

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2019-007

Subject	An extension to the existing S22A Agreement under the Police Act 1996 (as amended) to the Seven Force Strategic Collaboration Programme
Decision	To extend the original agreement made in 2016 for the Police and Crime Commissioner (“the Commissioner”) and Cambridgeshire Constabulary and the seven police force areas in the Eastern Region and Kent to work together upon a programme of collaboration known as the Seven Force Strategic Collaboration under Section 22A of the Police Act 1996 (as amended) until 31 st March 2021.
Decision Summary	At the Commissioners Business Coordination Board meeting of the 25 th February 2016, the board discussed the agreement between the Police and Crime Commissioner, the Chief Constable and the seven police areas. The agreement established a programme to progress consideration of joint working amongst them in areas of potential collaboration to help address the efficiency of service delivery. The programme is known as the Seven Force Strategic Collaboration and the original agreement is due to expire on the 31 st March 2019. This agreement has been updated and extended for a further two years until 31 st March 2021.

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	25 th February BCB Paper: Severn Force Strategic Collaboration http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2016/02/16-02-25-BCB-Agenda-Item-14.0-Seven-Force-Strategic-Collaboration.pdf

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature



Date

13-3-19.



Cambridgeshire
Police & Crime
Commissioner

To: Business Coordination Board

From: Chief Executive

Date: 25 February 2016

SEVEN FORCE STRATEGIC COLLABORATION AGREEMENT

1. Purpose

1.1 The purpose of this report is to provide the Business Coordination Board (“the Board”) with an update regards to the Police and Crime Commissioners and Chief Constables for the seven police areas in the Eastern Region (Bedfordshire, Cambridgeshire, Hertfordshire, Norfolk, Suffolk, and Essex) and Kent (“the Parties”) who have agreed to work together upon a programme of collaboration to be known as the Seven Force Strategic Collaboration Programme (the “Programme”).

2. Recommendation

2.1 The Board is recommended to approve the Collaboration Agreement under section 22A of the Police Act 1996 (as amended) in respect of the creation of a Seven Force Strategic Collaboration Programme as at Appendix A.

2.2 The Commissioner is asked to sign a Decision Notice to approve the Collaboration Agreement under section 22A of the Police Act 1996 (as amended).

3. Seven Force Strategic Collaboration

3.1 The Parties agree to establish a Programme to progress consideration of joint working amongst them in Areas for Potential Collaboration to help address the efficiency of service delivery and whilst maintaining or improving the effectiveness of such service delivery to the communities of the seven police areas of the Parties.

3.2 The Programme will be known as the Seven Force Strategic Collaboration Programme.

3.3 The Programme will develop business cases with proposals to collaborate in the Areas for Potential Collaboration subject to any limitations set by the Parties.

- 3.4 Progression of collaboration within the scope of specific business cases will as appropriate require further collaboration agreements between the participating Parties in such collaborations.

Governance Strategic - Eastern Region Alliance Summit

- 3.5 The Parties have established a forum called the Eastern Region Alliance Summit. The Terms of Reference for the Eastern Region Alliance Summit are set out in Schedule A. The Eastern Region Alliance Summit will take overall responsibility for the programme.
- 3.6 Whilst the Eastern Region Alliance Summit is not a public decision-making body it may make 'in principle' decisions and recommendations and wherein each of the Parties retain their individual executive sovereignty as corporation soles.
- 3.7 Where 'in principle' decisions or recommendations are made in respect of the Programme it is expected that each of the Parties will then proceed to make executive decisions within their own Schemes of Governance and Consent or governance arrangements as appropriate to give effect to the 'in principle' decisions and recommendations. Accordingly where any 'in principle' decision or recommendation is made in respect of the Programme by the Eastern Region Alliance Summit and which has the potential, if executed, to have a material impact upon any one of the Parties, such 'in principle' decisions or recommendations may only be made with the consent of the Party or Parties concerned.
- 3.8 Each Party is expected to be represented at all meetings of the Eastern Region Alliance Summit (where the Programme is being considered) in order to be able to commit such Party in relation to relevant business items on each agenda for meetings of the Eastern Region Alliance Summit. This requires all business where 'in principle' decisions or recommendations are required, to be advised to all Parties in writing in good time before each meeting and in any event with no less than two clear working days' notice.
- 3.9 Should an 'in principle' decision or recommendation be required outside the established programme of meetings of the Eastern Region Alliance Summit then such decision or recommendation may be made with the written agreement of all the Parties, and where written agreement includes a letter, memo or email executed by the Party or their duly authorised representative.
- 3.10 The Eastern Region Alliance Summit will make 'in principle' decisions and recommendations with a view to:
- Performing the strategic decision-making role and directing with regard to the progression of the Programme;
 - Determining any issue of a financial nature relating to the overall Programme and any of its constituent projects;
 - Setting the financial parameters within which the Programme and the constituent projects will proceed;
 - Considering business cases for each project and setting the parameters within which the projects will proceed;
 - Determining issues of principle to be applied in relation to the Programme.

Seven Force Strategic Collaboration Oversight Group

- 3.11 The Parties have established the Seven Force Strategic Collaboration Oversight Group, hereinafter referred to as “the Oversight Group”. The Terms of Reference and business arrangements for the Oversight Group are set out in Schedule B. The Oversight Group will provide advice, support and oversight to the Senior Responsible Officer for the Programme and will make recommendations to the Eastern Region Alliance Summit.

4. The Programme

- 4.1 The Parties have agreed to appoint a Senior Responsible Owner (hereinafter referred to as ‘the SRO’) who is the person ultimately accountable for the success of the Programme. The SRO will provide day-to-day direction and leadership for the delivery and implementation of the Programme.
- 4.2 The SRO will manage a Programme Team to assist in the delivery of the Programme which will be established in accordance within the parameters set by the Eastern Region Alliance Summit.
- 4.3 The Chief Constables who are Parties to this Agreement will appoint a lead Chief Constable for the Programme to provide day-to-day guidance and support to the SRO and the Programme Team on behalf of the Chief Constables.

5. Finance

- 5.1 In signing this agreement the parties have agreed that the budget for the Programme will be £1.2 million per annum plus £150,000 per annum for any external consultancy that may be required. Any variance to this budget must be agreed as detailed in the Agreement.
- 5.2 Costs associated with the Programme in relation to the SRO, the Programme Team, their on-costs, non-pay expenditure relating to the SRO and the Programme Team (with the exception of minor incidental expenditure regarding travel costs and subsistence), professional and consultancy fees will be apportioned between the seven police areas and paid by the Parties upon the basis of the Net Revenue Expenditure (hereinafter referred to as “NRE”) of each Force within the Programme in any given year and calculated to one decimal place.
- 5.3 The seven police areas may contribute officer/staff resource or a financial sum to the costs associated with the Programme.

6. Length of Agreement

- 6.1 This Agreement shall come into force on 22 October 2015 and shall continue until 31 March 2017 with a review of the Agreement at 21 October 2016.
- 6.2 This Agreement will terminate on 31 March 2017 unless renewed in writing by all the Parties.
- 6.3 The Parties are by executing this agreement committed to the Programme and their obligations under this Agreement for the duration of the Agreement.

7. Indemnity

- 7.1 Each Party shall indemnify and keep indemnified the other Parties against all losses, claims, damages, costs, charges, uninsured liabilities, demands or proceedings incurred or brought as a result of their negligence, negligence of its officers and/or staff or breach of their obligations under this Agreement.
- 7.2 Each Party will remain liable in accordance with the law for the acts and omissions of its own officers and staff who form part of the Programme Team.

8. Freedom of Information

- 8.1 Freedom of information requests relating to the conduct of the Programme Team will be dealt with by the recipient Party who will be responsible for co-ordinating the response with the SRO, agreeing the disclosure with the other relevant Parties and replying to the request.

9. Data Protection Act 1998

- 9.1 Each Party will be responsible for ensuring compliance with the Data Protection Act 1998 with regard to the processing of data. This includes the provision and sharing of data for use by the Programme Team and for data which is created by the Programme Team.

10. Information Management

- 10.1 Information created by work related to the Programme will be shared equally by the Parties and will be retained in accordance with each Party's information management policies, which have been assessed to ensure broad compatibility and which will show due regard to the principles of MOPI.
- 10.2 For the purposes of the Data Protection Act 1998 each Party remains the data controller for any personal information recorded on the information systems (electronic and paper) under their control, i.e. within the relevant Party's electronic network or in structured and unstructured filing systems operated and stored on the relevant Party's premises.
- 10.3 The activities of staff from any Party, in respect of access to and use of any information owned by the Parties, will be governed by the policies of the employing Party.

11. Intellectual Property Rights

- 11.1 Intellectual property rights in any designs, works, written material etc. created as part of the working relating to the Programme will vest in the Parties jointly. In the conclusion of this agreement, the rights will remain joint unless and until agreed by the Parties in writing.

12. Assets

- 12.1 Limited assets are anticipated as a consequence of this Programme. However legal title to these assets will remain with the providing Party.

13. Staff and Establishment

- 13.1 The staff and police officers who work within the Programme Team (and including the SRO) shall continue as employees and officers of their employing Party irrespective of their place of work. Their pay, welfare, pension, terms and conditions and all other respective employment and service matters shall remain the responsibility of their employing Party.
- 13.2 Whilst Chief Constables will retain legal direction and control and thus liability for their respective officers and staff working within the Programme Team, staff and police officers within the Programme Team shall receive day-to-day direction from the SRO, who will in turn enjoy direction from the Lead Chief Constable in relation to the Programme on behalf of the seven Chief Constables who are parties to this Agreement.
- 13.3 All complaints, grievances and conduct issues raised by or against the SRO or officers or staff working within the Programme Team will be handled and dealt with by their employing Chief Constable.

14. Health and Safety

- 14.1 The Parties are liable at law for the health and safety of their staff and employees.
- 14.2 Each Chief Constable who is a Party to this Agreement will be responsible for ensuring the health and safety of their officers and staff working in the Programme Team.
- 14.3 The SRO will be responsible for ensuring that all appropriate risk assessments for the Programme Team have been carried out, are up to date and are complied with.

15 Procurement

- 15.1 The SRO will apply the procurement policies and arrangements in place within their employing Party or as otherwise directed pursuant to clause 3.2 above and will ensure the policies are followed by officers and staff within the Programme Team.

16. Recommendation

- 16.1 The Board is recommended to approve the Collaboration Agreement under section 22A of the Police Act 1996 (as amended) in respect of the creation of a Seven Force Strategic Collaboration Programme as at Appendix A.

BIBLIOGRAPHY

Source Document	
Contact Officers	Dorothy Gregson, Chief Executive, Office of the Police and Crime Commission

COLLABORATION AGREEMENT
In relation to the Seven Force
Strategic Collaboration Programme

WHEREAS:

- (i) The Parties to this agreement have agreed to work together to maximise the efficiency of identified Areas for Potential Collaboration in order to protect front line operational resource and optimise the delivery of each county's Police and Crime Plan.

- (ii) In order to pursue the above objective the Parties have agreed to enter into a collaboration agreement pursuant to section 22A of the Police Act 1996.

IT IS AGREED AS FOLLOWS:

1. DEFINITIONS AND INTERPRETATION

1.1 In this Agreement, except where the context requires otherwise, the following expressions shall have the meanings respectively ascribed to them:

“Lead Chief Constable” has the meaning set out in clause 4.3 below;

“Parties” means the Police and Crime Commissioners and Chief Constables of Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Kent, Norfolk and Suffolk, and the term “Party” shall mean any one of them;

“Programme” means the Seven Force Strategic Collaboration Programme as described at clause 2 below;

“Senior Responsible Owner or SRO” means the person accountable for the success of the Programme and as described in clause 4 below;

“Areas for Potential Collaboration” means the four areas identified as suitable for collaboration under the terms of this agreement and which comprise, criminal justice and custody, shared business support services, Athena-related functions (such as crime investigation and intelligence) and operational policing elements which are suited to a multi-force delivery model.

2. PURPOSE
 - 2.1 The Parties agree to establish a Programme to progress consideration of joint working amongst them in Areas for Potential Collaboration to help address the efficiency of service delivery and whilst maintaining or improving the effectiveness of such service delivery to the communities of the seven police areas of the Parties.
 - 2.2 The Programme will be known as the Seven Force Strategic Collaboration Programme.
 - 2.3 The Programme will develop business cases with proposals to collaborate in the Areas for Potential Collaboration subject to any limitations set by the Parties.
 - 2.4 Progression of collaboration within the scope of specific business cases will as appropriate require further collaboration agreements between the participating Parties in such collaborations.

3. GOVERNANCE – STRATEGIC
 - Eastern Region Alliance Summit
 - 3.1 The Parties have established a forum called the Eastern Region Alliance Summit. The Terms of Reference for the Eastern Region Alliance Summit are set out in Schedule A. The Eastern Region Alliance Summit will take overall responsibility for the Programme.
 - 3.2 Whilst the Eastern Region Alliance Summit is not a public decision-making body it may make ‘in principle’ decisions and recommendations and wherein each of the Parties retain their individual executive sovereignty as corporation soles.
 - 3.3 Where ‘in principle’ decisions or recommendations are made in respect of the Programme it is expected that each of the Parties will then proceed to make executive decisions within their own Schemes of Governance and Consent or governance arrangements as appropriate to give effect to the ‘in principle’ decisions and recommendations. Accordingly where any ‘in principle’ decision or recommendation is made in respect of the Programme by the Eastern Region Alliance Summit and which has the potential, if executed, to have a material impact upon any one of the Parties, such ‘in principle’ decisions or recommendations may only be made with the consent of the Party or Parties concerned.
 - 3.4 Each Party is expected to be represented at all meetings of the Eastern Region Alliance Summit (where the Programme is being considered) in order to be able to commit such Party in relation to relevant business items on each agenda for meetings of the Eastern Region Alliance Summit. This requires all business where ‘in principle’ decisions or

recommendations are required, to be advised to all Parties in writing in good time before each meeting and in any event with no less than two clear working days' notice.

- 3.5 Should an 'in principle' decision or recommendation be required outside the established programme of meetings of the Eastern Region Alliance Summit then such decision or recommendation may be made with the written agreement of all the Parties, and where written agreement includes a letter, memo or email executed by the Party or their duly authorised representative.
- 3.6 The Eastern Region Alliance Summit will make 'in principle' decisions and recommendations with a view to:
- 3.6.1 performing the strategic decision-making role and directing with regard to the progression of the Programme;
 - 3.6.2 determining any issue of a financial nature relating to the overall Programme and any of its constituent projects;
 - 3.6.3 setting the financial parameters within which the Programme and the constituent projects will proceed;
 - 3.6.4 considering business cases for each project and setting the parameters within which the projects will proceed;
 - 3.6.5 determining issues of principle to be applied in relation to the Programme.

Seven Force Strategic Collaboration Oversight Group

- 3.7 The Parties have established the Seven Force Strategic Collaboration Oversight Group, hereinafter referred to as "the Oversight Group". The Terms of Reference and business arrangements for the Oversight Group are set out in Schedule B. The Oversight Group will provide advice, support and oversight to the Senior Responsible Officer for the Programme and will make recommendations to the Eastern Region Alliance Summit.

4 THE PROGRAMME

- 4.1 The Parties have agreed to appoint a Senior Responsible Owner (hereinafter referred to as 'the SRO') who is the person ultimately accountable for the success of the Programme. The SRO will provide day-to-day direction and leadership for the delivery and implementation of the Programme.
- 4.2 The SRO will manage a Programme Team to assist in the delivery of the Programme which will be established in accordance within the parameters set by the Eastern Region Alliance Summit.

- 4.3 The Chief Constables who are Parties to this Agreement will appoint a lead Chief Constable for the Programme to provide day-to-day guidance and support to the SRO and the Programme Team on behalf of the Chief Constables.
5. FINANCE
- 5.1 The parties have agreed that the budget for the Programme will be £1.2 million per annum plus £150,000 per annum for any external consultancy that may be required. Any variance to this budget must be agreed pursuant to clause 3.6.3 above.
- 5.2 Costs associated with the Programme in relation to the SRO, the Programme Team, their on-costs, non-pay expenditure relating to the SRO and the Programme Team (with the exception of minor incidental expenditure regarding travel costs and subsistence), professional and consultancy fees will be apportioned between the seven police areas and paid by the Parties upon the basis of the Net Revenue Expenditure (hereinafter referred to as "NRE") of each Force within the Programme in any given year and calculated to one decimal place.
- 5.3 The seven police areas may contribute officer/staff resource or a financial sum to the costs associated with the Programme.
6. LENGTH OF AGREEMENT
- 6.1 This Agreement shall come into force on 22 October 2015 and shall continue until 31 March 2017 with a review of the Agreement at 21 October 2016.
- 6.2 This Agreement will terminate on 31 March 2017 unless renewed in writing by all the Parties.
- 6.3 The Parties are by executing this agreement committed to the Programme and their obligations under this Agreement for the duration of the Agreement.
7. INDEMNITY
- 7.1 Each Party shall indemnify and keep indemnified the other Parties against all losses, claims, damages, costs, charges, uninsured liabilities, demands or proceedings incurred or brought as a result of their negligence, negligence of its officers and/or staff or breach of their obligations under this Agreement.

- 7.2 Each Party will remain liable in accordance with the law for the acts and omissions of its own officers and staff who form part of the Programme Team.
8. FREEDOM OF INFORMATION
- 8.1 Freedom of information requests relating to the conduct of the Programme Team will be dealt with by the recipient Party who will be responsible for co-ordinating the response with the SRO, agreeing the disclosure with the other relevant Parties and replying to the request.
9. DATA PROTECTION ACT 1998
- 9.1 Each Party will be responsible for ensuring compliance with the Data Protection Act 1998 with regard to the processing of data. This includes the provision and sharing of data for use by the Programme Team and for data which is created by the Programme Team.
10. INFORMATION MANAGEMENT
- 10.1 Information created by work related to the Programme will be shared equally by the Parties and will be retained in accordance with each Party's information management policies, which have been assessed to ensure broad compatibility and which will show due regard to the principles of MOPI.
- 10.2 For the purposes of the Data Protection Act 1998 each Party remains the data controller for any personal information recorded on the information systems (electronic and paper) under their control, i.e. within the relevant Party's electronic network or in structured and unstructured filing systems operated and stored on the relevant Party's premises.
- 10.3 The activities of staff from any Party, in respect of access to and use of any information owned by the Parties, will be governed by the policies of the employing Party.
11. INTELLECTUAL PROPERTY RIGHTS
- 11.1 Intellectual property rights in any designs, works, written material etc. created as part of the working relating to the Programme will vest in the Parties jointly. In the conclusion of this agreement, the rights will remain joint unless and until agreed by the Parties in writing.

12. ASSETS

- 12.1 Limited assets are anticipated as a consequence of this Programme. However legal title to these assets will remain with the providing Party.

13. STAFF AND ESTABLISHMENT

- 13.1 The staff and police officers who work within the Programme Team (and including the SRO) shall continue as employees and officers of their employing Party irrespective of their place of work. Their pay, welfare, pension, terms and conditions and all other respective employment and service matters shall remain the responsibility of their employing Party.

- 13.2 Whilst Chief Constables will retain legal direction and control and thus liability for their respective officers and staff working within the Programme Team, staff and police officers within the Programme Team shall receive day-to-day direction from the SRO, who will in turn enjoy direction from the Lead Chief Constable in relation to the Programme on behalf of the seven Chief Constables who are parties to this Agreement.

- 13.3 All complaints, grievances and conduct issues raised by or against the SRO or officers or staff working within the Programme Team will be handled and dealt with by their employing Chief Constable.

14. HEALTH AND SAFETY

- 14.1 The Parties are liable at law for the health and safety of their staff and employees.

- 14.2 Each Chief Constable who is a Party to this Agreement will be responsible for ensuring the health and safety of their officers and staff working in the Programme Team.

- 14.3 The SRO will be responsible for ensuring that all appropriate risk assessments for the Programme Team have been carried out, are up to date and are complied with.

15. PROCUREMENT

- 15.1 The SRO will apply the procurement policies and arrangements in place within their employing Party or as otherwise directed pursuant to clause 3.6 above and will ensure the policies are followed by officers and staff within the Programme Team.

Schedule A

Terms of Reference – Eastern Region Alliance Summit

1. PRINCIPLES
 - 1.1 The Meeting [Board] shall be a private business meeting and not a public decision making board. Appropriate minutes will be made.
 - 1.2 The Meeting shall provide PCCs and Chief Constables (the Members) with a forum to discuss and shape new initiatives and discharge their statutory duties.
 - 1.3 The principle of local accountability shall be maintained. Decisions may be made by the Meeting [Board] 'in principle' and recommendations may be made but each PCC and Chief Constable shall retain their executive sovereignty as corporation soles.
2. ROLE OF THE MEETING
 - 2.1 Assist the Members in meeting their statutory obligations, to include keeping collaboration opportunities under review and ensuring collaboration takes place where it is in the interests of the efficiency or effectiveness of their own and other police force areas.
 - 2.2 Hold the Lead Force Chief Constables and Lead PCCs to account for the operational delivery of the collaborative functions for which they are responsible.
 - 2.3 Consider plans for the delivery of all functions through collaboration and where appropriate ensure they are implemented effectively.
 - 2.4 Discharge the functions assigned to it by relevant collaboration agreements agreed by the Members.
 - 2.5 Perform an oversight function (to include accountability, finance and performance) on behalf of Members in respect of ongoing collaborative functions and collaboration projects. The Members participating in this oversight will be defined within the relevant collaboration agreement.
 - 2.6 Consider regional police and crime issues, share best practice, exchange ideas and facilitate closer working between Members.
 - 2.7 When required to do so:
 - consider proposals for any significant expenditure, overspends or disposal of any significant assets in relation to collaborative functions;
 - resolving any high level strategic service delivery issues or disputes which cannot be resolved through line management arrangements.

- 2.8 Receive a 6 monthly report on the performance of all regional collaborative functions, including financial and operational performance, in accordance with the terms of the objectives of the relevant collaboration agreement.
3. MEMBERSHIP
- 3.1 The Meeting [Board] shall comprise Commissioners and the Chief Constable (or their representatives) of Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Kent, Norfolk and Suffolk.
- 3.2 The Chair shall be rotated at each meeting in a full rotational sequence by Commissioners.
- 3.3 A nominated OPCC will have responsibility for all necessary administration in relation to the Meeting [Board].
4. PROCEEDINGS AND MEETINGS
- 4.1 The aim is for Meetings to take place quarterly although they can be held as and when it is felt appropriate by the Members.
- 4.2 The Meeting does not have a formal decision making function and therefore detail concerning voting and quorum is unnecessary. Where a collaboration agreement requires the Meeting [Board] to make a decision it shall do so only in principle and refer the decision to individual Members to make a formal decision at a local level.
- 4.3 The Meeting shall be held in private unless determined otherwise by all the Members.

Schedule B

Terms of Reference –Seven Force Strategic Collaboration Oversight Group

1. PRINCIPLES
 - 1.1 The Meeting [Group] shall be a private business meeting and not a public decision making board. Action notes will be made.
 - 1.2 The Meeting shall provide PCCs, Chief Executives and Chief Constables (the Members) with a forum to give dynamic advice, support and oversight to the SRO for the Eastern Region Collaboration Programme between the formal Eastern Region Alliance Summit meetings.
 - 1.3 The Meeting will make recommendations to the Eastern Region Alliance Summit meetings.
2. ROLE OF THE MEETING [GROUP]
 - 2.1 The Group will provide advice, guidance and oversight to the SRO. This will include comment on the effectiveness of work undertaken to assess the strategic fit of the Programme; oversight to ensure that the Programme is supported by key stakeholders; assessing the Programme's potential to succeed against agreed objectives.
 - 2.2 Assist with the development of any Police Innovation Fund bids for the Eastern Region.
 - 2.4 Lead the appointment of independent consultancy support
 - 2.3 Ensure appropriate ongoing programme management is in place including ensuring that:
 - Outcomes and objectives for the programme (and the way they fit together) contribute to the overall strategies of the organisations involved;
 - Arrangements for leading, managing and monitoring the proposed programme as a whole are robust and the links to individual parts of it;
 - Arrangements for identifying and managing the main programme risks (and the individual project risks) are robust;
 - Ensuring the right levels of resource are in place to deliver on the programme;
 - Arrangements for Gateway Review and ensuring that it is sufficiently independent.
 - 2.4 Lead the appointment of independent consultancy support.
 - 2.5 Make recommendations to the Eastern Region Alliance Summit.


3. MEMBERSHIP
 - 3.1 The Meeting [Board] shall comprise Commissioners and the Chief Constable (or their representatives) of Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Kent, Norfolk and Suffolk.
 - 3.2 The Chair shall be a Commissioner and identified from within the group.
 - 3.3 A nominated OPCC will have responsibility for all necessary administration in relation to the Meeting [Board].
4. PROCEEDINGS AND MEETINGS
 - 4.1 The aim is for Meetings to take place fortnightly by teleconference, although they can be held as and when it is felt appropriate by the Members.
 - 4.2 The Meeting does not have a formal decision making function and therefore detail concerning voting and quorum is unnecessary.

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2019-008

Subject	S22A Agreement under the Police Act 1996 (as amended) for the amended collaboration agreement for the Chiltern Transport Consortium between the nine corporations sole (the Chief Constables of Bedfordshire Police, British Transport Police, Cambridgeshire Constabulary, Hertfordshire Constabulary, Thames Valley Police and the Police and Crime Commissioner for Bedfordshire Police, Cambridgeshire Constabulary, Hertfordshire Constabulary and Thames Valley Police.
Decision	To sign the amended Section 22A Agreement under the Police Act 1996 (as amended) to approve the amended collaboration in respect of the Chiltern Transport Consortium between Cambridgeshire Constabulary and Bedfordshire Police, British Transport Police, Hertfordshire Constabulary and Thames Valley Police.
Decision Summary	<p>The Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board (“the Board”) meeting on the 16th May 2019 discussed and agreed the proposed amendment to the existing Sec22A collaboration agreement for British Transport Police to join the Chiltern Transport Consortium which includes British Transport Police for Bedfordshire Police, Cambridgeshire Constabulary, Hertfordshire Police and Thames Valley Police. The Section 22A Agreement is made between the nine corporations sole (the Chief Constables of Bedfordshire, British Transport Police, Cambridgeshire, Hertfordshire and Thames Valley Police and the Police and Crime Commissioners for Bedfordshire, Cambridgeshire, Hertfordshire and Thames Valley Police).</p> <p>The Board approved that the Police and Crime Commissioner and the Constabulary should sign the updated Section 22A Agreement to effect the amended collaborative arrangements for the purpose of providing efficient and effective policing.</p>

Contact Officer	<p>Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk</p>
Background Papers	<p>SEC 22A Collaboration Agreement for Chiltern Transport Consortium: Business Coordination Board 16th December 2016. http://www.cambridgeshire-pcc.gov.uk/work/BCB Sec 22A Collaboration Agreement for Chiltern Transport Consortium: Business Coordination Board 16th May 2019 The Police & Crime Commissioner for Cambridgeshire Business Coordination Board</p>

--	--

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner	
I confirm that I have reached the above decision after consideration of the facts above.	
Signature 	Date 16-5-19



To: Business Coordination Board

From: Chief Executive

Date: 16 May 2019

SECTION 22A AGREEMENT – CHILTERN TRANSPORT CONSORTIUM

1. Purpose

1.1 The purpose of this paper is to provide an update to the Business Coordination Board (“the Board”) on the amended collaboration agreement with Chiltern Transport Consortium (“CTC”).

2. Recommendation

2.1 The Board is recommended to approve the amended Collaboration Agreements under section 22A of the Police Act 1996 (as amended) in respect of Chiltern Transport Consortium.

2.2 The Commissioner is asked to sign Decision Notices to approve the amended Collaboration Agreement under section 22A of the Police Act 1996 (as amended)

3. Background

3.1 Chiltern Transport Consortium (CTC) was established to provide greater transport resilience and efficiency gains – largely through exploiting economies of scale. A report was taken through the Police and Crime Commissioners Board when the original agreement was signed in December 2016

3.2 Members of the Chiltern Transport Governance Board, at their meeting of the 30th November 2018 discussed and agreed in principle to the membership of British Transport Police (BTP) joining the consortium from the 1st May 2019. As a result the original 5 forces will see a reduction in the vehicle recharge costs saving circa £400k in 2019/20

3.3 The current Sec 22A agreement was due for a review in March 2019. Existing members have agreed for CTC to continue and be reviewed by 30th April 2022, and that the Sec 22 amended to include BTP. No other amendments have been made.

5. Recommendation

5.1 The Board is recommended to approve the Collaboration Agreements under section 22A of the Police Act 1996 (as amended) in respect of Chiltern Transport Consortium.

5.2 The Commissioner is asked to sign Decision Notices to approve the amended Collaboration Agreement under section 22A of the Police Act 1996 (as amended).

BIBLIOGRAPHY

Source Document	BCB report December 2016
Contact Officer	Dorothy Gregson, Chief Executive Officer, Office of Police and Crime Commissioner

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2019-009

Subject	S22A Agreement under the Police Act 1996 (as amended) for Investigatory Powers Act 2016
Decision	To sign the Section 22A Agreement under the Police Act 1996 (as amended) to allow discharging of functions of the police force(s) more effectively in accordance with section 22A of the Investigatory Powers Act 2016.
Decision Summary	The Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board (“the Board”) meeting on the 16 th May 2019 discussed and agreed the proposed amendment to the existing Sec22A collaboration agreement.

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature		Date	16-5-19
------------------	---	-------------	---------

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2019-010

Subject	S22A Agreement under the Police Act 1996 (as amended) for Single Online Home national platform.
Decision	To sign the Section 22A Agreement under the Police Act 1996 (as amended) to approve the Single Online Home, a national platform for the delivery of a range of online services.
Decision Summary	<p>The Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board (“the Board”) meeting on the 4th April 2019 discussed the proposal for the Single Online Home national platform. The purpose of which will enable forces to meet the changing demands of the public, allow more effective prevention and investigation of crime and improve handling of digital evidence.</p> <p>Further reassurance were sort by the Board, from the Chief Constable, this reassurance was provided at the Board meeting held on the 16th May 2019.</p> <p>The Board approved that the Police and Crime Commissioner and the Constabulary should sign the updated Section 22A Agreement to effect the amended collaborative arrangements for the purpose of providing efficient and effective policing.</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	SEC 22A Collaboration Agreement for Single Online Home BCB Agenda Item 4 – 4th April 2019 BCB of the 16th May Approved minutes approved 11th June 2019

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature



Date

16/5/2019



To: Business Coordination Board

From: Chief Constable

Date: 4th April 2019

Single Online Home

1.0 Purpose

1.1 The purpose of this paper is to provide an update to the Business Coordination Board (“the Board”) on the development and progress of the Single Online Home (SOH), a national platform for delivery of a range of online services.

2.0 Recommendation

2.1 The Board is invited to note the contents of this report.

3.0 Background

- 3.1 SOH sits within the Digital Policing Portfolio (DPP), which is the national delivery organisation responsible for delivering the policing vision 2025. It seeks to do this through the development of nationally consistent services and capabilities enabled by technology. It is intended that the solutions developed will enable forces to meet the changing demands of the public, allow more effective prevention and investigation of crime and improve handling of digital evidence.
- 3.2 Single Online Home (SOH) is a digital platform that replaces force internet. Each force will be able to offer a range of nationally consistent online services to the public but, with their own local identity.
- 3.3 The concept of the Single Online Home is to be the singular policing portal from which to launch a common platform that allows the public to report, transact and self-help.

- 3.4 As part of the development of a single online home for policing, it was identified from user feedback that the user journey should be consistent and have the same look and feel.
- 3.5 Police.uk and data.police.uk currently exist as national sites, which are together known as “police.uk” and are funded by a central Home Office process. SOH will eventually replace the police.uk function (although the two will co-exist for a period of time). Each force will continue to pay the Home Office directly towards the use of police.uk until April 2020, after which forces would make their payments to the MPS, as the host force for SOH.
- 3.6 The SOH will provide the public with a one stop shop for many policing interactions including crime reporting, road traffic incident reporting, missing persons, fraud, anti-social behaviour, lost or stolen vehicles, civil disputes, lost and found property, possible terrorist activity, events and processions notifications.
- 3.7 The SOH is not mandated by the Home Office but there is an ambition to sign up all 43 forces to achieve national consistency. Funding is currently provided by the police transformation fund until March 2020 to develop the system. This doesn’t mean that all forces need to align to SOH by then, rather that there may be additional costs for those that may join after this date.
- 3.8 In April 2018, Chief Constables signed a statement of intent for BCH to join the SOH programme in Feb 2020. This date was selected as it coincides with the end of the contractual agreement that BCH has with its current website supplier (28th Feb 2020).
- 3.9 In December 2018, confirmation was received that sufficient funding had been secured to allow all forces the opportunity to join by March 2020 (previously this applied to only 20). The national programme have confirmed that March 2020 is also the intended go live date for BCH.

4.0 Governance

- 4.1 SOH is delivered as part of the Digital Public Contact (DPC) strand of the Digital Policing Portfolio. The national steering group reports into the DPC Programme Board, chaired by CC Simon Cole from Leicestershire.
- 4.2 SOH operates as a collaboration between Police Forces, who join the platform as stakeholders and not customers. All forces are expected to participate through the steering group structure, initially through the National Steering Group and then, as the number of participating forces grow, through a regional structure (to ensure the national meeting remains practical and manageable with consistent attendance).
- 4.3 The MPS, who developed the platform, will retain a 50% share of all decision making at any Governance Board, covering strategy, design or operation related to the platform, for as long as they remain the host force.
- 4.4 The remaining 50% share will be divided among the other national forces through the relevant Governance Boards.

- 4.5 If an individual participating Police Force no longer wishes to have use of the platform, it must give at least 12 months written notice to the host Force.

5.0 Current Position

- 5.1 BCH has invested in its website provision over recent years and therefore the gap between what is currently delivered and what will be delivered by SOH is not significant.
- 5.2 While BCH already have many services in place already, SOH will provide additional functionality such as personal injury RTC's and firearms applications. The intention is that all services will be up and running by March 2020 to make effective use of the PTF funding and to avoid additional costs.
- 5.3 The SOH is a replacement for the external facing force websites only - there will remain a continuing need to retain internal force intranets.
- 5.4 The current position is that 40 forces have signed the statement of intent, with all forces having indicated they will join prior to the end of 2020. Six are on the platform already with another 10 either in transition or imminently moving to transition.

6.0 Implementation

- 6.1 Implementation of the SOH requires a significant amount of business change across BCH. As part of the statement of intent, each force was asked to commit a business change lead at Superintendent level together with a project manager.
- 6.2 As the project spans many business areas across the three forces and JPS, the preferred option to employ one business change manager on a full time basis for a period of 12 months was presented and agreed at JCOB in January 2019.
- 6.3 Recruitment for these posts is now in hand with the anticipation that they will be in post by April 2019.
- 6.4 Once these posts are recruited, a full project management structure for the delivery of SOH across BCH will be in place, which will include benefits realisation.

7.0 Considerations

- 7.1 While the SOH presents a nationally consistent digital experience for the public, there remain some considerations that are being explored further with regards to implementation across BCH.
- 7.2 At this stage, only indicative costs have so far been provided, with final costings dependent upon the number of forces that ultimately join. It is anticipated that more exact costings will be provided next month, following a more detailed view of the national position.
- 7.2 The contract for our current website expires before the join date and, while it is extendable on an annual basis, it is unlikely that BCH would require a full 12 months extension before joining the SOH. An option of a rolling monthly contract is being explored to mitigate this position.

- 7.3 The cost of SOH is more expensive than the current website provision, although it is difficult to draw a direct comparison in terms of functionality. The cost to maintain and develop the existing internal intranets will also need to be added onto the SOH costs once known. By the time BCH join, however, the majority of new SOH services will be available and the contract also includes an ongoing development fund to allow SOH to proactively develop and keep pace with societal and technological changes.
- 7.4 The processes by which the SOH integrates with Athena requires further development in order to minimise the risk of double keying. With differing crime recording IT systems in place nationally, the ability to enter information in one force area on one system and then transfer to another, via the SOH also requires further clarity.
- 7.5 The gateway to transfer data or information from SOH into Athena must therefore be automated and effective, to avoid the need for any manual intervention. Work is currently being progressed with the Athena supplier to develop an integrated solution for data transfer between the two systems to address these issues.
- 7.6 The 50% stake of the MPS within the governance reflects their financial investment in managing and developing the system. With the remaining 50% governance split across the remaining forces, the ability for any individual force and particularly smaller forces to influence national development and decision making is potentially limited.
- 7.7 The route to ensure that forces retain a voice and that the national system meets local needs will be via the regional and national steering groups. The national steering group, made up of regional leads will oversee and prioritise platform developments while the national BAU team are responsible for continuous improvement of the platform and the services offered.

8.0 Section 22

- 8.1 The statement of intent does not commit forces to providing funding at this stage. This will be required at the point that BCH joins SOH.
- 8.2 BCH have not yet signed the S 22 agreement and are currently scheduled to be within tranche 7 of the signing process. While no date has yet been defined, tranche 6 forces are due to sign at the end of May, so an anticipated signing date of July 19 is realistic.

9.0 Early Benefits

- 9.1 While the SOH has only been in operation for a number of months, data from the MPS indicates that they have seen a reduction in the number of calls received per month, with 70% of traffic collisions now being reported online and 89% of reports not requiring a deployment.
- 9.3 The first four months of operation by Thames Valley and Hampshire has seen extensive use made of the system, with 27,000 reports made, over 11,000 crimes reported and over 4,500 collisions reported.

9.4 This supports the concept of the SOH as a digital front counter and services hub where the public can go to self-serve.

10.0 Recommendation

10.1 The Board is invited to note the contents of this report.

Bibliography

Contact Officers	
Source:	

This page is intentionally left blank