime Plan and to inform future commissioning and partnership working. The results reinforced the need for focus on key areas such as accommodation, substance misuse, and education, training and employment. It also highlighted the complex needs of people within the criminal justice system and the need to work effectively across the whole system.

The OPCC has continued to support the Mental Health Treatment Requirement project for females in Peterborough which has been in place since September 2019. This diverts vulnerable offenders at risk of short prison sentences towards community sentences, requiring and supporting them to access treatment for their mental health issues to reduce their reoffending.

Partnership working is underway to implement the new national Integrated Offender Management (IOM) strategy locally. The aim of the IOM Strategy is to make communities safer by reducing reoffending. There is a particular focus on Neighbourhood crimes: robbery; burglary; theft of vehicles; theft from person. Each Police Force area will work with partners to ensure two core pillars of activity are undertaken: joint supervision of offenders by Police & Probation; Access for offenders to rehabilitative services. Cambridgeshire is well-placed to deliver against the new strategy.

The Acting Commissioner provided Crime and Disorder Reduction Funding to the value of £115,011 to support people facing multiple disadvantage under the Making Every Adult Matter approach which aims to develop better coordinated approaches to multiple disadvantage that can increase wellbeing, reduce costs to public services and improve people's lives. From April 2019 to December 2020 118 individuals were referred.

Support for those leaving prison continued with £10,000 funding towards the countywide Homelessness Prevention Trailblazer from the Commissioner. A member of OPCC staff continued to chair the Criminal Justice Housing Pathways Task and Finish group.

The OPCC continued to work with colleagues in Jobcentre Plus, the prison and probation to identify new opportunities to support people as they leave prison with education, training and employment opportunities.

Funding worth £340,000 was also provided to the county's Youth Offending Service to support the SAFE (Safer Relationships for Exploited Children) Team over a 2-year period. Through the programme, 'Trusted' professionals engage with young people with complex needs who are assessed as being at moderate or significant risk of being criminally exploited. SAFE workers support the young people to remove themselves from risky environments and lifestyles and therefore reduce the likelihood of them getting involved in crime, either as a victim or offender.

97 referrals have been accepted by the SAFE team since its inception in 2019. As of December 2021, there were 65 young people currently receiving SAFE intervention. Evaluation has found improvements in reports of safety, wellbeing, self-esteem and self-efficacy from both the young people and their carers.

Recognising the importance of strengthening prisoner's family ties to prevent reoffending and reducing intergenerational crime, the Commissioner also provided a small amount of funding to rollout 'Storybook Mums and Dads' in HMP Peterborough. The programme enables parents in prison to make a video recording of bedtime stories and messages for their children, helping to heal rifts and build relationships.

## COMMUNITIES

One of the Acting Commissioner's key responsibilities was to listen and respond to the concerns of people living in Cambridgeshire and Peterborough. Throughout the reporting year, and in line with social restrictions, members of the public were encouraged to voice their concerns through 1-1 surgeries held virtually, surveys, telephone calls and online meetings. Regular briefing sessions were also offered to local councillors, community representatives and local MPs online so that issues could be shared. A new standing agenda item: 'Views from the Public' was established at the Acting Commissioner's monthly Business Co-ordination Board for public concerns to be put to the Chief Constable. The responses provided are made available on the Acting Commissioner's website for the public to view.

Following the Chief Constable's announcement in October 2020 regarding proposed changes to Neighbourhood Policing, the Commissioner proactively engaged with the public and key stakeholders including Community Safety Partnerships (CSPs) to seek their views in a number of ways including through direct correspondence and via a radio phone-in.

Other examples of targeted engagement include a Hate Crime Virtual Round Table, co-chaired with the Chief Constable in October 2020 for those representing minority and hard to reach communities; and a virtual event for people living and working in rural communities co-hosted with the Regional Crown Prosecution Service to discuss hare coursing, machinery and livestock theft as well as reassuring people about available victim support services.

The Acting Commissioner listened and responded to members of the public in a number of ways:

- Ensuring the voice of the public is evident in the Police and Crime Plan;
- Influencing, challenging and supporting national, regional and local policies and initiatives;
- Enabling and supporting volunteers;
- Finding solutions to complex problems through partnership working;

- Ensuring that all information is easily accessible and transparent

A new accessibility tool, [Recite Me](#), was added to the Acting Commissioner's website in order to enhance accessibility allowing users to customise content in a way that works best for them.

The website was subsequently awarded the CoPaCC Open and Transparent Quality Award 2021 in March for meeting the statutory requirements on openness and transparency. Award criteria included the availability of information, the timeliness of its publication and its ease of use.

- 1,075 pieces of correspondence received
- 125 Facebook posts reaching 125,335 people
- 15 Instagram posts reaching 365 followers
- 3 radio interviews
- 2 briefings with local MPs
- 3 seasonal newsletters reaching approximately 20,000 people each time
- 11 public surgeries (held online due to Covid-19 restrictions)
- 7 Police and Crime Panel meetings and 1 Confirmation Hearing
- 30 Freedom of Information requests
- 282,172 Twitter impressions with over 3,500 followers
- 18 media interviews

#### *[Increase public involvement to improve community understanding and resilience](#)*

The Acting Commissioner and Chief Constable remained committed to providing a policing service that is as effective and efficient as possible while continuing to build trust and confidence in communities. This is reflected in the increase in reported victim satisfaction which improved over the reporting period from 77.2% to 81.7%.

Local issues such as road safety cannot always be solved by policing alone therefore the Acting Commissioner continued to work with partners and volunteers in the community to find solutions and resources. July 2020 saw the adoption of [Vision Zero](#), a countywide road safety strategy based on the principle that no person should be killed or seriously injured as a result of a road collision. A key element of the strategy is the involvement of local road users and communities across the county.

Funding was maintained for a Road Casualty Reduction Officer, which increases the Constabulary's capacity to work with local partners educating road users about road safety, and to the Road Victims Trust to enable the provision of 1-1 emotional and practical support for bereaved families.

In July, the Acting Commissioner, working with the Constabulary, Cambridge City Council and Neighbourhood Watch Coordinators successful bid for £546k from the Home Office Safer Streets fund. Despite the challenges imposed by Covid-19, hundreds of residents have benefited from improved security in areas of highest need.

[Cambridgeshire and Peterborough Against Scams Partnership](#) (CAPASP) continued to grow throughout the year with supporters increasing from 80 to 106 with growth in areas where participation was previously low. With Covid-19 providing a unique opportunity for scammers to capitalise, the partnership focussed on building community resilience against potential scams. Monthly newsletters and regular scam alerts were sent to approximately 400 subscribers, and a regular slot was broadcast on BBC Radio

Cambridgeshire's mid-morning show allowing partners to share the latest scam warnings and preventative tips.

The Acting Commissioner continued to manage an Independent Custody Visitors' Scheme (ICV) with volunteers paying unannounced visits into police custody to check on the welfare of detainees as well as the standards of facilities. A full report on ICV activity is provided in the attached Appendix.

Countywide Watch Schemes are supported by the Acting Commissioner to enable local issues to be flagged by volunteers so that action can be taken where it is most needed. A Watch Coordinator, funded by the Acting Commissioner continues to sit within the Constabulary to support communities to set up both Speedwatch and Neighbourhood Watch schemes.

There are now 184 Speedwatch groups with 2,100 volunteers across the county. The schemes were suspended in October 2020 due to Covid-19 restrictions. An HGV Watch scheme, still in its infancy now has 12 groups and 84 volunteers.

The reporting year was incredibly challenging for businesses across Cambridgeshire and Peterborough as premises closed down during the various lockdowns. Throughout this period, the Acting Commissioner continued to meet business representatives regularly and virtually to make sure any local needs were shared with the Chief Constable.

The Acting Commissioner continued to be the voice of those living in rural communities, making grant funding available to Cambridgeshire Countryside Watch to provide practical and emotional support and advice to their 2000+ members. He also continued to engage directly with key stakeholders at a local, national and regional level to understand the issues rural communities face, supporting partners to take action and lobbying for change at a national level.

*Inspire all public servants to maintain the highest levels of ethical behaviour to ensure public confidence and trust*

The Constabulary continues to strive to be more representative of the community it serves and has taken positive action regarding recruitment and retention. It is also committed to retaining and progressing officers and staff to ensure excellence in policing.

One of the Acting Commissioner's priorities was to further strengthen the way in which the Constabulary's use of its stop and search and use of force powers is scrutinised, and also to understand the extent of the communities' views and concerns regarding the use of these powers.

In October 2020, the Constabulary sought volunteers to join a newly formed independent panel. Volunteers were asked to review the Constabulary's tactics on a quarterly basis including the method and legality of stop and searches and the appropriateness of any use of force. By examining body worn video footage, the Panel will be able to provide feedback to the current Commissioner and the Constabulary. Feedback received from any of the scrutiny sessions, either positive or negative, will be fed back to help shape the Constabulary's policing policy in these areas. The Panel has been in place since January 2021 and has received training from the Constabulary on the law, policies and practices relating to stop and

search and use of force. Once Covid restrictions are lifted, the Panel will be able to undertake scrutiny of actual cases to date.

Police and Crime Commissioners have a legal duty to monitor all complaints against the Constabulary's officers and staff, whilst also handling any complaints made against the Chief Constable. Over the reporting year, the Acting Commissioner's office undertook a series of random sampling of complaints to monitor the way in which the Constabulary responds to these and the lessons learnt. Further assurance regarding complaint handling was gained during the year through the Acting Commissioner being represented on the Professional Standards Department (PSD) Governance Board.

During the year, six complaints were received against the Chief Constable, none of which related to conduct matters, and none of which were upheld. All of the complaints related to the handling of operational policing. No complaints were recorded by the Police and Crime Panel (the body responsible for handling complaints against the Acting Commissioner) for matters relating to the Acting Commissioner Ray Bisby. A total of 36 complaint reviews were received and reviewed by the OPCC during the period. The majority of complaints received and recorded by PSD related to Police powers, policies and procedures and delivery of duties and service. The OPCC did not uphold any of the reviews as it considered, the outcome (the rationale with regards to the handling of the complaint provided by the Constabulary to the complainant) was both reasonable and proportionate.

### Youth and Community Fund

The Acting Commissioner's Youth and Community Fund continued to help youth and community groups deliver activities to divert young people and vulnerable adults away from offending and re-offending. Flexing to respond to needs throughout the pandemic, £59,450 was awarded by the Acting Commissioner to a number of voluntary and community organisations for projects and initiatives such as bikes for care leavers to provide them with free transport allowing them to access work and education opportunities and towards the setting up of a new award scheme to celebrate the contribution of young people during the pandemic.

A full list of all projects granted through the fund can be found here: <https://www.cambridgeshire-pcc.gov.uk/accessing-information/money/grants/youth-fund/>.

## TRANSFORMATION

The advent of the pandemic created an unprecedented year for all those delivering public services requiring the Commissioner and his team to work differently within each of their statutory powers and remits. Throughout the reporting year, the team has moulded and flexed itself with input and actions at the right pace and right time within the framework of the Police and Crime Plan.

In the first few weeks of the pandemic, the OPCC saw the secondment of Chief Executive Dorothy Gregson, a trained clinician, to Public Health England (PHE) to support the countywide response. An existing member of staff took over for the secondment period, one member of staff was redeployed to the Special Constabulary, the Commissioner's Communication's Manager engaged early with countywide and

partnership work through the 'Warn and Inform' call of the Local Resilience Forum (LRF) and his Communications Officer joined the countywide multi-agency intelligence cell for a period of two months.

### *Drive efficiency and effectiveness in policing through local, regional and national collaboration*

Whilst Cambridgeshire has a strong and established history of collaboration with Bedfordshire Police and Hertfordshire Constabulary, (known as the BCH Strategic Alliance), it was recognised that the approach to commissioning of services from BCH collaboration needed to be strengthened. An integrated planning cycle was therefore agreed in May 2020 to enable Cambridgeshire service requirements to be more effectively fed into the planning process for the separate BCH units. Through BCH, each of the three local forces continue to receive outstanding support across a range of functions. The functions provided to Cambridgeshire by BCH collaboration are Joint Protective Services, Operational Support and organisational support functions such as human resources and ICT.

There are also well-established arrangements across the region for collaboration with a 7Force structure (including Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Kent, Norfolk and Suffolk). In January 2020, procurement across all forces went live and benefits are already starting to be seen through projects such as PEQF, a new, professional framework for the training of police officers and staff.

In response to a national College of Policing change to recruit training, all forces were required to deliver recruit degree training in partnership with a Higher Education Institution partner. This represented a significant change for all police services which required consideration and planning beyond just recruitment and training. Sharing this procurement process across the 7 forces reduced time and improved the quality of the final contract which was awarded to Anglia Ruskin University in March 2020 at a value of just over £51m over 5 years.

A programme to align vetting across 7Force was developed and implemented with a new cloud hosted Case Management System to standardise the process. Other programmes running over the reporting year included a driver management system to record all drivers of police vehicles, their training and driving history; new anti-corruption software; a small team of Chief Firearms Instructors; a new forensic case management system and a Digital Asset Management System (DAMS) to enable the transfer of digital material from members of the public or other 3rd parties into the investigative and criminal justice system.

### *Work with partners to realise the benefits for community safety which can be derived from improved governance and integrated delivery*

Partnership working across Cambridgeshire and Peterborough remains key to tackling community safety issues. Community safety is delivered in Cambridgeshire and Peterborough through six Community Safety Partnerships (CSPs) all operating within district and unitary council boundaries. CSPs are made up from local authorities, representatives from the Constabulary, Cambridgeshire Fire and Rescue Service, the Probation Service, Clinical Commissioning Group and the voluntary sector. The Commissioner has been actively represented at numerous CSP meetings during the year and continues to chair a Countywide Community Strategic Safety Board (CCSSB) supporting CSPs and high-risk delivery groups in line with the Countywide Community Safety Agreement. The CCSSB pulls together the efforts of these partnerships and boards to protect vulnerable communities, develop preventative and early intervention approaches to tackling crime and look at ways to build resilience within communities.



### *Continue to drive transformation within Cambridgeshire Constabulary*

In July 2020, Cambridgeshire Constabulary held a joint formal consultation with the OPCC on proposals for a new police station on the outskirts of Milton, Cambridge. 120 feedback forms were received during the consultation and 70% of respondents agreed that a police hub was a good use of the Milton site

A planning application was then submitted to Greater Cambridge Shared Planning in September 2020 which was subsequently granted in March 2021.

The new station will be a base for the local community policing team and will enable officers to respond to local population growth and the challenges of modern-day policing, as well as providing 24 new custody cells.

The Constabulary continues to deliver a demand-led, victim-focused service which provides much needed support to the frontline and new and innovative ways of working to tackle the increased demand for service.

In October 2020, the Chief Constable announced proposals for a new Neighbourhood Policing model which aimed to manage the financial challenges faced by the force. The proposals included the reduction and realignment of PCSOs to all neighbourhoods across the force, the removal of the community safety role and a change to the opening hours of enquiry offices across the force, to assist in saving £1.7m in 2021/22.

As a result of the proposals, the main north and south public Enquiry offices at Thorpe Wood and Parkside Police Stations maintained seven day a week provision and a team of police officers to provide people in each local authority was set up to provide an appointment-based service to allow members of the public to speak to an officer.

The proposals also led to the development of Area Command Cells and Neighbourhood Support Teams to deliver consistent and efficient neighbourhood policing across the whole force with Continuous Professional Development Units (CPDU) to support officers with ongoing operational competence and training.

The Force will continue to receive the ring-fenced funding from Government to deliver its contribution to the 20,000 national uplift programme across the country. 62 of those officers are already in force and a further 62 anticipated in 2021/22, and 82 in 2022/23 (subject to confirmation) enabling the continuation and enhancement of the neighbourhood policing commitment to our communities.

The Constabulary continues to use a STRA process (Strategic Threat and Risk Assessment) to determine operational requirements and this informs all business planning on an annual basis. Whilst a two-centre policing model is currently in operation, with the county being split between north and south, deployment of officers is allocated where it is required through a one team approach, where all specialist and relevant resources are made available when required. The Force also runs a monthly Change Board where national, regional and local initiatives, risks and opportunities are discussed.

### *Identify the best way for fire and policing to work together in the future.*



The Policing and Crime Act 2017 provides a framework for joint working between emergency services. In Cambridgeshire, a [memorandum of understanding](#) on police/fire/ambulance joint working was signed in December 2017. A proposal for the Commissioner to take on the governance of fire was approved by the Home Secretary in March 2018. Following a series of legal challenges by Cambridgeshire and Peterborough Fire Authority the Home Secretary's decision was upheld in the courts. However, owing to the time that had passed the Home Office has decided that it will need to revisit the issue after the PCC elections in May 2021.

In March 2021, the Home Office published its findings following a review of the role of PCCs. As part of this it stated that it will be launching a consultative White Paper on fire reform later this year.

## Tackling Crime

The last year was unprecedented in terms of the changing demands on policing as a result of the pandemic. With this came the requirements on the police to enforce the various lockdown restrictions, while still responding to the usual calls for service.

As people spent more time at home, typically levels of calls to the police were lower and the number of offences recorded as crimes by the Constabulary during the year from April 2020 to March 2021 reduced by 11.8% when compared with the previous year. This mirrors national trends. The Office for National Statistics has stated that the majority of the fluctuations nationally can be attributed to the introduction and subsequent easing of national lockdown restrictions throughout the year. Despite these fluctuations in crime levels, the Constabulary's focus has remained on keeping people safe and there has been concerted police activity across Cambridgeshire and Peterborough to tackle crime in our communities. Improvements in some key areas were seen before the pandemic so it is likely this continued activity has also had a positive impact. Demand across other crime types is expected to increase as lockdown restrictions are relaxed further.

Before the pandemic, levels of dwelling burglary had been falling locally as a result of sustained police focus. This continued as people spent more time at home resulting in a reduction of 39.7%. Crime prevention work through programmes such as Safer Streets (see page 12 for more details) and partnership work with local Neighbourhood Watch schemes led to improved communication with the public. Similarly, following sustained police activity to tackle keyless vehicle thefts, theft of motor vehicle offences recorded by the police decreased by 22%.

Tackling **Violent Crime** continues to be one of the Constabulary's key priorities. Over the reporting year, officers used a range of tactics to tackle and reduce this issue including prevention activity with schools, holding dedicated operations and taking part in national initiatives such as knife and firearm surrender schemes. 2020/21 also saw a 13% reduction in **Knife Crime** and a 16% reduction in recorded possession of weapons offences.

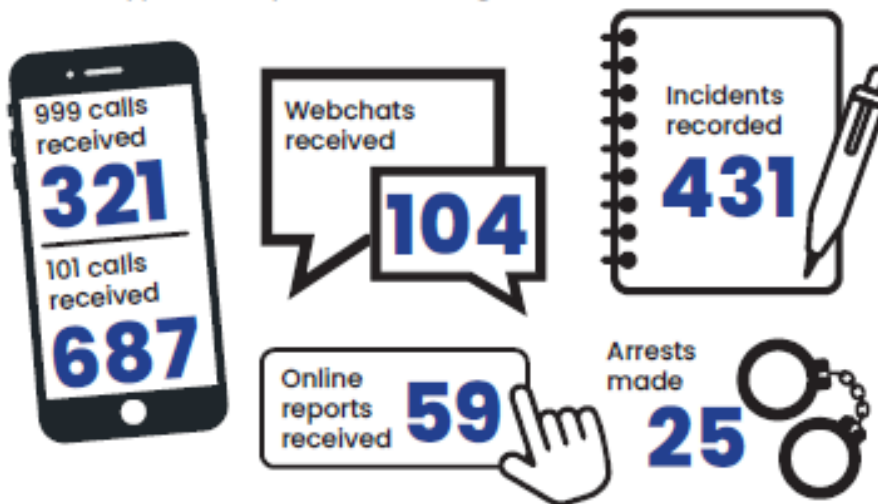
Conversely some crimes that can be more hidden or often occur in the home increased or remained high. **Domestic abuse** increased, in line with the pre-pandemic trend. Increases, which have flattened out more recently, are likely to be due in part to the Constabulary improving recording practices and a willingness of victims to come forward. Similarly, a significantly higher number of **child sexual abuse** crimes were recorded by the police. Increased reporting was seen as children and young people returned to education settings and were able to come forward for support. Significant increases in **stalking and harassment** offences are largely due to changes in recording processes. **Drugs offences** also remained high, linked to

proactive police activity. Reduced demand for other crime types during the pandemic has meant more resources have been available for operations and other police activity to target drugs possession and supply. This targeted work has meant that Cambridgeshire has recorded a higher increase in drugs offences than most other forces in the country.

The Constabulary was also able to improve how it manages crime investigations and engages with victims. The proportion of crimes resulting in a prosecution possible outcome rose to 13%. The Constabulary’s work to develop alternative pathways to prosecution through the courts to address early offending behaviour, including Out of Court Disposals (see page 13 for more details) and other diversionary activity for young people, also significantly contributed to this improvement.

## Demand on policing...

On a typical day in Cambridgeshire:



Amongst other crimes, officers will deal with:	
Anti-social behaviour	<b>37</b>
Burglaries	<b>6</b>
Domestic incidents	<b>45</b>
Missing from home	<b>12</b>
Covid	<b>37</b>
Incidents with a mental health marker	<b>29</b>

Cambridgeshire’s **Rural Crime Team** (RCAT) continued to support people living and working in rural parts of the county recording their best results in terms of tackling hare coursing in six years.

Between April 2020 and March 2021, the team responded to 1,196 incidents of hare coursing, a reduction of 16 per cent from the previous year and the lowest since 2014/15. They seized 93 vehicles, issued 138 Community Protection Warnings, issued 17 Community Protection Notices, issued 165 dispersal notices and seized and rescued 20 dogs.

More detail of the Constabulary’s overall performance including prosecution possible rates can be found here: <https://s3.eu-west-2.amazonaws.com/media.cambridgeshire-pcc.gov.uk/uploads/2021/04/21-04-13-BCB-Agenda-Item-7.0-Police-Crime-Plan-Annual-Performance-Report.pdf>

### CRIME STATISTICS (2019/20 vs 2020/21)

Type of offence	% change	No of offences 2019/20	No of offences 2020/21
All crime	-11.8%	67,882	59,883
All violence against the person	+ 8.5%	20,775	22,549
All sexual offences	-0.1%	2,049	2,047
All robbery	-28.6%	749	535
Theft offences	-32.7%	26,810	18,054
All criminal damage	-17.5%	7,882	6,499
Other crime against society	+6.1%	9,617	10,199

### HMIC Assessment

The Constabulary is graded as ‘Good’ in all three assessment areas, namely the extent to which the force is effective at reducing crime and keeping people safe; that it operates efficiently and sustainably; and that it treats the public and its workforce legitimately.

It was also noted that since their last inspection the Constabulary ‘... has improved how it investigates crime’. This is all against a background where Cambridgeshire, in line with other areas, is seeing shifting demand with more hidden, harmful and impactful crimes taking place, such as sexual assaults, domestic abuse, modern slavery, child exploitation, county line drug crimes, and serious and organised crime.

The reports can be accessed here: <https://www.justiceinspectorates.gov.uk/hmicfrs/police-forces/cambridgeshire/>.

## Public Contact

Cambridgeshire Constabulary promote a range of ways in which the public can contact them.

The Demand Hub, based at force headquarters, has a team of call handlers answering both 999 and 101 calls for service 24 hours a day, seven days a week. Split into four different teams, the Hub provides:

- Trained dispatch and communications operators who manage the dispatch of officers to jobs;
- Call handlers and web-chat operators in the Police Service Centre (PSC), answering 999 and 101 calls as well as dealing with general enquiries;
- An Investigation Management Unit (IMU) and an Incident Resolution Team (IRT) who schedule appointments with victims and offenders.

With the development of online reporting, web-chat and social media management, the Demand Hub is able to liaise with multiple members of the public at once.

### Average time to respond:

**999 calls:** 117,315, of which 94.5% were answered within 10 seconds.

**101 calls:** 250,596 of which 87.1% were answered within 30 seconds.

**Web chats:** 37,853 with an average 41 seconds taken to respond.

In the 12 months ending March 2021, the Constabulary received 117,315 emergency 999 calls; 94.5% of those calls were answered within 10 seconds, with callers typically only waiting 4 or 5 seconds for their call to be answered. Only 0.2% of callers abandoned after the 10 second threshold. A further 250,596 non-emergency 101 calls were received; 87.1% of those calls were answered within 30 seconds, with typical wait times of around 12 seconds. Fewer than 2% of 101 calls were abandoned after the 30 second threshold. It is difficult to infer the nature of those abandoned calls, given that members of the public contact the Constabulary using the non-emergency number for a wide range of reasons; however, recent analysis found some evidence of callers making a second call or switching to a different contact method (e.g. web chat or online reporting tools).

Once answered, all non-emergency calls are triaged and risk assessed at that first point of contact. In some cases, the query can be dealt with by the first call handler; however, where appropriate, callers reporting an incident or a crime will typically be transferred internally to another call handler so that the relevant details can be taken and the report logged. Callers often have longer wait times on secondary lines and abandonment rates are higher. However, while holding for an operator, callers are advised of alternative contact methods, and recent analysis did provide evidence of demand being diverted to web chat or online reporting tools. Callers are also given the option of receiving a call back.

## People and Resources

The Acting Commissioner received £156.5m of funding for the period of this Annual Report year, including £4.1m Specific grant funding (April 2020 - March 2021).

The net budget requirement (for Cambridgeshire Constabulary and the Office of the Police and Crime Commissioner) was £152.4m.

In Cambridgeshire, police funding comes from two main sources: a central Government grant (54%) and the remaining funding coming from the precept (policing part of council tax).

Each year, the Commissioner receives the funding and is responsible for how it is spent, consulting with the Chief Constable to decide how the money is allocated for policing. The Chief Constable has responsibility for the financial management of Cambridgeshire Constabulary within the agreed budget allocation, for example how many police officers and staff are recruited.

For the financial year April 2020 until March, 2021, the government funding settlement was delayed due to the December 2019 General Election. In order to set the precept (policing part of council tax), the Acting Commissioner asked members of the public for their views on supporting police funding in a short survey launched in January 2020. As a result of the survey, the precept was increased by 83p per month (based on a Band D property). The increase enabled the Constabulary to ensure officers have access to the equipment, training and support they need in order to keep people safe.

### Constabulary Officer and Staff Numbers

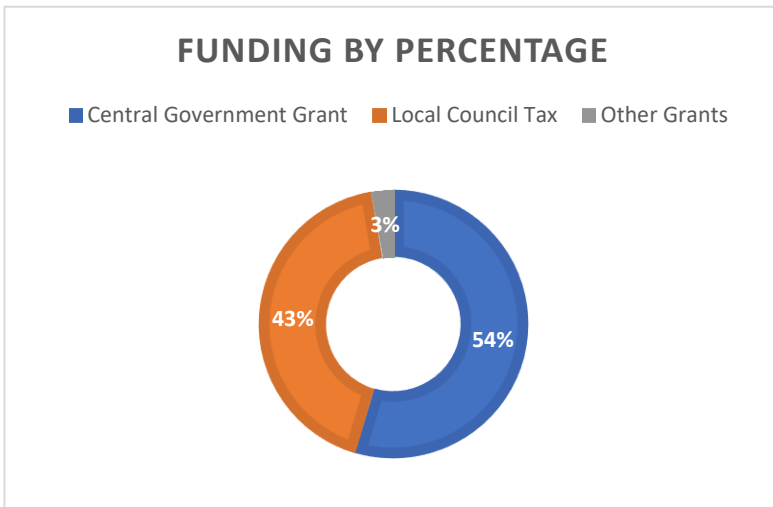
Officer recruitment over the reporting year was unprecedented with the first-year allocation of 62 officers from the national uplift programme, a further 62 anticipated in 2021/22, and more in 2022/23. These record numbers of recruits continue to strengthen neighbourhood policing in communities.

Role	Full Time Equivalent 31/03/2020	Full Time Equivalent 31/03/2021	Variance	Headcount 31/03/2021
Special Constables	193	168	-25	168
PCSO	72.8	66.51	-6.29	70
Staff	831.74	829.81	-1.93	923
Officers	1,543.49	1,622.95	+79.46	1,652*

*\*includes 231 officers that are in units shared with other forces.*

In Cambridgeshire, 95% of officers are front-line (with the national figure standing at 92%) and there are 2.84 officers per 1000 population (national 3.54). The Constabulary has continued to receive ring-fenced funding from government to deliver its contribution to the 20,000 national uplift programme.

Funding	£m
Central Government Grant	85.4
Local Council Tax	67.0
Other Grants	4.1
<b>TOTAL</b>	<b>156.5</b>



## Spend

The Statement of Accounts for 2020/21 provides the detail of expenditure during the financial year and are available on the Commissioner's website, here: <https://www.cambridgeshire-pcc.gov.uk/accessing-information/money/financial-accounts/>

A full list of **Victims' services** funded by the Office of the Police and Crime Commissioner during the reporting year is available here: <https://s3.eu-west-2.amazonaws.com/media.cambridgeshire-pcc.gov.uk/uploads/2021/04/Victim-Services-Awards-2020-21.pdf>.

A full list of **Crime and Disorder Reduction Grants** – Attacking criminality and reducing reoffending – awarded during the reporting year can be found here: <https://www.cambridgeshire-pcc.gov.uk/accessing-information/money/grants/crime-disorder-grants/>.

## **Appendix 1**

### **Cambridgeshire and Peterborough Independent Custody visiting Scheme**

#### **Annual Report – April 2020 to March 2021**

##### **Introduction**

Independent Custody Visitors (ICVs) are volunteers representing the local community who make unannounced visits to police custody where they check on the rights, entitlements and welfare of detainees as well as the conditions of custody. This public oversight helps to prevent harm, it provides public reassurance that custody is safe and contributes to the UK's human rights obligations. More information on [the scheme](#) and how it is run is available on the OPCC website.

##### **Cambridgeshire and Peterborough Independent Custody Visiting Scheme**

The Covid-19 pandemic had an impact on the running of the ICV Scheme, particularly at the start of the pandemic when national and local guidance was developing rapidly. Decisions affecting the running of the scheme were all focused on ensuring the welfare of ICVs, detainees, custody staff and other visitors. Therefore, at the start of the pandemic the decision was taken to halt custody visits. As it became clear the pandemic would have a long-lasting impact, work was taken to innovate, learning from other areas to ensure ICVs could still speak to detainees about how they are treated in custody. The approach continued to be flexible, depending on the level of risk, and the available resources. In April 2020 visiting was replaced by telephone calls directly to the custody suite by the scheme manager, speaking to custody staff. The scheme manager also conducted review of custody records to ensure the rights and entitlements were being observed.

ICVs and the Scheme Manager felt strongly that it was important to find safe ways to speak directly to detainees, therefore in July 2020, ICVs began making unannounced telephone calls into custody speaking to detainees over the phone. In September 2020 a “hybrid” approach of physical visits mixed with telephone visits began with those ICVs who felt safe to do so. As the risk from Covid-19 grew, the decisions were taken to revert solely to telephone visits, which continued past March 2021.

As the process of telephone visiting was established and embedded, both staff and ICVs grew in confidence and the system became more effective. Training was given to ICVs to support telephone visiting, ensuring they were confident with new processes.

While it is clear that a return to physical visiting is the primary goal, this will be done when the risk to ICVs, detainees, staff and visitors to custody is gone. There were some unexpected positives resulting from telephone visiting – the format made it more accessible to ICVs without easy access to private transport, or who had dependents which limited their free time. Using the format of virtual panel meetings also removed the burden of ICVs travelling to evening meetings, reducing time commitments, costs and impact on the environment. These positive aspects of remote visiting and remote panel meetings cannot be overlooked and the scheme manager will work with ICVs to see how some of the positive aspects can be retained moving forward.

## **Custody Visiting Data**

The ICV scheme collects a range of data from visits, reporting back at panel meetings and to ICVA. Due to the disruption of the Covid-19 pandemic, data is not representative of a normal year, and due to changes in visiting methods throughout the year, data is not always comparable throughout the year. While overall figures are recorded, the key information is the findings from visits, which have continued to inform ICVs, the OPCC and the Constabulary to recognise positive practice and improve processes where necessary.

In 2020-21, ICVs carried out 25 visits across all suites including telephone visits which were recorded as a single visit, but covered both suites. ICVs spoke to 56 detainees and observed 15 of the 138 detainees in custody at the time of visits. 68 detainees were not available to speak to (they may have been asleep, in interview, speaking to a solicitor or with a healthcare provider). Visits were carried out on various days throughout the week, and with a concerted effort to visit on different days, including weekends.

While the time spent on visits has been impacted by the Covid-19 pandemic, the ICVs have continued to give an impressive amount of time to the running and development of the scheme, ensuring detainees are treated with respect and have their rights upheld. Volunteers report back on every visit, including anything positive, negative or general comments. The highlights and recurrent themes are summarised below:

### **Things that are going well:**

- Detainees self-report being treated well by custody staff. When asked by ICVs how they feel they have been treated, detainees continue to report they have been “treated well” and “well looked after”.
- Further to self-reporting, ICVs regularly noted positive observations about the treatment of vulnerable detainees by custody staff. Being on the telephone, ICVs have heard positive interactions between staff and detainees, and continue to be impressed by the ability of custody staff to build rapport with detainees.
- Custody staff have been keen to contribute to ICV training, and have pro-actively offered to accommodate shadowing opportunities for ICVs, regularly taking extra time to explain things to new ICVs.
- The ICV scheme manager was invited to give input at training for custody staff.
- The introduction of a fresh food option for detainees continues to be popular with detainees.
- The culture of openness and transparency in Custody is evident at every rank, with staff always willing to engage, and open to trialling new ways of working.
- Staff continue to find innovative ways to provide services in custody, particularly when it comes to supporting detainees to have access to reading materials or activities to pass time in custody.
- Custody staff were quick to implement and enforce Covid-19 safety measures, problem solving issues quickly when they appeared.
- Detainees were proactively offered PPE.
- Availability of Health-Care Professionals (HCPs) improved dramatically on previous years.

### **Room for improvement:**

- Delays waiting for interpreters remains an issue, despite improvements on previous years.
- Staff consistently flagged estates and IT issues. Delay’s in resolution of these was due to waits for specialist equipment or contractors. It was positive to hear staff praising the response and support



received from senior officers, and saw issues resolved quickly where it could be resolved internally.

- ICVs noted that CCTV systems across all suites were ageing. Custody are working with the estates teams to look at options.
- Detainees could sometimes spend longer in custody due to the virtual courts process. The staffing of virtual courts was a particular issue but saw a resolution mid-way through the year. Issues are now primarily as a result of the wider system, and out of the control of custody – e.g. waiting for transport to prison when a person is convicted via a virtual court.

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9<sup>th</sup> July 2021

Dear Police and Crime Commissioners,

## **Police and Crime Commissioner Review: deputies and succession planning**

Congratulations again on your successful election to the Office of Police and Crime Commissioner (PCC). I am looking forward to working with you we deliver on the people's priorities to cut crime and make our streets and communities safer.

On 16 March 2021, the Home Secretary announced the recommendations from Part One of the Review into the role of PCCs. In those recommendations we committed to legislating, when Parliamentary time allows, to mandate that all PCCs must appoint a deputy.

The necessity for a deputy has been brought into sharp focus by the Covid-19 pandemic, which led to an enforced delay to the PCC elections in 2020. The Home Secretary's statement also highlighted our plans to look at expanding the role of PCCs. Selecting a deputy not only provides the local accountability model with greater resilience in the event of incapacity, for example, but also the ability to effectively carry out the duties and responsibilities of the role by increasing the capacity of the model. Ahead of this requirement coming into force, we will engage with the APCC and APACE on how this will work in practice.

In the meantime, I expect all PCCs to work with their office to put in place a formal succession plan to be followed in case of vacancy or incapacitation, where one does not already exist. I would also ask that you involve your police and crime panel in those discussions as necessary, given their statutory role in this process. My officials will liaise with the APCC in six months' time, to review progress and offer any assistance, where necessary.

I hope you agree that the reforms I have outlined above are important to increasing the resilience of the model and to ensure that we can continue to cut crime and deliver the safer streets the public expect.

**Kit Malthouse MP**  
**Minister of State for Crime and Policing**

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<b>CAMBRIDGESHIRE POLICE AND CRIME PANEL</b>	<b>Agenda Item No. 13</b>
<b>21<sup>st</sup> July 2021</b>	<b>Public Report</b>

## Report of Cambridgeshire Police and Crime Commissioner

Contact Officer – Jim Haylett

Contact Details – [cambs-pcc@cambs.pnn.police.uk](mailto:cambs-pcc@cambs.pnn.police.uk) 0300 333 3456

### DECISIONS BY THE POLICE AND CRIME COMMISSIONER FOR CAMBRIDGESHIRE AND PETERBOROUGH

#### 1. PURPOSE

- 1.1 This report is being presented to the Cambridgeshire Police and Crime Panel (the “Panel”) to enable it to review or scrutinise decisions taken by the Police and Crime Commissioner (the “Commissioner”) under Section 28 of the Police Reform and Social Responsibility Act 2011 (the “Act”).

#### 2. RECOMMENDATIONS

- 2.1 The Panel is recommended to indicate whether it would wish to further review and scrutinise the decisions taken by the Commissioner. In these circumstances further information would be provided for a future meeting.
- 2.2 The Panel is asked to note future areas where decisions are to be taken by the Commissioner.

#### 3. TERMS OF REFERENCE

- 3.1 Item 6 - To review or scrutinise decisions made, or other action taken, by the Commissioner in connection with the discharge of the Commissioner’s functions.

#### 4. BACKGROUND

- 4.1 This report is presented to enable the Panel to carry out its functions to review or scrutinise decisions made and to support the effective exercise of the functions of the Commissioner.

#### 5. KEY ISSUES

- 5.1 The decisions taken by the Commissioner which have been notified to the Panel are attached at Appendix 1.
- 5.2 The relevant Decision Records are attached at Appendix 2.
- 5.3 All papers relating to Decision Records are available on the Commissioner’s website. The Panel receive notification when the Commissioner publishes Business Coordination Board papers.

#### 6. IMPLICATIONS

- 6.1 The Commissioner’s forthcoming Police and Crime Panel (which is currently subject to public consultation) will provide the direction for decision making. The Medium Term Financial Strategy, which aims to draw together the strategic planning priorities, demand and resource forecasts and likely impact of changes in the wider service delivery environment to produce a costed plan, also provides the backdrop to future decision making.

6.2 Subject to the Panel's need for further information or scrutiny on any of the decisions already made or likely to be made, it may be required that further information is submitted to a future meeting of the Panel.

## **7. CONSULTATION**

7.1 These Decision Records has been placed on the Commissioner's website.

## **8. NEXT STEPS**

8.1 Future decisions taken by the Commissioner will continue to be notified to the Panel. The Act introduced a number of statutory decisions to be taken by the Commissioner. Future areas where decisions are likely to be considered as required are given at Appendix 3.

8.2 An update regarding the Commissioner's Estate including decisions made, progress regarding disposal of assets, options analysis of the assets, and an indication of any forthcoming decisions is given at Appendix 4.

## **9. BACKGROUND DOCUMENTS**

9.1 Decisions records notified to the Panel.

## **10. APPENDICES**

Appendix 1 – Decision records notified to the Panel

Appendix 2 – Decision records

Appendix 3 – Areas where decision are likely to be considered as required

Appendix 4 – Estates update

## Decision Records notified to the Cambridgeshire Police and Crime Panel

Date	Decision Record	Subject	Decision
<b>Decisions made by Acting Police and Crime Commissioner</b>			
15 <sup>th</sup> March 2021	CPCC 2021-005	Section 22 Agreement Modern Slavery	To sign the updated S22 Agreement to effect the collaborative arrangements for the purpose of providing efficient and effective policing.
16 <sup>th</sup> March 2021	CPCC 2021-006	Cambridgeshire Southern Police Station	To approve progression of the project to Royal Institute of British Architects (RIBA) Stage 3 and RIBA Stage 4.
16 <sup>th</sup> March 2021	CPCC 2021-007	Athena Heads of Terms	To sign a contract extension for Athena in line with the Strategic Athena Management Board recommendation.
4 <sup>th</sup> May 2021	CPCC 2021-008	Waste Management Contract	To sign the 7 Force Contract for waste management.
<b>Decisions made by Police and Crime Commissioner</b>			
28 <sup>th</sup> May 2021	CPCC 2021-009	Contract for Wisbech Police Station Refurbishment	To sign the contract for the refurbishment of Wisbech Police Station
8 <sup>th</sup> June 2021	CPCC 2021-010	Award of Crime and Disorder Reduction Grant for electronic diversion to support early intervention	To approve the award of a Crime and Disorder Reduction grant to Cambridgeshire Constabulary to enable them to undertake a one-year proof of concept for an electronic diversion solution to support the Constabulary's use of out of court disposals and other offender management activity to prevent crime through early intervention.

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**CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2021-005**

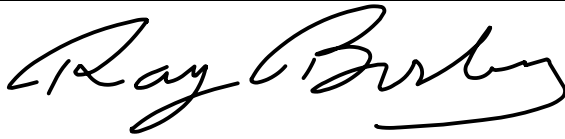
<b>Subject</b>	<b>Updated S22A Agreement under the Police Act 1996 (as amended) for the Modern Slavery Police Transformation Fund Programme</b>
<b>Decision</b>	To sign the updated Modern Slavery Police Transformation Section 22A Agreement under the Police Act 1996 (as amended).
<b>Decision Summary</b>	<p>Following a consultation on the Modern Slavery Transformation Programme by the Strategic Oversight board, it was agreed to extend the programme until March 2020.</p> <p>The Acting Police and Crime Commissioner was briefed accordingly and it was agreed to the proposal to extend the Transformation programme until March 2020.</p> <p>A requirement of this S22a agreement (2020) was that any extension to the Programme should be covered by a new S22a based on the Association of Police and Crime Commissioners (APCCE) template for S22a agreements. The APCCE have confirmed that the updated agreement is based on the template, that it has been reviewed in detail by the APACCE Legal Sub-Group and that advice has been taken from the Association of Police Lawyers.</p> <p>As the S22a agreement is now on the APACCE template the lead Police Force and Commissioner (Devon and Cornwall) believe that we now have a base agreement that can be promptly updated should the funding become available in 2021/22.</p> <p>The Acting Police and Crime Commissioner and the Constabulary should sign the updated Section 22A Agreement to effect the collaborative arrangements for the purpose of providing efficient and effective policing.</p>

<b>Contact Officer</b>	James Haylett, Chief Executive Tel: 0300 333 3456 Email: <a href="mailto:cambs-pcc@cambs.pnn.police.uk">cambs-pcc@cambs.pnn.police.uk</a>
<b>Background Papers</b>	<a href="#">Business Coordination Board 12th April 2018</a> <a href="#">Decision Notice and Briefing January 2020</a>

**Ray Bisby, Acting Police and Crime Commissioner**

I confirm that I have reached the above decision after consideration of the facts above.

Signature


A handwritten signature in black ink, appearing to read "Ray Burby". The signature is written in a cursive style with a long horizontal stroke at the end.

Date 15<sup>th</sup> March 2021

**CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2021- 006**

<b>Subject</b>	<b>Cambridgeshire Southern Police Station</b>
<b>Decision</b>	To approve progression of the project to Royal Institute of British Architects (RIBA) Stage 3 and RIBA Stage 4
<b>Decision Summary</b>	<p>At the South Cambridgeshire Planning Committee meeting on 10<sup>th</sup> March the planning application was approved subject to confirmation from the Secretary of State that the application is not to be called in for his determination. This confirmation is expected by 31<sup>st</sup> March although there is no prescribed response period.</p> <p>Following Secretary of State approval, the project team will progress through the next stages of design and development for the new station and custody facility. A pre-construction programme has been developed to identify the stages and dates that will take the project forward to construction and it is hoped to bring forward the dates where possible.</p> <p>The programme details Royal Institute of British Architects stages 3 and 4 (detailed design) taking place between 31 March and 4 October 2021 with the market testing of the cost between 24<sup>th</sup> May and 25<sup>th</sup> October 2021.</p> <p>Subject to any requirements of the Secretary of State regarding the project, approval is required from the Acting Commissioner to progress to RIBA Stage 3 and RIBA Stage 4 of the design phase and to grant the following delegations:</p> <ul style="list-style-type: none"> <li>a) Delegation to the S151 Officer for the Acting Police and Crime Commissioner (the “Acting Commissioner”) for the award of a further Pre-Construction Services Delivery Agreement (PCSDA) to Wates Construction Ltd for design fees and costs up to construction or exercising the X23 clause for early contract award, with breaks.</li> <li>b) Delegation to the S151 Officer for the Acting Commissioner for the award of consultancy services.</li> <li>c) Delegation to the S151 Officer for the Acting Commissioner to amend or exercise the option to purchase the land.</li> </ul>

<b>Contact Officer</b>	James Haylett, Chief Executive Tel: 0300 333 3456 Email: <a href="mailto:cambs-pcc@cambs.pnn.police.uk">cambs-pcc@cambs.pnn.police.uk</a>
<b>Background Papers</b>	<a href="#">BCB 16 March 2021</a> Agenda Item 12.0

<b>Ray Bisby, Acting Cambridgeshire Police and Crime Commissioner</b>		
I confirm that I have reached the above decision after consideration of the facts above.		
<b>Signature</b> 	<b>Date</b>	16/3/2021

**CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2021-007**

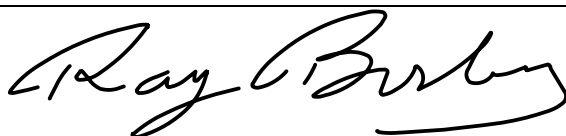
<b>Subject</b>	<b>Athena – Contract Extension</b>
<b>Decision</b>	To approve the extension to the Athena specific contract
<b>Decision Summary</b>	<p>Following discussions at the Acting Police and Crime Commissioner’s Business Coordination Board on the 16<sup>th</sup> March 2021, it was discussed and recommended that the Acting Commissioner would sign the Athena contract extension.</p> <p>The Strategic Athena Management Board (SAMB) tasked the AMO to negotiate the Athena Contract Extension in November 2020.</p> <p>The SAMB recommends that the contract be extended and which will ultimately reduce charges from 2024/25 on a recurring basis and for the contract to be signed on that basis during March 2021.</p>

<b>Contact Officer</b>	<p>James Haylett, Chief Executive Tel: 0300 333 3456 Email: <a href="mailto:cambs-pcc@cambs.pnn.police.uk">cambs-pcc@cambs.pnn.police.uk</a></p>
<b>Background Papers</b>	<p>Business Coordination Board 16<sup>th</sup> March 2021 -Agenda Item 13.0-commercial in confidence ‘Project Athena Update’, Agenda Item 11.0, Business Co-ordination Board, 11<sup>th</sup> May 2017 – commercial in confidence <u>Decision Notice CPCC 2017-010</u> Strategic Athena Management Board 8<sup>th</sup> May 2019 – commercial in confidence</p>

**Ray Bisby, Acting Police and Crime Commissioner**

I confirm that I have reached the above decision after consideration of the facts above.

**Signature**



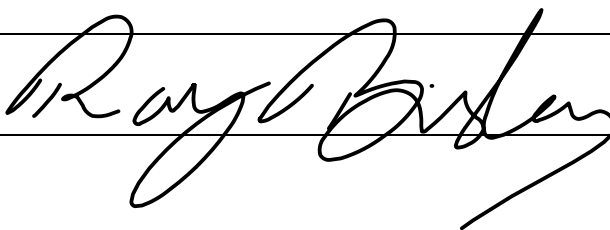
**Date 16<sup>th</sup> March 2021**

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<b>CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2021-008</b>	
<b>Subject</b>	<b>Waste Management Contract</b>
<b>Decision</b>	The Acting Police and Crime Commissioner sign the Waste Management Contract for a four-year period commencing 1 May 2021.
<b>Decision Summary</b>	7Force Procurement undertook a Procurement tender process for waste management services across 7Force and have awarded the contract to a single contractor. The new agreement has a standardised specification, consolidated management information and contract management time saving.

<b>Contact Officer</b>	James Haylett, Chief Executive  Tel: 0300 333 3456 Email: <a href="mailto:cambs-pcc@cambs.pnn.police.uk">cambs-pcc@cambs.pnn.police.uk</a>
<b>Background Papers</b>	Contract for the Provision of Waste Management Services briefing.

<b>Ray Bisby, Acting Cambridgeshire Police and Crime Commissioner</b>	
I confirm that I have reached the above decision after consideration of the facts above.	
<b>Signature</b>	<b>Date 04/05/2021</b>



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**To: Acting Police & Crime Commissioner**

**From: Nancy Leversha, Strategic Accountant**

**Date: 5<sup>th</sup> May 2021**

### **Briefing Note – Contract for the Provision of Waste Management Services**

#### **1.0 Purpose**

1.1 To update the Acting Police and Crime Commissioner (the Commissioner) on the of the Waste Management contract.

#### **2.0 Recommendation**

2.1 The Acting Commissioner is asked to sign a Decision Notice to approve the 7F Contract for new Waste Management Services.

2.2 The Commissioner should sign a decision notice as the contract is over £1m as per BCH Financial Regulations.

#### **3.0 Background**

3.1 7Force Procurement undertook a tender procurement process for general, recycling, hazardous, clinical, Waste Electrical and Electronic Equipment recycling (WEEE) and confidential shredding waste services across 7Force with one strategic waste partner. The strategy was aimed at delivering a consistent approach to Waste Management across the 7Force with a particular emphasis on the winning bidder delivering social value by using 50% small and medium-sized enterprises (SME) sub-contractors.

3.2 The new agreement has a standardised specification, consolidated management information and contract management time saving.


3.3 The 7 force Strategic Governance Board meeting of the 10<sup>th</sup> March 2021 recommended that the contract be signed by the A/PCC for a four-year period commencing 1 May 2021.

<b>Contact Officer</b>	Nancy Leversha, Strategic Accountant, Office of the Police and Crime Commissioner
<b>Background Paper</b>	7 force Strategic Procurement Governance Board meeting of the 10 <sup>th</sup> March 2021

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<b>CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2021-009</b>	
<b>Subject</b>	<b>Contract for Wisbech Police Station Refurbishment</b>
<b>Decision</b>	The Commissioner to sign the contract for the refurbishment of Wisbech Police Station.
<b>Decision Summary</b>	7F Procurement undertook a tender process for the refurbishment of the Police Station and this has been awarded to a single contractor.  The contract is for over £0.5m which requires a decision notice be signed by the Commissioner.


<b>Contact Officer</b>	James Haylett, Chief Executive  Tel: 0300 333 3456 Email: <a href="mailto:cambs-pcc@cambs.police.uk">cambs-pcc@cambs.police.uk</a>
<b>Background Papers</b>	Wisbech refurbishment briefing paper.

<b>Darryl Preston, Police and Crime Commissioner for Cambridgeshire and Peterborough</b>	
I confirm that I have reached the above decision after consideration of the facts above.	
<b>Signature</b>	  <b>Date 28/05/2021</b>

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<b>CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2021-009</b>	
<b>Subject</b>	<b>Contract for Wisbech Police Station Refurbishment</b>
<b>Decision</b>	The Commissioner to sign the contract for the refurbishment of Wisbech Police Station.
<b>Decision Summary</b>	7F Procurement undertook a tender process for the refurbishment of the Police Station and this has been awarded to a single contractor.  The contract is for over £0.5m which requires a decision notice be signed by the Commissioner.


<b>Contact Officer</b>	James Haylett, Chief Executive  Tel: 0300 333 3456 Email: <a href="mailto:cambs-pcc@cambs.police.uk">cambs-pcc@cambs.police.uk</a>
<b>Background Papers</b>	Wisbech refurbishment briefing paper.

<b>Darryl Preston, Police and Crime Commissioner for Cambridgeshire and Peterborough</b>	
I confirm that I have reached the above decision after consideration of the facts above.	
<b>Signature</b>	  <b>Date 28/05/2021</b>

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<b>CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2021-010</b>	
<b>Subject</b>	<b>Award of Crime and Disorder Reduction Grant for electronic diversion to support early intervention</b>
<b>Decision</b>	To approve the award of a Crime and Disorder Reduction grant to Cambridgeshire Constabulary (the “Constabulary”) to enable them to undertake a one-year proof of concept for an electronic diversion solution to support the Constabulary’s use of out of court disposals and other offender management activity to prevent crime through early intervention.
<b>Decision Summary</b>	<p>The Office of the Police and Crime Commissioner (OPCC)/ Constabulary received Home Office Innovation Funding in 2016-18 to establish a new approach to out of court disposals. This approach was refreshed at the end of 2019 with the establishment of the Constabulary’s Out of Court Diversion Suite. The Constabulary’s approach is in line with national guidance and seen as best practice in terms of diverting offenders from the criminal justice and reducing recidivism. The Policing, Crime, Sentencing and Courts Bill currently before Parliament enshrines this approach.</p> <p>Face-to-face interventions have been delivered by external partners to assist in managing future behaviour. An OPCC grant to HMP Peterborough’s Outside Links service facilitates holistic assessment and support. However, the success of the scheme means there is a need to also develop non face-to-face intervention options to meet demand. Electronic diversions have been used on a limited basis and have proved successful. Where conditions are not met, offenders do face action through court.</p> <p>The Constabulary have procured an electronic interventions solution that will meet the needs of offenders with a wide and diverse range of needs, over many offence types. Interventions are based on recognised methods of intervention, such as CBT, and underpinned with an appropriate evidence base.</p> <p>Market research has shown limited providers and none have been found that offer the diversity and ease of intervention of the selected provider.</p> <p>The one-year proof of concept will enable a longer-term approach to be established with the correct balance between electronic and face-to-face interventions.</p> <p>The Constabulary will hold the contract and keep the OPCC informed as part of wider monitoring.</p>

<b>Contact Officer</b>	James Haylett, Chief Executive Tel: 0300 333 3456 Email: <a href="mailto:cambs-pcc@cambs.police.uk">cambs-pcc@cambs.police.uk</a>
<b>Background Papers</b>	'Police and Crime Plan – Offenders Theme – OPCC and Broader Partnership Support', Business Coordination Board, 16 <sup>th</sup> March 2021 <a href="https://s3.eu-west-2.amazonaws.com/media.cambridgeshire-pcc.gov.uk/uploads/2021/03/21-03-16-BCB-Agenda-Item-6.0-Police-and-Crime-Plan-Offenders-OPCC-Paper.pdf">https://s3.eu-west-2.amazonaws.com/media.cambridgeshire-pcc.gov.uk/uploads/2021/03/21-03-16-BCB-Agenda-Item-6.0-Police-and-Crime-Plan-Offenders-OPCC-Paper.pdf</a>

<b>Darryl Preston, Cambridgeshire Police and Crime Commissioner</b>	
I confirm that I have reached the above decision after consideration of the facts above.	
<b>Signature</b>	 <div style="text-align: right;"><b>Date 8<sup>th</sup> June 2021</b></div>






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<b>CAMBRIDGESHIRE AND PETERBOROUGH POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2021-011</b>	
<b>Subject</b>	Provision of Forensic Analysis Services under The Next Generation Forensic Framework Agreement
<b>Decision</b>	Approve & Sign Contract Extension
<b>Decision Summary</b>	<p>The Commissioner entered into contracts with four regional forensic suppliers (Soctotec, Key Forensic, Cellmark and Eurofins) in July 2015 for the provision of forensic analysis for Drugs, Toxicology, Case Work, PACE DNA and Crime Scene DNA. These contracts commenced on a 4 year plus 12-month extension period, with a further contract extension implemented in May 2020 until January 2022 based on national guidance. The Forensic Capability Network (FCN) has recommended a further contract extension be put in place covering from January 2022 to March 2023.</p> <p>1.2 The forensic market place has been increasingly unstable in recent years due to the limited number of suppliers and the constant focus on driving costs down. This has resulted in suppliers entering into contracts with unsustainable margins and has resulted in the FCN stepping in to undertake a market stabilisation exercise that saw an uplift in prices across all forensic services between 9% and 35%.</p> <p>1.3 The FCN is leading on a number of initiatives to improve market place conditions including standardising specifications and documentation and ensuring that all police forces are able to stagger their procurement activity. This will help ease the burden on the suppliers who typically have small bid teams that cannot cope with the sheer volume of tenders and differing documentation.</p> <p>1.4 The 7 Forces within Eastern Region are scheduled to undertake their re-procurement exercise second, after the West Midlands consortium. It is hoped that any lessons learnt can be captured and built in to our procurement exercise ensuring greater value, compliance and benefit to the forces.</p> <p>1.5 In line with the other forces in the Eastern Region Cambridgeshire Constabulary wishes to vary its contract with the four regional forensic suppliers for a further period of 14 months.</p> <p>1.6 Alan Gilbert, Joint Head of Forensic Services is fully sighted on the extension process and has briefed chief officers accordingly.</p> <p>2. FINANCIAL IMPLICATIONS:</p>

	<p>2.1 The original value of the Eastern Region Spend on Forensics was estimated to be £39m but with an additional 18-month extension implemented last year the spend has increased to £52.6m.</p> <p>2.2 To date BCH have spent £9,729,740.77 with all 4 suppliers.</p> <p>2.3 The 14-month extension period is expected to incur an additional £9m of spending across the 7F region with the additional spend for Beds, Herts and Cambs estimated to be £2m</p> <p>3. OTHER IMPLICATIONS AND RISKS:</p> <p>3.1 The extension period that this paper seeks approval for was not originally allowed for under the contract. This presents a risk of challenge to the constabulary. However, we plan on mitigating this risk by publishing a Voluntary Ex Ante Transparency notice on the UK e-Notification Service and implementing a 10-day standstill period as allowed for in the Public Contracts Regulations. As detailed above the market place for forensics is very small and it is unlikely that any challenge will be raised.</p> <p>3.2 Any failure to implement a contract extension could result in service disruption and off contract payments being issued to suppliers.</p>
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<b>Contact Officer</b>	James Haylett, Chief Executive Tel: 0300 333 3456 Email: <a href="mailto:cambs-pcc@cambs.police.uk">cambs-pcc@cambs.police.uk</a>
<b>Background Papers</b>	Regulation 84 report, SPGB Paper relating to Decision D043, Contract Addendums

<b>Darryl Preston, Cambridgeshire and Peterborough Police and Crime Commissioner</b>	
I confirm that I have reached the above decision after consideration of the facts above.	
<b>Signature</b> 	<b>Date 22/06/2021</b>

Areas where decisions are likely to be considered

Appendix 3

	Current Background reports	Anticipated timescale/date
<b>ANNUAL REPORT</b>		
To issue Annual Report 1 <sup>st</sup> April 2020 – 31 <sup>st</sup> March 2021	<p><b><u>Police and Crime Panel Reports:</u></b>                      'Police and Crime Commissioner's Annual Report 2020/21', 21<sup>st</sup> July 2021</p> <p><a href="#">Cambridgeshire Police and Crime Panel</a></p>	Following Police and Crime Panel meeting in July 2021
<b>CAMBRIDGESHIRE SOUTHERN POLICE STATION</b>		
Approval on individual decisions as required as part of project.	<p><b><u>Business Co-ordination Board Report:</u></b></p> <ul style="list-style-type: none"> <li>• 'Cambridge Southern Police Station Update', Agenda Item 12.0, 16<sup>th</sup> March 2021</li> </ul> <p><a href="#">The Police &amp; Crime Commissioner for Cambridgeshire   BCB 16th March 2021 (cambridgeshire-pcc.gov.uk)</a></p>	Planning permission granted on 10 <sup>th</sup> March 2021. Delegated authority given at 16 <sup>th</sup> March Business Coordination Board meeting to s151 Officer to move project through to contract award stage.
<b>COLLABORATION</b>		
To sign Section 22A Agreements under the Police Act 1996 (as amended) as required for individual collaborated business areas across Bedfordshire, Cambridgeshire, Hertfordshire, Norfolk, Suffolk, Essex and Kent and for national collaborations.	<p>Decision Notices and related reports published on Commissioner's website and sent to Police and Crime Panel.</p> <p><b><u>Business Co-ordination Board Reports:</u></b></p> <p><a href="http://www.cambridgeshire-pcc.gov.uk/work/business-coordination-board">http://www.cambridgeshire-pcc.gov.uk/work/business-coordination-board</a></p>	Decisions driven by individual collaboration project timescales and review timescales.
<b>COMMISSIONING</b>		

Approval of Police and Crime Commissioner commissioned services - Police and Crime Plan will set the context within which commissioning will be made	<p><b><u>Business Co-ordination Board Report:</u></b></p> <ul style="list-style-type: none"> <li>• ‘OPCC Approach to Commissioning and Grants’, Agenda Item 9.0, 20<sup>th</sup> January 2021</li> </ul> <p><a href="https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/">The Police &amp; Crime Commissioner for Cambridgeshire   BCB 20th January 2021 (cambridgeshire-pcc.gov.uk)</a></p>	Throughout the year as required.
	<b>Current Background reports</b>	<b>Anticipated timescale/date</b>
<b>ESTATES</b>		
	<p>Detailed reports will be prepared as individual assets are considered.</p> <p><b><u>Business Co-ordination Board Reports:</u></b></p> <ul style="list-style-type: none"> <li>• ‘Accommodation Strategy’, Agenda Item 11.0, 2<sup>nd</sup> July 2020</li> <li>• ‘Estates Strategy’, Agenda Item 7.0, 20<sup>th</sup> January 2021</li> </ul> <p><a href="https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/">https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/</a></p>	Decisions as required in line with the Accommodation Strategy and Estates Strategy.
<b>EXTERNAL FUNDING OPPORTUNITIES</b>		
Approve decisions as required relating to external funding opportunities to support initiatives to transform policing, collaborative working, prevent crime, and protect vulnerable people.	<p>Reports submitted to Business Co-ordination Board as required</p> <p><a href="https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/">https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/</a></p>	Timescales for decisions are driven by Government bidding process.

	Current Background reports	Anticipated timescale/date
<b>GRANT FUNDING</b>		
<p>Police and Crime Commissioner's crime and disorder reduction grant to any person will secure, or contribute to securing, crime and disorder reduction in the body's area.</p> <p>Police and Crime Plan will set the context within which crime and disorder grants will be made</p>	<p><b><u>Business Co-ordination Board Reports:</u></b></p> <ul style="list-style-type: none"> <li>• 'Medium Term Financial Strategy Report 2021-22 to 2024-25', 16<sup>th</sup> March 2021</li> <li>• 'Crime and Disorder Reduction Awards', 16th March 2021</li> </ul> <p><a href="https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/">https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/</a></p> <p><b><u>Police and Crime Panel Reports:</u></b></p> <ul style="list-style-type: none"> <li>• 'MTFS and Precept Report', Agenda Item 6.0, 20<sup>th</sup> January 2021</li> </ul> <p><a href="https://democracy.peterborough.gov.uk/ieListMeetings.aspx?Committeeld=543">https://democracy.peterborough.gov.uk/ieListMeetings.aspx?Committeeld=543</a></p>	Throughout the year as required.
<b>POLICE AND CRIME PLAN</b>		
To issue Police and Crime Plan 2021 - 2024	Police and Crime Commissioner's public consultation <a href="https://www.cambridgeshire-pcc.gov.uk">The Police &amp; Crime Commissioner for Cambridgeshire   (cambridgeshire-pcc.gov.uk)</a>	Public consultation runs for one month from 30 <sup>th</sup> June to 30 <sup>th</sup> July. Draft Police and Crime Plan scheduled for submission to November 2021 Panel meeting. Issue Plan after November 2021 Panel meeting.

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**POLICE AND CRIME COMMISSIONER'S – ESTATES  
UPDATE SINCE LAST POLICE AND CRIME PANEL IN MARCH 2021 AND LIKELY FORTHCOMING DECISIONS**

**APPENDIX 4**

*Also refer to the Estates Strategy, Agenda Item 7.0, Business Co-ordination Board, 20 January 2021, and the 'Accommodation Strategy', Agenda Item 11.0, Business Co-ordination Board, 2<sup>nd</sup> July 2020. Note: some estate decisions maybe commercially and or operationally confidential and therefore not in the public domain <https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/>*

**ASSETS SUBJECT TO OPTIONS ANALYSIS/COLLABORATION**

Tenure	Floor Area m <sup>2</sup>	Facilities	Current Use	Issues/Options	Timescale/Update
<b>Copse Court, Thorpe Wood, Peterborough PE3 6SF</b>					
Freehold	3,079	Offices	Operational	Surplus capacity following re-location to Constabulary Headquarters. Options have been considered and a part letting is preferred. Remaining occupiers have been relocated to the ground floor. With the shift in the office market due to Covid, the approval of the Accommodation Strategy, and homeworking as a result of Covid, Constabulary use of the offices are being considered as part of the Agile Working Group.	An accommodation plan is being prepared as part of the agile working project and a £450,000 capital allocation made for the refurbishment.
<b>Monks Wood Training Centre, Huntingdon PE28 2LS</b>					
Freehold	3,825	Training Centre	Operational	Development of surplus space for Bedfordshire, Cambridgeshire, Hertfordshire (BCH) police forces Joint Protective Services (JPS) training facility. Options being considered.	The Outline Business Case has been approved and pre-application planning advice received from Huntingdonshire District Council. The formal planning application will be made in July 2021.

Tenure	Floor Area m <sup>2</sup>	Facilities	Current Use	Issues/Options	Timescale/Update
<b>St Neots Police Station, Dovehouse Close, St Neots PE19 1DS</b>					
Freehold	503	Offices	Operational	Subject to discussions on shared use and re-development with Fire & Rescue. Following outcome of Constabulary's Local Policing Review and planning pre-application enquiries, an extension to the Fire Station is being explored.	Planning application has been validated, additional information provided and planning decision expected in July.
<b>Wisbech Police Station, Nene Parade, Wisbech PE13 3BT</b>					
Leasehold	1,112	Enquiry Office, Offices	Operational	<p>Planning Permission was obtained on 7<sup>th</sup> August 2018 on the Fire Station for a combined 'blue light' station (Fire, Ambulance &amp; Police).</p> <p>Revised costs were obtained and discussed at the January 2019 Estates Sub-Group. It was concluded that the planned extension had become unaffordable, due to technical problems, and that the scope had also changed requiring further space.</p>	Accommodation works to the Court House undertaken in May with staff relocated in June. Refurbishment of the Police Station is now underway with a September 2021 completion.

## ASSET PROPOSALS

Current Situation	Timescale/Update
<b>Southern Police Station</b>	
Planning Permission granted on 10 <sup>th</sup> March 2021.	Following Secretary of State approval the design team have progressed to Royal Institute of British Architects (RIBA) Phase 3 and will be moving to detailed design (RIBA 4) in July 2021.

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<b>CAMBRIDGESHIRE POLICE AND CRIME PANEL</b>	<b>Agenda Item No. 14</b>
<b>21 JULY 2021</b>	<b>Public Report</b>

**Report of: THE POLICE AND CRIME PANEL SECRETARIAT**

**Contact Officer(s) – Jane Webb, Peterborough City Council**  
**Contact Details – jane.webb@peterborough.gov.uk**

**RULES OF PROCEDURE**

**1. PURPOSE**

1.1 The purpose of this report is to review the Rules of Procedure, as set out in the appendix to this Report, which were adopted by the Police and Crime Panel at its meeting on 7 February 2013 and updated on 29 June 2016, 30 July 2018, 26 June 2019 and 20 July 2020.

**2. RECOMMENDATIONS**

2.1 It is recommended that the Panel:

- (a) Review the Rules of Procedure as required at paragraph 1.4 of the Rules of Procedure.
- (b) Confirm and resolve to approve any changes as agreed following discussion.

**3. TERMS OF REFERENCE**

3.1 The rules of procedure and panel arrangements outline how the Panel will operate. They can also be referred to as the standing orders of the Panel.

**4. BACKGROUND**

4.1 At the meeting of the Cambridgeshire Police and Crime Panel on 7 February 2013 the Rules of Procedure were approved in accordance with Schedule 6, paragraph 25, of the Police Reform and Social Responsibility Act 2011 (the ‘Act’). In accordance with paragraph 1.4 of the Rules of Procedure the Panel are required to review the Rules of Procedure annually at the Panel’s Annual Meeting. The Rules of Procedure are attached at Appendix 1.

**5. KEY ISSUES**

N/A

**6. IMPLICATIONS**

6.1 N/A

**7. CONSULTATION**

7.1 N/A.

**8. NEXT STEPS**

8.1 Should any additional amendments be requested to specific sections of the Rules of Procedure, these will be amended accordingly and agreed at the next meeting of the Panel with the remaining Rules being deemed approved.

**9. BACKGROUND DOCUMENTS**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

9.1 None.

**10. APPENDICES**

10.1 Rules of Procedure (Appendix 1)



# **Cambridgeshire Police and Crime Panel**

## **Rules of Procedure**



## 1.0 General

### 1.1 In this document:

- the “Panel” is the Police and Crime Panel for the Cambridgeshire Police Force.
- the “Secretariat” is the financial, administrative, scrutiny and other officer support to the Panel.
- the “Host Authority” is the council which is host to the Secretariat at the relevant time.
- the “PCC” is the Police and Crime Commissioner
- the “Act” is the Police Reform and Social Responsibility Act 2011.
- the “Panel Arrangements Document” is the document which sets out the agreement of all 7 Authorities on the overarching framework for how the Panel will operate.
- the “Rules” are the rules as set out in this Rules of Procedure Document.

1.2 These Rules of Procedure (“the Rules”) are made by the Panel pursuant to Schedule 6, paragraph 25, of the Police Reform and Social Responsibility Act 2011 (the ‘Act’).

1.3 The Police and Crime Panel (‘the Panel’) will be conducted in accordance with the Rules. The Rules should be read and considered in conjunction with the Panel Arrangements.

1.4 The Rules shall be reviewed annually at the Panel’s Annual Meeting. In the first year of operation amendments may be made mid-year to take into account a Memorandum of Understanding between the Panel and the newly elected Police and Crime Commissioner; and at any time may be updated should regulations require.

1.5 The Rules shall not be amended unless written notification of the amendment/s required are received by the Panel Secretariat not less than fifteen working days prior to the Panel meeting. No amendment may be considered by the Panel which does not comply with the Act, relevant Regulations, or statutory guidance.

1.6 If there is any conflict in interpretation between these Rules and the Act or Regulations made under the Act, the Act and Regulations will prevail. The Monitoring Officer of the Host Authority will have the final ruling as to the interpretation of legal matters.

1.7 Where the Rules do not explicitly address an issue the Standing Orders from the Host Authority will apply.

1.8 All Panel members will be subject to a Member Code of Conduct which for elected members will be those of their own Council; co-opted members will be subject to the Code of Conduct of the Host Authority provided that the Panel may agree to adopt such additional protocols as it thinks fit.





## **2.0 Election of Chairperson and Vice-Chairperson**

- 2.1 The Chairperson and Vice-Chairperson of the Panel shall be elected from amongst the members of the Panel. The election will take place annually at the Annual Meeting of the Panel, which will normally be held in June of each year.
- 2.2 Save for the requirement for re-election; there is no maximum term length for the Chairperson or Vice-Chairperson positions.
- 2.3 The positions will be elected by those members present at the Annual Meeting by a simple majority vote.
- 2.4 The Vice-Chairperson will preside in the absence of the Chairperson and, if neither is present, the Panel will appoint a chairperson from among the remaining members for the purposes of that meeting.

## **3.0 Resignation and removal of the Chairperson and Vice-Chairperson**

- 3.1 The Chairperson and/or Vice Chairperson may be removed by a vote of no confidence by a simple majority vote at a formal meeting of the Panel.
- 3.2 In the event of the resignation or removal of the Chairperson or Vice-Chairperson an election for the position will be held at the next meeting of the Panel.

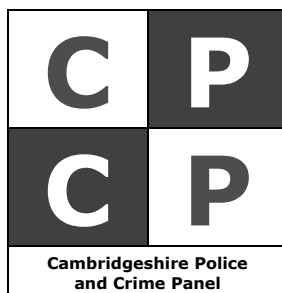
## **4.0 Panel Meetings**

- 4.1 The Panel will hold at least four Ordinary Meetings per year to carry out its functions.
- 4.2 The date, time and venue of each Ordinary Meeting shall be determined and published on the Panel's website at least 10 working days in advance, unless the Chairperson or, in his/her absence, the Vice-Chairperson agrees that there are special reasons for an urgent meeting in which case the notice period may be shorter. Ordinary Meetings will not be held in April or May. The calendar of meetings will normally be agreed by the Panel at its Annual Meeting.
- 4.3 Extraordinary Meetings may also be called by the Chairperson or by any four members of the Panel or by the Monitoring Officer of the Host Authority.
- 4.4 The date, time and venue of an Extraordinary Meeting must be published on the Panel's website, and all Panel members notified at least ten working days before an Extraordinary Meeting, unless the Chairperson or, in his/her absence, the Vice-Chairperson agrees that there are special reasons for an urgent meeting in which case the notice period may be shorter.
- 4.5 Any request for an Extraordinary Meeting of the Panel must specify the particular item of business for which the Extraordinary Meeting is to be called.



- 4.6 The Panel will determine the location and timing of its meetings, bearing in mind the principle that meetings should be rotated across the Cambridgeshire area.
- 4.7 Ordinary Meetings will take place in accordance with a work programme agreed by the Panel and will start at the time decided by the Panel. The maximum length of a meeting shall normally be three hours; however, meetings would normally be expected to last no longer than two hours.
- 4.8 The agenda to be followed at Ordinary Meetings will be as follows:
1. to receive apologies for absence.
  2. to receive any declarations of interest from members.
  3. to approve the minutes of the last meeting.
  4. to receive the minutes of Sub-Committees and Task Groups and any reports submitted to the Panel by those Sub-Committees and Task Groups; and
  5. to receive any questions, statements, or petitions from members of the public in accordance with paragraph 7.
  6. to consider written and verbal reports from officers and Panel members; and
  7. to consider items requested by members in accordance with paragraph 4.12.
- 4.9 The only business to be conducted at an Extraordinary Meeting of the Panel will be:
- a) to choose a person to preside if the Chairperson and Vice-Chairperson are absent or otherwise unable to preside:
  - b) to consider the matter specified in the request to call an Extraordinary Meeting.
  - c) to receive any questions, statements, or petitions from members of the public in accordance with paragraph 7 which must relate to the matter of business specified in the request to call the Extraordinary Meeting.
  - d) no other business may be conducted at the meeting unless the Panel otherwise resolve.
- 4.10 The Panel Agenda, and accompanying papers, will normally be issued to Panel members at least 5 working days before the meeting. It will also be published on the Panel's website and by sending copies to each Panel member and publicised by any other means the Panel consider appropriate. Papers will normally be sent by email.
- 4.11 The Secretariat will endeavour to co-ordinate the circulation of papers as early as possible to enable members to have as much time as possible to consider the issues before the meeting.

*The scheduling of ad-hoc agenda items*



- 4.12 Any member of the Panel shall be entitled to give notice to the Secretariat that he or she wishes an item relevant to the functions of the Panel to be included on the agenda following the existing scheduled items of business. Items will normally be considered at the next Ordinary Meeting of the Panel, providing that the following conditions apply:
- a) At least 15 working days written notice is given to the Secretariat (The Police and Crime Commissioner (PCC) is required to be given 10 working days' notice therefore this timing allows for discussions prior to this).
  - b) The item must be relevant to the remit of the Panel, as set out in the Panel Arrangements Document.
  - c) The item must not have been already considered within the last six months by the Panel.
- 4.13 In the event of a dispute on whether the conditions listed above apply, the Monitoring Officer of the Host Authority will advise the Chairperson and Panel. The Chairperson's decision shall be final.
- 4.14 Where the conditions above apply and the agenda item is discussed, the Panel may consider at this point whether any further action is needed in terms of further agenda time; investigation outside of the meeting; or a written response or information from the PCC.

## **5.0 Quorum**

- 5.1 A meeting of the Panel cannot take place unless at least one third of the membership of the Panel is present.

## **6.0 Voting**

- 6.1 Unless agreed by consensus, a decision is taken by a majority of those present and voting.
- 6.2 Voting is generally by a show of hands unless a named vote is called for by a member of the Panel.
- 6.3 If a Panel member arrives at the meeting before the casting of votes on any item has been commenced, he/she is entitled to vote on that item.
- 6.4 Immediately after a vote is taken any Panel member may ask for it to be recorded in the minutes that he/she voted for or against the question, or that he/she abstained.
- 6.5 The Chairperson of the Panel, or other person presiding, shall have a second and/or casting vote where votes for and against a proposal are equal. There shall be no restriction on the manner in which the casting vote is exercised.



## **7.0 Public Participation**

- 7.1 Members of the public may attend all public meetings subject only to the exceptions in the Access to Information Standing Orders attached at Annex A.
- 7.2 The Police and Crime Panel may also invite other people to address it, discuss issues of local concern and/or answer questions. It may, for example, wish to hear from residents, stakeholders, councillors who are not members of the panel and officers in other parts of the public sector and may invite such people to attend.
- 7.3 Part of the order of business at public meetings shall be designated for community involvement. The time allowed for this section of the meeting shall be up to 30 minutes. During this part of the meeting there shall be provision for:
- Questions and statements from the public; and
  - The receipt of petitions.
- 7.4 At an Ordinary meeting, questions and statements need not relate to an item on the agenda. At an Extraordinary Meeting only questions and statements that relate to the principal agenda item shall be admitted as stated in standing order 4.9

### **Questions and Statements**

- 7.5 A member of the public (Questioner) wishing to ask a question or make a statement at a public meeting of the Panel must submit his/her question or statement in writing, by facsimile transmission or by electronic mail to the Secretariat in advance of the meeting. To guarantee acceptance (subject to paragraphs 7.9 and 7.10), the Questioner's submission must be received by the Secretariat not later than 12 noon, three working days before the meeting date. Submissions received after the deadline may be accepted at the discretion of the Chairperson.
- 7.6 Each question or statement must give the name and address of the Questioner. All questions and statements to be addressed to the Chairperson.
- 7.7 The Secretariat shall circulate copies of all questions and statements to Panel members in advance of the meeting.
- 7.8 Questions and statements from the Public shall be taken at the beginning of the meeting. The Chairperson shall determine the order in which questions or statements are put to the Panel.
- 7.9 If the Chairperson decides that a matter is urgent, he or she can allow a question or statement without having received notice, as at paragraph 7.5, provided a copy of the question or statement is delivered to the Secretariat not later than:
- (a) 10am on the day of the meeting for meetings held in the afternoon.
  - (b) 4pm on the (working) day before the meeting for meetings held in the morning.



In such circumstances, the Chairperson shall have discretion as to the order in which it is presented to the meeting.

7.10 No person may submit more than two questions or statements to a Panel meeting and no more than two such questions or statements may be asked on behalf of one organisation.

7.11 If the Secretariat considers that a question or statement is:

- (a) not about a matter for which the Panel has a responsibility.
- (b) not a matter for the Commissioner.
- (c) illegal, improper, irregular, frivolous or offensive.
- (d) substantially the same as a question or statement which has been put at a meeting of the Panel in the previous six months; or
- (e) requires the disclosure of confidential or exempt information.

The Secretariat shall inform the Chairperson who will then decide whether or not to accept the question or statement to be put. If the Chairperson decides not to accept a question or statement his or her reasons will be recorded in the minutes of the meeting and will not be open to debate.

7.12 The Secretariat may edit any question or statement provided the person asking the question or statement is consulted about any alteration.

7.13 The Secretariat will enter each question or statement received in a book open to public inspection and will within two working days send a copy to the Panel or the nominated respondent. In addition, a copy of all questions, statements and responses will be published on the Panel's website and added as an annex to the meeting's minutes.

7.14 Two minutes are allowed to the Questioner to read or explain each submitted question or statement.

7.15 If a questioner who has submitted a written question or statement is unable to be present at a Panel meeting, the Panel shall provide a written response. Where possible, the written response will be available for public inspection at the meeting. However, where this is not possible, a written response will be sent to the questioner within ten days of the meeting.

7.16 A questioner who has put a question or made a statement in person may also put one supplementary question without notice to the member who has replied to his or her original question or statement. A supplementary question must arise directly out of the original question, statement or the reply and be directed to clarifying the reply. The Chairperson may reject a supplementary question on any of the grounds in paragraph 7.11 above. One minute is allowed for putting a supplementary question.

7.17 An answer can take any of the following forms:



- (a) a direct oral answer.
- (b) a reference to a publicly available document if it answers the question.
- (c) if it would not be practicable or appropriate to answer a question orally the member will supply a written answer to the questioner within 10 days.

7.18 The person asked the question may refuse to answer but must give his or her reasons for doing so.

7.19 Any questions not fully answered at the end of the allotted period will be answered in writing within ten days and published on the Panel's website.

### **Petitions**

7.20 Members and residents can present petitions.

7.21 Every petition must be polite and must be relevant to the responsibilities of Panel.

7.22 The petitioner must say what the petition is about without commenting.

7.23 Petitions must contain at least 3 signatures. To present a petition, the Secretariat must receive written notice and the wording of the petition no later than 4 pm on the day before the meeting. No more than two people must present the petition and say what it is about, without commenting. It will be referred to the Secretariat for consideration.

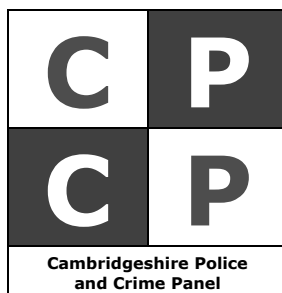
7.24 There will be no debate about a petition when it is presented.

7.25 A report to the Panel about the action taken on the petition will be made no later than the second Ordinary Meeting of the Panel following the meeting when the petition was presented.

### **General Participation**

7.26 Any further involvement from the public at the meetings of the Panel will be at the discretion of the Chairperson, including involvement in any debate and the asking of questions or making statements, without prior notice, during the debate on items on the agenda.

7.27 Members of the public are entitled to record the meetings of the Panel using audio and visual recording equipment. If the Chairperson feels that the recording is obstructing, disturbing, or disrupting the proceedings of the meeting, the recording must cease.



## 8.0 Work Programme

8.1 The Panel will be responsible for setting its work programme. In doing so it shall have regard to:

- a) the requirement to undertake the functions and responsibilities of the Panel as set out in the Act including consideration of the necessary timings to meet its legal responsibilities.
- b) the priorities defined by the PCC.
- c) the views of the public on Police and Crime matters.
- d) the views of key partners, including Probation, Health, Community Safety Partnerships; and relevant county, district council or town or parish councils
- e) the views of its members and advisers; and
- f) the resources available to support the delivery of the work programme.

### **Suggestions from Members of the Public for items of Scrutiny by the Panel**

8.2 Members of the public may submit suggestions for items of scrutiny to the Panel in writing by letter, facsimile transmission or by electronic mail to the Secretariat **not later than 12 noon, five working days before the day of the Panel meeting (not including the day of the meeting itself)**. Each suggestion must give the name and address of the person submitting the suggestion. The suggested item for scrutiny will be considered at the next meeting of the Panel under the item on the agenda called "Meeting Dates and Agenda Plan."

## 9.0 Sub-Committees

9.1 The Panel may set up Sub-Committees to undertake specified functions of the Panel. The role of Sub-Committees is to carry out delegated Panel functions, excluding those functions that are not able to be delegated under the Act. Sub-Committees may formally take decisions as delegated to them by the Panel.

9.2 The work to be undertaken by a Sub-Committee will be agreed by the Panel. In commissioning the work, the Panel will agree as part of the scoping document the following:

- a) terms of reference and delegations.
- b) purpose/objectives.
- c) resources.
- d) timescales for completing the work and reporting back.
- e) membership

9.3 The Panel shall appoint Sub-Committees. The Chairperson of the Panel may make a recommendation to the Panel on membership.

9.4 The maximum size of a Sub-Committee shall be seven members. The minimum size is three members. Size shall be determined on a case-by-case basis at the point that the review is commissioned.



- 9.5 The membership of Sub-Committees shall be confined to members of the Panel.
- 9.6 In determining the membership of a Sub-Committee, the Panel shall give, so far as practicable, consideration to the duties in the Act to consider political balance; geographical balance; and the skills and expertise of members.
- 9.7 Sub-Committee meetings shall be minuted. The minutes shall be published on the Panel's website and presented at the next meeting of the Panel.

## **10.0 Task Groups**

- 10.1 The role of Task Groups is to undertake time-limited investigations into particular issues, such as a scrutiny topic review. They are informal working groups, and as such have no decision-making power. Task Groups will report back upon the completion of their work with a report and recommendations to the Panel.
- 10.2 The work to be undertaken by a Task Group will be agreed by the Panel. In commissioning the work, the Panel will agree as part of the scoping document the following:
- a) terms of reference.
  - b) purpose/objectives.
  - c) approach to gathering evidence.
  - d) resources to support the review.
  - e) timescales for completing the work and reporting back; and
  - f) membership.
- 10.3 The Panel will appoint Task Groups. The Chairperson of the Panel may make a recommendation to the Panel on the membership.
- 10.4 The maximum size of a Task Group shall be agreed by the Panel at the point that the review is commissioned. The minimum size is three members.
- 10.5 The Panel shall appoint a Chairperson of the Task Group from within the membership of the Panel. The Chairperson of the Panel may make a recommendation on whom to appoint.
- 10.6 The composition of a Task Group will be determined by the role it is to perform. Whilst issues of political and geographical balance may be taken into account, to help the effectiveness of the group consideration may also be given to:
- a) skills and expertise
  - b) availability of members to undertake the work
  - c) interest and commitment
  - d) Local knowledge





- 10.7 The Panel may choose to co-opt non-Panel members onto a Task Group if it is considered that they possess skills, expertise, or a perspective which will assist the Group in its work. Co-opted members on a Task Group are non-voting members of the Group.
- 10.8 The following eligibility rules will apply to non-voting co-opted members of Task Groups:
- a) must live and/or work in the Cambridgeshire Police Force area; and
  - b) must be able to provide expertise/layperson's perspective to assist the group in carrying out its scrutiny function.

### **11.0 Panel Reports and Recommendations—General**

- 11.1 Where the Panel makes a report to the PCC, the PCC will publish the report or recommendations on its website, except where the information is exempt or confidential as defined in the Local Government Act 1972 (as amended).
- 11.2 The Panel may require the PCC within 20 working days (or within such other period as is indicated in these Rules) of the date on which s/he receives the Panel's report or recommendations to:
- a) consider the report or recommendations.
  - b) respond to the Panel indicating what (if any) action the PCC proposes to take.
  - c) publish the response from the PCC where the Panel has published the report or recommendations.
- 11.3 The Panel will formally make requests to the PCC or issue other statements by way of reports and recommendations. As the Panel is a scrutiny body, rather than an executive decision-making committee, motions or resolutions will not be considered by the Panel.

#### *Procedure for Agreeing Reports and Recommendations*

- 11.4 Recommendations to the PCC from the Panel will be made as an outcome of a scrutiny review or as a result of an agenda item discussion.
- 11.5 As a cross-party scrutiny committee, reports and recommendations to the PCC should normally be agreed by consensus rather than a formal vote. Where this is not possible a vote may be taken, under the voting procedure outlined above. This includes the option of a Panel member requesting that a named vote is taken at the meeting to ensure that views are minuted.

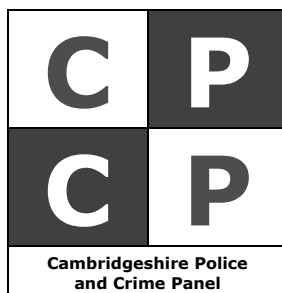


### *Minority Reporting*

- 11.6 In exceptional circumstances, one minority report in relation to a report prepared by a Task Groups may be prepared and submitted for consideration with the majority report to the PCC. Where a member or members wish to submit a minority report the Chairperson of the Panel and Secretariat should be notified as soon as possible in advance of the Panel meeting, normally 10 working days' notice should be given depending on the timing of the Task Group's consideration of its majority report.
- 11.7 The PCC's responsibilities and remit relate to the Committee as a whole, therefore the PCC will respond to the Committee as a whole and not to individual members of the Panel. This means that for the purposes of communication to the public, stakeholders, and the PCC the majority report represents the viewpoint of the Panel. The PCC will be required only to respond to the majority report.

### **12.0 PCC and others giving account**

- 12.1 The presumption will be that the PCC will be required to attend all formal Police and Crime Panel meetings (Ordinary and Extraordinary) to answer questions which may be necessary to assist the Panel in discharging its functions, unless the Panel decides that this is not necessary and informs the PCC that he/she will not be required.
- 12.2 The PCC shall be notified by the Secretariat of the Panel of the Annual Work Programme of the Panel, including meeting dates.
- 12.3 In setting the Annual Work Programme the Panel should identify and consider where possible what papers will be required, and if any supporting staff from the Secretariat, Police or otherwise are likely to be needed in addition to the PCC, in order to give as much notice as possible.
- 12.4 Where a new agenda item is scheduled for a meeting that is not included within the work programme and the PCC (and staff/or Chief Constable) is required to attend, the Secretariat will inform the relevant persons of the nature of the agenda item and any written information that is required as soon as possible.
- 12.5 At least 15 working days' notice will be given of the new agenda item to the PCC and any requirement to provide written information (owing to the access of information requirements this equates to 10 working days' notice for the provision of written information).
- 12.6 In exceptional circumstances, and where there is agreement between the PCC and Chairperson of the Panel, shorter notice may be required for either attendance or papers.
- 12.7 If the Panel requires the PCC to attend before the Panel, the Panel may also request the Chief Constable to attend on the same occasion to answer any questions which appear to the Panel to be necessary in order for it to carry out its functions.



12.8 In undertaking its functions, the Panel may invite persons other than those referred to above to attend Panel meetings, to address the meeting, discuss issues of local concern and/or answer questions. This may, for example and not exclusively, include residents, stakeholders, Council members who are not members of the Panel and officers from other parts of the public sector.

12.9 The Secretariat shall publish on the Panel's website any written responses from the PCC to matters raised at meetings of the Panel.

### **13.0 Special Functions**

13.1 The Special Functions of the Panel, as set out in the Panel Arrangements, are those functions which are conferred on the Panel in relation to:

- a) the review of the Police and Crime Plan as required by Section 28(3) of the Act.
- b) the review of the Annual Report as required by Section 28 (4) of the Act.
- c) the review of senior appointments in accordance with Paragraphs 10 and 11 of Schedule 1 of the Act.
- d) the review and potential veto of the proposed precept in accordance with Schedule 5 of the Act.
- e) the review and potential veto of appointment of the Chief Constable in accordance with Part 1 the Act.

### **14.0 Police and Crime Plan**

14.1 The Panel is a statutory consultee on the development of the PCC's Police and Crime Plan and will receive a copy of the draft Police and Crime Plan, or a draft of any variation to it, from the PCC.

14.2 The Panel will:

- a) hold a meeting to review the draft Police and Crime Plan (or a variation to it); and
- b) report or make recommendations on the draft Plan which the PCC must take into account.

### **15.0 Annual Report**

15.1 The PCC must publish an Annual Report about the exercise of his/her functions in the financial year and progress in meeting police and crime objectives in the year. The report must be sent to the Panel for consideration.



15.2 The Panel must comment upon the Annual Report of the PCC, and for that purpose must:

- a) arrange for a meeting of the Panel to be held as soon as practicable after the Panel receives the Annual Report.
- b) require the PCC to attend the meeting to present the Annual Report and answer such questions about the Annual Report as the Panel think appropriate.
- c) make a report and/or recommendations on the Annual Report to the PCC.

### **16.0 Proposed precept**

16.1 The Panel will receive notification from the PCC of the precept that s/he are proposing to issue for the coming financial year. The Panel will arrange for a meeting of the Panel to be held as soon as practicable after the Panel receives the proposed precept and make a report including recommendations.

16.2 Having considered the precept, the Panel will either:

- a) support the precept without qualification or comment; or
- b) support the precept and make recommendations; or
- c) veto the proposed precept (by the required majority of at least two thirds of the persons who are members of the Panel, not just those present, at the time when the decision is made).

16.3 If the Panel vetoes the proposed precept, the report to the PCC must include a statement that the panel has vetoed the proposed precept and give reasons for that decision. The Panel will require a response from the PCC within seven days to the report and any such recommendations.

### **17.0 Senior Appointments**

17.1 The Panel must review the proposed appointment by the PCC of the Chief Constable, Chief Executive, Chief Finance Officer and Deputy Police and Crime PCC.

17.2 The Panel will receive notification of the proposed appointment from the PCC, which will include:

- a) the name of the candidate.
- b) the criteria used to assess suitability of the candidate.
- c) why the candidate satisfies the criteria; and
- d) the terms and conditions proposed for the appointment.

17.3 The Panel must hold a confirmation hearing for all proposed senior appointments as outlined in 17.1 within 15 working days of receipt of notification by the PCC. It must also report to the PCC at the same time with its recommendations. The 15 working days will not include the relevant post-election period. The relevant post-election



period means the period that:

- a) Begins with the day of the poll at an ordinary election of a police and crime commissioner under section 50 of the Police Reform and Social Responsibility Act 2011, and
  - b) Ends with the day on which the person elected as Police and Crime Commissioner delivers a declaration of acceptance of office under section 70 of the Police Reform and Social Responsibility Act 2011.
- 17.4 The confirmation hearings will be held in public, and the candidates will be questioned in relation to their appointment. Candidates must attend, either in person or by video link. After questioning the candidate, the Panel in accordance with schedule 12A of the Local Government Act 1972, will go into private session in order to determine its recommendations regarding the candidate's appointment.
- 17.5 Following the hearing, the Panel will make a report of its recommendations to the PCC on the proposed appointment. The PCC must respond in writing within 20 working days of receipt of the Panel's report confirming whether the recommendation has been accepted or not.
- 17.6 In relation to the proposed appointment of the Chief Constable, the Panel is required to make recommendations to the PCC and has the power to veto the appointment. Following the hearing, the Panel will be asked to:
- a) support the appointment without qualification or comment.
  - b) support the appointment with associated recommendations, or
  - c) veto the appointment of the Chief Constable (a two thirds majority is required, not just of those members present, at the time when the decision is made.) (This may be subject to change following Home Office Regulations)
- 17.7 If the Panel vetoes an appointment, it must set out its reasons for doing so in a report to the PCC and the PCC must not then appoint that candidate as Chief Constable.
- 18.0 Suspension of the Police and Crime Commissioner**
- 18.1 The Panel may suspend the PCC if it appears to the Panel that:
- a) the PCC is charged in the United Kingdom, the Channel Islands, or the Isle of Man with an offence; and
  - b) the offence is one which carries a maximum term of imprisonment exceeding two years.
- 18.2 This decision will be taken at a formal Panel meeting via a majority vote.
- 18.3 The suspension of the PCC ceases to have effect upon the occurrence of the earliest of these events:



- a) the charge being dropped.
- b) the PCC being acquitted of the offence.
- c) the PCC being convicted of the offence but not being disqualified under Section 66 of the Police Reform and Social Responsibility Act 2011 by virtue of the conviction; or
- d) the termination of the suspension by the Police and Crime Panel.

18.4 In this section references to an offence which carries a maximum term of imprisonment exceeding two years are references to:

- a) an offence which carries such a maximum term in the case of a person who has attained the age of 18 years, or
- b) an offence for which, in the case of such a person, the sentence is fixed by law as life imprisonment.

## **19.0 Suspension and Removal of the Chief Constable**

19.1 The Panel will receive notification if the PCC suspends the Chief Constable.

19.2 The PCC must also notify the Panel in writing of his/her proposal to call upon the Chief Constable to retire or resign together with a copy of the reasons given to the Chief Constable in relation to that proposal.

19.3 The PCC must provide the Panel with a copy of any representations from the Chief Constable about the proposal to call for his/her resignation or retirement.

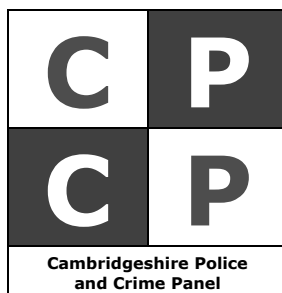
19.4 If the PCC is still proposing to call upon the Chief Constable to resign, she/he must notify the Panel accordingly (the 'further notification').

19.5 Within 30 days from the date of receiving the further notification the Panel must make a recommendation in writing to the PCC as to whether or not s/he should call for the retirement or resignation. Before making any recommendation, the Panel may consult the Chief Inspector of Constabulary, and must hold a Scrutiny hearing.

19.6 The Scrutiny hearing which must be held by the Panel is a Panel meeting in private to which the PCC and Chief Constable are entitled to attend to make representations in relation to the proposal to call upon the Chief Constable to retire or resign. Appearance at the Scrutiny hearing can be by attending in person or video link.

19.7 The PCC may not call upon the Chief Constable to retire or resign until the end of the scrutiny process which will occur:

- (a) at the end of 30 days from the Panel having received notification if the Panel has not by then given the PCC a recommendation as to whether or not she/he should call for the retirement or resignation: or
- (b) when the PCC notifies the Panel of a decision about whether she/he accepts



the Panel's recommendations in relation to resignation or retirement.

19.8 The PCC must consider the Panel's recommendation and may accept or reject it, notifying the Panel accordingly.

## **20.0 Appointment of an Acting Police and Crime Commissioner**

20.1 The Panel must meet to appoint a person to be acting PCC within 15 working days if:

- a) no person holds the office of PCC.
- b) the PCC is incapacitated (i.e., unable to fulfil the functions of PCC) which is a matter for the Panel to determine; or
- c) the PCC is suspended.

20.2 In the event that the Panel has to appoint an Acting PCC it will meet to determine the process for appointment which will comply with these Rules of Procedure and any legal requirements.

20.3 The Panel may appoint a person as Acting PCC only if the person is a member of the PCC's staff at the time of the appointment.

20.4 In appointing a person as Acting PCC in a case where the PCC is incapacitated, the Panel must have regard to any representations made by the PCC in relation to the appointment.

20.5 The appointment of an Acting PCC will cease to have effect upon the earliest of the following:

- a) the election of a person as PCC.
- b) the termination by the Panel, or by the Acting PCC, of the appointment of the Acting PCC.
- c) where the Acting PCC is appointed because the PCC is incapacitated, the PCC ceases to be incapacitated; or
- d) where the Acting PCC is appointed because the PCC is suspended, the PCC ceases to be suspended.

20.6 Where the Acting PCC is appointed because the PCC is incapacitated or suspended, the Acting PCC's appointment does not terminate because a vacancy occurs in the office of PCC.

## **21.0 Complaints**

21.1 Complaints which involve allegations which may amount to a criminal offence by the PCC or senior office holders are dealt with by the Independent Police Complaints Commission (the 'IPCC').



21.2 The Panel may however be involved in the informal resolution of certain other complaints against the PCC and Deputy PCC, where they are not being investigated by the IPCC or cease to be investigated by the IPCC.

21.3 The Panel shall have a complaints procedure for complaint handling that shall be set out in a protocol.

## **22.0 Further Guidelines/Protocols**

22.1 The Panel may agree further guidelines/protocols to assist it in carrying out its business so long as these are in accordance with the Rules of Procedure, Panel Arrangements, and legal requirements. Further guidance and protocols may cover:

- a) Memoranda of Understanding between the PCC and Panel.
- b) Communications Protocols (including media handling).
- c) Public Involvement.
- d) Complaints Procedure.
- e) PCP and Local Scrutiny Committees' Protocol.





## **ANNEX A: ACCESS TO INFORMATION STANDING ORDERS**

### **1.0 SCOPE**

- 1.1 These standing orders apply to all formal meetings of the Police and Crime Panel.
- 1.2 These rules do not affect any additional rights to information contained elsewhere in this constitution or granted by law.

### **2.0 RIGHTS TO ATTEND MEETINGS**

- 2.1 Members of the public may attend all meetings, subject only to the exceptions in these standing orders.

### **3.0 NOTICES OF MEETING**

- 3.1 The Secretariat will give at least ten clear days' notice of any meeting by posting details of the meeting at the principal offices of the Host Authority and on the Internet.

### **4.0 ACCESS TO AGENDA AND REPORTS BEFORE THE MEETING**

- 4.1 The Secretariat will make copies of the agenda and reports open to the public available for inspection at the designated offices at least five clear days before the meeting. If an item is added to the agenda later, the Monitoring Officer of the Host Authority shall make each report available to the public as soon as the report is completed and sent to members and will ensure that it will be open to inspection from the time the item was added to the supplementary agenda.

### **5.0 SUPPLY OF COPIES**

- 5.1 The Secretariat will supply hard copies of:
- a) any agenda and reports which are open to public inspection.
  - b) any further statements or particulars necessary to indicate the nature of the items in the agenda; and
  - c) if the Monitoring Officer of the Host Authority thinks fit, copies of any other documents supplied to members in connection with an item to any person on payment of a charge for postage and any other costs under the Host Authority's Charging Policy. Under the Freedom of Information Act, information would be supplied free until these costs go over the threshold of £450, when a charge would be levied.

### **6.0 ACCESS TO MINUTES ETC AFTER THE MEETING**

- 6.1 The Secretariat will make available hard copies of the following for six years after a meeting:



- a) the minutes of the meeting, or, where appropriate, records of decisions taken, together with reasons, for all meetings of the Panel, excluding any part of the minutes of proceedings when the meeting was not open to the public or which disclose exempt or confidential information.
- b) a summary of any proceedings not open to the public where the minutes open to inspection would not provide a reasonably fair and coherent record.
- c) the agenda for the meeting; and
- d) reports relating to items when the meeting was open to the public.

## **7.0 BACKGROUND PAPERS**

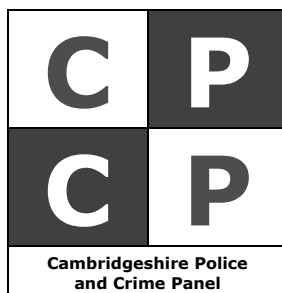
- 7.1 *List of background papers:* Reports will include a list (prepared by the Secretariat) of those documents (called background papers) relating to the subject matter of the report which in their opinion disclose any facts or matters on which the report or an important part of the report is based; and which have been relied on to a material extent in preparing the report but does not include published works or those which disclose exempt or confidential information.
- 7.2 *Public inspection of background papers:* The Council will make available for public inspection via its website for six years after the date of the meeting one copy of each of the documents on the list of background papers.
- 7.3 *Use of media technology at Panel Meetings:* At the discretion of the Chairperson of the Panel recording of meetings and use of media technology will be permitted provided that it does not release information that the Secretariat has identified as being confidential under the Access to Information Regulations.
- 7.4 The Secretariat supports the use of networking sites to disseminate information during their meetings, provided that confidential information as outlined above is not deliberately or inadvertently disclosed.

## **8.0 SUMMARY OF THE PUBLIC'S RIGHTS**

- 8.1 A written summary of the public's rights to attend meetings and to inspect and copy documents is available for inspection at the Principal Offices of the Host Authority.

## **9.0 EXCLUSION OF ACCESS BY THE PUBLIC TO MEETINGS Confidential or Exempt information – requirement to exclude public**

- 9.1 The public must be excluded from an item at a meeting whenever it is likely to be confidential in view of the nature of the business.
- 9.2 *Meaning of confidential information:* Confidential information means information given to the Panel by a Government Department on terms which forbid its public disclosure or information which cannot be publicly disclosed by reason of a Court Order or any enactment.
- 9.3 The public may be excluded from an item at a meeting whenever it is likely in view of



the nature of the business to be transacted or the nature of the proceedings, that exempt information would be disclosed.

9.4 *Meaning of exempt information:* Subject to the test of the Public Interest set out below, information is exempt information where it falls within any of the following categories:

- 1 Information relating to an individual.
- 2 Information which is likely to reveal the identity of an individual.
- 3 Information relating to the financial or business affairs of any particular person (including the public authority holding the information), except where the information is required to be registered under certain prescribed statutes including the Companies Act 1985 and the Charities Act 1993. "Financial or business affairs" includes contemplated, as well as past or current activities.
- 4 Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the Authority or a Minister of the Crown and employees of, or office holders under, the Authority. "Labour relations matter" means any matter which may be the subject of a trade dispute, or any dispute about any such matter (i.e., a matter specified in paragraphs (a) to (g) of section 218(1) of the Trade Union and Labour Relations (Consolidation) Act 1992.)
- 5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- 6 Information which reveals that the Authority proposes:
  - a) to give under any enactment a notice, under which or by virtue of which requirements are to be imposed on a person; or
  - b) to make an order or direction under any enactment.
- 7 Information relating to any action taken or to be taken in connection with the prevention, investigation, or prosecution of crime.

9.5 *Public interest test:* Information falling within any of categories 1-7 set out above, which is not prevented from being exempt because it falls within category 3 and is required to be registered under the prescribed enactments is exempt information if, and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

## **10.0 EXCLUSION OF ACCESS BY THE PUBLIC TO REPORTS**

10.1 The Monitoring Officer of the Host Authority may exclude access by the public to a report which, in his or her opinion, relates to an item during which, in accordance with this Access to Information Standing Order, the meeting is likely not to be open to the public; or, as the case may be, was not open to the public. Such reports will be



marked “Not for publication,” together with the category of information likely to be disclosed.

## **11.0 RECORD OF DECISIONS**

- 11.1 After any formal meeting of the Panel, the Secretariat will produce a record of every decision/recommendation within five working days of the meeting. The record will include a statement of the reasons for each decision and, where appropriate, any alternative options considered and rejected at that meeting.
- 11.2 A record of decision/recommendations will still be published even if no decisions or recommendations were made, just to ensure there is no ambiguity about what the absence of a decision notice means. All such decisions will be recorded in the Panel’s minutes which will be published within fifteen working days of the meeting.
- 11.3 The published draft minutes for the previous meeting, will be replaced with finally approved version within five working days of their sign-off.

<b>CAMBRIDGESHIRE POLICE AND CRIME PANEL</b>	<b>Agenda Item No. 15</b>
<b>21 JULY 2021</b>	<b>Public Report</b>

**Report of: Jane Webb, Peterborough City Council**

**Contact Officer(s) – Jane Webb**

**Contact Details – jane.webb@peterborough.gov.uk**

**Cambridgeshire Police and Crime Panel Annual Report**

**1. PURPOSE**

- 1.1 To consider the draft annual report of the work of the Cambridgeshire Police and Crime Panel during the last twelve months.

**2. RECOMMENDATIONS**

- 2.1 It is recommended that the Panel approve the Police and Crime Panel’s Annual Report.

**3. TERMS OF REFERENCE**

- 3.1 This report discharges the responsibility for the Panel to publish an annual report of its work.

**4. BACKGROUND**

- 4.1 The report sets out some of the key areas that the Panel has scrutinised over the last twelve months which includes:

- Reviewing the Police and Crime Commissioner’s Annual Report 2018/19
- Monitoring performance for areas of concern or exceptional performance
- Election of a Chair and Vice Chair for 2018/19
- Requesting Fire and Rescue Governance updates
- Scrutinising revenue and capital budget draft outturn 2017/18
- Reviewing/Scrutinising decisions made by the Commissioner
- Monitoring of transformation/victims/offenders/communities
- Scrutinising community engagement
- Review of the Commissioner’s Precept
- Review of the Rules of Procedure
- Review of Complaints
- Reviewing/scrutinising the work undertaken to tackle County Lines
- Appointment of the Acting Police and Crime Commissioner

**5. KEY ISSUES**

- 5.1 None

**6. IMPLICATIONS**

- 6.1 None

**7. CONSULTATION**

- 7.1 None

**8. NEXT STEPS**

8.1 N/a.

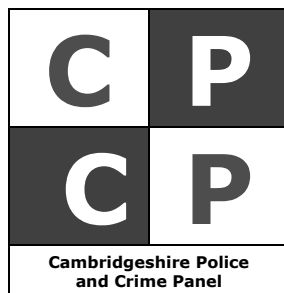
**9. BACKGROUND DOCUMENTS**

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

9.1 Agendas and Minutes of the Panel for meetings held on 26 June 2019, 9 October 2019, 27 November 2019, 6 February 2020, 15 April 2020.

**10. APPENDICES**

10.1 Appendix 1 - Annual report of the Panel 2019/2020.

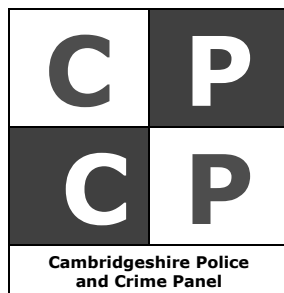


# Cambridgeshire Police and Crime Panel



**Scrutinising and Supporting the Cambridgeshire  
Police and Crime Commissioner**

**ANNUAL REPORT 2020/21**



## **FOREWORD**

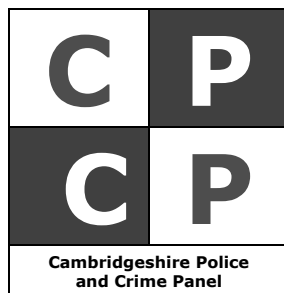
Welcome to the eighth Annual Report of the Cambridgeshire Police and Crime Panel covering the municipal year 2020–21. The Panel is made up of eleven councillors from across the seven Local Authorities – Cambridge City, East Cambs, Fenland, Huntingdon, South Cambs, Cambridgeshire County Council and Peterborough City Council, together with two independent members.

In 2020/21, the Chair was independent member Edward Leigh and the Vice Chair Councillor Alan Sharp from East Cambs District Council.

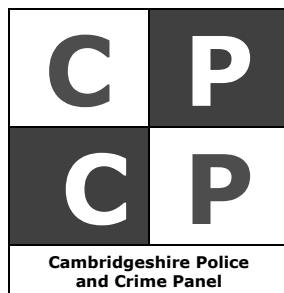
Police and Crime Panels were established in November 2012. This report covers one of the most challenging years since then for the Panel. It has worked hard to fulfil its statutory responsibilities, develop its role to scrutinise and support the work of the Police and Crime Commissioner, but has had to deal with some unprecedented events along the way, covered in this report.

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## **1. WHAT IS CAMBRIDGESHIRE POLICE AND CRIME PANEL?**

Cambridgeshire Police and Crime Panel came into being in November 2012, at the same time as elections for Police and Crime Commissioners were held across the country. Both were part of the new police governance arrangements whereby Commissioners and Panels replaced the old Police Authority and took over, respectively, its governance and scrutiny functions in accordance with the Police and Social Responsibility Act 2011. Police and Crime Panels are, in effect, joint scrutiny bodies of the local authorities in the police force area and are composed of elected members from these authorities and co-opted independent members who are not local councillors. Councillor membership of a Police and Crime Panel must be geographically and politically proportionate.

## **2. PANEL MEMBERSHIP**

In Cambridgeshire the number of members from each authority and each political party was agreed by council leaders as follows: -

- 3 members from Cambridgeshire County Council
- 3 members from Peterborough City Council
- 1 member each from the remaining 5 Councils
- 2 independent, co-opted members

In 2020-21, Panel members were:

Peterborough CC: Councillor Scott Warren (Conservative)  
Councillor Chris Wiggin (Lib Dem)  
Councillor Ansar Ali (Labour)

Cambridgeshire CC: Councillor Mike Shellens (Lib Dem)  
Councillor Steve Tierney (Conservative)  
Councillor Derek Giles (Independent)

Huntingdonshire DC: Councillor Simon Bywater (Conservative)

South Cambs: Councillor Claire Daunton (Lib Dem)

Fenland DC: Councillor Susan Wallwork/Councillor Andrew Lynn (Conservative)



East Cambs: Councillor Alan Sharp (Vice Chair) (Conservative)

Cambridge City Council: Nicky Massey (Labour)

Independent Members: Edward Leigh (Chair)  
Claire George

### **3. GOVERNANCE**

The host authority for the Police and Crime Panel is Peterborough City Council.

Jane Webb	Secretariat/Senior Democratic Services Officer
Fiona McMillan	Monitoring Officer
Claire Cameron	Accounts
Amanda Rose	Communications

### **4. THE PANEL'S CORE WORK PROGRAMME**

The Panel's statutory scrutiny responsibilities constitute its core work programme:

- Review annually the Commissioner's proposed council tax precept, with powers to veto once.
- Review annually the Commissioner's Police and Crime Plan and Annual Report.
- Scrutinise the Commissioner's proposed appointment of a Chief Constable, with the power to veto once.
- Scrutinise the appointment of any deputy commissioner and the Commissioner's senior executive staff, with the power to recommend against an appointment.
- Consider non-criminal complaints against the Commissioner.

In addition to the above, the Panel can engage in further scrutiny reviews on any topic relevant to its role. It submits reports and make recommendations to the Commissioner, and it can carry out investigations as it sees fit into the Commissioner's decisions and delivery of his or her duties.

Apart from the two instances where the Panel has a veto (the level of the police precept and the appointment of a chief constable) it achieves its impact by influence, by examining reports and draft policy documents, questioning the Commissioner and/or external witnesses, and then making recommendations. These are communicated to the Commissioner in writing and are publicly recorded in the Panel's minutes.

The main Panel meetings are open to the public – albeit it since March 2020.

Meetings of the Panel can be viewed by following the link below –

<https://www.youtube.com/user/PboroughCityCouncil/videos>

The Panel's website is <https://democracy.peterborough.gov.uk/mgCommitteeDetails.aspx?ID=543>



## **5. HIGHLIGHTS OF ACTIVITY IN 2020/21**

Given the extraordinary challenges posed by the COVID-19 pandemic, the Panel's membership remained unchanged, just one mid-year change from Fenland District Council.

Since its establishment, the Panel has often seen a notable change in its membership year on year. The stability provided by the pandemic helped the Panel build on its knowledge and collective scrutiny and support of the Police and Crime Commissioner, which has - in turn - improved governance and decision-making on behalf of the people of Cambridgeshire.

Panel Members have regularly expressed the view that a more stable membership would be beneficial in ensuring the effective discharge of its responsibilities, and it is hoped that the Cambridgeshire Leaders will recognise this when appointing to the Panel. Nationally, this view has also been expressed to the Home Office.

In this exceptional year, the Covid pandemic brought about some significant and unexpected changes both for our working practices and our work programme. The Panel's meeting in March 2020 was cancelled as the country moved towards national 'lockdown' and in adherence to national directives.

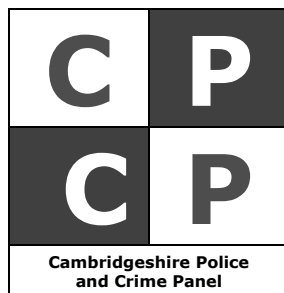
However, the Panel was able to respond proactively and positively to the challenges faced and quickly migrated to virtual meetings. More importantly, the local and PCC (Police and Crime Commissioner) elections scheduled for May 2020 were postponed for 12 months, which enabled the Acting Commissioner to continue in his role for an extended period.

The Panel outstandingly still managed to physically meet formally 7 times during 2020-21 and twice held two informal telecom meetings. Copies of the agenda and minutes are available to view [here](#).

During 2020-21 the Panel met physically on seven occasions to scrutinise several key areas of the Commissioner's work. These included:

- Reviewing the Commissioner's performance reporting procedures which sets out what the police are expected to achieve and how the Commissioner holds the police to account.
- Requesting, receiving, and scrutinising further detailed information regarding Cambridgeshire Constabulary's estates.
- Monitoring the overall performance of the Constabulary, including against the priorities set out in the Plan by way of requested quarterly Performance Monitoring Reports alongside reports on other areas of business that deliver towards the objectives within the Plan.
- Understanding how the Commissioner and the Constabulary deal with Community Engagement.
- Reviewing and scrutinising the decisions taken by the Commissioner
- Understanding and keeping up to date regarding the probable future changes to the governance arrangements of the Cambridgeshire Fire and Rescue Service.
- Theming each meeting to ensure that each objective within the Police and Crime Commissioner's plan is scrutinised, supported, and challenged.
- Requesting and regularly attending briefings to enable the Panel to remain up to date on key issues

In addition, the Panel has scrutinised the Commissioner's variations to his Police and Crime Plan throughout the year and the decisions which he has taken. Full details of the issues that the Panel have considered can be found on the website [here](#).



### **[25 March 2020 – Cancelled due to COVID-19](#)**

### **[15 April 2020 - Informal Telecon - Decisions](#)**

Whilst the Panel is unable to meet while social distancing measures are in place, an interim arrangement has been agreed between the chair of the Panel and the Acting Commissioner. Monthly teleconference calls involving the Acting Commissioner and staff, including the Chief Executive, and the Panel chair, vice-chair and support staff provide a regular opportunity for the Panel to continue to scrutinise and support the Acting Commissioner.

A telecom was held with the Chair, Vice Chair, Support staff, Acting Commissioner, Chief Executive – OPCC (Office of Police Crime Commissioner) and senior staff. Questions were asked about the pandemic, the effect on policing, future meetings; answers were then published in letter format from the OPCC for panel members and public.

### **[14 May 2020 - Informal Telecon - Decisions](#)**

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A telecom was held with the Chair, Vice Chair, Support staff, Acting Commissioner, Chief Executive – OPCC and senior staff. Questions were asked about the pandemic, the effect on policing, future meetings; answers were then published in letter format from the OPCC for panel members and public.

### **[11 June 2020 - Extraordinary Meeting - Minutes \(Virtual - via Zoom\)](#)**

#### **[Police and Crime Panel - YouTube Recording](#)**

**[Monitoring the Delivery of the Acting Police and Crime Commissioner's Response to the COVID-19 Crisis](#)**

### **[22 July 2020 - AGM - Minutes \(Virtual via Zoom\)](#)**

#### **[Police and Crime Panel - YouTube Recording](#)**

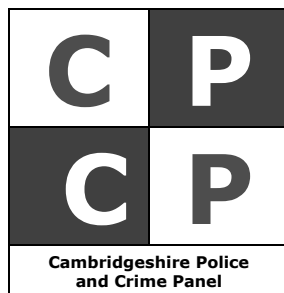
#### **[Cambridgeshire's Police & Crime Panel - Annual Report 2019/20](#)**

This report communicates to members of the public, partners, and other authorities the details of the Panel's activities across the year and what the Panel has achieved and carried out throughout the year.

### **[30 September 2020 - Minutes \(Virtual via Zoom\)](#)**

#### **[Police and Crime Panel - YouTube Recording](#)**

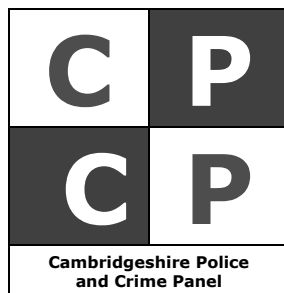
#### **[Panel's Report - Annual Report](#)**



[Acting Commissioner's Response](#)  
[Acting Commissioner's Response to Recommendations](#)

Having reviewed the Annual Report of the Police and Crime Commissioner the Panel AGREED to ENDORSE the Annual Report for 2019/20 and *made the following recommendations:*

1. Acting Commissioner to report back on how many readers have read/downloaded the Annual Report.
2. Recommendations for the Annual Report:
  - *On all graphics - Ensure legibility and accessibility is not overridden by the graphic design*
  - *Ensure compatible with web readers and assisted technology*
  - *Contents Page - Re-design contents page for improved legibility and accessibility*
  - *Foreword - Include by-line as to who is featured in the picture*
  - *Page 2: Does not include: elected by community, is the voice of the community and is answerable to the community*
  - *Page 4: Re-design infographic for improved legibility and accessibility*
  - *Page 5: Mention that precept has been raised to maximum level year on year because of limited government funding*
  - *Page 6: Footnote missing from grant spending. Would be more helpful to show start-of-year budget, funding received and spending figures/bars in way that facilitates visual of comparison*
  - *Page 7: Re-design for accuracy and clarity. Subtotals should not be shown as separate segments. Show FTE, not employee, figures (for part-time and collaborated staff). Would be useful to annual additions to officer and admin staff counts. Panel would like to review amended version before publication.*
  - *Page 8: Suggest adding: cycle thefts (if these are a considerable proportion across the county) and successful prosecutions.*
  - *Page 9–10: Show absolute numbers and percentages in all cases for consistency. Clarify categorisation (e.g., that drug offences fall within 'Other Crimes Against Society'). Include mention of fraud and cybercrime. Start intro with "Although" rather than "With." Expand 'ONS.'*
  - *Page 10: Include dropped calls, online reports, and time to completion of report [person who first picks up a call is typically not an officer ready to record an incident]*
  - *Page 11: Caption photo (Head of Victims & Witness Hub)*
  - *Page 12: Worth highlighting amazing work of 3 mental health nurses. Define 'County Lines.' Remove (here and elsewhere) superfluous text, such as paragraph beginning "Operators responding to both" not needed*
  - *Page 13: Highlight Modern Day Slavery to be highlighted. Expand on "73% of 246": what further support was provided to the 27% who reported that they were not coping better? Clarify why 112 of 170 victims did not report a crime to the police but self-referred.*
  - *As a general observation, reporting of grants should be linked to the positive outcomes achieved, and how these are monitored.*
  - *Page 14: Over the last 12 months 77.2% of victims of crimes were at least satisfied; what were the other levels?*
  - *Page 18: Explain what "out of court disposals" are, what role Peterborough's Outside Links Service has, what positive outcome(s) it has achieved, and how this is assessed.*
  - *Page 19: What has the £400k of funding from the government's Early Intervention Youth Fund been spent on and what the outcomes have been? What are the team of specialists and what are they doing?*



- *Page 22: Maybe use the title page picture to depict Stop Scams and dated due to covid19 and social distancing (picture shows people stood next to one another).*
- *Page 23: Mention work on raising awareness of scams. Highlight GoodSam.*
- *Page 25: More detail on Ethics Panel, and how members of the public get to be involved. Reference to more info on Think Communities more info should be p31*
- *Contact us page: Correct typo in web address and omit 'https://' from other URLs*
- 3. Report to next meeting: How will the Acting Commissioner be engaging proactively and widely with the public over the next six months?
- 4. Future report: Monitoring outcomes and effectiveness of grant funding, in particular the £400k of funding from the government's Early Intervention Youth Fund.
- 5. Future Report: How effective does the Acting Commissioner feel the Prison Education and Employment Strategy 2018 has been, and will be in future years in which unemployment rates may exceed 10%?

## [2 December 2020 - Minutes \(Virtual via Zoom\) Police and Crime Panel - YouTube Recording Panel's Decisions](#)

The Panel AGREED to Note the Acting Commissioner's Response to Questions from the Panel report and made the following recommendations:

- The Acting Police and Crime Commissioner to write to all the Community Safety Partnerships asking if they have any further questions, they wish to put to the Chief Constable at the extra-ordinary BCB meeting on the 8th of December regarding the reduction of PCSOs (Police Community Support Officers).
- Given the public interest in the extra-ordinary BCB meeting scheduled on 8th December; that the agenda be published at least 48 hours in advance of the meeting.

A Road Policing Paper to be brought to a future meeting

The Panel AGREED to NOTE the Early Intervention Youth Fund – Outcome Monitoring report and to provide a written response to the following:

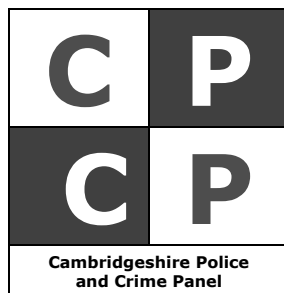
- What was the reason for those being rejected?
- Why split was 90% and 10% female?
- How accurate is the feedback?
- How can this work be expanded?

## [23rd – 25th November 2020 - Annual Police, Fire and Crime Panels Conference](#)

The Conference was held virtually over three days and covered key national issues relevant to Police, Fire and Crime Panels such as:

- Policing 2020 - which covered the Police Force's response during the COVID19 pandemic.
- National Strategic Review of Policing being undertaken by the Police Foundation.
- Women in the criminal justice system.
- Tackling human trafficking and modern slavery.
- Working together: policing and mental health.
- Effective scrutiny (of Police, (Fire) and Crime Commissioners).





•  
And keynote speakers included:

- Greater Manchester Combined Authority Mayor and PCC, Andy Burnham
- <https://www.greatermanchester-ca.gov.uk/what-we-do/police-and-fire/>
- Frances Cook, Chief Executive, Howard League for Penal Reform – <https://howardleague.org/>
- Unseen - <https://www.unseenuk.org/>
- Chief Constable Olivia Pinkney QPM, MA, Hampshire Police Service
- Chief Fire officer Becci Bryant QFSM, MBA, MIFireE HonDPP, Staffordshire Fire and Rescue Service

### **[3 February 2021 - Minutes \(Virtual via Zoom\) – Commissioner’s Budget Precept Police and Crime Panel - YouTube Recording Panel’s Recommendations - Precept](#)**

In accordance with the Police Reform and Social Responsibility Act 2011 and following consideration of the information submitted to it, the Panel AGREED to SUPPORT the precept proposed by the Acting Commissioner. The Panel considered that the proposed precept was acceptable and necessary for the continued provision of effective and efficient policing across the area covered by Cambridgeshire Constabulary.

[Acting Commissioner’s Response – Precept](#)

[Acting Commissioner’s Response - Actions](#)

### **[10 March 2021 – Confirmation Hearing - Chief Executive Police and Crime Panel - YouTube Recording](#)**

[Panel's Report - Decision & Acting Commissioner's Response](#)

Due to the previous Chief Executive, Dorothy Gregson, having been seconded to Public Health at the start of the pandemic and then having taken on a permanent role; there was a need to fill a vacancy within the OPCC. Jim Haylett, who was successful in obtaining this position had been one of the two applicants for this role and had stepped into the role of acting Chief Executive when Dorothy had left for her secondment at Public Health. The Panel recommended that Jim Haylett be accepted for the position.

### **[24 March 2021](#)**

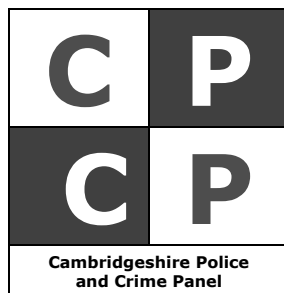
**[Police and Crime Panel - YouTube Recording](#)**

[Panel's Decisions/Actions](#)

[Non-Crime Related Demand on Policing](#) - The Panel AGREED to NOTE the report and made the following recommendations:

- Re-request the breakdown of demand of incidents again, but with hoax/abandoned calls split, sexual harassment identified, and any errors corrected.
- Review how the information is presented to the public, particularly, the term ‘non-crime related demand’ to one less misleading.
- Explore with the constabulary how referrals to other agencies could be recorded and reported
- Explore with the constabulary how police time spent on non-police matters (e.g., covering for another agency) could be quantified and reported





Roads Policing – The Panel AGREED to NOTE the report and made the following recommendation:

- Receive regular updates/progress on Vision Zero and how the Commissioner is monitoring performance.

### Eastern Network Regional Meetings

Regionally, the Panel's Vice-Chair and Support Officer are active members of the Eastern Police, Fire and Crime Panels Network. The Network is facilitated by Frontline Consulting, which runs the Annual National Police, Fire and Crime Panel Conference, and provides support to Police, Fire and Crime Panels across the UK. The Network met virtually in September 2020 and March 2021 and is made up of Panel Members and Support Officers who share information around good practice, support, and scrutiny for the Commissioner, learning and development, the use of the Grant from the Home Office, innovation, work programming and future plans etc.

### National Association of Police, Fire and Crime Panels

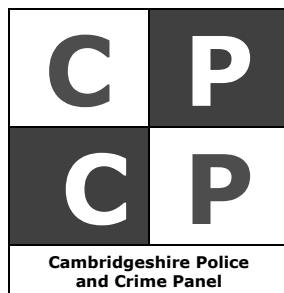
A National Association of Police, Fire and Crime Panels has been established as a national 'voice' for Police and Crime Panels. It is led by Essex Police, Fire and Crime Panel and the Local Government Association (LGA). The Association has met virtually during 2020-21 and continues to share information and documentation via e-mail. It is hoped the National Association will complement the work of the National Association of Police and Crime Commissioners and enable information to be shared to jointly influence and deliver the absolute best policing services for our communities. The Association will also be able to collectively assist the Home Office in their work with Police, Fire and Crime Panels.

### More generally ....

Governance – the role and responsibilities of the Panel and the Commissioner's own governance framework in holding the Chief Constable to account, can be a challenge. However, work continues supported by the host Authority and Frontline Consulting to ensure the Panel has the skills, knowledge, and support to the best it can be.

Home Office - Fire Reform - the biggest challenge facing the Panel in 2021-22 is the Home Office consultation on Fire and Rescue Service reform. Legislation already allows for Police and Crime Commissioners to take on responsibility for fire and rescue where consultation has been undertaken. Some areas have a Mayoral model such as Greater Manchester and, following the elections in 2021 West Yorkshire.

As part of a review of the role of Police and Crime Commissioners undertaken by the Home Office, there was staunch support for the Government's ambition to increase the accountability of fire and rescue services by having a directly elected official taking on responsibility for the governance of the service(s) to strengthen and simplify provisions across England.



As a result, the Home office will consult publicly in the summer on whether to mandate the transfer of fire and rescue authority functions to Police and Crime Commissioners in England. This will form part of a forthcoming Fire Reform White Paper. The review findings also confirmed the Government's desire to see more combined authority Mayors with responsibility for both PCC and fire and rescue authority functions, and there will be a further White Paper on Devolution and Local Recovery which will set out the longer-term aim for achieving this. There are currently no timescales for the White Paper.

Thanks - Thanks are given to all Panel Members for their contributions over the past year.

## 6. THE POLICE AND CRIME PANEL AND THE PUBLIC

Cambridgeshire Police and Crime Panel has a website here  
<https://democracy.peterborough.gov.uk/mqCommitteeDetails.aspx?ID=543>

and this is where you can find copies of the agenda papers, minutes, and decisions for the Panel meetings.

There is information about Members of the Panel, its spending, how to make complaints and other useful documentation.

Police and Crime Panel meetings are open to members of the public and **Rules of Procedure** for submitting and asking public questions are on the Police and Crime Panel's Website.

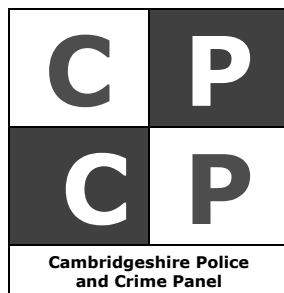
All Meetings since March 2000 can now be found on Peterborough City Council's YouTube page [here](#).

## 7. THE YEAR AHEAD 2020/21

Panel Members and substitutes throughout 2020/21:

Edward Leigh  
Claire George  
Councillor Alex Collis  
Councillor Ansar Ali  
Council Alan Sharp  
Councillor Claire Daunton  
Councillor Steve Tierney  
Councillor Anna Bradnam  
Councillor Simon Bywater  
Councillor Andrew Lynn  
Councillor Christian Hogg  
Councillor Stephen Ferguson  
Councillor Scott Warren

Councillor David Connor



Councillor Sarah Baigent  
Councillor Lynne Ayres  
Councillor Ed Murphy  
Councillor Julia Huffer  
Councillor Fiona Whelan  
Councillor Hamish Masson  
Councillor Graham Wilson  
Councillor Tom Sanderson  
Councillor Chris Wiggin

Previous Police and Crime Panel Members who left in 2020/21

Councillor Mike Shellens  
Councillor Derek Giles  
Councillor Susan Wallwork  
Councillor Lucy Nethsingha  
Councillor Hazel Smith

The Panel have a work programme that is reviewed regularly. In addition to the statutory responsibilities of the Panel, it covers key issues of importance to the public of Cambridgeshire.

The Panel agreed to set up a Task and Finish Group to review how effectively and efficiently it carries out its functions, and whether there was scope to explore improvements which could be embedded into the way it operated. It decided to set up the review to investigate how it might develop good practice that leads to generating challenging and constructive scrutiny of the Police and Crime Commissioner (PCC).

CfGS (Centre of Governance and Scrutiny) was approached to conduct the review, to contribute an external perspective and independent authority to the process whilst providing additional help with any subsequent changes necessary.

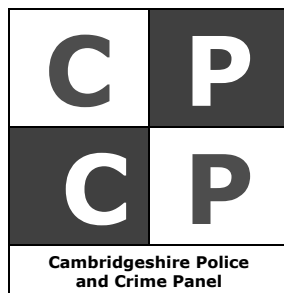
CfGS undertook evidence gathering through conversations with Members of the Panel and Officers supporting the Panel in late January and early February 2021, observed Panel meetings online, and reviewed key documents.

A training day is now proposed led by CfGS and their findings, focusing on the outcomes and needs of the Panel. The proposal is also to include a Protocol for the Panel and a work programming session led by CfGS to ensure the Panel Members are focussed on statutory and key areas of the Commissioner's responsibility.

The Panel is also working to strengthen links with the Community Safety Partnerships. They look after all issues concerned with the safety in our towns and villages, and it is important the Panel are aware of the issues they are discussing. Cambridgeshire Police and Crime Panel will continue its commitment to support, and to scrutinise the decisions of the PCC to secure an efficient and effective Police Force for the people of Cambridgeshire

Over the next twelve months the Panel will focus on the following key areas:

- Review the APCC's Annual Report.



- Hold the APCC (Association of Police and Crime Commissioners) to account for the delivery of his precept commitments.
- Undertake a programme of proactive scrutiny across a range of areas.
- Maintain a work programme in consultation with the OPCC.
- Have regard to the Policing and Crime Act and the legislative changes, including emergency services collaboration.
- Continue to monitor progress on improving crime data integrity.
- Ensure that the APCC and Chief Constable recruit, retain and progress a workforce which reflects the communities it serves.
- Support the APCC to maximise opportunities for joint working.
- Liaise with HMICFRS to improve the Panel's understanding of Cambridgeshire Police's performance.
- Provide ongoing Panel Member learning, development, and support.

## **8. CONTACT DETAILS**

For any further information, contact details and web address, please see below.

The Panel can be contacted via the below:

### **Police and Crime Panel Secretariat**

Democratic Services  
Peterborough City Council  
Town Hall  
Bridge Street  
Peterborough  
PE1 1HF

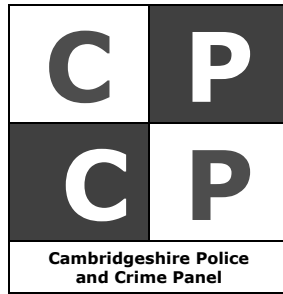
Telephone: (01733) 452281

Email: [jane.webb@peterborough.gov.uk](mailto:jane.webb@peterborough.gov.uk)

Website: [Cambridgeshire Police and Crime Panel](#)

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The Police and Crime Commissioner for Cambridgeshire is Darryl Preston.



He can be contacted via his office:

**Office of the Acting Police and Crime Commissioner**

Cambridgeshire Police Headquarters  
Hinchingsbrooke Park  
Huntingdon  
Cambridgeshire  
PE29 6NP

Telephone: (0300) 333 3456

Email: [cambs-pcc@cambs.pnn.police.uk](mailto:cambs-pcc@cambs.pnn.police.uk)

Website: [www.cambridgeshire-pcc.gov.uk](http://www.cambridgeshire-pcc.gov.uk)

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<b>CAMBRIDGESHIRE POLICE AND CRIME PANEL</b>	<b>Agenda Item No. 16</b>
<b>21 JULY 2021</b>	<b>Public Report</b>

**Report of: Jane Webb, Secretariat, Peterborough City Council**

**Contact Officer(s) – Jane Webb**

**Contact Details – jane.webb@peterborough.gov.uk**

**CAMBRIDGESHIRE POLICE AND CRIME PANEL - ADMINISTRATIVE COSTS AND MEMBER EXPENSES**

**1. PURPOSE**

- 1.1 This report provides details about the budget claimed to support Cambridgeshire’s Police and Crime Panel, including the expenses claimed by Panel Members.

**2. RECOMMENDATIONS**

- 2.1 The Panel notes the financial position for costs associated with administrative support and member expenses.

**3. TERMS OF REFERENCE**

- 3.1 The report is in accordance with the inter-authority agreement of July 2012 concerning the arrangements of the Panel.

**4. BACKGROUND**

- 4.1 The Home Office provides grant funding to Host Authorities to support the running costs of Police and Crime Panels. The confirmed total annual funding for the Cambridgeshire Police and Crime Panel for the financial year 2019/20 is up to £66,180.

As agreed previously, the annual costs of the Panel, reduced by the figure of grant from the Home Office or any other source, shall be borne between the Authorities equally. However, to date this has not been required.

**5. KEY ISSUES**

- 5.1 Between October 2012 and the current date Peterborough City Council, the host authority, has provided staffing and other support to set up, establish and run Cambridgeshire’s Panel. Most costs are associated with day-to-day management and support of the Panel’s functions. This includes specialist support where required from teams across the council such as Legal, HR, Communications, Finance and Governance. The total costs for 2020/21 are £63,400 and are broken down as follows:

<b>Breakdown of expenditure (items)</b>	<b>19/20 £</b>	<b>20/21 £</b>
Catering	409.15	0.00
Training	1,420.00	2,740.00
Equipment	0.00	1,787.03
Subscriptions	500.00	510.00
Staff Costs	52,370.38	58,165.34
Members' Travel expenses	388.54	197.70
Printing Agendas	559.91	0.00
Staff Travel & expenses	440.38	0.00
<b>TOTAL</b>	<b>56,088.36</b>	<b>63,400.07</b>

5.2 Due to the unforeseen and unprecedented recent times where the Panel had to adapt to functioning within a COVID-19 pandemic, even though the March meeting was cancelled at the start, the Panel still manage to hold two informal telecom meetings and SEVEN virtual meetings.

This resulted in the Panel spending more of its allocated funding in order to set itself up for virtual meetings and to have the extra officer time for the “extra” meetings plus the extra officer time needed for “producers” of the virtual meetings. Officers are now highly skilled in producing very professional virtual Panel meetings that were streamed to the public via YouTube whilst Members learnt to attend the virtual meetings with electronic copies of agendas, therefore making savings not only on printing agendas but on travel expenses and catering too.

5.3 The Council also receives grant to cover Panel Members expenses. Each member may claim up to £920 per annum in expenses. In 2020/21 Members claimed a total of £197.70, which was a claim for a travel made in the previous year but not claimed. A breakdown of Member expenses is set out below:

<b>Councillor/Member</b>	<b>Mileage/Train/Bus/Parking Costs</b>
Alan Sharp (claimed from travel made in the previous year)	<b>197.70</b>
<b>Total</b>	<b>£197.70</b>

## 6. IMPLICATIONS

6.1 The costs of supporting the operation of the Panel will be contained within funding provided by the Home Office for this purpose. It is therefore anticipated that no funding contributions will be required from Authorities.

## 7. CONSULTATION

7.1 Not applicable.

## 8. NEXT STEPS

8.1 The budget will be monitored in accordance with the normal arrangements of the Host Authority and reported to future panel meetings on a regular basis.

## 9. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985

9.1 None



**10. APPENDICES**

10.1 None.


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# Building Better

139 Outcomes and recommendations  
from the CPCP Task and Finish Group  
Scrutiny Improvement Review

December 2020 - July 2021





## Purpose of the Review

- To review how effectively and efficiently the Panel carries out its functions
- To explore areas for development and how best practice can be embedded
- To further develop challenging and constructive scrutiny that adds value, improve outcomes and builds better, stronger and safer communities



## Process for the Review

- The Panel established a Task and Finish Group
- The Group engaged the services of the Centre for Governance and Scrutiny to undertake evidence gathering activities and provide external perspective, independent authority and support to implement change



## Review Findings

- Overall no critical issues with the Panel and many Members are clearly passionate about ensuring better outcomes for the safety of their communities
- To further develop the impact of the Panel there are a number of interlinked Areas for Development identified together with some suggested Improvement Actions



## Area 1 : Clarification of the Panel's role and responsibilities

... of the Panel in holding the PCC to account and enhance public accountability  
... Force is well understood. However, in practice challenge can focus on operational  
... matters, leading to scrutiny of the Chief Constable more than the PCC.

### Recommendations

43

... clarification, through training, of exactly what constitutes strategic and operational  
... and the nature of scrutiny to consider the What (actions) and So What (impact)

... to cease having the Chief Constable at Panel meetings to focus on scrutiny of the PCC

... creation of a Panel Protocol to establish and embed principles and practice



## Area 2 : Panel – PCC Relationships

It is important to have a culture of trust, transparency and mutual respect between the Panel and the PCC to enable open and candid exchange. Positive engagement between the Panel and PCC is vital in re-establishing relationships that are conducive to effective scrutiny.

### Recommendations

144

- Creation of a Panel Protocol which covers the practical workings of the Panel as well as the cultural dynamics
- Other development actions seek to re-balance the power dynamic to ensure that the Panel is a proactive partner in governance





# Area 3 : Collaboration and Commitment

Members recognise the importance of strong and productive working relationships within the Panel and that scrutiny is most effective when it is cross party and an equal voice is given to all. There is a mixed level of engagement but all Members agree they have a duty to prepare for, attend and contribute to meetings and work towards shared goals.

## Recommendations

- Development actions identified in other areas are intended to refresh commitment and enthusiasm for the task, build on existing skills and further develop knowledge and expertise relevant to the role



## Area 4 : Panel's focus

The Panel would benefit from a clearer focus on strategic issues where it can add value and have influence. For the majority of substantive items on Panel Agendas there is no clearly articulated outcome required from Panel's scrutiny of the topic, or Panel is asked to merely report, leading to opportunities to add value.

### Recommendations

The Panel need earlier access to information and greater involvement in the process of developing and reviewing the Police and Crime Plan

The Panel should focus on cross cutting issues affecting communities and receive information that is fit for the purpose of scrutiny

Agendas should be shorter to allow more time for focused discussion, with other points issued for information



## Area 5 : Work programming

Work programming is key to ensuring the Panel stays focussed on strategic issues where it can make an impact. Greater collaboration with the OPCC, using the Police and Crime Panel as a basis for forward planning and setting priorities is required. Work programming needs to be Member led, ongoing and regularly reviewed.

### <sup>147</sup>Recommendations

The Panel would benefit from an agreed process to select topics for scrutiny

The Panel would benefit from an annual workshop to develop a workplan and create agendas to prompt requests for information from the OPCC

The Panel would benefit from developing smaller Interest groups around the themes of the Police and Crime Panel and work of the PCC



## Area 6 : Meeting Preparation

It is important the Panel receives the right strategic information in order to sufficiently support and challenge the PCC. The practice of re-cycling reports provided to other meetings, or those for noting or information, should be avoided with these updates sent to Members outside of the meeting. There are missed opportunities for Panel members to work as a team, follow clear lines of enquiry or pose insightful questions.

### <sup>14</sup>Recommendations

- Implementing development actions in other areas will ensure that the Panel has the right information to prepare for, and deliver, effective scrutiny
- Development of Interest groups would further increase focus, support and challenge




## Area 7 : Member development and Diversity

Members need a clear sense of what is required of them as well as the opportunity to make a difference. The reactive nature of the relationship between the PCC and Panel, together with the presentation of information that is not fit for purpose, has eroded interest, enthusiasm and focus, and therefore undermined potential value and impact.

### <sup>149</sup> Recommendations

The Panel would benefit from refresher training to address gaps in knowledge and further develop identifying strategic priorities, work planning, questioning and scrutiny skills.

The Panel would benefit from a greater diversity of representation and participation.







# Task and Finish Group Summary : What we need to do

Panel needs to move from it's current **reactive** position where it is the recipient of recyc information to a **proactive** position where it;

Establishes a fresh approach to working relationships with the OPCC and PCC in the spirit of providing open, respectful challenge, scrutiny and effective governance

owns the work planning and drives meeting agendas which hold the PCC to account for the impact of the Police and Crime Plan

requests relevant information/reports that are fit for the purpose and support effective sc

invigorates and re-enthuses members to further develop their knowledge and confidence and capacity for focused scrutiny



## Ask and Finish Group Summary : How we do it

Panel has an excellent opportunity with the  
of a refreshed membership and a new PCC  
Better relationships and engage in more  
ve scrutiny and governance.

Group proposes to hold a training day with  
t from the Centre for Governance and  
y in September 2021 to incorporate the  
ng;

role, purpose and function of the Panel  
etting Panel / PCC / OPCC relationships  
y of strategic and operational issues

- Scrutiny Skills including questioning
- How to add value, have influence, and in
- Methodology for selecting priority topics
- Work planning, setting agendas and requ  
fit for purpose reports
- The development of Interest groups
- Framework for a Protocol (which CfGS wi

And a workshop session to apply this learning  
the draft Police and Crime Plan



## Next Steps

- The Task and Finish Group present recommendations to the Panel in July 2021
- Once accepted a Training event will be planned for September 2021, facilitated by CfGS





Cambridgeshire Police and Crime Panel

June 2021

Dear Members

### **Short Scrutiny Improvement Review – CfGS consultancy support**

I am writing to thank you for inviting the Centre for Governance and Scrutiny (CfGS) to carry out an evaluation of Cambridgeshire Police and Crime Panel (CPCP). This letter provides feedback on our review findings and offers suggestions on how the Panel could further develop.

### **Background**

The Panel agreed to review how effectively and efficiently it carries out its functions, and whether there is scope to explore improvements which can be embedded into the way it operates. It decided to set up a review to investigate how it might develop good practice that leads to generating challenging and constructive scrutiny of the Police and Crime Commissioner (PCC).

CfGS was approached to conduct the review, to contribute an external perspective and independent authority to the process whilst providing additional help with any subsequent changes necessary.

CfGS undertook evidence gathering through conversations with Members of the Panel and Officers supporting the Panel in late January and early February 2021. In addition, we observed Panel meetings online, and reviewed key documents.

The review was conducted by the CfGS staff:

- Ian Parry – Head of Consultancy - Centre for Governance and Scrutiny
- Kate Grigg – Senior Research Officer – Centre for Governance and Scrutiny

The findings and recommendations presented in this letter are intended to advise CPCP in strengthening the quality of scrutiny activities, increasing the impact of its outputs, and through its Members, to develop a strong and shared understanding of the role and capability of the Panel.

### **Summary of findings**

Overall, there are no critical issues with the Panel, and many Members sitting on the Panel are clearly passionate about ensuring better outcomes for the safety of their communities. However, it was recognised that improvement was needed to ensure the time and resource dedicated to the Panel delivered more impact and greater value.

Considering the changes since the 2021 local and PCC elections, there is now a need for the Panel to reflect on how they to adapt existing ways of working that embraces and responds to more effective and robust scrutiny. There is also an opportunity for the Panel, and the new PCC, to consider their respective roles and how they best work together to challenge, support and advise.

77 Mansell Street London E1 8AN

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## Suggested areas of improvement

### 1.1. Clarity on the Panel's role and responsibilities

The Panel's overall role is to hold the PCC to account, to review and make recommendations on the matters relating to the PCC and the draft Police and Crime Plan, and to enhance public accountability of the police force.

Generally, this role is well understood, and most Members are able to articulate the purpose and contribution the Panel should be making. However, it appears that in practice, challenge can often focus on operational matters and the work carried out by Cambridgeshire Constabulary. There is evidence of the Chief Constable or Officers in some cases being scrutinised more than the PCC. The experience from elsewhere is that when the PCC is the focus of questioning, a more strategic exchange takes place and better recommendations are achieved.

- Our conversations suggest a need for more clarity on how the Panel's role is undertaken. This is about developing a shared understanding of the particular and unique way for the Panel to add value to the work of the PCC. There needs to be more of an emphasis on seeing the Panel as a vital part of governance regarding its important role in supporting and holding the PCC to account.

### 1.2. Panel – PCC relationship

It is important to have a culture of trust, transparency and mutual respect between the Panel and the PCC, to enable open and candid exchanges. Without regular communication and information sharing, the Panel will be unable to act in a supportive capacity to the PCC. Positive engagement between the Panel and PCC, both formal and informal, is vital to the scrutiny process and with a new PCC in position there is an opportunity to 'reset' relationships that are not conducive to effective scrutiny.

- The Panel may wish to consider formalising engagement with the PCC and the way it wishes to operate through a protocol. A CPCS – PCC protocol could outline and reaffirm expectations, improve communication and co-ordination between the panel and the PCC. A protocol should deal with the practical workings of the Panel as well as the cultural dynamics. It might also be useful for feedback on the Panel's recommendations to be formalised within the protocol, in order for the Panel to monitor the progress of their output.

### 1.3. Collaborative and committed approach to the Panel's working

In the discussions we conducted most Members agreed with the principle that scrutiny is more effective when it is cross-party, with politics left at the door (as much as is practicably possible), and an equal voice given to all. Members also recognised the importance of having strong and productive working relationships within the Panel.

There is a mixed level of engagement in the work of the Panel from some Members, but there was a broad agreement that all Members have a duty to uphold their responsibilities, attend meetings and work towards a shared goal in meetings. This is an aspect that needs further emphasis.

#### 1.4. The Panel's focus

The Panel would benefit from a clearer focus on where it can add value and there is a recognition that the Panel needs to focus more on strategic issues, where it can have influence. For the majority of the substantive items on agendas there is not a clearly articulated outcome from scrutiny's consideration of the topic. When topics are reviewed the focus tends to be operational rather than strategic or outcome focused. Often, items taken to meetings are updates and many reports do not ask Members to "do" anything other than to note them.

The Panel should focus its attention on cross-cutting issues which affect communities across the area, avoiding parochial issues affecting single wards. There are missed opportunities for the Panel to add value to reviewing the PCC's police and crime plan, and in challenging how the PCC will deliver on objectives.

- For the Panel to be more strategic there needs to be change from both the Panel and the PCC. If the PCC wants more emphasis on strategic challenge and holding to account, then the Panel will need earlier access to information and data and greater involvement with the process of developing and reviewing the Police and Crime Plan.

#### 1.5. Work programming and agendas

Work programming is key to ensuring the Panel stays focussed on strategic issues where it can make an impact, whilst making the best use of time and resources. Greater collaboration with the PCC and using the Police and Crime Plan as a basis for planning forward work could improve the focus of work programming and the creation of agendas. In this respect prioritisation is essential, and the Panel could benefit from an agreed methodology to filter and select topics for the work programme. Furthermore, the Panel will need to organise a work programme that is Member-led in order to have ownership over activity.

It is important to emphasise that work programming is an ongoing process and not just a one-off event. Whilst a workshop will help identify priorities and provide structure to work for the months ahead, there will need to be flexibility in the work programme and time set aside in meetings to regularly revisit the relevance of topics as the local context changes.

- We recommend an annual process for developing the work programme engaging Members, Officers, partners and the public to prioritise the topics for review. Work programming could take place through a Member workshop, where a shortlist of priority topics for the next 12 months are identified according to a selection criteria, discussed on their merit for scrutiny, and voted on.
- It was also noted that agendas often contain 10 items, or more. We would recommend a maximum of two or three substantive items on the agenda, to give adequate time and meaningful discussion to each one.

#### 1.6. Meeting preparation

From our observations of meetings, there is little evidence of co-ordinated questions or Members acting as a team with clear lines of inquiry. It has been highlighted that a number of Members do not prepare sufficiently for meetings, leading to a missed opportunity for insightful questioning.



It is important the Panel receives the right strategic information and reports in order to sufficiently hold to account and support the PCC. The practice of submitting lengthy reports, reports for noting or for information should be avoided. Instead, these updates can be circulated to Members outside of meetings through a briefing or information digest.

- The Panel should extend the use of its pre-meetings to effectively provide the space to set common objectives and questioning strategy, and possibly to reach consensus on lines of enquiry.

### **1.7. Member development and diversity**

To get the most out of being on the Panel, Members need a clear sense of what is required of them as, and the work involved which allows good scrutiny to happen. A lack of training was raised by some Members, who were clearly aware of the gaps in their own knowledge and understanding. The engagement and contribution from Members is varied with often just a few Members asking most of the more probing questions. Members may benefit from more training and experience in the area of questioning techniques.

It was also highlighted in many of our conversations that there is a significant lack of diversity on the Panel and the Panel's working would benefit from more diverse views.

- We recommend 'refresher' training, with an update on Police and Crime Panel essentials, as well as a specific focus on good questioning skills and chairing skills.

### **Thank you and acknowledgements**

We would like to thank all of the Panel Members and Officers who took part in for their time, insights and open views.

Yours sincerely,

**Ian Parry | Head of Consultancy**

**Centre for Governance and Scrutiny** | 77 Mansell Street | London | E1 8AN

Tel: 020 7543 5627 / Mob: 07831 510381 (preferred)

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**AGENDA ITEM 18**

**CAMBRIDGESHIRE POLICE AND CRIME PANEL  
DRAFT AGENDA FORWARD PLAN 2021-2022**

<b>PROPOSED DATES</b>	
<b>15 SEPTEMBER 2021</b>	<b>Public Questions</b> <b>Review of Complaints</b> <b>Decisions by the Commissioner</b>  <b>Financial Out-Turn</b> <b>Whistleblowing &amp; Complaints Policy</b>
<b>27 SEPTEMBER 2021</b>	<b>Led by Centre of Governance &amp; Scrutiny</b> <b>Training</b> <b>Protocol Setting</b> <b>Work Programme setting</b>
<b>10 NOVEMBER 2021</b>	<b>Public Questions</b> <b>Review of Complaints</b> <b>Decisions by the Commissioner</b>
<b>02 FEBRUARY 2022 – Budget/Precept</b>	<b>Public Questions</b> <b>Review of Complaints</b> <b>Decisions by the Commissioner</b> <b>BUDGET/PRECEPT 2021/2022</b>
<b>16 FEBRUARY 2022 – If needed</b>	<b>If needed (Veto)</b>
<b>23 MARCH 2022</b>	<b>Public Questions</b> <b>Review of Complaints</b> <b>Decisions by the Commissioner</b>

\*Scrutiny of this is a statutory responsibility under Section 28 of the [Police Reform and Social Responsibility Act 2011](#).

**TO BE DISCUSSED:**

- **Venue**
- **Streaming to YouTube/Costs**

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