


**CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2017-002**

<b>Subject</b>	To opt into PSAA Framework for appointing External Auditors for the Statutory accounts.
<b>Decision</b>	To opt into PSAA Framework for appointing External Auditors for the Statutory accounts.
<b>Decision Summary</b>	<p>The Cambridgeshire Police and Crime Commissioner’s (PCC) Business Coordination Board (“board”) meeting on 6<sup>th</sup> February 2017 considered and approved the proposal to allow Public Service Auditor Appointments (PSAA) to act on the Commissioner’s behalf in selecting and appointing its external auditor.</p> <p>The current external auditor’s contract is due for renewal for 2018/19.</p> <p>In July 2016, the Secretary of State for Communities and Local Government specified PSAA as an appointing person under Regulation 3 of the Local Audit (Appointing Person) Regulations 2015. This means that PSAA can make auditor appointments for audits of the accounts from 2018/19 of principal authorities that choose to opt in to its arrangements.</p> <p>By opting into this framework we will be taking the same course as our Collaborative partners of Bedfordshire, Hertfordshire and the Fire and Rescue Service.</p>

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<b>Background Papers</b>	Agenda Item 10.0 Public Sector Audit Appointments BCB meeting 6th February 2017

<b>Jason Ablewhite, 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> 8-2-17



**To:** Business Coordination Board

**From:** Interim Chief Finance Officer

**Date:** 6 February 2017

## **PUBLIC SECTOR AUDITOR APPOINTMENTS**

### **1. Purpose**

1.1 The purpose of this report is to seek the Police and Crime Commissioners approval to allow Public Service Auditor Appointments (PSAA) to act on the Commissioner's behalf in selecting and appointing its external auditor.

### **2. Recommendation**

2.1 The Commissioner is asked to approve that the PSAA will conduct a procurement process and appoint an external auditor.

### **3. Risk Assessment**

3.1 **Economic/Legal** – the Commissioner is required to appoint an external auditor to undertake the end of year audit of the Commissioner's statutory accounts. The Commissioner is obliged to commence this piece of work immediately and it would be subject to a full European Union (EU) procurement process. There will be a significant resource burden on the BCH Procurement function if the timetable to appoint is to be achieved.

### **4. Background**

4.1 Public Sector Audit Appointments Limited (PSAA) is an independent company limited by guarantee incorporated by the Local Government Association in August 2014.

4.2 The Secretary of State for Communities and Local Government delegated statutory functions (from the Audit Commission Act 1998) to PSAA, on a transitional basis, by way of a letter of delegation issued under powers contained in the Local Audit and Accountability Act 2014. Under these transitional arrangements the company is currently responsible for appointing auditors to local government, police and local

NHS bodies, for setting audit fees and for making arrangements for the certification of housing benefit subsidy claims.

- 4.3 From 2017/18, the transitional arrangements will end for local NHS bodies and smaller authorities and PSAA will no longer be responsible for appointing their auditors.
- 4.4 The transitional arrangements have been extended by one year for local government and police bodies, so PSAA will continue to be responsible for appointing their auditors for the audit of accounts for 2017/18.
- 4.5 In July 2016, the Secretary of State for Communities and Local Government specified PSAA as an appointing person under Regulation 3 of the Local Audit (Appointing Person) Regulations 2015. This means that PSAA can make auditor appointments for audits of the accounts from 2018/19 of principal authorities that choose to opt in to its arrangements.

## 5. Update on Progress and timescales

- 5.1 To date, 46% of authorities have opted in to the procurement process that the PSAA will oversee. The PSAA has prepared documentation for the process that includes;
- a contract notice,
  - a selection questionnaire stage,
  - an invitation to tender stage.
- 5.2 The key characteristics of the procurement strategy are that;
- it will be an Official Journal of the European Union (OJEU) restricted procedure,
  - the contract length will be five years with the option to extend by two years,
  - it will have a single contract area with six lots.
- 5.3 The objectives of the process are to secure high quality, independent audit services at the most competitive price.
- 5.4 The proposed timescales for the process are detailed below:

Activity	Target Date
OJEU contract notice published	16/2/17
Completed selection questionnaire	21/3/17
Evaluation of questionnaire	22/3/17 – 03/04/17
Invitation to tender	06/04/17
Briefing session for potential suppliers	12/04/17
Deadline for questions on procurement documentation	03/05/17
Deadline for submission of completed tenders	10/05/17
Tender evaluation	11/05/17 – 01/06/17
Contract award decision	13/06/17
Standstill period	19/06/17 – 29/06/17
Contract award	01/07/17
Auditor appointment process	07/17 – 12/17
Fee setting process	07/17 – 03/18

**BIBLIOGRAPHY**

<b>Source Documents</b>	
<b>Contact Officer</b>	Matthew Warren – Interim Chief Finance Officer, Cambridgeshire Office of the Police and Crime Commissioner

**CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2017-003**


<b>Subject</b>	<b>Policing precept of Council Tax and annual revenue budget 2017/18</b>
<b>Decision</b>	To issue precept and approve annual revenue budget for 2017/18
<b>Decision Summary</b>	<p>In accordance with paragraph 2 of Schedule 5 to the Police Reform and Social Responsibility Act 2011 (the “Act”), the Cambridgeshire Police and Crime Commissioner (the “Commissioner”) notified the Cambridgeshire Police and Crime Panel (the “Panel”) of the proposed policing element of the Council tax for 2017/18 in a report to the Panel meeting on the 1<sup>st</sup> February 2017.</p> <p>In the same report the Commissioner also notified the Panel of his proposed budget for 2017/18.</p> <p>The Commissioner’s report to the Panel proposed that the policing precept would be 1.97% increase which will increase Band D council tax rate from £183.15 in 2016/17 to £186.75 in 2017/18.</p> <p>In accordance with paragraph 3 of Schedule 5 to the Act, the Panel reviewed the proposed precept at their meeting on the 1<sup>st</sup> February 2017. The Panel made a report to the Commissioner dated 2<sup>nd</sup> February 2017 entitled “Recommendation following consideration of the report from the Police and Crime Commissioner on the precept 2017/18” in which the Panel outlined their recommendation following their review of the precept.</p> <p>Under paragraph 5 of Schedule 5 to the Act, the Commissioner gave his formal response to the Panel’s report in a letter to the Chair of the Panel dated 3<sup>rd</sup> February 2017. The Commissioner published his response on his website. Following the Commissioner’s response, the end of the scrutiny ceased.</p> <p>The Commissioner issued the precept for 2017/18 in accordance with paragraph 5 of Schedule 5 to the Act.</p>

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<b>Background Papers</b>	<p>'Precept Report 2017/18', Police and Crime Commissioner's report to Cambridgeshire Police and Crime Panel, 1<sup>st</sup> February 2017</p> <p><a href="http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&amp;MId=3673&amp;Ver=4">http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&amp;MId=3673&amp;Ver=4</a></p> <p>'Recommendation following consideration of the report from the Police and Crime Commissioner on the precept 2017/18', Police and Crime Panel report, 2<sup>nd</sup> February 2017</p> <p>Police and Crime Commissioner's formal response to Police and Crime Panel's report</p> <p><a href="http://www.cambridgeshire-pcc.gov.uk/work/decisions/">http://www.cambridgeshire-pcc.gov.uk/work/decisions/</a></p>
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**Jason Ablewhite, Cambridgeshire Police and Crime Commissioner**

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

<b>Signature</b> 	<b>Date</b> 6-2-17
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<b>CAMBRIDGESHIRE POLICE AND CRIME PANEL</b>	<b>Agenda Item No. 6</b>
<b>1 February 2017</b>	<b>Public Report</b>

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

**Contact Officer – Dorothy Gregson**

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### **PRECEPT REPORT 2017/18**

#### **1. PURPOSE**

- 1.1 To notify the Cambridgeshire Police and Crime Panel (the “Panel”) of the Cambridgeshire Police and Crime Commissioner’s (the “Commissioner”) proposed budget and precept for 2017/18 and to enable the Panel to review the proposed precept.

#### **2. RECOMMENDATION**

- 2.1 The Panel is recommended to review and make a report to the Commissioner on the proposed precept for 2017/18.

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

- 3.1 Item 5 - To review and make a report and recommendation (as necessary) on the proposed precept.

#### **4. BACKGROUND**

- 4.1 Under the Police Reform and Social Responsibility Act 2011 and the Police and Crime Panels (Precepts and Chief Constable Appointments) Regulations 2012, the Commissioner must notify the Panel of the precept which the Commissioner is proposing to issue for the financial year by 1 February. The Panel must review the proposed precept notified to it by 8 February.

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

- 5.1 Since taking office in May 2016, the Commissioner has been ensuring that, in the face of complex economic and social pressures, the Commissioner and Cambridgeshire Constabulary (the “Constabulary”) think and act differently and continue to transform the way they work through collaboration and new technology. The Constabulary never works in isolation.
- 5.2 Transformation of the way in which the Commissioner and the Constabulary deliver public services in the county is key to providing the savings required to deliver the Commissioner’s Police and Crime Plan (the “Plan”). This work is not limited to collaboration with other police forces, through tri-force or seven-force alliances, but is now looking much more widely. The Policing and Crime Bill provides a framework for joint working with the Fire and Rescue Service. In Cambridgeshire this has already begun with a review of estates. This builds on the existing work maximising the use and value of the £35m police estate. The creation of a combined authority for Cambridgeshire and Peterborough, along with the devolution of powers also provides an opportunity to work more closely to improve community safety.
- 5.3 When considering the precept, the Commissioner has ensured all efficiencies are identified, performance is protected, and that the reserve levels are at an appropriate level to meet the needs of policing. The Commissioner’s guiding principle in setting the precept is to achieve value for money policing and he stated during his election campaign in early 2016 that he would ensure frontline services continue to be protected.



5.4 The Constabulary and the Office of the Police and Crime Commissioner are able to balance the books with a 1.97% increase to the policing element of the council tax for 2017/18. The savings plans indicated in the full report at Appendix A show the means of balancing the budgets from 2018/19 to 2020/21. The budget will enable continued delivery of the Commissioner's Plan

5.5 The Panel is recommended to review the proposed precept in the context of ensuring continued and sustainable effectiveness and efficiency in policing in Cambridgeshire.

## **6. IMPLICATIONS**

6.1 The draft budget the Commissioner's presents to the Panel is balanced for 2017/18 and further details of how this has been achieved are presented in the Commissioner's precept-setting report at Appendix A. If accepted, the precept will ensure a £130.9m budget for policing in Cambridgeshire for 2017/18. This would see the policing element of a 2017/18 Band D council tax increasing from £183.15 to £186.75 per annum, an increase of 7p per week.

## **7. CONSULTATION**

7.1 As well as the Commissioner's extensive public engagement via meetings, surgeries and his newsletter, a Survey Monkey survey was made available from November 2016 to January 2017 with a link to the survey being available on the Commissioner's website as well as being flagged in the monthly newsletter which is sent to 16,000 email addresses each month. News of the Commissioner's proposal was also covered by the media across Cambridgeshire and on social media. Around 1,500 survey responses were received with 86% of respondents in agreement with a precept increase.

## **8. NEXT STEPS**

8.1 The Panel must make a report to the Commissioner on the proposed precept.

## **9. BACKGROUND DOCUMENTS**

9.1 Police Reform and Social Responsibility Act 2011

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

Police and Crime Panels (Precepts and Chief Constable Appointments) Regulations 2012

<http://www.legislation.gov.uk/uksi/2012/2271/made>

Provisional Police Grant Report (England and Wales) 2017/18, Home Office, December 2016

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/577359/police-grant-report-2017-18.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/577359/police-grant-report-2017-18.pdf)

## **10. APPENDICES**

10.1 Precept Report 2017/18 – Appendix A




**CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2017-004**

<b>Subject</b>	<b>Issuing of the Police and Crime Plan 2017-20</b>
<b>Decision</b>	To issue the Police and Crime Plan
<b>Decision Summary</b>	<p>The Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board meeting on the 16<sup>th</sup> December 2016 discussed the Police and Crime Commissioner’s (the “Commissioner”) draft Police and Crime Plan 2017-20 (the “Plan”).</p> <p>Under Section 5 of the Police Reform and Social Responsibility Act 2011 (the “Act”) before issuing the Plan the Commissioner must:</p> <ul style="list-style-type: none"> <li>• prepare a draft of the Plan;</li> <li>• consult the relevant Chief Constable in preparing the draft Plan;</li> <li>• send the draft Plan to the Police and Crime Panel (the “Panel”);</li> </ul> <p>The Commissioner presented the Plan to the Panel at its meeting on the 1st February 2017. The Panel reviewed the draft Plan and agreed and endorsed the Plan. The Panel produced a report of their recommendations on the draft Plan and this is published on their website at <a href="http://democracy.peterborough.gov.uk/ieListMeetings.aspx?Committeeld=543">http://democracy.peterborough.gov.uk/ieListMeetings.aspx?Committeeld=543</a></p> <p>Under Section 5 of the Act the Commissioner must:</p> <ul style="list-style-type: none"> <li>• have regard to any report or recommendations made by the Panel in relation to the draft Plan;</li> <li>• give the Panel a response to any such report or recommendations; and</li> <li>• publish any such response.</li> </ul> <p>The Commissioner sent his report to the Panel noting their recommendations and this is available on his website at <a href="http://www.cambridgeshire-pcc.gov.uk/">http://www.cambridgeshire-pcc.gov.uk/</a></p> <p>The Commissioner will publish the Plan on his website at <a href="http://www.cambridgeshire-pcc.gov.uk/">http://www.cambridgeshire-pcc.gov.uk/</a></p>

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<b>Background Papers</b>	<p>'Police and Crime Plan', Agenda Item 4.0 and 4.01, Business Co-ordination Board, 16<sup>th</sup> December 2016  <a href="http://www.cambridgeshire-pcc.gov.uk/work/business-coordination-board/2016-2/bcb-december-16th-2016/">http://www.cambridgeshire-pcc.gov.uk/work/business-coordination-board/2016-2/bcb-december-16th-2016/</a></p> <p>'Police and Crime Commissioner's Police and Crime Plan (Community Safety and Criminal Justice) for Cambridgeshire and Peterborough, Agenda 8.0, Police and Crime Panel, 1<sup>st</sup> February 2017  <a href="http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&amp;MId=3673&amp;Ver=4">http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&amp;MId=3673&amp;Ver=4</a></p>
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<b>Jason Ablewhite, 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 <sup>th</sup> February 2017

<b>CAMBRIDGESHIRE POLICE AND CRIME PANEL</b>	<b>Agenda Item No. 8</b>
<b>1 February 2017</b>	<b>Public Report</b>

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

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### **POLICE AND CRIME COMMISSIONER’S POLICE AND CRIME PLAN (COMMUNITY SAFETY AND CRIMINAL JUSTICE) FOR CAMBRIDGESHIRE AND PETERBOROUGH**

#### **1. PURPOSE**

- 1.1 The purpose of this report is to provide the Police and Crime Panel (the “Panel”) with the Police and Crime Commissioner’s (the “Commissioner”) draft Police and Crime Plan (Community Safety and Criminal Justice) for Cambridgeshire and Peterborough (the “Plan”).

#### **2. RECOMMENDATION**

- 2.1 The Panel is recommended to review the draft Plan and make a report or recommendation on the draft Plan to the Commissioner.

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

- 3.1 Item 1 - To review and make a report or recommendation on the draft Plan, or draft variation, given to the Panel by the Commissioner.

#### **4. BACKGROUND**

- 4.1 Under the Police Reform and Social Responsibility Act 2011, the Commissioner is required to issue a Plan as soon as practicable after taking office - specifically before the end of the financial year which they are elected (31 March 2017). 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 area which the Chief Constable is to provide;
- the financial and other resources which the Commissioner is to provide 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 witness of crime and anti-social behaviour (crime and disorder reduction and victims’ service grants);
- any grants which the Commissioner is to make and the conditions if any of those grants.

- 4.2 In preparing the Plan the Commissioner must ‘have regard to the relevant priorities of each responsible authority, with these authorities having a duty to co-operate with the Commissioner for the purpose of formulating the Plan. The Commissioner must also make arrangements to obtain the views of the community, including victims of crime, on policing and ensure an efficient and effective criminal justice system.

- 4.3 The Plan must achieve value for money, ensure the Chief Constable fulfils his duties relating to equality and diversity and have regard to the need to safeguard and promote the welfare of children, the Strategic Policing Requirement<sup>1</sup> and guidance or codes of practice issued by the Secretary of State.

## **5. DEVELOPMENT OF THE PLAN AND CONSULTATION**

- 5.1 The Commissioner has built his Plan around an overarching 'Plan on a Page' strategic summary. The Plan is structured around four key strategic themes: Victims, Offenders, Communities, and Transformation. Each theme has its own aim and has a framework through a series of shared outcomes to enable all agencies with a part to play in community safety and criminal justice, to strategically direct the future delivery of services through these common goals. Each theme is supported by a second page that sets out the key objectives and priorities for action. The Business Intelligence Information section shows how the delivery of the Plan will be monitored.
- 5.2 The Commissioner has stated that the Plan would not be developed in isolation but would be shaped by the views of the Panel, police, partners and the public. A significant amount of engagement has taken place with the public, Cambridgeshire Constabulary (the "Constabulary") and our strategic partners to inform the final Plan.
- 5.3 In preparing the Plan the Commissioner was keen to understand the views of the public. Since his election in May 2016, the Commissioner has spent a considerable amount of time talking to members of the public at police contact points, surgeries, community meetings and while shadowing officers and staff on patrol. In addition the Commissioner undertook a survey to ask the public what was important to them regarding crime and policing. Over 3,500 people responded and these views have been used to help shape the priorities.
- 5.4 It is important that the Plan aligns with the operational priorities which are developed by the Chief Constable and his senior management team. A number of sessions have taken place jointly between the Office of the Police and Crime Commissioner and the Constabulary to make sure that both organisations planning processes are working together.
- 5.5 The Commissioner recognised that all partners need to be clear of the collective responsibility for certain actions, yet also their responsibility for leading on direct action or dealing with the underlying causes that can lead to offending or becoming a victim. This includes for example the health service effectively supporting people in mental health crisis, or local authorities dealing with deprivation. The draft Plan has been shared with strategic partners and their viewpoints taken on board.
- 5.6 The Panel has been kept informed and involved as the Plan has developed. The Panel received a report (*Developing a Police and Crime Plan (Community Safety and Criminal Justice) for Cambridgeshire*) to their meeting on the 7 September 2016. The Panel has made a series of comments and suggestions on the Plan, which the Commissioner noted.
- 5.7 Overall, in delivering the Plan and ensuring best value for Cambridgeshire, it was recognised that it was critical to get the balance right between the demands and challenges of policing and the finite resource available.
- 5.8 The draft Plan is attached at Appendix A.

## **6. NEXT STEPS**

- 6.1 By law, once the Commissioner has issued the Plan, a copy must be sent to the Chief Constable, each of the Responsible Authorities that are wholly or partly within the relevant police area, and publish the Plan in any manner the Commissioner determines.
- 6.2 It is anticipated the Commissioner will publicly launch the Plan in March 2017. The Plan will become effective from 1 April 2017.

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<sup>1</sup> The Strategic Policing Requirement (SPR) sets out the Home Secretary's view of the national threats and the appropriate national capabilities required to counter those threats. The SPR supports Police and Crime Commissioners and Chief Constables to ensure they fulfil their forces' national responsibilities for tackling criminal or terrorist threats and harms, or other civil emergencies.

## **7. BACKGROUND DOCUMENTS**

### **7.1 Police Reform and Social Responsibility Act 2011**

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

‘Developing a Police and Crime Plan (Community Safety and Criminal Justice) for Cambridgeshire, Agenda Item 6, Cambridgeshire Police and Crime Panel, 7th September 2016

<http://democracy.peterborough.gov.uk/ieListMeetings.aspx?Committeeld=543>

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