



CAMBRIDGESHIRE POLICE AND CRIME PANEL

WEDNESDAY 14 JUNE 2017, 2.00 PM

Bourges/Viersen Room - Peterborough City Council, Town Hall

Contact – jane.webb@peterborough.gov.uk, 01733 452281

AGENDA

Page No

1. Election of Chairman
2. Election of Vice Chairman
3. Apologies for Absence
4. Declarations of Interest
5. Minutes of the Meeting held on 15 March 2017 3 - 8
6. Public Questions / Statements*

(Questions must be received before 12noon on Friday 9 June 2017 to be guaranteed acceptance in accordance with Rules of Procedure)
7. Secretary of State Update - Third Co-Opted Independent Member 9 - 10
8. Police and Crime Commissioner's Annual Report 2016/17 11 - 36
9. Strategic Estates Update 37 - 44
10. Performance Monitoring Report 45 - 50
11. Decisions by Cambridgeshire Police and Crime Commissioner 51 - 92
12. Rules of Procedure 93 - 112
13. Cambridgeshire Police and Crime Panel Annual Report 2016/17 113 - 118



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| 14. Use of Delegated Authority under Complaints Procedure | 119 - 120 |
| 15. Meeting Dates and Agenda Plan 2017/18 | 121 - 130 |

**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:*

<http://democracy.peterborough.gov.uk/ecSDDisplay.aspx?NAME=Rules%20of%20Procedure&ID=742&RPID=2438934&sch=doc&cat=13496&path=13171%2c13496>

Membership

Councillors: B Shelton (Chairperson), D Baigent, R Bisby, D Connor, D Giles, R Howe, E Murphy, A Bond, D Oliver, A Pearson, M Shellens

Independent Co-opted Members

Edward Leigh (Vice Chairperson)
Claire George

Substitutes

Councillors: K Cuffley, A Dickinson, A Sinnott, A Miscandlon, N Sandford, A Sharp, L Ayres,

Officer Support

Jane Webb, Peterborough City Council



**MINUTES OF A MEETING OF THE CAMBRIDGESHIRE POLICE AND CRIME PANEL
HELD AT HUNTINGDONSHIRE DISTRICT COUNCIL
ON 15 MARCH 2017**

Members Present: Edward Leigh (Vice Chairman), Councillors D Baigent, R Bisby, D Giles, A Dickinson (Substitute), M Shellens, D Oliver and Claire George (Independent)

Officers Present: Jane Webb Secretariat, Peterborough City Council

Others Present: Jason Ablewhite Cambridgeshire Police and Crime
Commissioner
Dr Dorothy Gregson Chief Executive, Office of the Police and
Crime Commissioner
Matthew Warren Interim Chief Finance Officer – Fire Authority

1. Apologies for Absence

Apologies for absence were received from Councillors Shelton, Howe, Connor, Murphy and Sandford. Councillor Dickinson was in attendance as substitute for Councillor Howe.

2. Declarations of Interest

There were no declarations of Interest.

3. Minutes of the meetings held on 1 February 2017.

The minutes of the Panel meeting held on 1 February 2017 were agreed as an accurate record.

4. Public Questions/Statements

No public questions or statements were received.

5. Review of Complaints

The Panel received a report which stated that no complaints had been made against the Police and Crime Commissioner since the Panel met on 1 February 2017.

ACTION

The Panel **AGREED** to note the report and that no complaints had been received against the Police and Crime Commissioner or his Deputy since the last report received.

6. Police and Crime Plan Variation – Medium Term Financial Plan 2017/18 to 2020/21.

The Panel noted the amendments to the Plan, which were considered non-substantial.

Responses by the Commissioner to general questions and comments from the Panel with regard to the Plan included:

- The issue of inflation forecast had been raised at the previous meeting but this should have included earnings inflation which was currently at 2.6% with the forecast that police pay would increase by 1% and the fact that this could raise tension in the future. The Commissioner stated that the Chief Finance Officer had made it clear at the previous meeting that there was great prudence in how the budget was run and every element of financial inflation had been looked at therefore the forecast erred on the side of caution.
- Data regarding Reoffending would be available from the middle of June.

ACTION

In accordance with the Police Reform and Social Responsibility Act 2011 and following consideration of the information submitted to it. Having noted that there were no changes within the variation to the Police and Crime Plan the Panel's **AGREEMENT** to **ENDORSE** the variation of Appendix (Finances) of the Police and Crime Plan remained in place.

Reasons for the decision

The Panel noted that the variation to the Plan did not contain any material changes and was therefore acceptable and necessary for the continued provision of efficient and effective policing across the area covered by Cambridgeshire Constabulary.

7. Police and Crime Commissioner's Strategic Estates Update

The Panel received a report which outlined the Police and Crime Commissioner's strategic direction regarding the Estates owned, leased or occupied on behalf of Cambridgeshire Constabulary.

The Panel stated the paper did not provide the level of detail the Panel required. The Panel agreed they wished to see a list that showed the following:

- Name
- Location
- Size
- Current Use
- Site Value
- Current thinking around the property
 - Likely to be sold, if so – when
 - If not sold, would it be leased

This level of detail would provide the Panel with an indication of what was likely to happen to each significant piece of estate.

Responses by the Commissioner to questions and comments from the Panel included:

- The Commissioner explained that the Estates Sub-Group would give a higher level of detail; the report showed a strategic direction.
- The value of each asset was not yet available as these were currently being worked through. The Panel suggested that further sensitive details could be brought to the Panel under a future exempt/confidential report.
- The Commissioner explained the custody need for the southern end of the county was currently being looked into and suggested that a paper be brought to the Panel covering this issue; likely to be September.
- All opportunities would be looked at, which included both Fire and Ambulance Services, as there was a duty to collaborate and reduce central costs for all services.
- Plans for Cambridge were still being looked into as to what the city requires.

ACTION

Following discussions the Panel **AGREED** to note the report and to request a more detailed report that contained in a tabled format, with the following headings: location, current use, facilities available, issues identified, status, options under current consideration and timescales be brought to the June meeting.

8. Decisions By the 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.

ACTION

The Panel noted the report and decisions that had been made by the Commissioner.

At this point the Police and Crime Commissioner and officers left the meeting.

9. Proposal to Join the Eastern Region Police and Crime Panel Network

The Panel received a report to consider joining the Eastern Region Police and Crime Panel Network.

ACTION

The Panel **AGREED** for the Cambridgeshire Police and Crime Panel to join the Eastern Region Police and Crime Panel Network at the cost of £500 per year which should be reviewed by the Panel on a yearly basis

10. Cambridgeshire Police and Crime Panel – Administrative Costs and Member Expenses

The Panel received a report which provided the Panel with details about the budget claimed to support the Police and Crime Panel including the expenses and allowances of Panel Members.

As there were no questions or comments the Panel **AGREED** to note the report.

11. Update from the Secretary of State – Third Independent Co-opted Member

The Panel received an update on the response received from the Secretary of State with regard to the request for the co-option of a third Independent Co-opted Member to serve on the Panel.

The Panel were informed that the Chairman’s view was that the Panel should postpone making this decision until it was known what the Panel composition should be after the collaboration of both the Police and Fire Services. The Panel discussed and agreed to increase the Panel’s skill set and that a third, already identified, independent co-opted member should be co-opted onto the Panel.

ACTION

The Panel **AGREED** that the identified candidate should be appointed to the Panel on receipt of approval from the Secretary of State.

(It was noted that the Claire George abstained from the vote due to the fact that she was appointed from the same recruitment process as the identified extra independent co-opted member.)

(It was noted that the Vice-Chairman abstained from the vote.)

12. Meeting Dates and Agenda Plan 2017-2018

The Vice-Chairman circulated a list of suggested bullet points for discussion regarding possible agenda items for the work programme/future meetings. These included performance metrics, possible briefings/agenda items. The following were included for the June and September meetings with a list of possible topics for future meetings.

The Panel received and noted the agenda plan including dates and times for future meetings.

June 2017

- Review of PCC’s Annual Report
- Response to Panel’s request for detailed performance metrics
- Update on Estates report – providing itemised details
- Review of Complaints Procedure (against Commissioner and against Panel)

September 2017

- Detailed report on Estates Strategy
- Report on how Commissioner is increasing public involvement, joining up service provision
- Budget Update/Forecast

DATE OF MEETING	ITEM	ACTION	UPDATE
	Review of Complaints	The Panel AGREED to note the report and that no complaints had been received against the Police and Crime Commissioner or his Deputy since the last report received.	
	Police and Crime Plan Variation – Medium Term Financial Plan	In accordance with the Police Reform and Social Responsibility Act 2011 and following consideration of the information submitted to it. Having noted that there were no changes within the variation to the Police and Crime Plan the Panel’s AGREEMENT to ENDORSE the variation of	

DATE OF MEETING	ITEM	ACTION	UPDATE
	2017/18 to 2020/21.	Appendix (Finances) of the Police and Crime Plan remained in place.	
	Police and Crime Commissioner's Strategic Estates Update	Following discussions the Panel AGREED to note the report and to request a more detailed report that contained in a tabled format, with the following headings: location, current use, facilities available, issues identified, status, options under current consideration and timescales be brought to the June meeting.	
	Decisions By the Commissioner	The Panel NOTED the report and decisions that had been made by the Commissioner.	
	Proposal to Join the Eastern Region Police and Crime Panel Network	The Panel AGREED for the Cambridgeshire Police and Crime Panel to join the Eastern Region Police and Crime Panel Network at the cost of £500 per year which should be reviewed by the Panel on a yearly basis	
	Cambridgeshire Police and Crime Panel – Administrative Costs and Member Expenses	As there were no questions or comments the Panel AGREED to note the report.	
	Update from the Secretary of State – Third Independent Co-opted Member	The Panel AGREED that the identified candidate should be appointed to the Panel on receipt of approval from the Secretary of State.	
	Meeting Dates and Agenda Plan 2016-2017	The Panel received and NOTED the agenda plan including dates and times for future meetings.	

Possible Topics for Future Reports

- Reducing re-offending
- Estate Disposal: review business cases
- Custody Strategy
- Mental Health Demand
- Out of Court Disposals (in particular conditional cautions)
- Use of surveillance: ANPR, drones, body cams etc
- Use of Tasers
- Collaboration: review business cases
- Child Sexual Exploitation
- Modern Slavery Act
- Youth Fund
- Migrant Workers

- Proceeds of Crime – How spent?
- Building Community relations
- Cyber-enabled crime

The meeting began at 2.00pm and ended at 4.05pm

CHAIRPERSON

CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item No. 7
14 June 2017	Public Report

Report of: Jane Webb, Secretariat, Peterborough City Council

Contact Officer(s) – Jane Webb

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

Secretary of State Update - Appointment of Third Independent Co-opted Member

1. PURPOSE

- 1.1 The report is intended to inform the Cambridgeshire Police & Crime Panel that approval from the Secretary of State to increase the number of co-opted independent members from two to three has been received.

2. RECOMMENDATIONS

- 2.1 That the Cambridgeshire Police & Crime Panel:

- a) Notes that approval has been received from the Secretary of State under Schedule 6 Part 2 Paragraph 4(4) of the Police Reform & Social Responsibility Act 2011 to increase the number of independent co-opted members from 2 to 3.
- b) Notes the co-option of Susan Hartropp as an independent member of the Panel under Schedule 6 Part 2 Paragraph 4 of the Police Reform and Social Responsibility Act 2011 with effect from the date of this meeting 14 June 2017.

3. TERMS OF REFERENCE

- 3.1 Under the Panel's Arrangements, two Independent Co-opted Members shall be appointed to the Panel. This to be changed to "three Independent co-opted Members shall be appointed to the Panel" now approval has been received from the Secretary of State.

4. BACKGROUND

- 4.1 At the 9th November 2017 meeting, the Panel agreed to seek the approval of the Secretary of State under Schedule 6 Part 2 Paragraph 4(4) of the Police Reform & Social Responsibility Act 2011 to increase the number of independent co-opted members from 2 to 3.

5. KEY ISSUES

- 5.1 The Schedule 6 Part 2 Paragraph 4(4) of the 2011 Act permits a Police and Crime panel to make a resolution changing the number of co-opted members on the panel, provided that:
- The number of co-opted members is greater than two;
 - The total membership of the panel, including both local authority members and co-opted members, does not exceed 20; and
 - The Secretary of State agrees that the panel should have that number of co-opted members.

In practice, a Police & Crime Panel seeking to change the number of co-opted members included in its membership is required to make a formal resolution to do so and to write to the Secretary of State setting out the case for the change and seeking approval for it.

Susan Hartropp has been invited to attend this meeting and once the Panel notes the approval

from the Secretary of State then Susan Hartropp can be formally co-opted onto the Panel.

6. IMPLICATIONS

6.1 None

7. CONSULTATION

7.1 None

8. NEXT STEPS

8.1 N/a.

9. BACKGROUND DOCUMENTS

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

Police Reform & Social Responsibility Act 2011

Police & Crime Panels (Nominations, Appointments and Notifications) Regulations 2012

10. APPENDICES

10.1 None

CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item 8
14th June 2017	Public Report

Report of the Cambridgeshire Police and Crime Commissioner

Contact Officers – Dorothy Gregson

Contact Details – cambs-pcc@cambs.pnn.police.uk 0300 333 3456

POLICE AND CRIME COMMISSIONER’S - ANNUAL REPORT 2016/17

1. PURPOSE

- 1.1 The report is being presented to the Cambridgeshire Police and Crime Panel (the “Panel”) to enable it to review the Annual Report issued by the Cambridgeshire 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 (the “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 2016 to March 2017.

- 5.2 During the period covered by this annual report there was a change of Commissioner. From 1 April to 11 May 2016 Sir Graham Bright was in post. From 12 May 2016 Jason Ablewhite took over. For the majority of the year Sir Graham Bright's Plan was still officially in force. However, during the year, the new Commissioner developed his own Plan which was launched in March 2017.
- 5.3 This Annual Report provides an opportunity to review the work carried out over the last year to deliver the priorities set out as set out in the old Plan and also to look ahead at how some the key challenges will be addressed as set out in the new Plan.
- 5.4 In developing this year's Annual Report, the Commissioner has taken on board the comments of the Panel, including the provision of more performance data as part of the content.

6. CONSULTATION

- 6.1 The Commissioner has made appropriate arrangements for obtaining the views of the people in Cambridgeshire, the Chief Constable, responsible authorities and other relevant parties in carrying out the functions outlined above.

7. NEXT STEPS

- 7.1 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.

8. BACKGROUND DOCUMENTS

- 8.1 Cambridgeshire Police and Crime Commissioner's Police and Crime plan
2013-16

www.cambridgeshire-pcc.gov.uk/police-crime-plan/previous-versions-of-police-and-crime-plan/

Cambridgeshire Police and Crime Commissioner's Police and Crime Plan 2017-20

<http://www.cambridgeshire-pcc.gov.uk/police-crime-plan/police-crime-plan-2017-2020/>

9. APPENDIX

- 9.1 Appendix A - Annual Report



Police and Crime Commissioner for Cambridgeshire and Peterborough

Annual Report 2016-17

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Foreword

On being elected Police and Crime Commissioner for Cambridgeshire and Peterborough in May 2016, I knew there would be challenges ahead, with the ever-changing face of criminality and the continued need to make savings.

Understanding the needs of communities across the county has been my number one priority. I have spent a great deal of time out and about meeting and speaking to members of the public, police staff and officers and stakeholders in order to understand their concerns.

Cambridgeshire is an amazing county. It is also one of the fastest growing counties in the country, both in terms of its economy and its population and statistically, it remains one of the safest places to live. However, if we dig deeper in some places, we find areas where crime remains a challenge. Although overall crime levels have fallen over the last twenty years both nationally and locally, the nature of crime has changed from high volume burglary and vehicle crime to increasing awareness of previously 'hidden' crimes like child sexual exploitation, domestic abuse, as well as online fraud and cybercrime. The way crime is recorded has changed which means that some types of crime have seen sharp increases in recorded incidents. These national trends have been reflected in Cambridgeshire and we cannot be complacent.

Around 60% of the funding for Cambridgeshire Constabulary comes from central government which has been either cut or frozen over the last six years. Despite our rapid growth we are the lowest funded force in the country with an officer cost per thousand population of £68 compared to a national average of £98¹. Punching above our weight is a phrase commonly used when describing our good performance given our low levels of funding. I have had a number of meetings with government ministers including the Minister for Policing and the Fire Service and I will continue to fight for a fairer funding deal from central government.

¹ HMIC Efficiency reports 2016.
<https://www.justiceinspectorates.gov.uk/hmic/publications/peel-police-efficiency-2016/>

People tell me they want a local police force that can be seen to be tackling local issues effectively but this needs to be balanced against new and emerging crime types.

My new Police and Crime Plan puts people at the heart of what we do, focussing on the most vulnerable members of society, putting victims first, bringing offenders to justice and finding new ways of deterring them from re-offending.

Supporting the victims of crime cope and recover from their experiences remains a top priority for me. I was delighted to see the force is one of the best in the country for victim satisfaction, with 90 per cent of victims being satisfied with the action taken. This is fantastic news and a credit to officers and staff who have worked so hard over the year.

I would rather people did not become victims in the first place. Through focussing on crime prevention, we can seek to reduce the number of victims of crime. Some persistent offenders will never change their ways. However, with the right support, many first time and repeat offenders can be diverted away from a life of crime and make a valuable contribution to society.

The police do not work with victims or offenders in isolation. It is through working in partnership with others that we can create safer and stronger communities. Working with other public service organisation such as local authorities, NHS, public health and social care providers we can offer a joined up service to the people of Cambridgeshire and not duplicate effort. Equally important is involving local people in community safety through providing local intelligence to the police or supporting the vulnerable members of the community.

Looking ahead, we must embrace all the new opportunities available to us and continually seek out new ways of delivering our services.

We will continue in the collaborative work we are doing with neighbouring forces, particularly Bedfordshire Police and Hertfordshire Constabulary to improve efficiency and reduce costs. On a larger scale, work to identify ways of sharing functions between the seven forces of Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Kent, Norfolk and Suffolk will also



continue. Areas where savings have already been made through collaboration include procurement, Human Resources and Information Technology.

The Policing and Crime Act 2017 offers new powers to improve efficiency and effectiveness of police forces, including closer collaboration with other emergency services. There is already a strong tradition of cooperation in Cambridgeshire between the Constabulary and Cambridgeshire Fire and Rescue: by working together we can do more to protect frontline services and keep communities safe, especially around estates.

Devolution provides an opportunity to drive changes to the way public services will work together. I am a co-opted member on the Combined Authority which is a good opportunity to make sure policing, criminal justice and community safety go hand in hand with any future economic development.

Over the past year, I have taken over responsibility for chairing both Cambridgeshire's Criminal Justice Board and the Countrywide Community Safety Strategic Board. I chair the Bedfordshire Police, Cambridgeshire Constabulary, and Hertfordshire Constabulary(BCH)

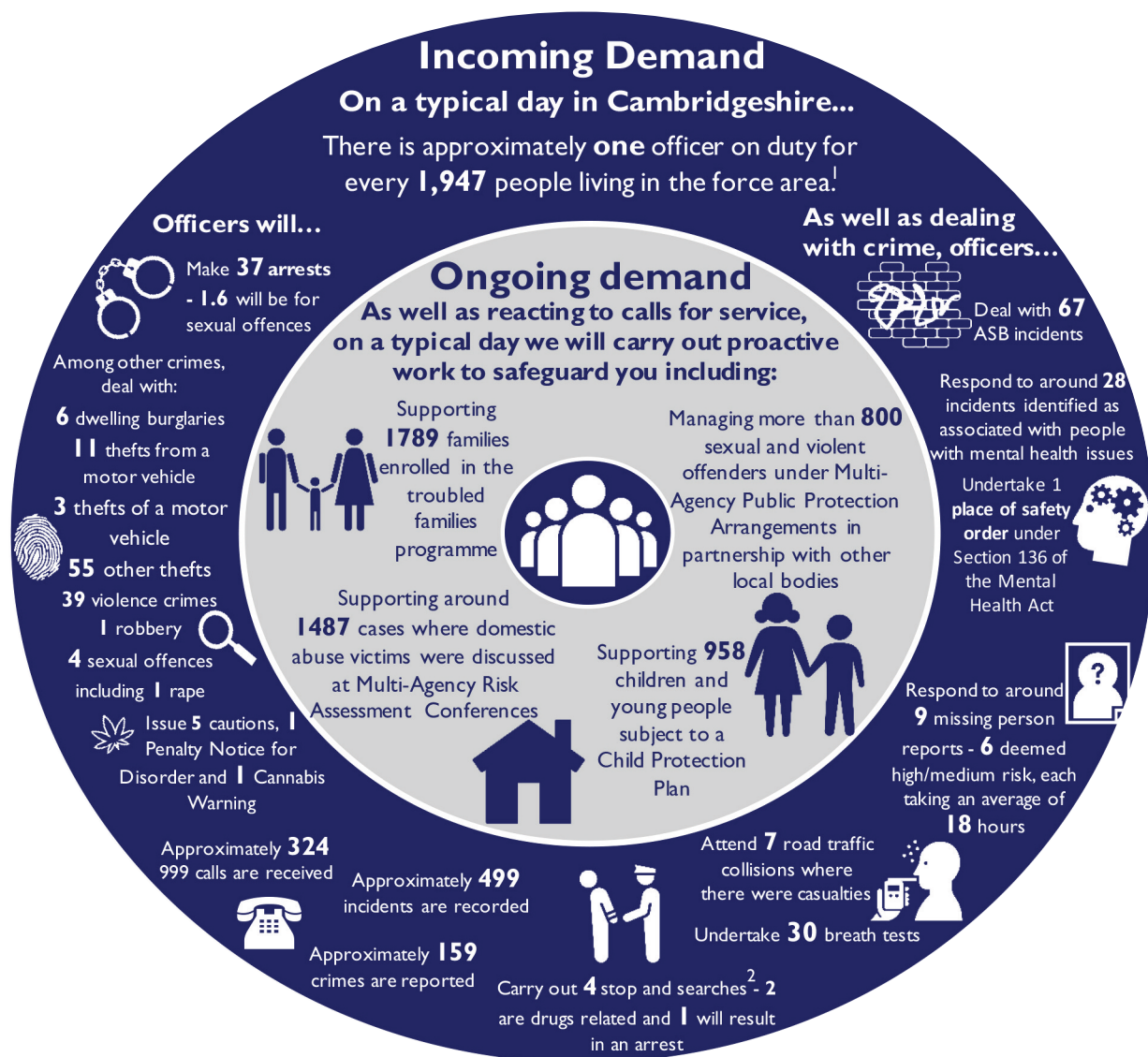
Strategic Alliance and have a lead role covering transformation for the Association of Police and Crime Commissioners.

My number one priority remains to ensure an efficient and effective frontline police force and maintain the high level of confidence the people have in the Constabulary. We have many pressures ahead but, together and with partner agencies, we can ensure that our county continues to be one of the safest places to live in the country.

This annual report covers the year April 2016 to March 2017. I succeeded my predecessor, Sir Graham Bright, as Police and Crime Commissioner on 12 May 2016 and began working on my own Police and Crime Plan. This annual report not only looks back at the great work of 2016/17 but also takes the opportunity to address some of the long term priorities for the years ahead.

Jason Ablewhite
Police and Crime Commissioner

Cambridgeshire Constabulary – a snapshot



Her Majesty's Inspectorate of Constabulary (HMIC)

Her Majesty's Inspectorate of Constabulary (HMIC) carry out regular inspections of all Police Forces and rate them against three main categories. Known as PEEL Inspections, the categories are Effectiveness, Efficiency and Legitimacy. Forces are rated as either Outstanding, Good, requires Improvement or Inadequate

The latest reports on Cambridgeshire Constabulary are:

PEEL Category	Description	Date of report	Rating
Effectiveness	How effective is the force at keeping people safe and reducing crime?	02 Mar 2017	Good
Efficiency	How efficient is the force at keeping people safe and reducing crime?	03 Nov 2016	Requires improvement
Legitimacy	How legitimate is the force at keeping people safe and reducing crime?	08 Dec 2016	Good

The report concludes with the following statement from Zoe Billingham, Her Majesty's Inspector of Constabulary:

"I am satisfied that Cambridgeshire Constabulary provides a good service to the public, and I am very pleased with the progress the force has made in protecting vulnerable people. Although I have noted that the force has a rather limited understanding of the demands that it faces, I am reassured by the action it is taking to address this."

The full reports can be found on the HMIC website at: <http://www.justiceinspectors.gov.uk/hmic/peel-assessments/peel-2016/cambridgeshire/>

The Role of the Police and Crime Commissioner

The Police and Crime Commissioner has fulfilled his obligations in accordance with the Police Reform and Social Responsibility Act 2011. The role of the Commissioner is to represent the public and hold the police to account on behalf of the public. He is responsible for the totality of policing and aims to cut crime and disorder and deliver an effective and efficient police service in Cambridgeshire and Peterborough.

The main responsibilities are:

- Secure an efficient and effective police service for Cambridgeshire and Peterborough
- Appoint the Chief Constable
- Hold the Chief Constable to account for running the force and, if necessary, dismiss them
- Set the police and crime objectives for their area through a Police and Crime Plan
- Set Cambridgeshire Constabulary's force budget and determine the precept (council tax charge)
- Bring together community safety and criminal justice partners, to make sure local priorities are joined up
- Commission victims' services
- Manage any complaints made against the Chief Constable



Chief Constable, Alec Wood, with Police and Crime Commissioner, Jason Ablewhite

Communities – Maintaining local police performance, supporting safer and stronger communities

One of the key roles of the Commissioner is to listen to the public, to understand their concerns and to ensure that the police respond to these concerns. We know that what people want is to have a visible police service that provides a reassuring community presence and deals with low level crime issues such as anti-social behaviour and speeding. Against this, there is the need to address more serious crime such as domestic abuse, child sexual exploitation and cybercrime.

The Constabulary is committed to maintaining an effective and visible local policing service. They are working more and more with other local partners and willing community members to tackle the causes of local crime together to create safer and stronger communities.

Visible policing

In Cambridgeshire, officer numbers have fallen 8% since 2010 compared to the national average of 12%¹.

However, despite ongoing budget reductions police officer numbers have remained stable in the last three years. The budget for 2016/17 included for 1,352 police officers with 1,047 of these being local policing officer posts. A total of 803 police staff and 150 PCSOs were included in the budget along with 300 Special Constables. Through collaborating with Bedfordshire Police and Hertfordshire Constabulary, Cambridgeshire Constabulary also had access to additional officers when needed. 76% of officers are front line.

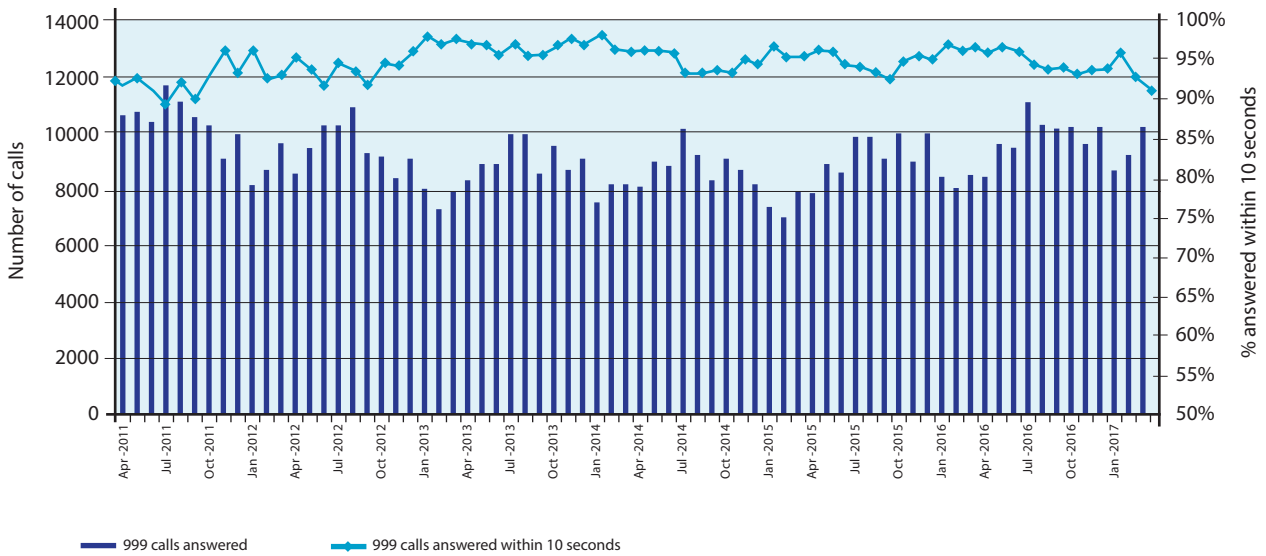
Engaging with the people of Cambridgeshire and Peterborough

The Commissioner must be accessible to the people, listen to their concerns and make sure that the police respond to these concerns. The Commissioner held 12 public surgeries during the year, offering people a face

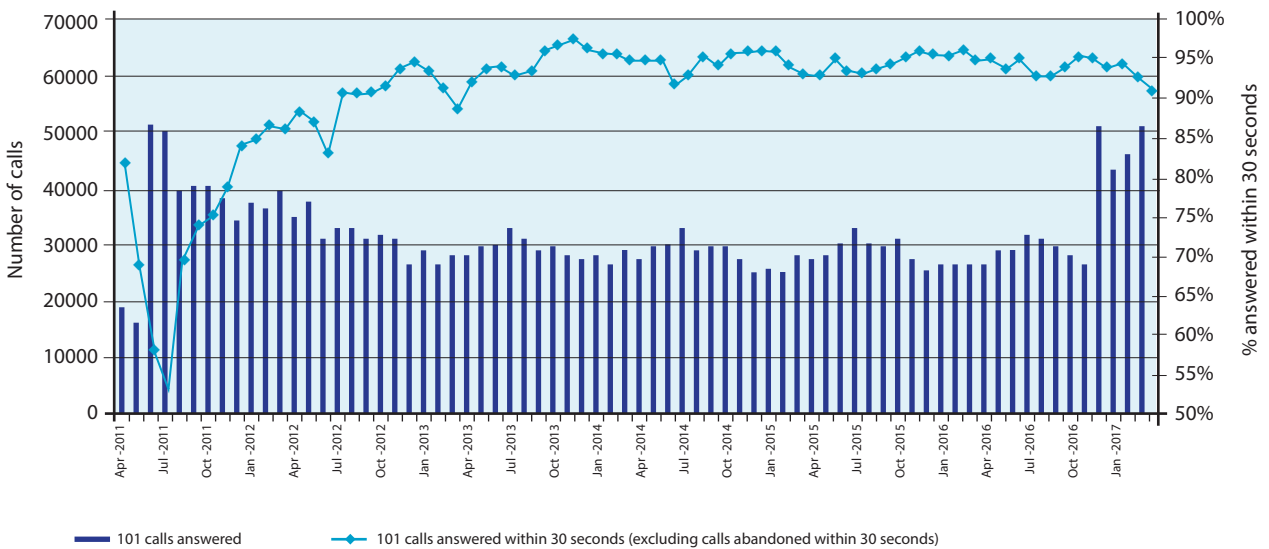
¹ Source: Home Office Statistics, Police Workforce, England and Wales: 31 March 2015, Table 2 and 3. 1,347 Full Time Equivalent (FTE) Police Officers 31 March 2016 compared to 1,471 March 2010



Call handling – Emergency 999 calls



Call handling – Non emergency 101 calls

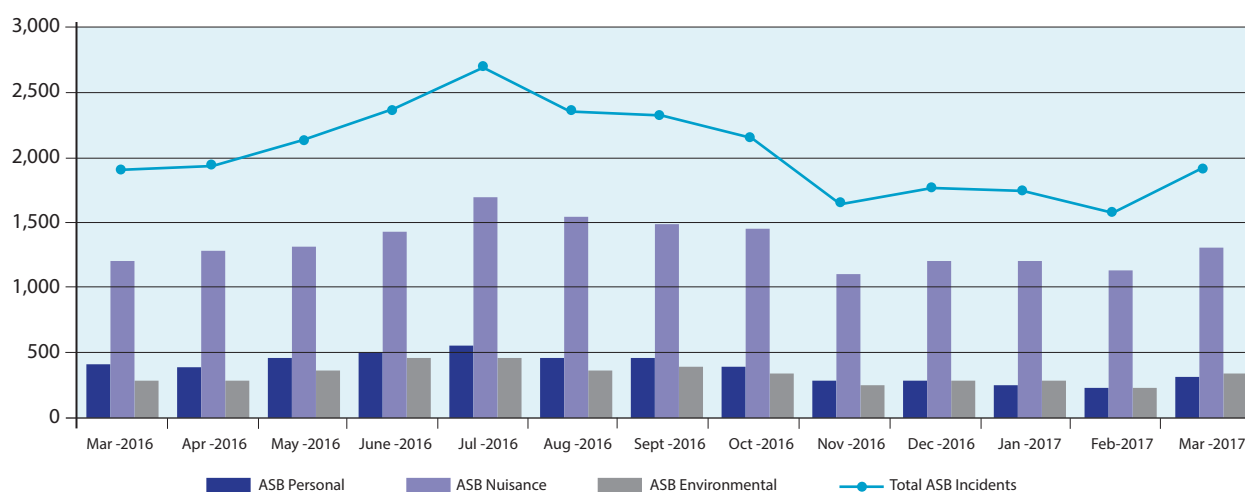


to face meeting to discuss whatever concerns they had. He also attended several police contact points and went out on patrol with local policing teams, talking to people in the street and discussing their concerns around issues of crime and disorder. The Commissioner's Office received around 1,000 pieces of correspondence which were managed and included suggestions, complaints, requests for information and compliments. Throughout the year, the Commissioner has monitored complaints made against the Constabulary's officers

and staff, whilst still having responsibility for complaints against the Chief Constable.

In developing the Police and Crime Plan, a public survey was carried out which received 3,489 responses, providing a clear picture of what concerned people and what they thought the police should focus on. The Commissioner attended dozens of local meetings and events throughout the year, engaging directly with hundreds of individual citizens.

Anti-Social Behaviour incidents



Call handling

Maintaining effective public contact through the 999 and 101 system is important to the public and to the Commissioner.

Calls to the 999 emergency service increased considerably over the year and received an average of 9,863 a month (compared to an average of 9,135 in 2015/16). 94.1% were answered within 10 seconds. The total number of 999 calls received over the year was 118,361.

The 101 non-emergency service received an average of 28,998 calls a month (347,987 over the year). 93.3% of these were answered within 30 seconds. The 101 service is important to the public and 10 extra staff were recruited to reduce the number of people that had lengthy waiting times. This is still an area of concern for the public. A new webchat service was launched during the year for non-emergency enquires and 670 webchat calls had been received. They are currently averaging 33 calls per day.

Working in partnership to tackle anti-social behaviour

Countywide, the percentage of people who perceive there to be a high level of anti-social behaviour (ASB) in their area remains low at less than 1% based on a 12 month rolling average throughout the year. However, there were still between 1500 and 2500 reported ASB incidents per month (peaking in July). Responding to these incidents saw a partnership approach involving many agencies working together.

A good example of this was the Peterborough Prevention and Enforcement Service. This service saw staff from Peterborough City Council, police, fire service and prison staff, unite and work together in situations that affect them all.

A total of 112 officers will make up the Prevention and Enforcement Service including 16 police constables, 30 police community support officers and 30 council prevention and enforcement officers.

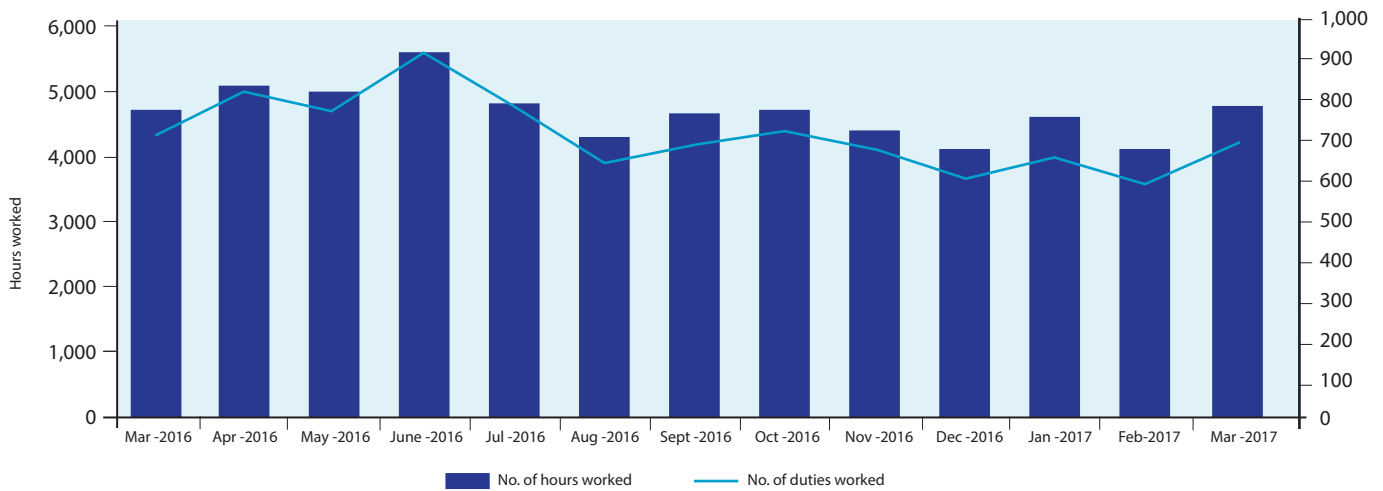
Other members include CCTV operators, crime reduction and fire service community safety officers as well as senior officers from all organisations to manage the service.

The council prevention and enforcement officers have now been granted delegated Community Safety Accreditation Scheme powers which give them the ability to take action against a wider range of community issues including littering, begging and cycling on pavements.

Citizens in Policing

Volunteers continue to make an important contribution in supporting the Constabulary to keep people safe, whether Police Support Volunteers, Special Constables, Independent Custody Visitors or Volunteer Police Cadets. The Constabulary continues to benefit from the knowledge, commitment and enthusiasm of volunteer citizens and seeks to increase the number of citizens actively working alongside the police in protecting local communities and preventing

Duties and hours worked by Special Constabulary



crime. As at March 2017 the Constabulary was supported by 114 Police Support Volunteers in a wide range of roles who committed in excess of 6,000 hours. Maintaining the number of Special Constables remains a challenge. In 2016-17, the total number of hours served by special constables was 56,328.

There is also a flourishing network of community groups such as Neighbourhood Watch and Speedwatch who work in towns and villages across the county and are supported by the police. So important is this area of work that the Commissioner has provided funding for a Forcwide Watch Coordinator whose role is to support and develop these groups.

Independent Custody Visitors

Independent Custody Visitors are members of the local community who make unannounced visits to custody suites to check on the treatment of detainees. The Police and Crime Commissioner is responsible for coordinating and overseeing the scheme. A copy of the annual report from the Independent Custody Visitors can be found in Appendix.

Integrity

Integrity cuts across all areas of policing in respect of the decisions that are made and how people are treated. In practice, this is about officers and staff upholding the values of the service in everything they do and that the public can have confidence that this happens. Public trust in the police is based upon how police behaviour is seen and experienced. Cambridgeshire Constabulary has a good understanding of the importance of treating the people it serves with fairness and respect and understand the impact on public confidence and satisfaction their individual behaviour can have. This is embedded in their mission and values. The Office of the Police and Crime Commissioner and the Constabulary have a well-established overall aim of

‘Doing the right thing’ in line with the principles and standards of professional behaviour within the Code of Ethics^[1]. The Constabulary are compliant with Best Use of Stop and Search scheme, which demonstrates the Constabulary’s clear commitment to the principles of transparency, integrity and accountability in policing and improving public confidence and trust.

Public Confidence

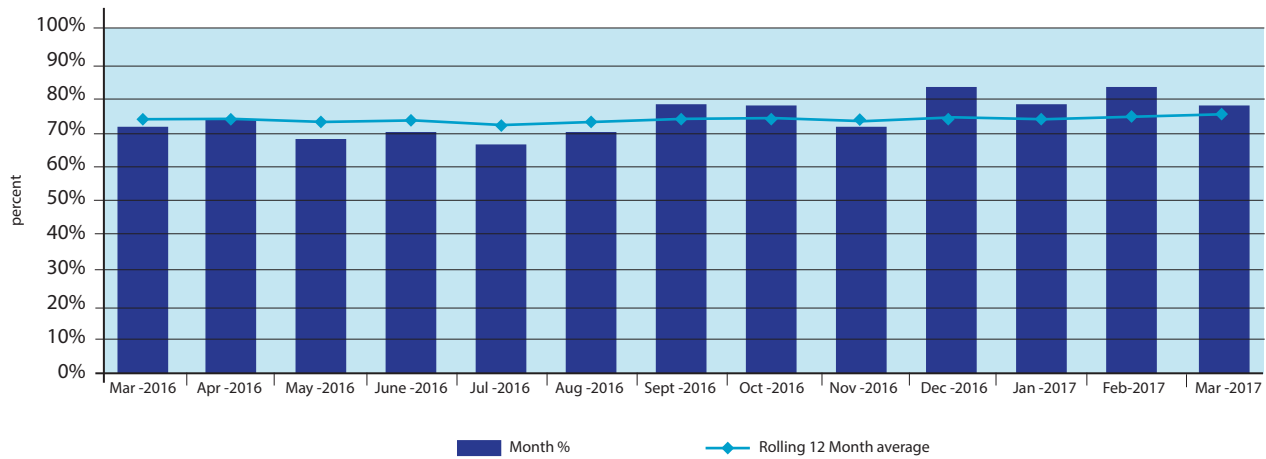
Police visibility remains as one of the top areas of

[1] <http://www.college.police.uk/What-we-do/Ethics/Pages/Code-of-Ethics.aspx>

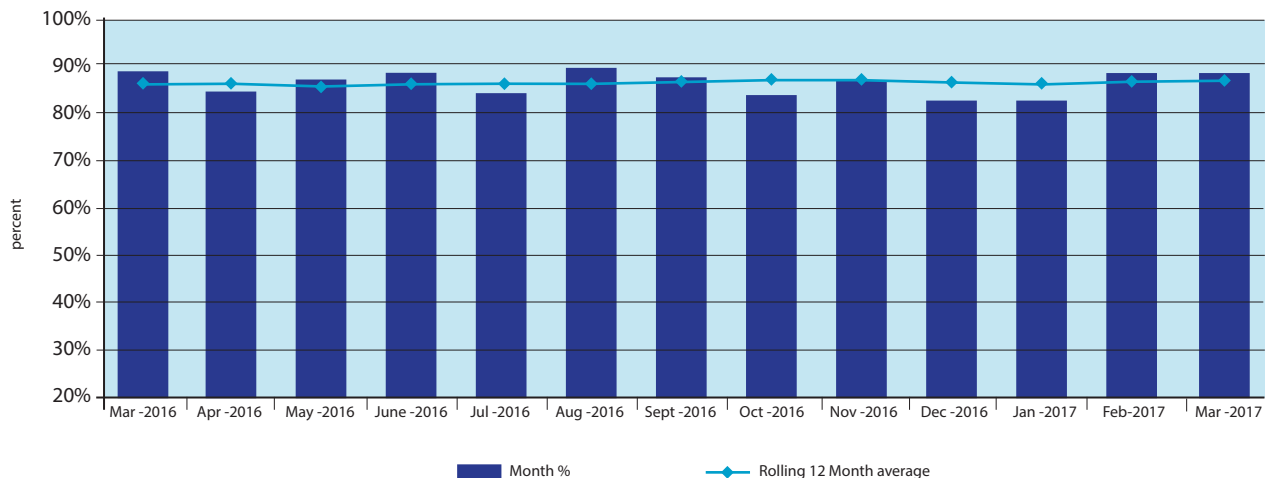
concern for people across the county with people wanting to see an increased police presence. Overall 75.1% people agreed that Cambridgeshire Constabulary are dealing with things that matter to them, while an average of 86.2% of people were either fairly satisfied or very satisfied with overall service delivery.

95.9% of respondents surveyed over the last year said they felt safe in their local area.

Public confidence



Public satisfaction



Transformation – Deliver policing within budget and ensuring value for money for taxpayers

The financial constraints within which we work continue to be challenging. Over the four years between 2013/14 to 2016/17 savings of £16.1 million have been found. The draft 2016/17 year end outturn is shown on the tables opposite and have resulted in a provisional underspend over the year of £0.6 million, confirming the strong financial management in place across the Commissioner's office and within the Constabulary. Looking ahead the Commissioner is still needing to find £8.8m of savings for the four years 2017/18 to 2020/21 in order to balance the books.

Future savings will be achieved through a number of long term transformational programmes, in particular ongoing collaboration with other police forces, closer working with local partners to address community safety issues and maximising the opportunities of mobile technology.

Finance overview 2016-17 (figures are subject to finalisation and end of year audit)

The Police and Crime Commissioner was responsible for a budget of £133.85 million for 2016-17.

Reserves: Total (useable) reserves at the 31st March 2017 are £26 million. Of this total, £16.8 million are earmarked for specific purposes, including the Budget Assistance reserve (£7.4 million), which is the only effective cash resource available to deal with funding pressures. Of the remainder, the General Fund Balance, held as a working balance and general contingency, is £7.2 million.

Full financial details can be found on the OPCC website at www.cambridgeshire-pcc.gov.uk/money/

Bedfordshire, Cambridgeshire and Hertfordshire Strategic Alliance

Collaboration between Bedfordshire Police, Cambridgeshire Constabulary and Hertfordshire Constabulary continues to deliver a significant contribution to reducing back office costs. The Tri-force

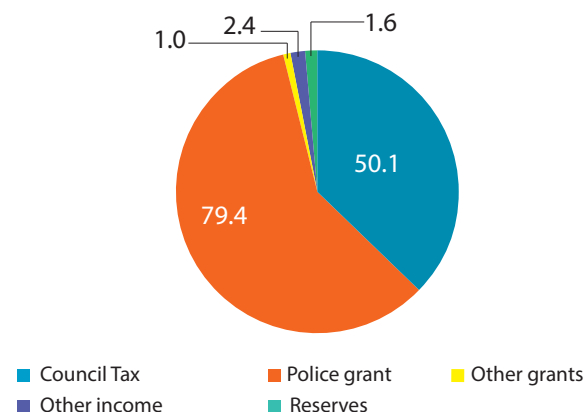
What the money is spent on

2016/17		
	£000	%
Employees	72.4	53.81
Police officer pensions	11.6	8.62
Premises	3.6	2.66
Transport	0.9	0.64
Supplies and services	7.7	5.70
Collaborated Units	33.5	24.93
PCC Grants	2.6	1.96
Capital financing	2.2	1.67
Total	134.52	100

Where the money comes from

2016/17		
PCC Category	£000	%
Council tax	50.1	37.24
Police grant	79.4	59.05
Other grants	1.0	0.73
Other income	2.4	1.77
Reserves	1.6	1.21
Total	134.52	100

Where the money comes from (£'m)



Strategic Alliance, enables the three forces to develop plans to collaborate on a range of operational and organisational support functions with Information Technology, Human Resources, Armed Policing, Procurement, the Professional Standards Department and Roads Policing already working well together.

2016-17 saw further progress in the area of custody. New shift patterns together with more streamlined processes will help bring about savings, improve staff resilience and increase buying powers with suppliers.

Seven Force Eastern Region Collaboration continues with a robust programme of work looking at further efficiency and savings. A new head of strategic procurement for the seven forces was appointed in March 2017 to look at ways to make savings from contracts for goods and services across the seven forces.

The seven forces included in this alliance are Bedfordshire, Cambridgeshire, Essex, Hertfordshire, Kent, Norfolk and Suffolk.

Blue Light collaboration

Following new legislation introducing a duty on emergency services to collaborate, the Commissioner and Cambridgeshire and Peterborough Fire Authority have developed a business case to determine the most appropriate future governance model for police and fire. A joint working board has been established with senior representation from police, fire and ambulance services to look at areas where collaboration makes sense.

Eastern Region – Eastern Region Special Operations Unit (ERSOU)

Cambridgeshire is also part of the Eastern Region Special Operations Unit (ERSOU), set up to tackle the threat of organised crime across the six police force areas of the Eastern region. With organised crime groups operating across force boundaries, the unit enables a cross-border response including specialist covert policing capability and law enforcement. ERSOU also represents the region on the national stage looking at serious and organised criminality.

Counter Terrorism

Recent events at home and across the world have brought the issue of terrorism to the forefront of everyone's minds. As part of the collaboration arrangements with Bedfordshire Police and Hertfordshire Constabulary, the 'Prevent' team, continues to identify people at risk of becoming violent extremists. The team uses a referral process



where anyone identified as being at risk can be referred for intervention and support.

The Constabulary draws on national, regional and local layers of resources to tackle the threat posed by terrorism.

Estates

With the police estate valued at £35 million and costing £4 million (annually) to run, a review of the Constabulary's estate continues to support the changing requirements of operational policing and support services. Over 2016-17, the number of police buildings reduced from 41 to 29 with the majority of those closed being small satellite offices that were not being used. Significant developments over 2016-17 included the opening of a new county-wide vehicle workshop. Located in St Ives, the workshop brings all vehicle maintenance to a single purpose built facility and frees up old buildings for disposal.

Technology

The Constabulary continues to develop a culture of agile working through increased use of mobile technology. Staff and officers are able to send and receive real-time information wherever they are, improving the quality of information available to them and allowing them to spend more time out in the communities and less time back at base completing paperwork.

Victims – Keeping people safe, putting victims at the heart of what we do

When people report a crime to the police, they must be treated with respect and provided with the best service possible. The Code of Practice for Victims of Crime sets out the minimum standard of service victims should receive.

The responsibility for commissioning support services for victims of crime transferred to the Commissioner in 2012. The Ministry of Justice requires the Office of the Police and Crime Commissioner (OPCC) to report twice yearly on the outcomes achieved. This focus on outcome-based commissioning has been embraced by the OPCC and work is ongoing to refine how the impact of each service is measured.

The highlights for 2016/17 have included:

- OPCC acting as lead commissioner for a countywide support service for victims of sexual violence. This pooled budget arrangement with two local authorities and NHS England ensures equitable provision of support for all victims.
- Securing a two-year contract for a counsellor for young victims of sexual violence and domestic abuse. This post is match funded by a locally-based national charity, Embrace Child Victims of Crime (CVO). It is based in the new Sexual Assault Referral Centre (SARC) and is part of a suite of wrap around services for these vulnerable victims.
- The merger of the Victims' Hub with Witness Care to provide a single point of contact for victims and

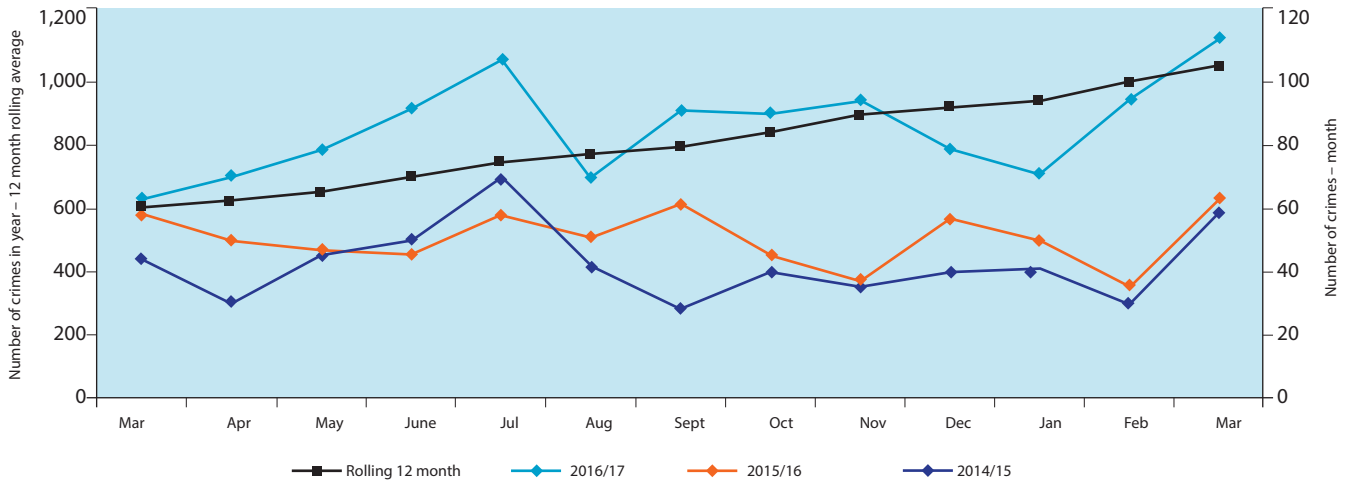
witnesses. The service received more than 15,000 referrals in the last financial year (a third of all reported victim-based crime) and just short of 100 self-referrals. The experienced Victim and Witness Care Co-ordinators were able to meet the needs of 3,300 victims through a single call with each of them. The volunteers who work with the service clocked up 1,461 volunteering hours.

- More than 100 young victims of crime were provided with specialist support in a nine-month period. The outcomes have been wide reaching. Young people have reported being comfortable in returning to school, socialising with their peers and having improved relationships with their immediate families.
- Provision of The Elms, a county-wide centre for victims of sexual violence opened by Victims' Commissioner, Baroness Newlove in March 2017. Located in Hinchingsbrooke Hospital, Huntingdon, the SARC provides victims with a safe place to receive medical aftercare, forensic examinations, support, and to anonymously report sexual assaults. Services at The Elms are provided by a partnership including Cambridge Rape Crisis, national charity, Embrace CVO, Victim and Witness Hub, Cambridgeshire Constabulary and Mountain Healthcare Ltd.
- The bereaved families of those killed on the county's roads in fatal road traffic collisions continue to be supported by the Road Victims' Trust, a charity that receives funds from the Commissioner.



The Elms, a county-wide centre for victims of sexual violence opened by Victims' Commissioner, Baroness Newlove in March 2017.

Hate Crime



Restorative approaches

Victims of crime in Cambridgeshire can request to meet their offender in a Restorative Justice conference. Restorative Justice allows victims to meet those responsible for the harm done to have their say and help them to move on with their lives. It can also help offenders to recognise the impact of what they have done and make amends.

The Constabulary has integrated the provision of restorative justice into the Victim and Witness Hub and continues to work alongside partners from other agencies to develop the service further. On meeting their offender one victim commented:

“We appreciated the apology from the offender and felt much better for being able to tell them what we had gone through.”

On another occasion, an offender who took part in a Restorative Justice conference said: “I like to think that now I know the harsh realities of my offending, I really hope I am motivated to never commit this crime again.”

Mental Health

The Commissioner has supported the development of an Integrated Mental Health Team in the Constabulary’s Force Control Room. Early evaluation has shown in the first eight months the nurses reviewed more than 10,000 incidents; in 83 per cent of cases the individuals were already known to the mental health trust. The evaluation also reports increased police confidence, improved experience for service users, reduced deployments and saved police officer time.

Victims of crime can also access mental health support from two Community Psychiatric Nurses based in the Victim and Witness Hub. Just short of 200 people were referred to the nurses for support in 16/17 with 100 per cent of victims agreeing this helped them cope with their experience.

Child Sexual Exploitation

The Constabulary continues to run regular campaigns to raise awareness of this issue and to target offenders to prevent exploitation taking place. Organisations across Cambridgeshire and Peterborough put their hands together in March to support NWG Network National Child Sexual Exploitation Day. Backed by the Commissioner and Cambridgeshire and Peterborough Local Safeguarding Boards, the campaign encouraged people to think, spot, speak out against abuse and adopt a zero tolerance to adults developing inappropriate relationships with children.

Modern Slavery

Safeguarding people who are vulnerable to, or already a victim of, modern day slavery and exploitation remains a priority for both the Commissioner and the Constabulary.

The Constabulary took part in a national week of action in October to raise awareness about the threat of modern slavery in the county. Operation Pheasant continues to bring agencies together county-wide to tackle the exploitation of migrant workers, illegal gang masters and poor conditions in private rented housing, particularly in Wisbech. The operation, launched in 2013, involves HM Revenue and Customs, the Gangmasters and Labour Abuse Authority,

Victim Services Awards 2016/17

	Service Provision	Provider	Funding £
Victims	Safeguarding the vulnerable		
	Victim and Witness Hub Proactively contacts all victims of crime by letter or phone (depending on need) – offers telephone-based emotional support, onward referral and supportive signposting or face to face support from in-house Community Volunteers. Receives all self-referrals for support.	Cambridgeshire Constabulary	446,000
	Specialist Victim Care Co-ordinator – Migrant Victims of Exploitation	Cambridgeshire Constabulary	33,445
	Specialist Victim Care Co-ordinator – Young Victims of Crime	Family Action	29,065
	Practical support for young victims of crime Victims of Crime	Embrace – Child	2,000
	Multi Agency Restorative Justice Hub Receives all enquiries and referrals from victims and other agencies about RJ. Co-ordinates all RJ interventions.	Cambridgeshire Constabulary	52,750
	Victim Pathfinders – mental health nurses Provide expertise, support and a referral capability for victims with suspected mental health issues identifying and co-ordinating pathways into treatment.	Cambridgeshire & Peterborough Foundation Trust	75,000
	Home security for elderly victims of burglary Target hardening work to reduce repeat victimisation	Shrievally Trust	50,000
	Young Person Independent Domestic Violence Advisor Support and advocacy for young victims of intimate partner domestic violence	Cambridgeshire County Council	40,000
	Young Person Independent Sexual Advisor Service (Cambridgeshire and Peterborough)	Cambridge & P'boro Rape Crisis	80,000
	Specialist Support Services –Sexual Violence Funding contribution for end-to-end support service to include: telephone helpline, triage and assessment, emotional support, group work and counselling provision.	Cambridge & P'boro Rape Crisis	66,500
	Specialist Support Services – Child Sexual Abuse Funding contribution for support services for victims of historical cases of child abuse	Cambridge & P'boro Rape Crisis	66,500
	Counselling service for young victims of sexual violence and domestic abuse Emotional support for young victims of sexual violence and domestic abuse.	Embrace – Child Victims of Crime	14,000
	Therapeutic support for young victims of sexual violence and their families	Sexual Assault Referral Centre	12,700
	Practical support for child victims of sexual abuse	Sexual Assault Referral Centre	8,000
	Commissioning support	Cambridgeshire County Council	6,500
	Total allocated spends		982,460

Cambridgeshire Fire and Rescue and Home Office Immigration Enforcement. The Constabulary's approach to tackling labour exploitation featured in a Channel 4 documentary, *The Modern British Slave Trade*, which aired in January 2017. The Op Pheasant team is now seen as best practice for how to deal with trafficking and exploitation and has been recognised by the foreign embassies of a number of Eastern European countries that have been affected.

The Commissioner has also funded a specialist victim and witness care coordinator for migrant victims of exploitation with his Victims' Service grant. A Lithuanian national is now building links with local communities and services, providing support to vulnerable and intimidated victims in their own language.

The Commissioner supported a Modern Day Slavery Summit, organised by MP Stephen Barclay, in Wisbech to develop a partnership approach to tackling rural modern slavery.

Hate Crime

A hate crime is a criminal offence which is perceived by the victim, or any other person, as being motivated by prejudice or hate.

The Constabulary and its partner agencies serve a diverse community where everyone has the right to live without harassment or fear of crime.

Levels of hate crime rose by 74.8% year on year, with March seeing the highest number of offences recorded in any single month, surpassing the high of July 2016. While it is recognised that events both overseas and in the UK will continue to impact on community perceptions and influence levels of reporting, this may also be indicative of improved confidence among victims to come forward and report their crime.

The Constabulary took part in a week-long campaign in October 2016, to encourage victims to report hate crimes. Both the Commissioner and Deputy Police and Crime Commissioner held street surgeries around the county to raise awareness of the issues involved. The campaign encouraged victims, family members, carers and the public to help tackle the problem by reporting incidents.

The Constabulary also supports the set-up of 'Third Party Reporting Centres', training staff to recognise hate crimes and signpost to methods of reporting best suited to the individual. Hate Crime contact points have also been set up in specific areas of the

community where many people visit, for example in shopping centres and hospitals so people can ask for direct advice and support.

Domestic Abuse

The Commissioner and the Constabulary work closely with key agencies across Cambridgeshire and Peterborough to reduce the harm, risks and costs associated with domestic abuse and sexual violence and to prevent these crimes occurring across the county.

The Constabulary has a specialist investigations team, the Domestic Abuse Investigation and Safeguarding Unit, (DAISU), which deals with harassment, stalking, honour-based violence and female genital mutilation. It also continues to work closely with charities, schools, social care and housing to tackle domestic abuse.

Reports of domestic abuse continue to rise, accounting for up to a third of demand on police resources. In the year 2016/17, 6,518 domestic abuse crimes were recorded. While support services for domestic abuse tend to focus on the highest risk cases, staff from the Victim and Witness Hub have been providing emotional and practical support to standard and medium cases. This partnership approach is crucial to ensure domestic abuse victims and their families feel supported and have confidence in the policing response.

The Multi-Agency Safeguarding Hub is another example of agencies working in partnership to keep people safe.

Burglary

Domestic burglary continues to be a priority for both the Commissioner and the Chief Constable.

Burglary Dwelling and Burglary Non Dwelling both saw overall crime numbers fall year on year. Nevertheless, March saw the highest number of burglary dwelling offences recorded in a discrete month since December 2015, and the highest number of burglary non dwelling offences since November 2011. Over the year, 91.6 % of victims were satisfied by the overall service delivery.

The Commissioner contributed £50,000 towards the Cambridgeshire Shrievally Trust's 'Bobby Scheme' which provides a free service to vulnerable victims of burglary aged 60 or over, living in the county, installing locks, bolts, peepholes, and door chains and alarms.

Offenders – Tackling crime and disorder, attacking criminality and reducing reoffending

The Commissioner is committed to tackling crime effectively and efficiently

Overall crime levels have fallen over the last twenty years both nationally and locally however the nature of crime has changed from high volume burglary and vehicle crime to previously 'hidden' crimes like child sexual exploitation, sexual violence, child sexual exploitation, as well as online fraud and cybercrime. In 2016/17, national trends were reflected in Cambridgeshire and Peterborough.

The Commissioner constantly reviews the changes in crimes recorded from quarter to quarter in order to understand changing demand on policing. The Constabulary strictly records crime in line with National Crime Recording Standards, leading to more crimes being recorded than would previously not have been.

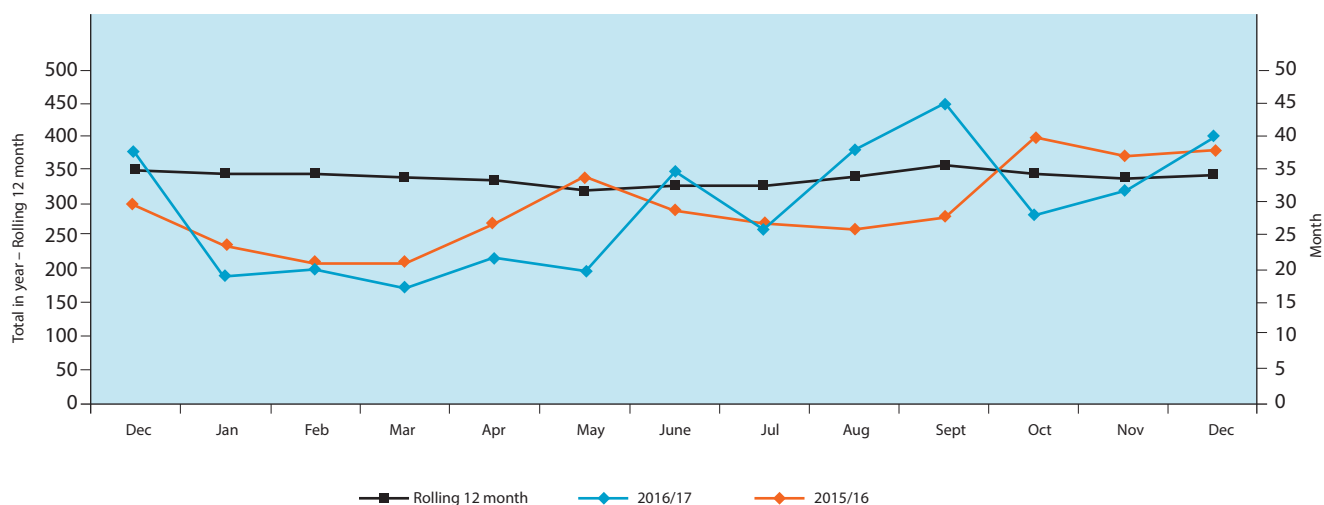
For example, the Office of National Statistics, who produce the figures, reported that in January 2017 the rise in Violence without Injury, which saw particularly high rises, is almost entirely due to the expansion of the types of crime included in this category.

Regular engagement through surgeries and contact points enables the Commissioner to understand how solutions are working on the ground. The Commissioner spends, on average, one day a week meeting community groups and members of the public to ensure his analysis of success is not based purely on data.

Over the past year, the Commissioner has taken over responsibility for chairing both Cambridgeshire's Criminal Justice Board and the Countywide Community Safety Strategic Board. He also hosted a multi-agency conference in March bringing together



Road Casualties – Killed or Seriously Injured (KSI)



local organisations. ‘Safer Communities through stronger partnerships’ looked at how local agencies can work more effectively and efficiently by increased collaboration.

Over the past year, work has continued to focus on tackling the root causes of reoffending, such as housing and mental health, with a multi-agency approach to supporting people from reoffending.

Reducing Reoffending

2016-17 saw a scheme to tackle the root cause of early offending launched. Going through the court system can have a detrimental effect on some offenders, causing them to reoffend almost immediately after they have served their sentence. Conditional Cautions can be used effectively to help steer individuals involved in low level criminality away from reoffending. Managed by the Constabulary in partnership with HMP Peterborough and Outside Links and a full range of partners, the scheme tackles the root cause of early offending by putting in place suitable conditions such as: housing issues, anger management, drugs or alcohol misuse, mental health, and support for debt management to help individuals rebuild their lives.

Resources continue to be invested in the county-wide Integrated Offender Management (IOM) Scheme, which targets the most persistent and problematic offenders, enabling them to be identified and managed jointly by partner agencies working together.

Peterborough and Wisbech became Local Alcohol

Action Areas (LAAAs) in February 2017. LAAAs were originally set up by the Home Office in 2014 to combat the effects of irresponsible drinking with the key aims of reducing alcohol-related crime and disorder, reducing the harmful impacts of alcohol on health and promoting diverse night time economies. In Peterborough and Wisbech, local agencies including licensing authorities, health bodies and the Police and Crime Commissioner will work together with businesses to address the problems caused by alcohol in the communities. The programme will run for two years.

In December 2016 partners from across Cambridgeshire and Peterborough successfully secured an additional £736,400 funding as one of the government’s Homelessness Prevention Trailblazers. Criminal justice agencies are linking in to this work to ensure effective linkages to address housing issues which may contribute to reoffending.

Road Safety

In 2016 there were 342 people killed or seriously injured on the county’s roads. 34 of these were fatalities. Every death and life changing injury which happens as a result of a road collision in Cambridgeshire is one too many. The social and economic cost of road collisions is felt by a wide range of statutory and non-statutory agencies, not just the emergency services immediately involved, but those in the health-care system who are responsible for helping people recover. Enforcement activity alone will not reduce fatal and serious collisions. The Commissioner



announced funding for a new Police Casualty Reduction Officer post in January 2017 to help reduce the number of collisions on Cambridgeshire's roads. The officer works in partnership with other agencies and the public, leading the educational element of campaigns such as 'Drink Drive' and 'Think!' on behalf of the Constabulary.

GPS tagging pilot

Bedfordshire, Northamptonshire, Cambridgeshire and Hertfordshire, began to take part in a Ministry of Justice funded pilot in 2016-17. The GPS tagging pilot scheme is testing a range of factors including how GPS tags impact the behaviour of wearers and how decision makers in the criminal justice system respond when given the option of a GPS tag. The scheme will help increase understanding of how existing and new electronic monitoring technologies could be used more effectively.

Rural Crime

The Constabulary's Rural Crime Action Team continues to make inroads into tackling rural crime. In October 2016, working in partnership with local game-keepers, officers caught multiple hare coursing groups and seized five dogs with support from the National Police Air Service.

Figures since October last year show that police officers have responded to hundreds of illegal hare coursing incidents across the county, with 831 reports logged. That's an average of seven reports each day.

Working across borders with other forces and working with agencies such as Countryside Watch remains key to tackling this growing threat.

Cybercrime

Cybercrime is an emerging challenge for law enforcement requiring a different type of response. The Constabulary has a Fraud and Cyber Investigation Unit (FCIU) (set up in 2015) to provide a specialist response in recognition of how technology has changed the way crimes are committed and investigated. The FCIU work closely with the Eastern Region Special Operations Unit (ERSOU) to investigate cyber-dependant crimes, as well as serious and/or complex cyber-enabled crimes.

In 2016, a dedicated cyber security adviser was appointed to provide advice and support to local businesses, and schools.

The Commissioner also held a Cybercrime conference with the Cambridge Community Safety Partnership in January 2017 attracting over 100 delegates

Youth Fund

The Commissioner's Youth Fund engages young people (up to the age of 18) in positive activities in their community. Community groups and charities have been able to apply for grants up to £2,000 for projects related to activities that have the potential to divert young people at risk of offending. Over 2016/17, £27,000 was awarded. This popular fund will continue into next year.

APPENDIX – Independent Custody Visitors' Scheme 2016-17

Independent Custody Visitors are members of the local community who make unannounced visits to custody suites to check on the treatment of detainees. The scheme offers protections and confidentiality to detainees and reassurance to the wider community. The Police and Crime Commissioner is responsible for co-ordinating and overseeing the scheme.

ICVs spent more than 124 hours in custody suites

489 detainees were visited

118 visits were completed across the four custody suites

Highlights and achievements from 2016-17

- Training delivered to custody staff to improve the quality of information gathered and how it is logged and monitored, helping us to raise standards in custody in Cambridgeshire
- Appropriate Adult scheme extended 24/7 county-wide following concerns from ICVs about access to support for children, vulnerable young people and adults
- Custody staff morale boosted by recruitment
- Progress made to identify replacement location for Parkside Custody

Issues raised by ICVs and subsequently resolved

- Access to CCTV cameras clarified
- Access to appropriate adult support – scheme extended to cover 24 hours, 7 days a week
- ICVs raised issue of personal safety within custody – Personal Safety Training session successfully delivered to ICVs

Recommendations for 2017-18

- To continue to monitor the current 7 Force healthcare contract so that detainees have appropriate and timely access to a Healthcare Professional
- To continue to work with tri-force colleagues in Bedfordshire and Hertfordshire to ensure the schemes respond effectively to custody collaboration
- To continue to work with tri-force colleagues to design a digital report form to enable better sharing of information, more efficient identification of issues and training opportunities
- To continue to recruit ICVs to widen the experience and skills (including language skills) within the group



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June 2017

CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item No. 9
14th June 2017	Public Report

Report of Cambridgeshire Police and Crime Commissioner

Contact Officer – Dorothy Gregson

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POLICE AND CRIME COMMISSIONER’S STRATEGIC ESTATES UPDATE

1. PURPOSE

- 1.1 The purpose of this report is to provide an update and supplementary information on Cambridgeshire Constabulary’s (the “Constabulary”) estates following the report to the Police and Crime Panel (the “Panel”) on the 15th March 2017 entitled ‘Police and Crime Commissioner’s Strategic Estates Update’.

2. RECOMMENDATIONS

- 2.1 To note the report.

3. TERMS OF REFERENCE

- 3.1 Item 6 – To review and scrutinise decisions made, or other action taken, by the Police and Crime Commissioner (the “Commissioner”) in connection with the discharge of the Commissioner’s functions.
- 3.2 Item 8 – To support the effective exercise of the functions of the Commissioner.

4. BACKGROUND

- 4.1 The Panel considered the Police and Crime Commissioner’s Strategic Estates Update at their meeting on the 15th March 2017 and requested further additional information, which this report provides.
- 4.2 Since the March 2017 Panel meeting there has been an update to the Constabulary’s estate as follows:

Estate	March 2017 Status	Current Status
Chord Park Unit C	Amber – Collaborative and alternative use to be explored	Red – Surplus to operational requirements
Huntingdon Police Station	Amber – collaborative and alternative use to be explored	Green – No planned changes
Monks Wood	Green - Continued use	Amber – Options for best future use to be explored
Ramsey Police Station	Sold - ‘Estates – Ramsey Police Station’, Agenda Item 8.0, Business Co-ordination Board, 14 th March 2017 – Decision Notice: CPCC 2017-006	
St Neots	Green - Continued use	Amber – Options for best future use to be explored
Vehicle Workshop St Ives	New entry	Green – No planned change
Whittlesey	Amber - Collaborative and alternative use to be explored	Red – Surplus to operational requirements

The Estate asset map as given at **Appendix 1** has been updated accordingly.

5. ESTATE ASSET INFORMATION

5.1 Information regarding the Constabulary's estate assets as at May 2017 is provided as following:

- Assets surplus to operational requirements (*marked red on the estate map*) - **Appendix 2**
- Assets subject to options analysis (*marked amber on the estate map*) - **Appendix 3**
- Assets not currently subject to planned changes (*marked green on the estate map*) – **Appendix 4**

6. EXPLORATION OF BENEFITS OF POLICE AND FIRE GOVERNANCE

6.1 A business case is being developed to explore the benefits of shared police and fire governance as part of the enabling opportunities within the Policing and Crime Act 2017. A change of governance could ensure the best use of police and fire assets through a single approach to investment decisions and estates consolidation. Optimisation of estates is perhaps the area of greatest opportunity for financial benefits from collaboration between the two organisations.

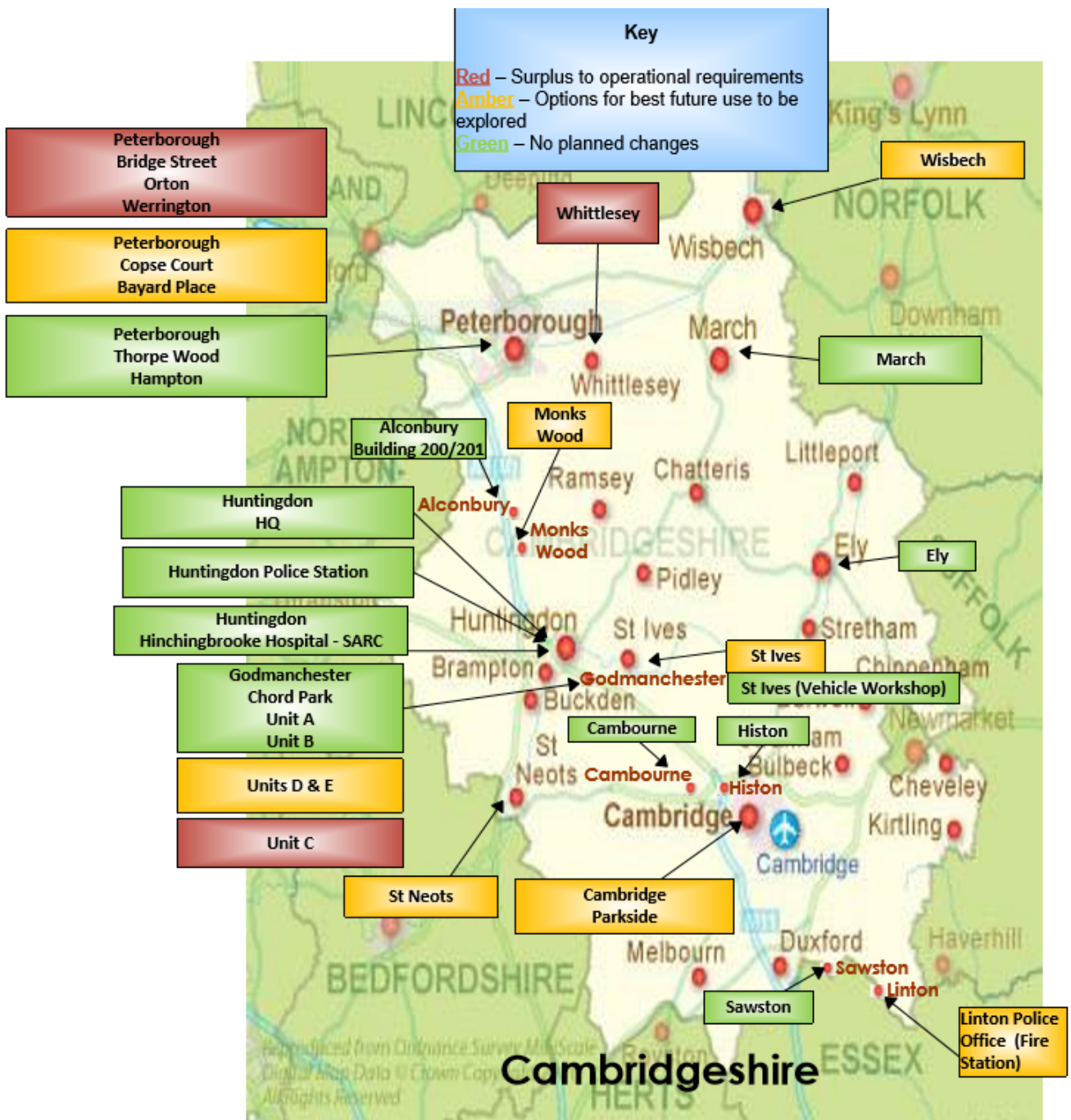
6.2 The consultation on the Commissioner's proposal for the governance arrangements of the Fire and Rescue Authority is to be undertaken in summer 2017. The aspiration is for the Commissioner to seek responsibility for the Fire and Rescue Authority in April 2018 subject to the outcome of the consultation and the Secretary of State's approval that the Commissioner's proposal is in the interests of either economy, efficiency and effectiveness or public safety.

7. BACKGROUND DOCUMENTS

'Police and Crime Commissioner's Strategic Estates Update', Agenda Item 7.0, Cambridgeshire Police and Crime Panel, 15th March 2017

<http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&MId=3674&Ver=4>

Cambridgeshire Constabulary Estates (as at May 2017)



ASSETS SURPLUS TO OPERATIONAL REQUIREMENTS

Appendix 2

Tenure	Floor Area m ²	Facilities	Current Use	Issues/Options	Timescales
Bridge Street Police Station, Bridge Street, Peterborough PE1 1EQ					
Freehold	1,836	Offices and Workshop	None - vacant	The building is on the market for revenue opportunities and sale.	Marketing closes 30 th June 2017
Chord Park Unit C, London Road, Godmanchester PE29 2BQ					
Freehold	375	Offices	None - vacant	On the market to lease only.	Estimated completion September 2017
Orton Police Station, Unit 4 Orton Court, Misterton, Peterborough PE2 0SZ					
Leasehold	132	Offices	None - vacant	Deed of variation being agreed to allow sub-letting for commercial use. Marketing to continue.	Estimated completion September 2017
Werrington Police Station, 6a Skaters Way, Werrington, Peterborough PE4 6NB					
Leasehold	84	Offices	None - vacant	Planning permission for change of use obtained and lease to be returned to Landlord.	Estimated completion August 2017
Whittlesey Police Station, 8 Queen Street, Whittlesey PE7 1AY					
Freehold	409	Offices	None - vacant	Building is subject to a sale to the Town Council.	Completion June 2017

ASSETS SUBJECT TO OPTIONS ANALYSIS
Appendix 3

Tenure	Floor Area m ²	Facilities	Current Use	Issues/Options	Timescale
Bayard Place, Broadway, Peterborough PE1 1FZ					
Leasehold	Shared	Enquiry Office, Offices	Operational	Discussions with Peterborough City Council to relocated to Fletton Quays and new front counter at Peterborough Town Hall.	July 2018.
Chord Park Units D&E, London Road, Godmanchester PE29 2BQ					
Freehold	750	Offices	Operational	Units are in occupation but one or both units could be freed up in 2018 following Contact Management review and other office moves.	Further review in 2018.
Copse Court, Thorpe Wood, Peterborough PE3 6SF					
Freehold	3,079	Offices	Operational	Planning application submitted for additional car parking to support the adjacent Police Station. If acceptable income opportunities or sale to be considered.	Planning Permission in June 2017.
Linton Police Office, Linton Fire Station, High Street, Linton CB21 4JT					
Leasehold	73	Point of presence	Operational	Shared occupation with Fire & Rescue but subject to Cambridgeshire Fire and Rescue Estate Strategy.	Review in 2018.

Tenure	Floor Area m ²	Facilities	Current Use	Issues/Options	Timescale
Monks Wood Training Centre, Huntingdon PE28 2LS					
Freehold	3,825	Training Centre	Operational	Pre-application Planning Advice is being obtained for development of surplus space for Fire & Rescue training.	Planning advice in July 2017.
Parkside, Police Station, Parkside, Cambridge CB1 1JG					
Freehold	4,347	Offices & custody	Operational	Proposed relocation out of town centre and potential shared city centre presence with Fire & Rescue.	October 2020
St Ives Police Station, Norris Road, St Ives, PE27 5QB					
Freehold	432	Offices	Operational	Subject to discussions on shared use and redevelopment with Fire & Rescue.	Agree strategy by August 2017
St Neots Police Station, Dovehouse Close, St Neots PE19 1DS					
Freehold	503	Offices	Operational	Subject to discussions on shared use and redevelopment with Fire & Rescue.	Agree strategy by August 2017
Wisbech Police Station, Nene Parade, Wisbech PE13 3BT					
Leasehold	1,112	Enquiry Office, Offices	Operational	The Police Station is to be handed back to the landlord following relocation to the Fire Station which is to be extended.	May 2018.

ASSETS NOT CURRENTLY SUBJECT TO PLANNED CHANGES

Appendix 4

Building	Address	Tenure	Floor Area m²	Facilities
Alconbury Building 200/201	Alconbury Airfield, Huntingdon PE28 4WZ	Leasehold	1,574	Support Training
Cambourne Police Station	Sackville Way, Great Cambourne CB23 6EG	Freehold	509	Local Policing office
Chatteris Office	East Park Street, Chatteris PE16 6LD	Freehold	208	Fully leased out & removed from map to avoid confusion
Chord Park Units A & B	London Road, Godmanchester PE29 2BQ	Freehold	1,046	Offices for Multi-Agency Safeguarding Hub
Ely Police Station	Lynn Road, Ely CB7 4PL	Freehold	720	Enquiry office and Local Policing office
Hampton Police Station	Eagle Way, Hampton, Peterborough PE7 8GS	Leasehold	422	Local Policing Offices
Hinchingbrooke Hospital	Hinchingbrooke Park, Huntingdon, Cambridgeshire PE29 6NT	Leasehold	885	Sexual assault referral centre
Histon Police Station	31 New Road, Impington CB4 4LV	Freehold	460	Local Policing Office and shared with NHS
Huntingdon Police HQ	Hinchingbrooke Park, Huntingdon PE29 6NP	Freehold	8,123	Administrative HQ and operational.
Huntingdon Police Station	Ferrars Road, Huntingdon, PE29 3DQ	Freehold	891	Enquiry Office, Custody and Local Policing offices
March Police Station	Burrowmoor Road, March, PE15 9RB	Freehold	1,628	Enquiry Office, Custody and Local Policing offices
Sawston Police Station	4 Cambridge Road, Sawston CB22 4DG	Freehold	386	Enquiry office and Local Policing office
rpe Wood Police Station	Thorpe Wood, Peterborough PE3 6SD	Freehold	5,333	Enquiry Office, Custody and offices
Vehicle Workshop	Unit 4 The Lakes Business Park, Fenstanton	Freeho	1,040	Workshop and office

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CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item No. 10
14th June 2017	Public Report

Report of Cambridgeshire Police and Crime Commissioner

Contact Officer – Dorothy Gregson

Contact Details – cambs-pcc@cambs.pnn.police.uk 0300 333 3456

PERFORMANCE MONITORING

1. PURPOSE

- 1.1 The purpose of this report is to outline to the Police and Crime Panel (the “Panel”) the Police and Crime Commissioner’s (the “Commissioner”) approach to performance monitoring of Cambridgeshire Constabulary (the “Constabulary”) and to inform the Panel’s approach to scrutinising how the Commissioner carries out this function.

2. RECOMMENDATIONS

- 2.1 The Panel is recommended to note the report and consider how it wishes to exercise its remit to challenge and support the Commissioner in his statutory functions through a future programme of reports on how each section of the Police and Crime Plan 2017 – 20 (the “Plan”) is being taken forward.

3. TERMS OF REFERENCE

- 3.1 Item 7 - To make reports or recommendations to the Police and Crime Commissioner with respect to 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”) places a requirement on the Commissioner to:

- a) Hold the Chief Constable to account
- b) Scrutinise, support and challenge the overall performance of the Constabulary, including against the priorities set out in the Plan
- c) Set out in the Plan how the Chief Constable’s performance in providing policing will be measured
- d) Publish information to enable people to assess the performance of the Commissioner and Chief Constable
- e) Produce an Annual Report.

- 4.2 Under the Act, the Panel has a role in scrutinising the Commissioner’s exercise of his statutory functions. The Policing Protocol Order 2011 states: *“24. The Panel provides checks and balances in relation to the performance of the PCC. The Panel does not scrutinise the Chief Constable – it scrutinises the PCC’s exercise of their statutory functions. While the Panel is there to challenge the PCC, it must also exercise its functions with a view to supporting the effective exercise of the PCC’s functions”.*

- 4.3 The Panel reviewed the Commissioner’s Plan in February 2017 and the Plan was published on 29 March 2017.

5. CONTEXT

- 5.1 In 2010, the then Home Secretary abolished Home Office policing performance targets and then sought to ensure that numerical targets were not able to distort priorities¹. In line with this, nationally there has been a clear move away from a purely quantitative or numerical performance regime to one that is more qualitative and embraces an assessment of vulnerability and impact. This move has been reflected in the assessments made by Her Majesty's Inspectorate of Constabulary (HMIC).
- 5.2 The changing nature of policing is well recognised nationally². The College of Policing demand analysis report found that while recorded crime has reduced, demand on the police has grown in other ways. Crime types which are more complex to investigate and require more police time are now a greater proportion of police recorded crime. Incidents involving people with mental health issues appear to be increasing. Non-crime incidents account for 75 per cent of calls in Cambridgeshire. 68 per cent of incidents have a public safety or welfare element.
- 5.3 Nationally, crime levels have fallen over the last twenty years. However, the nature of crime has changed from high volume burglary and vehicle crime to previously 'hidden' crimes like child sexual exploitation, sexual violence, domestic abuse, as well as online fraud and cybercrime. This has also been reflected in Cambridgeshire which remains one of the safest places in the country.
- 5.4 Recent rises in levels of recorded crime nationally, are also reflected in Cambridgeshire. These changes are strongly influenced by improvements in police crime recording practices and, for instance, the expansion of the types of crime included in the category of 'violence without injury' (Appendix 1 – Trends in Crime Survey for England and Wales and police recorded crime, year ending December 1981 to year ending December 2016). There is, however, no room for complacency.
- 5.5 There has been a rise in calls for service and there are pressures in some areas. The Constabulary's Local Policing Review has been reviewing the Constabulary's policing and governance model to ensure it is sustainable for the next three to five years and supports delivery against the Plan.

6. BUSINESS INTELLIGENCE INFORMATION

- 6.1 The Chief Constable is responsible for the delivery of policing and has arrangements in place for the management of the Constabulary's performance. A vast range of performance information is monitored by the Constabulary to inform decision making and prioritisation on a daily basis. At a strategic level in the Constabulary, the Constabulary's Executive Board, Force Performance Board and Force Monthly Performance Meeting each have a monitoring role.
- 6.2 The approaches to performance monitoring by the Constabulary and the Commissioner recognise the complex interaction between different issues and the importance of context and narrative around each data set. Given that it is acknowledged that targets can distort, to provide a RAG (red, amber, green) rating as a visual cue to monitoring performance can be equally misleading. However, the Plan provides an indication of the business intelligence information that is being captured through the new Police and Crime Plan Business Intelligence Information Dashboard 2017 - 20 (the "dashboard" - Appendix 2). It is recognised that not all data sets lend themselves to dashboard-style reporting but these will be monitored and incorporated appropriately through performance reports.

¹ "This Government has abolished all national police targets...the problems I have long noted with numerical targets: skewing priorities; causing dysfunctional behaviours; and reducing officer discretion...targets don't fight crime, they hinder the fight against crime. They distort operational reality...while undue focus on one target can lead to some other crimes being neglected altogether...the public expects to see forces serving their communities, not chasing arbitrary targets" Theresa May, December 2015

² "The nature of police work has changed significantly. Cyber-enabled crime has increased. So has the need for officers and staff to investigate and gather intelligence online and via information technology. Protecting vulnerable people has rightly become a high priority for policing. Officers and staff now spend more of their time working to prevent domestic abuse, monitor high-risk offenders and protect at-risk children" College of Policing CEO, December 2016

- 6.3 The Commissioner and his office are able to access a wide range of performance information including through the Performance Working Group, performance reports and other reports which hold the Constabulary to account through the Business Coordination Board.
- 6.4 Formal quarterly performance reports will continue through the Business Coordination Board, along with reports on other areas of the business which are delivering towards the Plan.
- 6.5 In addition, the Commissioner uses feedback from the public to help him to support and challenge the provision of policing in Cambridgeshire. He also undertakes a programme of frontline visits to inform him to help him support and challenge across the system of policing, community safety and criminal justice. HMIC also provides information on how the Constabulary is performing.
- 6.6 The Plan focuses on the community safety and criminal justice system as a whole which requires a partnership response. The Commissioner now Chairs the Countywide Community Safety Strategic Board (the "Countywide Board") and the Criminal Justice Board. The Countywide Board and Countywide Community Safety Agreement aim to develop a more joined-up approach to community safety service delivery, enable more effective and co-ordinated strategic planning across partner agencies and to ensure sustainable and lasting improvements in delivering outcomes, broader indicators other than purely policing data are being incorporated. The Criminal Justice Board helps to ensure an efficient and effective criminal justice system. The development of the dashboard is an iterative process and in due course will see the inclusion of a number of new and partnership data sets which capture the work partners and these Boards are delivering towards the Plan.

7. NEXT STEPS

- 7.1 The Panel may wish to consider how it wishes to exercise its remit to challenge and support the Commissioner in his statutory functions through a future programme of reports on how each section of the Plan is being taken forward.
- 7.2 In line with its role in supporting the exercise of the Commissioner's functions, Panel members are asked to consider how they might communicate key messages and challenges to their respective organisations. Key partnership issues include mental health, drugs and alcohol, housing, education, training and employment.

8. BACKGROUND DOCUMENTS

- 8.1 Police and Crime Plan 2017-20 Community Safety and Criminal Justice Cambridgeshire and Peterborough, <http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2016/09/Police-and-Crime-Plan-March-2017-FINAL.pdf>

Business Coordination Board, 10 November 2016 'Developing a Performance Framework for the Police and Crime Plan (Community Safety and Criminal Justice) for Cambridgeshire' <http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2016/11/16-11-10-BCB-Agenda-Item-7.0-Police-and-Crime-Plan-and-Performance-Framework.pdf>.

Business Coordination Board, 11 May 2017 'Performance Update – 12 Months to March 2017' <http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2017/05/17-05-11-BCB-Agenda-Item-5.0-Quarterly-Performance-Report-12-months-to-March-2017.docx>
<http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2017/05/17-05-11-BCB-Agenda-Item-5.0-Data-Pack-Performance-Update-March-2017.pdf>

Business Coordination Board, 14 March 2017 'Developing a countywide Community Safety Agreement' <http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2017/03/17-03-14-BCB-Agenda-Item-12.0-County-Wide-Community-Safety-Agreement.pdf>

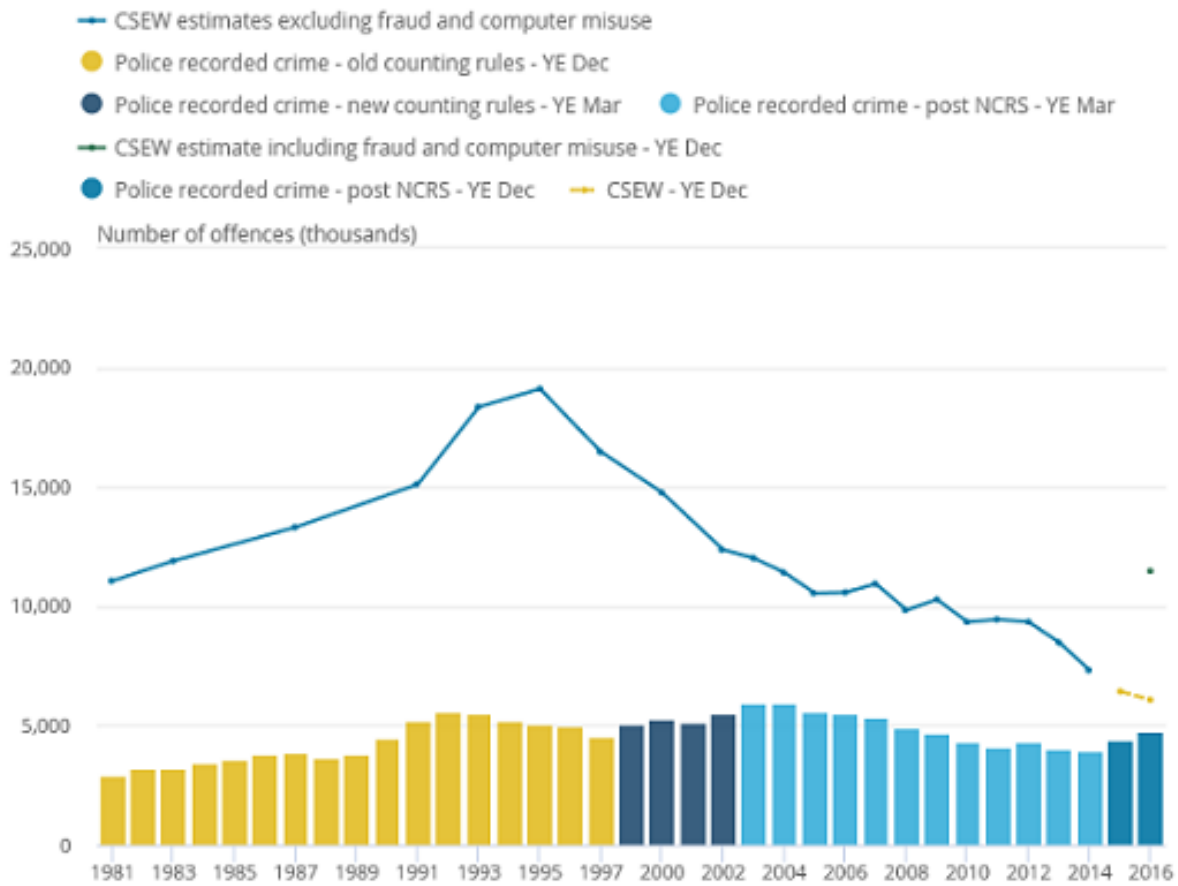
9. APPENDICES

9.1 Appendix 1 - Trends in Crime Survey for England and Wales and police recorded crime, year ending December 1981 to year ending December 2016

Appendix 2 – Police and Crime Plan Business Intelligence Information Dashboard 2017 - 2020

Appendix 1 – Trends in Crime Survey for England and Wales and police recorded crime, year ending December 1981 to year ending December 2016

Figure 1: Trends in Crime Survey for England and Wales and police recorded crime, year ending December 1981 to year ending December 2016



Source: Crime Survey for England and Wales, Office for National Statistics and Police recorded crime, Home Office

Appendix 2 - Police and Crime Plan Business Intelligence Information Dashboard 2017 – 2020

POLICE AND CRIME PLAN DASHBOARD - 2017-2020

Select Area

VICTIMS	Current month tested at 80% confidence level						Rolling 12 month result tested at 95% confidence level					
	Current Month	Mar-16	Mar-15	Mar-14	Current v 3yr avg	Current v 3yr avg	FYTD	FYTD - 1 yr	Rolling 12 months	Baseline	Perf v Benchmark	MSF
Satisfaction with Service Delivery - Police												
All Crime Outcome Rate												
Satisfaction with Service Delivery - Burglary												
Burglary Dwelling Outcome Rate												
Satisfaction with Service Delivery - Domestic Abuse												
Domestic Abuse Outcome Rate												
Serious Sexual Offences Outcome Rate												
Cyber Crime Outcome Rate												
Incidents with mental health qualifier												

OFFENDERS	Current month tested at 80% confidence level						Rolling 12 month result tested at 95% confidence level					
	Current Month	Mar-16	Mar-15	Mar-14	Current v 3yr avg	Current v 3yr avg	FYTD	FYTD - 1 yr	Rolling 12 months	Baseline	Perf v Benchmark	MSF
All Recorded Crime												
Violence with Injury												
Violence without Injury												
Burglary Dwelling												
Domestic Abuse												
Serious Sexual Offences												
Cyber crime												
Rural Crime												
Perception of Drug Misuse												
Drugs Offences												
Immediate grade incidents - time to respond (mins)												
Conditional Cautions - adults												
Conditional Cautions - youths												
Community Resolutions												

COMMUNITY	Current month tested at 80% confidence level						Rolling 12 month result tested at 95% confidence level					
	Current Month	Mar-16	Mar-15	Mar-14	Current v 3yr avg	Current v 3yr avg	FYTD	FYTD - 1 yr	Rolling 12 months	Baseline	Perf v Benchmark	MSF
Dealing with Local Concerns												
How safe do our communities feel?												
999 calls answered within 10 seconds												
Non-emergency calls answered within 30 seconds												
Satisfaction with Service Delivery - Hate Crime												
Hate Crime												
Hate Crime Outcome Rate												
Police recorded ASB												
Perception of high ASB												
Special Constabulary Establishment												
Special Constabulary - Hours worked												
Police Support Volunteers - Establishment												

COMMUNITY	Current month tested at 80% confidence level						Rolling 12 month result tested at 95% confidence level					
	Current Month	Dec-15	Dec-14	Dec-13	Current v 3yr avg	Current v 3yr avg	FYTD	FYTD - 1 yr	Rolling 12 months	Baseline	Perf v Benchmark	MSF
KSI Road Casualties												

TRANSFORMATION	Current month tested at 80% confidence level						Rolling 12 month result tested at 95% confidence level					
	Current Month	Mar-16	Mar-15	Mar-14	Current v 3yr avg	Current v 3yr avg	FYTD	FYTD - 1 yr	Rolling 12 months	Baseline	Perf v Benchmark	MSF
Sickness - Police Officer												
Sickness - Police Staff												

Notes:
 The outcome rate includes Charged/summonsed, formal out-of-court disposals (caution, PND), informal out-of-court disposals (Cannabis/Khat warning, Community Resolution), and TICs (Taken Into Consideration).
 The number of non-emergency calls covers calls which are answered in the Police Service Centre.
 Rural crime is defined as any offence of burglary, robbery, theft or criminal damage which occurred at an agricultural location or farm house, or involved agricultural/farming equipment/property, and all incidents of poaching or coursing.
 Cyber crime includes both HO-reportable and non-reportable crimes with an online crime marker.
 The median time to respond is used.

CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item No. 11
14th June 2017	Public Report

Report of Cambridgeshire Police and Crime Commissioner

Contact Officer – Dorothy Gregson

Contact Details – cambs-pcc@cambs.pnn.police.uk 0300 333 3456

DECISIONS BY CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER

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 as noted in paragraph 3. The Panel is required to review or scrutinise decisions made, it is also required 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 is 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 Co-ordination Board papers.

6. IMPLICATIONS

- 6.1 Subject to the Panel’s need for further information or scrutiny on any of the decisions above, it may be required that further information is submitted to a future meeting of the Panel.

7. CONSULTATION

- 7.1 The decisions are in line with the direction set by in the Commissioner's Police and Crime Plan. These Decision Records have been placed on the Commissioner's website.

8. NEXT STEPS

- 8.1 Panel members may request further information about the decisions detailed in Appendices 1 and 2.
- 8.2 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.

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

Decision Records notified to the Cambridgeshire Police and Crime Panel

Date	Decision Record	Subject	Decision
14 th March 2017	CPCC 2017-005	Changes in management of the Police and Crime Commissioners Youth Fund for 2017-18	To change the management of the existing £40k Youth Fund so that the OPCC and Cambridgeshire Community Foundation each manage a portion of the fund.
14 th March 2017	CPCC 2017-006	Ramsey Police Station	To approve the marketing and disposal of Ramsey Police Station.
14 th March 2017	CPCC 2017-007	Bridge Street Police Station	To approve the marketing and disposal of Bridge Street Police Station.
14 th March 2017	CPCC 2017-008	Capital Programme 2017/18 to 2020/21	To approve the Capital Programme for 2017/18 to 2020/21.
28 th March 2017	CPCC 2017-009	Police and Crime Plan 2017-20 – Variation – Appendix 1 Finances	To vary the Police and Crime Plan.
11 th May 2017	CPCC 2017-010	Project Athena - Deed of Variation	To agree the Project Athena Deed of Variation (Commercial in confidence).
11 th May 2017	CPCC 2017-011	S22A Agreement under the Police Act 1996 (as amended) for the collaboration agreement with the National Ballistics Intelligence Service (NABIS).	To be party to the Section 22A Agreement under the Police Act 1996 (as amended) which sets out the basis for future collaboration, funding and engagement between Cambridgeshire Constabulary and NABIS.

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CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2017-005

Subject	Changes in management of the Police and Crime Commissioners Youth Fund for 2017-18.
Decision	To change the management of the existing £40k Youth Fund so that the OPCC and Cambridgeshire Community Foundation each manage a portion of the fund.
Decision Summary	<p>Following approval by the Business Co-ordination Board (“BCB”) on 14th March 2017, the Cambridgeshire Police and Crime Commissioner agreed to alter the management of the Youth funding as set out in the BCB paper, being:</p> <p>The Foundation has received £30k from the Civil Society/Big Lottery. The Commissioner has agreed to match fund this amount for 2017/18.</p> <p>Remaining monies will be retained by the Commissioner to create a ‘Youth and Community Fund’ which will be managed by the OPCC.</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	Agenda Item 11.0 – PCC Youth fund BCB meeting 14 th March 2017

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature



Date

14-3-17



To: Business Coordination Board

From: Chief Executive

Date: 14 March 2017

THE POLICE AND CRIME COMMISSIONER'S YOUTH FUND – A NEW APPROACH

1. Purpose

- 1.1 The purpose of this report is to inform the Business Coordination Board (“the Board”) of the Police and Crime Commissioner’s (the “Commissioner’s”) intention to take a new approach in the management of the £40k Police and Crime Commissioner’s Youth Fund. This will involve the creation of two separate grant funds.

2. Recommendation

- 2.1 The Board is invited to note the Commissioner’s decision and request a future agenda item to provide a more detailed update on the operation both new grant funds.

3. Background

- 3.1 In 2016/17 the Cambridgeshire Community Foundation (“the Foundation”) managed a £40k Youth Fund on behalf of the Police and Crime Commissioner. The aim of the fund was to engage young people up to the age of 18 in positive activities in their community to divert them away from criminal behaviour. The funding was raised from the sale of recovered and unclaimed property under the Police Property Act.
- 3.2 The Youth Fund has been in operation for 3 years and over which has awarded over £95k of separate grants to 50 different groups/organisations.

4. Proposed new arrangements

- 4.1 The Foundation have been offered £30k from the Civil Society / Big Lottery Fund to encourage social action (volunteering) from young people. This money is for a single year with a condition that the Foundation secure match funding to create a £60k fund. The Commissioner has agreed to match fund this grant pot for the financial year 2017/18. Management costs of £3k will be levied. The new fund will be called the “**Police and Crime Commissioner’s Local Youth Social Action Fund for Cambridgeshire**”. Groups from Cambridgeshire and Peterborough will be able to apply for grants.

- 4.2 The remaining monies will be retained by the Commissioner to create a **‘Youth and Community Fund’** which will be managed by the OPCC. This will improve pathways into funding for a wider range of community groups. This fund will focus on achieving objectives set out in the Police and Crime plan for 2017-20, with a focus on diverting young people from criminal activity and anti-social behaviour.
- 4.3 The OPCC are currently drafting Terms of Reference (ToR) for the Police and Crime Commissioner’s Youth and Communities Fund.

5. Recommendation

- 5.1 The Board is invited to note the Commissioner’s decision and request a future agenda item to provide a more detailed update on the operation both new grant funds.


5.2 BIBLIOGRAPHY

Source Document(s)	BCB paper 14 th March 2017 Agenda Item 11.0
Contact Officer(s)	Alasdair Baker, Partnerships and Communities Officer, Cambs OPCC T: 01480 42 5815 E: Alasdair.baker@cambs.pnn.police.uk

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2017-06	
Subject	Ramsey Police Station
Decision	To approve the marketing and disposal of Ramsey Police Station.
Decision Summary	<p>The Cambridgeshire Police and Crime Commissioner’s Business Coordination Board meeting on the 14th March 2017 discussed and agreed the proposal for the marketing and disposal of Ramsey Police station based on the information set out in the BCB paper presented to them, as set out below:</p> <ul style="list-style-type: none"> • Ramsey Police Station was closed on 1st September 2015 with the enquiry office closing a year earlier in September 2014. Enquiry Office functions are available at St Neots and Huntingdon. • Community contact has been maintained through street surgeries and other community engagement activity including a presence in the Library. • Marketing and valuation advice has been obtained and it is recommended that the site be offered on a revenue generating basis with any interest in a freehold sale also being invited. • The S151 Officer to accept the most economically advantageous offer.

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	‘Estates -Ramsey Police Station’ – paper as presented to Business Coordination Board, 14 th March 2017 http://www.cambridgeshire-pcc.gov.uk/work/BCB

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner
I confirm that I have reached the above decision after consideration of the facts above.

Signature 	Date 14-3-17.
--	-------------------------



To: Business Coordination Board

From: Chief Executive

Date: 14 March 2017

RAMSEY POLICE STATION

1. Purpose

1.1 To seek approval of the Business Coordination Board (“the Board”) to commence marketing.

2. Recommendation

2.1 To seek approval of the Board for the S151 Officer to accept the most economically advantageous offer.

2.2 The Board is recommended to approve the marketing and disposal of Ramsey Police Station.

3. Background

3.1 A purpose built two storey Police Station and former Court House constructed in 1910. The property has a residential look and is of brick construction with painted render with a mix of pitched tiled and flat felt roof. There is off street parking to the front and a secure yard to the rear providing parking for approx. 30 cars as well as storage facilities within outbuildings. The station lies in a residential area in a peripheral part of the town and is considered poor as a public interface.



- 3.2 The Police Station was closed on 1st September 2015 with the enquiry office closing a year earlier in September 2014. Enquiry Office functions are available at St Neots and Huntingdon. The running costs for 2015/16 were £23,000.
- 3.3 The local policing team remain focused on their daily duties and start their day from Huntingdon, allowing them to receive a pre-shift briefing from a sergeant face-to-face. Community contact has been maintained through street surgeries and other community engagement activity including a presence in the Library. Since the closure of Ramsey police station the local policing Sergeant has run specific initiatives focussing on particular problems in the area to ensure targeted patrols. This seems to be having an effect with Ramsey bucking the national trend of rising crime rates.
- 3.4 On 22nd January 2016 BCB were advised that the building was no longer required operationally and that a change of use was being investigated for a proposed disposal. The paper was also presented to the Police & Crime Panel on 3rd February 2016. The Making Assets Count Programme Board are aware of the potential sale and partner opportunities. The MP and local councillor were advised of the proposal in September 2016 with no issues raised.
- 3.5 As part of the disposal due-diligence a planning pre-application submission was made and planning advice received on 7th July 2016. The Local Planning Authority advise that whilst the demolition of the building is not supported the conversion of the building for another use e.g. to housing, commercial, care home, housing or health centre/crèche/day nursery is supported by policies in the Development Plan.
- 3.6 Marketing and valuation advice has been obtained and it is recommended that the site be offered on a revenue generating basis with any interest in a freehold sale also being invited.

4. Summary

- 4.1 Following receipt of satisfactory planning advice it is now considered appropriate to market the site.

5. Recommendation

- 5.1 To seek approval of the Board for the S151 Officer to accept the most economically advantageous offer.
- 5.2 The Board is recommended to approve the marketing and disposal of Ramsey Police Station.


BIBLIOGRAPHY

Source Document	Cambridgeshire Constabulary Estate Management – Property Files
Contact Officers	Elly McKee Estates Management Surveyor and Colin Luscombe, Director of Estates , Cambridgeshire Constabulary

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2017-07	
Subject	Bridge Street Police Station
Decision	To approve the marketing and disposal of Bridge Street Police Station.
Decision Summary	<p>The Cambridgeshire Police and Crime Commissioner’s Business Coordination Board meeting on the 14th March 2017 discussed and agreed the proposal for the marketing and disposal of Bridge Street Police station based on the information set out in the BCB paper presented to them, as set out below:</p> <ul style="list-style-type: none"> • Bridge Street Police Station was closed on 22nd December 2015 with staff deploying from Thorpe Wood and Bayard Place (Joint Enforcement Team). The enquiry office continues to be provided from Bayard Place • The vehicle workshop at Bridge Street will remain in use until the centralised facility in St Ives opens in March/April 2017. • As part of the disposal due-diligence a Development Brief has been prepared jointly with Peterborough City Council demonstrating that the site of 0.363ha (0.896acres) is suitable for a variety of uses. • Marketing and valuation advice have been obtained and freehold as well as investment proposals are expected • The S151 Officer to accept the most economically advantageous offer.

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	‘Estates –Bridge Street Police Station’ – paper as presented to Business Coordination Board, 14 th March 2017 http://www.cambridgeshire-pcc.gov.uk/work/BCB

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner
I confirm that I have reached the above decision after consideration of the facts above.

Signature 	Date 14 - 3 - 17
--	----------------------------



To: Business Coordination Board

From: Chief Executive

Date: 14 March 2017

BRIDGE STREET POLICE STATIONS

1. Purpose

1.1 To seek approval of the Business Coordination Board (“the Board”) to commence marketing.

2. Recommendation

2.1 The Board is recommended to approve the marketing and disposal of Bridge Street Police Station.

2.2 To seek approval of the Board for the S151 Officer to accept the most economically advantageous offer.

3. Background

3.1 A purpose built Police Station and vehicle workshop in a central location providing good access to the city centre.



3.2 The Police Station was closed on 22nd December 2015 with staff deploying from Thorpe Wood and Bayard Place (Joint Enforcement Team). The enquiry office

continues to be provided from Bayard Place. The running cost for the building during the last year of occupation was £70,555.

- 3.3 The vehicle workshop at Bridge Street will remain in use until the centralised facility in St Ives opens in March/April 2017. Community contact is unaltered with provision at Bayard Place.
- 3.4 On 22nd January 2016 BCB was advised that the building was no longer required operationally and that it would be sold following the relocation of the vehicle workshop. The paper was also presented to the Police & Crime Panel on 3rd February 2016. The Making Assets Count Programme Board are aware of the potential sale and partner opportunities. The MP, District Council were advised of the proposed sale in September 2016 with no issues raised.
- 3.5 As part of the disposal due-diligence a Development Brief has been prepared jointly with Peterborough City Council demonstrating that the site of 0.363ha (0.896acres) is suitable for a variety of uses.
- 3.6 Potential use of the asset for University accommodation has been considered but discounted due to the preliminary nature of the project, long lead time and lack of clarity on preferred location.
- 3.7 Marketing and valuation advice have been obtained and freehold as well as investment proposals are expected.

4. Summary

- 4.1 Following completion of the Development Brief and planned relocation of the Vehicle workshop it is now considered appropriate to market the site.

5. Recommendation

- 5.1 To seek approval of the Business Coordination Board (“the Board”) to commence marketing.
- 5.2 To seek approval of the Board for the S151 Officer to accept the most economically advantageous offer.

BIBLIOGRAPHY

Source Document	Cambridgeshire Constabulary Estate Management – Property Files
Contact Officers	Elly McKee Estates Management Surveyor, Cambridgeshire Constabulary Colin Luscombe, Director of Estates, Cambridgeshire Constabulary

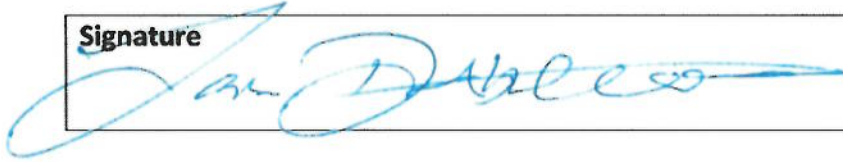
CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2017-008																					
Subject	Capital Programme 2017/18 to 2020/ 21																				
Decision	To approve the Capital Programme for 2017/18 to 2020/21.																				
Decision Summary	<p>The proposed Capital Programme is split into sections A to D:-</p> <p>A Funding approved in previous years - £161,000 in 2017/18</p> <p>B Approval required for 2017/2018 expenditure - £4,501,000</p> <p>C Schemes requiring approval during the year - £93,576</p> <p>D Capital Financing –2017/18</p> <table border="0"> <tr> <td>Capital Grants</td> <td>£0.506m</td> </tr> <tr> <td>ESMCP Grant</td> <td>£0.263m</td> </tr> <tr> <td>Vehicle Receipts (RCCO)</td> <td>£0.15m</td> </tr> <tr> <td>Capital Receipts</td> <td>£0</td> </tr> <tr> <td>Capital Reserves</td> <td>£0</td> </tr> <tr> <td>ICT Development Reserve</td> <td>£0</td> </tr> <tr> <td>Budget Reserve</td> <td>£3,836m</td> </tr> <tr> <td>Revenue Contribution to Capital Outlay (RCCO)</td> <td>£0</td> </tr> <tr> <td>Borrowing</td> <td>£3,500</td> </tr> <tr> <td>Agreed Funding</td> <td>£8,255m</td> </tr> </table> <p>The Commissioner agreed to the funding at the Business Coordination Board (“the Board”) meeting on the 14th March 2017. The paper presented to the Board is published on the Commissioner’s website at:</p> <p>http://www.cambridgeshire-pcc.gov.uk/business-coordination-board/</p>	Capital Grants	£0.506m	ESMCP Grant	£0.263m	Vehicle Receipts (RCCO)	£0.15m	Capital Receipts	£0	Capital Reserves	£0	ICT Development Reserve	£0	Budget Reserve	£3,836m	Revenue Contribution to Capital Outlay (RCCO)	£0	Borrowing	£3,500	Agreed Funding	£8,255m
Capital Grants	£0.506m																				
ESMCP Grant	£0.263m																				
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Capital Receipts	£0																				
Capital Reserves	£0																				
ICT Development Reserve	£0																				
Budget Reserve	£3,836m																				
Revenue Contribution to Capital Outlay (RCCO)	£0																				
Borrowing	£3,500																				
Agreed Funding	£8,255m																				

Contact Officer	<p>Dorothy Gregson, Chief Executive</p> <p>Tel: 0300 333 3456</p> <p>Email: dorothy.gregson@cambs.pnn.police.uk</p>
Background Paper	‘Capital Programme 2017/18 to 2020/21’ - paper as presented to Business Coordination Board, 14 th March 2017

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature



Date

14-3-17



To: Business Co-Ordination Board

From: Chief Finance Officer, Constabulary and Chief Finance Officer, PCC

Date: 14 March 2017

CAPITAL OUTFURN MONTH 9 2016/17 AND NEW CAPITAL PROGRAMME 2017/18 – 2020/21

1. Introduction

1.1 This report provides the Business Co-ordination Board (“BCB”) with a financial overview of the Capital Programme for the nine months ending 31 December /2016 and the new capital programme for the period 2017/18 – 2020/21.

2. Recommendation

2.1 BCB is asked to:

- (a) Note the report;
- (b) Approve the additions to the capital programme to be proposed to the PCC (para 5.1);
- (c) Note the technical additions to the capital programme (para 5.2).
- (d) The Board is asked to approve the proposed capital programme for 2017/18 and to note the proposed capital programme from 2018/19 to 2020/21 (Appendix 5).
- (e) The Police and Crime Commissioner (“the Commissioner”) signs the Decision Notice to approve the proposed capital programme for 2017/18.

3. Background

3.1 The Capital Programme comprises a range of schemes covering maintenance and development of the Force information infrastructure and specific

technology/change schemes, estates schemes and the vehicle replacement programme.

- 3.2 Budgeted capital payments for 2016/17 comprise the original Capital Programme approved by the Police and Crime Commissioner (“PCC”) on 30 March 2016, with amendments for schemes brought forward from 2015/16 as approved by the PCC on 23 June 2016, and other changes subsequently approved by the Force Executive Board and/or the PCC.
- 3.3 The Commissioner is required to approve the capital programme for the coming year 2017/18.

4. Capital Programme 2016/17

- 4.1 A summary of spend against the 2016/17 Capital Programme for the nine months ending 31 December 2016, and the financing of this, is shown at Appendix 1. A scheme by scheme breakdown of spend and commitments against budget is set out at Appendix 2. Schemes approved in-year to be funded by Revenue Contribution to Capital Outlay (“RCCO”) are shown at Appendix 3. A brief progress report for each scheme is included at Appendix 4.

4.2 Capital Payments

- 4.2.1 Appendix 1 shows that 82.0% of the 2016/17 Capital Programme has been spent and committed at the end of December (end of November 74.9%) with indications that expected outturn will reach 89.6%. Principal spends in the year to date have been: the Vehicle Workshop scheme (£1,471k), the Vehicle Replacement Programme (£1,299k), the Org Support BCH ERP Purchase scheme (£867k), the Conversion Work – Replacement SARC site (£864k), the Major Repairs Planned scheme (£425k) and the New Vehicle Equipment scheme (£424k).
- 4.2.2 ‘Actual & Committed YTD’ represents invoices paid plus outstanding purchase orders expected to be paid in the current financial year.

4.3 Capital Financing

- 4.3.1 Capital resources received to date include:

- Grants from Central Government (£449k)
- Receipts from the sale of vehicles (£98k)
- Capital receipts of £1,111k, being the sale of a vehicle (£35k) and sale of the Papworth, Sawtry and 11/12 Ferrars Road, Huntingdon properties (£264k and £307k and £505k respectively).

4.4 Matters to note

- 4.4.1 The 2016/17 Capital Programme includes £93,576 for CRM/Contact, approved subject to further business case. It has now been identified that this budget will not be required in the current financial year and deletion of this scheme, and

matching RCCO requirement, and it is therefore proposed that this is removed from the capital programme.

- 4.4.2 The 2016/17 Capital Programme includes £35k, approved subject to further business case, for the IMD DP FOI scheme (CP16/22). Delivery of this system is a fundamental requirement for success of the collaboration of the Information Management Department between Bedfordshire Police, Cambridgeshire Constabulary and Hertfordshire Constabulary, in line with the Section 22A Agreement signed by the PCC on 30th March 2016. As such a technical adjustment to release £35k within the 2016/17 Capital Programme is proposed.
- 4.4.3 As previously reported, a corporate decision was made to include the purchase of additional devices for new recruits within the Rolling Replacement Mobile Technology scheme (CP16/04) which could result in a requirement for additional budget. The position of this scheme has been kept under review, and the level of additional funding has now been identified. An addition of £56k to the 2016/17 Capital Programme has been agreed for funding by RCCO within the Chief Constable's delegation.

5. Capital Programme 2017/18 and Draft Capital Programme 2018/19 - 2020/21

- 5.1 The Capital Programme (Appendix 5) comprises a range of schemes covering maintenance and development of the force information infrastructure and specific technology/change schemes, estates schemes and the vehicle replacement programme, as summarised in Table 1 below:

Table 1: Capital Programme 2017/18 – 2020/21

Schemes	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000
Funding approved in previous years	161	0	0	0
Approved schemes and rolling programmes	4,501	2,740	2,450	2,450
Provisional approval subject to business case	94	94	0	0
Future Schemes subject to business case	3,500	11,200	4,500	0
TOTAL	8,256	14,034	6,950	2,450

- 5.2 Bids have been provided by budget managers from across Cambridgeshire Constabulary ("the Constabulary") and the Tri-Force Units. All schemes outlined in the capital programme are fully funded.
- 5.3 The major schemes within the new capital programme are:
- The vehicle replacement programme £1,300k 2017/18 and each subsequent year.
 - ICT Consolidated workstream £850k

- Parkside Custody Replacement £18m over the life of the programme £3.5m in 2017/18.

5.3 The Commissioner receives a capital grant from the government (£506k 2017/18) and that is used to part fund the fleet expenditure. The majority of the rest of the programme is funded by a contribution from the budget surplus reserve of £3.836m in 2017/18 with the Parkside Custody replacement being funded from borrowing in 2017/18.

6. Recommendation

6.1 BCB is asked to:

- (a) Note the report;
- (b) Approve the additions to the capital programme to be proposed to the PCC (para 5.1);
- (c) Note the technical additions to the capital programme (paras 5.2);
- (d) approve the proposed capital programme for 2017/18 and to note the proposed capital programme from 2018/19 to 2020/21 (Appendix 5);
- (e) The Police and Crime Commissioner (“the Commissioner”) signs the Decision Notice to approve the proposed capital programme for 2017/18.

Summary of Capital Expenditure and Financing at 31 December 2016

	B/Fwd from previous years	Original 2016/17 Capital Programme	Previously Authorised Programme Amendments	Proposed Programme Amendments	Revised 2016/17 Capital Budget	Actual & Committed YTD	%	Expected Outturn 2016/17	Expected Outturn % of Revised Capital Budget	Predicted C/Fwd 2016/17	Estimated Year End Position
All figures £'000											
Capital Payments:-											
Land & Buildings	536	1,975	771	-	3,282	2,779	84.7%	2,950	89.9%	500	
IT & Communications	70	479	279	56	884	524	59.3%	739	83.6%	137	
Fleet	349	1,700	-	-	2,049	1,725	84.2%	2,051	100.1%	-	
Collaboration	55	786	442	35	1,318	1,172	88.9%	1,031	78.2%	-	
Schemes approved subject to further business case	-	279	(123)	(129)	28	-	-	-	0.0%	-	
TOTAL	1,010	5,219	1,369	(38)	7,560	6,201	82.0%	6,771	89.6%	637	
Capital Financing:-											
Capital Grants	-	597	-	-	597	449	75.2%	597		-	597
Capital Reserves	-	500	-	-	500	*	-	363		137	500
Budget Assistance Reserve	-	1,065	214	-	1,279	*	-	1,016		-	1,016
Carry Forward Reserve	1,010	-	-	-	1,010	*	-	1,010		-	1,010
Capital Receipts	-	1,395	149	-	1,544	1,111	-	1,416		128	1,544
Vehicle Receipts (RCCO)	-	150	-	-	150	98	65.6%	150		-	150
Collaboration Vehicle Recharges (RCCO)	-	300	-	-	300	*	-	300		-	300
RCCO - Original Capital Programme	-	1,212	-	(94)	1,119	*	-	935		350	1,285
RCCO - Approved In-year from Savings (Chief Constable)	-	-	300	56	356	*	-	300		-	300
RCCO - Approved In-year by PCC	-	-	614	-	614	*	-	592		22	614
RCCO - From Force JPS Revenue Budget	-	-	92	-	92	*	-	92		-	92
Borrowing	-	-	-	-	-	-	-	-		-	-
TOTAL	1,010	5,219	1,369	(38)	7,560	1,658	21.9%	6,771		637	7,408

Note: figures may not cast due to roundings

* year end adjustments

Scheme by Scheme Budgetary Control Report to 30 September 2016

A	B	C	D	E	F	G	H	I	J	K	L	M	N
Notes at Para.	Scheme Title	Scheme No.	Budget B/Fwd £'000	Original Capital Programme as amended* £'000	Proposed Programme Amendments £'000	Revised Capital Budget 2016/17 (D+E+F) £'000	Actual YTD £'000	Commitments YTD £'000	Committed & Spent YTD (H+I) £'000	Expected Outturn 2016/17 £'000	Variance at year end (K-G) £'000	Predicted C/Fwd 2016/17 £'000	Estimated (Under)/Over-spend (L+M) £'000
	Land & Buildings												
	HQ Bld 11 Structural Renovation	CP14/07	2	-	-	2	1	-	1	1	(1)	-	(1)
	Thorpe Wood Custody Ligature Risk Remedy	CP14/13	-	-	-	-	11	7	18	-	-	-	-
	Vehicle Workshop	CP15/10	264	1,149	-	1,413	1,461	10	1,471	1,549	136	33	169
	Major Repairs Planned	CP16/01	270	580	-	850	268	157	425	500	(350)	350	-
	Wisbech Fire Station Ext for Police Purposes	CP16/08	-	395	-	395	-	-	-	300	(95)	95	-
	Conversion Work - Replacement SARC site	CP16/18	-	622	-	622	665	199	864	600	(22)	22	0
	Land & Buildings Total		536	2,746	-	3,282	2,407	372	2,779	2,950	(332)	500	168
	ICT & Communications												
	Athena	CP12/09	-	270	-	270	57	-	57	133	(137)	137	-
	WiFi	CP13/18	-	-	-	-	-	-	0	0	-	-	-
	Switchboard Resilience	CP14/04	55	15	-	70	-	-	0	55	(15)	-	(15)
	Multi-functional Devices - Software and Equipment	CP14/15	-	-	-	-	-	-	0	0	-	-	-
	Child Abuse Images Database - National Programme	CP15/04	15	-	-	15	-	-	0	15	-	-	-
	Mobilisation	CP15/06	-	108	-	108	89	6	95	108	-	-	-
	L&D Classroom IT Refresh	CP15/12	-	-	-	-	1	0	1	1	1	-	1
4.3	Rolling Replacement Mobile Technology	CP16/04	-	159	56	215	142	60	202	215	-	-	-
	Specialist Equipment Renewal	CP16/06	-	50	-	50	8	35	42	50	-	-	-
	Custody Virtual Courts	CP16/09	-	22	-	22	19	3	22	22	-	-	-
	Special Constabulary Mobile Technology Roll Out	CP16/17	-	77	-	77	48	36	84	83	6	-	6
	Digital Forensic Unit Additional Software Licences	CP16/19	-	45	-	45	22	-	22	45	-	-	-
	Digital Forensic Unit Kiosk Technology	CP16/20	-	12	-	12	-	-	0	12	-	-	-
	ICT & Communications Total		70	758	56	884	386	139	524	739	(145)	137	(8)

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Scheme by Scheme Budgetary Control Report to 30 September 2016

A	B	C	D	E	F	G	H	I	J	K	L	M	N
Notes at Para.	Scheme Title	Scheme No.	Budget B/Fwd £'000	Original Capital Programme as amended* £'000	Proposed Programme Amendments £'000	Revised Capital Budget 2016/17 (D+E+F) £'000	Actual YTD £'000	Commitments YTD £'000	Committed & Spent YTD (H+I) £'000	Expected Outturn 2016/17 £'000	Variance at year end (K-G) £'000	Predicted C/Fwd 2016/17 £'000	Estimated (Under)/Over-spend (L+M) £'000
	Fleet												
	Fleet Management System Replacement	CP15/08	-	-	-	-	2	-	2	2	2	-	2
	New Vehicle Equipment	CP16/02	209	400	-	609	275	149	424	609	-	-	-
	Vehicle Replacement Programme	CP16/03	140	1,300	-	1,440	887	412	1,299	1,440	-	-	-
	Fleet Total		349	1,700	-	2,049	1164	561	1,725	2,051	2	-	2
	Collaboration												
	JPS CTC Camera Enforcement Vehicle Replacement	CP15/07	55	-	-	55	29	18	47	55	-	-	-
	Org Support BCH ERP Purchase	CP16/05	-	680	-	680	590	277	867	398	(282)	-	(282)
	Org Support ICT Infrastructure for BCH - WAN	CP16/07	-	212	-	212	-	183	183	212	0	-	0
	Org Support ICT Infrastructure for BCH - Identity	CP16/07	-	16	-	16	6	6	13	11	(5)	-	(5)
	Org Support ICT Infrastructure for BCH - Email Archiving	CP16/07	-	57	-	57	50	-	50	57	-	-	-
	JPS Equipment Replacement Rolling Programme	CP16/10	-	92	-	92	-	-	0	92	-	-	-
	JPS ANPR	CP16/16	-	150	-	150	-	-	0	150	-	-	-
	BCH Property Management System	CP16/21	-	21	-	21	-	-	0	21	-	-	-
	IMD DP FOI	CP16/22	-	-	35	35	-	13	13	35	-	-	-
	Collaboration Total		55	1,228	35	1,318	675	497	1,172	1,031	(287)	-	(287)
	Schemes Approved Subject to Further Business Case												
4.2	ICT Infrastructure for BCH	CP16/07	-	28	-	28							
4.2	IMD DP FOI		-	35	(35)	-							
4.1	CRM/Contact		-	94	(94)	-							
	Grand Total		1,010	6,588	(38)	7,560	4,632	1,569	6,201	6,771	(762)	637	(125)

*Approved Capital Programme + / - previously authorised additions, deletions & virements

Note: figures may not cast due to roundings

Scheme No.	Scheme Title	Budget	Notes	Approval	RCCO Funded by
CP16/10	JPS Equipment Replacement Rolling Programme	£92,000		FEB 05/07/2016	Revenue budget
CP16/13	JPS Authorised Firearms Officer (AFO) Uplift	£69,284		FEB 05/07/2016	Revenue budget savings
CP16/14	Uniformed JPS Mobile Technology Roll Out	£20,860		FEB 05/07/2016	Revenue budget savings
CP15/06	Mobilisation	£13,000		FEB 05/07/2016	Revenue budget savings
CP15/06	Mobilisation	£75,000		FEB 05/07/2016	ICT Development Reserve
CP16/09	Custody Virtual Courts	£22,000		FEB 05/07/2016	Revenue budget savings
CP14/04	Switchboard Resilience	£15,000		FEB 02/08/2016	Revenue budget savings
CP16/17	Special Constabulary Mobile Technology Roll Out	£77,000		FEB 02/08/2016	Revenue budget savings
CP16/19	Digital Forensic Unit Additional Software Licences	£45,000		FEB 07/11/2016	Revenue budget savings
CP16/20	Digital Forensic Unit Kiosk Technology	£12,000		FEB 07/11/2016	Revenue budget savings
CP15/06	Mobilisation	£14,000		FEB 06/12/2016	Revenue budget savings
CP16/21	BCH Property Management System	£21,000		FEB 06/12/2016	Revenue budget savings
CP15/06	Mobilisation	£6,000		FEB 10/01/2017	Revenue budget savings
CP16/04	Rolling Replacement Mobile Technology	£56,000	4.3		Revenue budget savings
		£448,000			

In-year RCCO Schemes Approved by the Police and Crime Commissioner

Scheme No.	Scheme Title	Budget	Notes	Approval	RCCO Funded by
CP16/15	JPS Scientific Support Transformation Investment	£125,160			ICT Development Reserve
CP16/16	JPS ANPR	£150,000		CPCC 2016-029	ICT Development Reserve
CP16/18	Conversion Work - Replacement SARC site	£621,622		CPCC 2016-037	50% NHS partnership funding, 25% Carry Forward Project Reserve, 25% Budget Assistance Reserve
		£771,622			

JPS capital projects above will now be financed from JPS other staff and non-staffing budgets underspend for 2016/17. In addition, a Police Transformation Fund bid is in progress for the JPS Scientific Support Transformation Investment.

Progress Report

Scheme Title	Capital Proj No	2016/17 Budget £'000	Highlight Comments
Land & Buildings			
HQ Bld 11 Structural Renovation	CP14/07	2	Project was completed 2015/16; final retention invoice awaited.
Vehicle Workshop	CP15/10	1,413	Building work initially anticipated to complete in September. Additional works identified as project progresses currently approximately £100k, additional budget to be requested once further detail known. Fit out contract underway with occupation due in New Year.
Major Repairs Planned	CP16/01	850	Delivery of 2016/17 work plan underway. Includes asbestos removal, new ceilings and lighting across the Estate, replacement air conditioning, heating and plant upgrades at HQ, refurbishment of buildings at Monks Wood and unexpected work to Firing range at HQ.
Wisbech Fire Station Ext for Police Purposes	CP16/08	395	Plan is being reviewed prior to planning application. Consultant commissioned to assess feasibility of change of layout, with results now received. Discussions with the Fire Service to decide the way forward are continuing.
Conversion Work - Replacement SARC site	CP16/18	622	Conversion completed and building to be occupied in January 2017.
ICT& Communications			
Athena	CP12/09	270	Planned delivery date delayed until January 2018 with financial forecasts updated accordingly. Expected carry forward required at year end.
Switchboard Resilience	CP14/04	70	The order was placed for the system in July 2016. Following project reprioritisation, the system was expected to go live by the end of November 2016. Discussions with supplier in progress regarding some additional multi-media requirements; completion of project likely to be delayed to early 2017.
Child Abuse Images Database - National Programme	CP15/04	15	National project awaiting invoicing.
Mobilisation	CP15/06	102	Work streams progressing and additional work being scoped.
Rolling Replacement Mobile Technology	CP16/04	159	A 2016/17 plan to replace the oldest devices has been drawn up with initial devices being deployed. As previously reported, a corporate decision was taken to provide additional recruit devices as part of this project leading to pressure on the budget. Additional budget requirements now understood; request for additional budget at para. 4.3.
Specialist Equipment Renewal	CP16/06	50	Outstanding equipment to be delivered early January 2017 and will be evaluated prior to final orders being placed in February 2017.

Scheme Title	Capital Proj No	2016/17 Budget £'000	Highlight Comments
ICT& Communications cont.			
Custody Virtual Courts	CP16/09	22	Work at Parkside has now been completed, with work at Thorpe Wood underway. Completion planned for February 2017.
Special Constabulary Mobile Technology Roll Out	CP16/17	77	Final devices received and being deployed. Small overspend expected due to Supplier price rises.
Digital Forensic Unit Additional Software Licences	CP16/19	45	Licences and equipment partly received.
Digital Forensic Unit Kiosk Technology	CP16/20	12	New project; details awaited.
Fleet			
New Vehicle Equipment	CP16/02	609	Vehicle conversion work progressing alongside the Vehicle Replacement Programme; underspend in the region of £100k now likely.
Vehicle Replacement Programme	CP16/03	1,440	Rolling programme of vehicle replacement is progressing to schedule.
Collaboration			
JPS CTC Camera Enforcement Vehicle Replacement	CP15/07	55	Conversion work completed and final invoice awaited.
Org Support BCH ERP Purchase	CP16/05	680	A Police Transformation Fund grant has been awarded, which has a match-funding requirement of 49%. Detailed work to forecast expenditure and amount of grant to be claimed is underway.
Org Support ICT Infrastructure for BCH - WAN	CP16/07	212	Detailed project plan for design and implementation of proof of concept sites now in place, with high level plan in place for remainder of design and implementation phases. Preparatory work at various sites being undertaken, as resources allow. Some failures in the initial testing have been experienced, but the first sites will go live in January 2017, with a roll-out taking three to four months.
Org Support ICT Infrastructure for BCH - Identity	CP16/07	16	Orders for migration of some systems have been placed, with requirements for further systems still being explored. Migration to commence in January 2017 for Cambs users, then Beds and completion with Herts in March/April. Migration being undertaken with workarounds in place for those systems not yet adapted; request to release further budget for further systems will be made once detailed costings are available.
Org Support ICT Infrastructure for BCH - Email Archiving	CP16/07	57	All Cambs users have been successfully migrated, and migration of JPS users almost completed. Department by department roll out to continue, with planned completion by the end of the financial year.
JPS Equipment Replacement Rolling Programme	CP16/10	92	The project is being managed by Bedfordshire (lead Force); recharging to take place at year end.
JPS ANPR	CP16/16	150	Further information on the progress of this project is awaited.
BCH Property Management System	CP16/21	21	New project; details awaited.

Capital Programme 2017/18 to 2020/21

Capital Programme No.	Description of Bid	Forecast Programme 2017/18 £	Forecast Programme 2018/19 £	Forecast Programme 2019/20 £	Forecast Programme 2020/21 £
Section A	Funding Approved in Previous years				
1	Wisbech Fire Station Ext for Police Purposes				
2	Athena	161,000			
	Section A Totals	161,000	0	0	0
Section B	Approved 2017/18 Expenditure				
3	Estates Major Repairs Planned	510,000	500,000	500,000	500,000
4	New Vehicle Equipment	400,000	400,000	400,000	400,000
5	Vehicle Replacement Programme	1,300,000	1,300,000	1,300,000	1,300,000
6	Rolling Replacement Mobile Technology	350,000	350,000	250,000	250,000
7	Replacement of SAN (ICT area network	60,000			
8	Replacement of UPS	70,000			
9	ERP system	247,000			
10	ICT consolidated workstreams	850,000			
11	ESMCP ICCS	263,000			
12	ANPR 3 Year Investment Strategy	140,000	140,000		
13	Website	30,000			
14	Covert Equipment Renewal	50,000	50,000		
15	Telematics	189,000			
16	Digital Interview Recording Equipment Refresh	42,000			
	Section B Totals	4,501,000	2,740,000	2,450,000	2,450,000

Section C	Schemes Requiring Approval During the Year				
16	CRM / Contact	93,576	93,576		
	Section C Totals	93,576	93,576	0	0
Section D	Future Schemes				
17	Parkside Custody Replacement	3,500,000	10,000,000	4,500,000	
18	ESMCP Devices and Fitting		1,200,000		
	Section D Totals	3,500,000	11,200,000	4,500,000	0
	Totals for All Schemes	8,255,576	14,033,576	6,950,000	2,450,000

Funding Proposal

Section D	Capital Financing:-	2017/18	2018/19	2019/20	2020/21
	Capital Grants	506,231	506,231	506,231	506,231
	ESMCP Grant	263,000	213,500		
	Vehicle Receipts (RCCO)	150,000	150,000	150,000	150,000
	Capital Receipts	0		1,200,000	0
	Capital Reserves			3,093,769	
	ICT Development Reserve		458,000		
	Budget Reserve	3,836,345	2,705,845	500,000	793,769
	Revenue Contribution to Capital Outlay (RCCO)			1,000,000	1,000,000

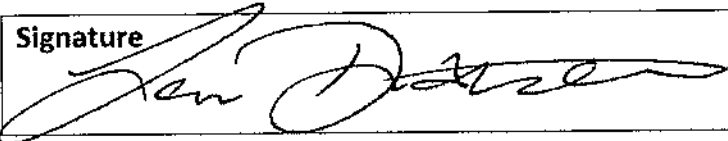
	RCCO from Savings In-Year				
	Borrowing	3,500,000	10,000,000	500,000	
	Agreed Funding	8,255,576	14,033,576	6,950,000	2,450,000
	Gap	0	0	0	0

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2017-009	
Subject	Police and Crime Plan 2017-20 – Variation – Appendix 1 Finances
Decision	To vary the Police and Crime Plan
Decision Summary	<p>Under Section 5 of the Police Reform and Social Responsibility Act 2011 (the “Act”) the Police and Crime Commissioner (the “Commissioner”) before varying a Police and Crime Plan 2017-20 (the “Plan”) must:</p> <ul style="list-style-type: none"> • send the draft variation to the Police and Crime Panel (the “Panel”); • have regard to any report or recommendations made by the Panel in relation to the variation; • give the Panel a response to any such report or recommendations; and • publish any such response. <p>The Commissioner sent the draft variation (Appendix 1 – Finances) to the Plan to the Panel and presented these to the Panel at its meeting on the 15th March 2017.</p> <p>The Panel reviewed the draft variation to the Plan and endorsed the variation. The Panel produced a report on their recommendation to endorse the variation to the Plan and this is published on their website at:</p> <p>http://democracy.peterborough.gov.uk/ieListMeetings.aspx?CommitteId=543</p> <p>Under Section 5 of the Act, the Commissioner must have regard to any report or recommendations made by the Panel in relation to the draft variation and give the Panel a response to any such report or recommendations. The Commissioner sent his response to the Panel accepting their recommendation and this is available on his website at http://www.cambridgeshire-pcc.gov.uk/work/decisions.</p> <p>The Commissioner has published the Plan which includes the variation on his website at http://www.cambridgeshire-pcc.gov.uk/police-crime-plan.</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Paper	‘Police and Crime Plan Variation – Medium Term Financial Plan 2017/18 to 2020/21’, Agenda Item 6.0, Police and Crime Panel, 15 th March 2017 http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CIId=543&MIId=3674&Ver=4

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature  Date 28-3-17

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2017-010	
Subject	Project Athena - Deed of Variation
Decision	To agree the Project Athena Deed of Variation
Decision Summary	The Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board meeting on the 11 th May 2017 received a report updating them on Project Athena and the need for a Deed of Variation to the original contract.

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Paper	‘Project Athena Update’, Agenda Item 11.0, Business Co-ordination Board, 11 th May 2017

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature 	Date 11 - 8 - 17
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CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2017-011

Subject	S22A Agreement under the Police Act 1996 (as amended) for the collaboration agreement with the National Ballistics Intelligence Service (NABIS).
Decision	To be party to the Section 22A Agreement under the Police Act 1996 (as amended) which sets out the basis for future collaboration, funding and engagement between Cambridgeshire Constabulary and NABIS.
Decision Summary	The Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board (the “Board”) meeting on the 11 th May 2017 discussed the NABIS Section 22A Agreement for which sets out the basis for collaboration, funding and engagement between Cambridgeshire Constabulary and NABIS to effect the collaborative arrangements for the purpose of providing efficient and effective policing.

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Paper	‘National Ballistics Intelligence Service – Section 22A Agreement, Agenda Item 12.0, Business Co-ordination Board, 11 th May 2017. http://www.cambridgeshire-pcc.gov.uk/work/business-coordination-board/2017-2/bcb-may/

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature



Date

11-5-17



Creating a safer
Cambridgeshire



To: Business Coordination Board

From: Chief Constable and Chief Executive

Date: 11 May 2017

NATIONAL BALLISTICS INTELLIGENCE SERVICE – SECTION 22A AGREEMENT

1. Purpose

- 1.1 The purpose of this report is to update the Business Coordination Board (the “Board”) on the National Ballistics Intelligence Service (NABIS). The NABIS collaboration agreement sets out the basis for future collaboration, funding and engagement between police forces. NABIS builds upon the work of the National Police Co-ordination Centre (NPoCC) which is responsible for coordinating the deployment of police officers and staff from across UK policing to support forces during large scale events.

2. Recommendation

- 2.1 The Board is recommended to note the signing of the NABIS Section 22A Agreement under the Police Act 1996 (as amended).
- 2.2 The Police and Crime Commissioner (the “Commissioner”) signs the Decision Notice.

3. NABIS

- 3.1 NABIS is the national agency which provides services for the ballistics examination of material and ballistics intelligence management on behalf of police forces in England and Wales.
- 3.2 NABIS operates as an autonomous organisation, it is not a legal entity and relies on two host forces, West Midlands Police and Greater Manchester Police, to manage employment and staffing as well as IT and transport arrangements. The funding formula is unique and relates directly to the level of gun crime in each force area. In

addition, NABIS will overcome Forensic Service costs which charged forces for the number of items submitted. Now, through a subscription model, forces can submit any volume of items without additional cost.

- 3.3 In order to ensure that NABIS can continue to function, it is necessary to provide a vehicle to ensure that collaborative and co-ordinated policing activity can take place. For this purpose, the parties to the Agreement, with the support of the Home Secretary, have agreed to deliver national services for NABIS which shall be hosted by West Midlands Police Force and Greater Manchester Police Force in the manner set out in the Section 22A Agreement on behalf of all stakeholders to the Agreement.

4. Section 22A Agreement under the Police Act 1996 (as amended)

- 4.1 A Section 22A Agreement enables police forces and local policing bodies as defined in the Police Act 1996 (as amended) and other parties to make an agreement about the discharge of functions by officers and staff where it is in the interests of the efficiency or effectiveness of their own and other police force areas.
- 4.2. The request for a NABIS Section 22A Agreement is a result of the change from the Association of Chief Police Officers (ACPO) to the National Police Chiefs' Council (NPCC) in 2014, following publication of the Parker Report (an independent review of ACPO) in 2013, which made recommendations around the structure of ACPO and its national policing units. This was reported to the Board in July 2015. The outcome being that all national units were required to step into new funding arrangements which would only work within a Section 22A Agreement.
- 4.3 In 2015 NABIS began an independent process using the services of the NPCC appointed Collaboration Agreement Solicitors, Eversheds Sutherland. This resulted in two consultation releases of the NABIS Collaboration agreement in 2015 and 2016. NABIS also worked with the host police force legal team and other police force legal teams to create the Section 22A Agreement which is intended to meet the needs of stakeholders.
- 4.4 Police and Crime Commissioners were invited to review the continuation of NABIS and the hosting arrangements. The Commissioners agreed that NABIS continued to offer value for money and that the hosting provision currently in place with West Midlands Police Force and Greater Manchester Police Force should be retained
- 4.5 The Agreement, which was finalised in March 2017, is a legally binding agreement and sets out the basis under which NABIS will seek to operate.

5. Recommendation

- 5.1 The Board is recommended to note the signing of the NABIS S22A Agreement.
- 5.2 The Commissioner signs the Decision Notice.

BIBLIOGRAPHY

Source Documents	'National Police Co-ordination Centre', Agenda Item 12.0, Business Co-ordination Board, 14 th July 2015 NABIS website http://nabis.police.uk/
Contact Officers	Chief Constable, Cambridgeshire Constabulary Dorothy Gregson, Chief Executive, Office of Police and Crime Commissioner

	Current Background reports	Anticipated timescale/date
ANNUAL REPORT		
To approve the Annual Report to reflect the Commissioner’s work for the period between April 2016 to March 2017.	<p>‘Police and Crime Commissioner’s Annual Report 2016-17 – Cover Paper’, Agenda Item 4.0, Business Co-ordination Board, 11th May 2017</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2017/05/17-05-11-BCB-Agenda-Item-4.0-Police-and-Crime-Commissioners-Annual-Report-2016-17-Cover-Paper.docx</p> <p>‘Police and Crime Commissioner’s Annual Report 2016/17’, Police and Crime Panel, 14th June 2017</p> <p>http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&MId=3924&Ver=4</p>	Decision to publish after June 2017 Police and Crime Panel meeting.
COLLABORATION		
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>‘Collaboration Update – Bedfordshire, Cambridgeshire and Hertfordshire and Seven Force’, Agenda Item 8.0, Business Co-ordination Board, 21st September 2016</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2016/09/16-09-21-BCB-Agenda-item-8-0-Collaboration-update.pdf</p> <p>‘Section 22A Collaboration Agreements Update’, Agenda Item 15.0, Business Co-ordination Board, 10th November 2016</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2016/11/16-11-10-BCB-Agenda-Item-15.0-Section-22A-agreements-progress-1.pdf</p>	Driven by individual collaboration project timescales.

	Current Background reports	Anticipated timescale/date
CUSTODY		
Approval on individual decisions as required as part of the Parkside Custody Replacement project.	<p>'Launch of Custody Project', Agenda Item 12, Business Co-ordination Board, 11th August 2016</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2016/08/16-08-11-BCB-Agenda-Item-12.0-Launch-of-Custody-Project-1.pdf</p>	Driven by Project timescales.
DEVOLUTION		
Approval on individual decisions as required as part of the process of realising the benefits of any new Combined Authority devolution arrangements	<p>'Devolution', Agenda Item 7.0, Business Co-ordination Board, 21st September 2016</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2016/09/16-09-21-BCB-Agenda-Item-7.0-Devolution.pdf</p> <p>'Devolution Update', Agenda Item 5.0, Business Co-ordination Board, 6th February 2017</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2017/02/17-02-06-BCB-Agenda-Item-5.0-Devolution-update.pdf</p>	Driven by Combined Authority decision making and legislative process

	Current Background reports	Anticipated timescale/date
ESTATES		
	<p>'Estates Plan', Agenda Item 14.0, Business Co-ordination Board, 16th December 2016</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2016/12/16-12-16-BCB-Agenda-item-14.0-Estates.pdf</p> <p>'Estates Update', Agenda Item 8.1, Business Co-ordination Board, 14th March 2017</p> <p>'Ramsey Police Station', Agenda Item 8.2, Business Co-ordination Board, 14th March 2017</p> <p>'Bridge Street Police Station', Agenda Item 8.3, Business Co-ordination Board, 14th March 2017</p> <p>http://www.cambridgeshire-pcc.gov.uk/work/business-coordination-board/2017-2/bcb-march-14th-2017/</p> <p>'Police and Crime Commissioner's Strategic Estates Update', Agenda Item 7.0, Police and Crime Panel, 15th March 2017</p> <p>http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&MId=3674&Ver=4</p> <p>'Police and Crime Commissioner's Strategic Estates Update', Police and Crime Panel, 14th June 2017</p> <p>http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&MId=3924&Ver=4</p>	<p>Decisions as required in line with Estates Strategy and as indicated in 'Police and Crime Commissioner's Strategic Estates Update', report to Police and Crime Panel, 14th June 2017. Detailed reports will be prepared as individual assets are considered.</p>

	Current Background reports	Anticipated timescale/date
EXTERNAL FUNDING OPPORTUNITIES		
<p>Approve decisions as required relating to external funding opportunities to support initiatives to transform policing, collaborative working, prevent crime, and protect vulnerable people, such as the National Transformation Fund, Innovation Funding.</p>		<p>Timescales for decisions are driven by the Home Office bidding process.</p>

	Current Background reports	Anticipated timescale/date
GRANT FUNDING		
<p>Police and Crime Commissioner 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 sets the context within which crime and disorder grants will be made</p>	<p>'Commissioning and Grants Strategy 2016-20', Agenda Item 12.0, Business Co-ordination Board, 16th December 2016</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2016/12/16-12-16-BCB-Agenda-Item-12.0-Commissioning-and-Grants-Strategy-2016-20-1.pdf</p> <p>'Draft Precept Report 2017-18', 'Medium Term Financial Plan', Agenda Item 5.0, Business Co-ordination Board, 17th January 2017</p> <p>http://www.cambridgeshire-pcc.gov.uk/work/business-coordination-board/2017-2/bcb-january-17th-2017/</p> <p>'Police and Crime Commissioner's Police and Crime Plan (Community Safety and Criminal Justice) for Cambridgeshire and Peterborough', Agenda Item 8.0, Police and Crime Panel, 1st February 2017</p> <p>http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&MId=3673&Ver=4</p> <p>'PCC Youth Fund', Agenda Item 11.0, Business Co-ordination Board, 14th March 2017</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2017/03/17-03-14-BCB-Agenda-Item-11.0-PCC-Youth-Fund.pdf</p> <p>'Commissioning and Grants', Agenda Item 8.0, Business Co-ordination Board, 11th May 2017</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2017/05/17-05-11-BCB-Agenda-Item-8.0-Commissioning-and-Grants.pdf</p>	Throughout the year as required.

	Current Background reports	Anticipated timescale/date
POLICING AND CRIME ACT 2017 OPPORTUNITIES		
Approval of individual decisions as required as part of the process of realising the opportunities from the Policing and Crime Act including collaboration and complaints reform.	<p>'Realising the Opportunities From The Policing And Crime Bill', Agenda Item 6.0, Business Co-ordination Board, 21st September 2016</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2016/09/16-09-21-BCB-Agenda-Item-6.0-Policing-and-Crime-Bill.pdf</p> <p>Realising the Opportunities From The Policing And Crime Bill', Agenda Item 8.0, Police and Crime Panel, 9th November 2016</p> <p>http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&MId=3672&Ver=4</p> <p>'Realising the Opportunities from the Policing and Crime Bill – Update', Agenda Item 6.0, Business Co-ordination Board, 17th January 2017</p> <p>http://www.cambridgeshire-pcc.gov.uk/wp-content/uploads/2017/01/17-01-17-BCB-Agenda-Item-6-Policing-and-Crime-Bill-Update.pdf</p> <p>'Realising the Opportunities from the Policing and Crime Bill', Police and Crime Panel, 1st February 2017</p> <p>http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&MId=3673&Ver=4</p>	<p>Driven by legislative timescales.</p> <p>Outline business case underway in spring 2017. Consultation on the Commissioner's proposal for the governance arrangements likely to be in summer 2017. Aspiration for Commissioner to seek responsibility for the Fire and Rescue Authority in April 2018 subject to outcome of the consultation and the Secretary of State's approval that the Commissioner's proposal is in the interests of either economy, efficiency and effectiveness or public safety.</p>

CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item No. 12
14 JUNE 2017	Public Report

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.

2. RECOMMENDATIONS

- 2.1 It is recommended that:

- (a) the Panel 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 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 considers 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 principle 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 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 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 taken at that meeting as soon as practicable. The record will include a statement of the reasons for each decision and, where appropriate, any alternative options considered and rejected at that meeting. All such decisions will be recorded in the Panel's minutes and published accordingly.

CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item No. 12
14 JUNE 2107	Public Report

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 The Panel are recommended to approve the 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:

- HMIC’s PEEL report into the Constabulary’s effectiveness, efficiency and legitimacy
- Scrutinising the progress made between the Police & Crime Commissioner, the Constabulary, the Cambridgeshire Fire & Rescue Service, the Cambridgeshire Fire and Rescue Authority and the East of England Ambulance Service NHS Trust on realising the opportunities of the Policing and Crime Bill.
- Scrutinising financial performance and the Commissioner’s budget
- Issues around hate crime
- Review of the Commissioner’s Precept
- Review of the Rules of Procedure
- Review of the Complaints Procedure
- Confirmation hearing for the Deputy 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 29 June 2016, 7 September 2016, 9 November 2016, 1 February 2017, 15 March 2017

10. APPENDICES

- 10.1 Annual report of the Panel 2017



Cambridgeshire Police and Crime Panel: Annual Report 2016/17

Foreword

The Cambridgeshire Police and Crime Panel (the Panel) holds the Police and Crime Commissioner (the Commissioner) for Cambridgeshire to account by acting as a 'critical friend'. Its role is to scrutinise, challenge and support the Commissioner, maintaining a check and balance on the performance of the Commissioner in regards to the strategic actions and decisions made.

The Panel is not responsible for holding the Chief Constable or the Constabulary to account; this is a role for the Police and Crime Commissioner. The principal role of the Panel is to scrutinise the actions and decisions of the Commissioner, not the performance of the police force. The key functions of the Panel are:

- To review the PCC's Police and Crime Plan
- To hold the PCC to account for the delivery of the Police and Crime Plan – the panel has powers to request any necessary information from the PCC on his decisions
- To review and report on the appointment of the Chief Constable and other senior appointments – the Panel has powers to veto the appointment of the Chief Constable
- To review the Commissioner's proposed police precept – the panel has powers to veto the precept
- To scrutinise the PCC's annual report
- To consider complaints against the PCC.

This is the fourth annual report of the Panel covering its work throughout 2016-17.

The work of the Panel

During 2016-17, the Panel met on six occasions and has scrutinised a number of key areas of the Commissioner's work. These include –

- 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.
- Reviewing how the findings of the Her Majesty's Inspectorate of Constabulary (HMIC) Police Effectiveness, Efficiency and Legitimacy (PEEL) reports had been addressed and how the Commissioner intended to address these in the future.

- Understanding how the Commissioner and the Constabulary deal with hate crimes and incidents.
- Two meetings of the Complaints Sub Committee held in July and October to hear two complaints against the Commissioner which resulted in no further action being taken against the Police and Crime Commissioner and recommendations suggested.
- An Interview Panel was set up in order that the vacant Co-opted Independent Member position could be filled. Interviews were carried out and the position was filled in November 2017.
- Reviewing the progress made between the Police and Crime Commissioner, Cambridgeshire Constabulary, the Cambridgeshire Fire and Rescue Service, the Cambridgeshire Fire and Rescue Authority and East of England Ambulance Service NHS Trust on realising the opportunities of the Policing and Crime Bill.
- The Panel became a Member of the Eastern Region of Police and Crime Panel Network in February 2017.

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](#).

Commissioner Budget Precept

The Commissioner proposed that for 2016/17 there would be 1.97% increase in the precept. The Panel has the power to veto any proposed precept from the Commissioner through a two thirds majority vote of its members. The Panel undertook a thorough scrutiny in the Commissioner's budget for the Constabulary asking a number of detailed questions on areas of expenditure including:

- Collaboration with Bedfordshire and Hertfordshire and the seven forces
- Estates Strategy
- Central government funding
- Policing Frontline
- Increasing Population
- Future Savings and efficiencies

The Panel endorsed the Commissioner's proposed precept.

Cambridgeshire Deputy Police and Crime Commissioner Confirmation Hearing

In June 2016, the Panel considered the Commissioner's proposed appointment for the Deputy Police and Crime Commissioner. Councillor Andy Coles was the Commissioner's preferred candidate for this position.

The Panel held a confirmation hearing with the candidate and asked a number of questions regarding his professional competence and personal independence of the role. The Panel also considered

- The criteria used to assess the candidate's suitability for appointment
- Why the candidate satisfied those criteria
- The terms and conditions on which the candidate was proposed to be appointed

Following careful consideration of the information provided by the Commissioner and answers given at the confirmation hearing, the Panel recommended the appointment of Councillor Andy Coles to Cambridgeshire Deputy Police and Crime Commissioner.

About the Panel

The Panel comprises the current membership as at May 2017:

- Councillor David Connor (Cambridgeshire County Council)
- Councillor Robin Howe (Huntingdonshire District Council)
- Councillor Andy Pearson (East Cambs District Council)
- Councillor Michael Shellens (Cambridgeshire County Council)
- Councillor Ben Shelton (South Cambs District Council)
- Council David Oliver (Fenland District Council)
- Councillor Dave Baigent (Cambridge City Council)
- Councillor Derek Giles (Cambridgeshire County Council)
- Councillor Nick Sandford (Peterborough City Council)
- Councillor Ray Bisby (Peterborough City Council)
- Councillor Ed Murphy (Peterborough City Council)
- Edward Leigh (Independent Co-opted Member)
- Claire George (Independent Co-opted Member)

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CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item No. 14
14 JUNE 2017	Public Report

Report of: Kim Sawyer, Peterborough City Council

Contact Officer(s) – Kim Sawyer

Contact Details – kim.sawyer@peterborough.gov.uk

USE OF DELEGATED AUTHORITY UNDER COMPLAINTS PROCEDURE

1. PURPOSE

- 1.1 This purpose of this report is for the Cambridgeshire Police and Crime Panel (“the Panel”) to be formally notified that the Chief Executive of the Police and Crime Commissioner’s Office (“OPCC”) has exercised her delegated authority to refer a conduct matter relating to the Deputy Police and Crime Commissioner (DPCC) to the Independent Police Complaints Commission for investigation (IPCC).

2. RECOMMENDATIONS

As the duty to refer has been discharged under the Chief Executive’s delegated authority, this report is for information only.

3. TERMS OF REFERENCE

- 3.1 This report discharges the responsibility for the panel to have an overview of complaints made against the Commissioner or his Deputy.

4. BACKGROUND

- 4.1 The OPCC became aware of allegations in relation to the historical conduct of the DPCC and in respect of which, civil proceedings against the Police were said to have been instigated. Various reports were circulated in the national and local media and on 15th May 2017 the DPCC resigned with immediate effect.

It is a statutory requirement for the Panel to record any matter in which it is notified that civil proceedings have been brought or are likely to be brought by a member of the public and it appears that those proceedings involve or would involve a conduct matter. Where a matter of this nature has been recorded, it is then a statutory requirement to refer it to the IPCC for investigation and that referral must take place without delay and in any case not later than the end of the day after it first becomes clear that it is a matter which must be referred.

The statutory position is reflected in the Complaints Procedure which recognises that these are matters which cannot wait and which are not efficient for the Panel to meet to consider. Consequently, the Chief Executive has delegated authority to refer a conduct matter to the IPCC on behalf of the Panel and exercised this authority on 15th May 2017.

5. KEY ISSUES

- 5.1 In accordance with the Police Reform Act 2002, once a referral is made to the IPCC it must determine whether the matter should be investigated. If it decides that the matter should be investigated then it must determine the mode of investigation, having regard to the seriousness of the case and the public interest. If the IPCC decides that it does not need to undertake an investigation then it may refer the matter back to the Panel for local investigation or resolution. In

that event appropriate arrangements will be made in accordance with the Complaints Procedure.

- 5.2 The OPCC does not currently have a DPCC however, the Police Reform and Social Responsibility Act 2011, specifies that the OPCC *may* make an appointment and it is not therefore mandatory to do so. In the event that a future appointment is required, this will be in accordance with the Arrangements for the Panel.

IMPLICATIONS

- 6.1 The Police Reform and Social Responsibility Act 2011 and Regulation 11(3) of Elected Local Policing Bodies (Complaints and Misconduct) Regulations 2012 (“the Regulations”) require the Panel to record any matter in which civil proceedings have or are likely to be instigated against a relevant office holder and which relate to a conduct matter. Regulation 13(2)(a) of the Regulations requires that when a matter has been recorded under Regulation 11(3) it must be referred to the IPCC and Regulation 13(4) prescribes that this must be done as soon as is practicable and in any event not later than the end of the day following the day on which it first becomes clear to the Panel that the conduct matter is one to which Regulation 13(2)(a) applies.

The Panel has complied with its statutory requirements to record and refer via its delegation to the Chief Executive.

7. BACKGROUND DOCUMENTS

- 7.1 Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985
- Elected Local Policing Bodies (Complaints and Misconduct) Regulations 2012
 - Cambridgeshire Police and Crime Panel complaints procedure.

8. APPENDICES

- 8.1 None



**CAMBRIDGESHIRE POLICE AND CRIME PANEL
AGENDA PLAN 2017-2018**

DATE OF MEETING	TITLE/PURPOSE	OFFICER
Wednesday 14 June 2017, 2:00pm ANNUAL MEETING, Peterborough City Council, Bourges / Viersen Rooms, Town Hall	Election of Chairman Election of Vice Chairman	
	Public Questions/Statements	
	Police and Crime Commissioner's Annual Report 2016/2017 The Panel to review the Police and Crime Commissioners Annual Report as required by Section 28 (4) of the Police Reform and Social Responsibility Act 2011 ("the Act")	Police and Crime Commissioners Office
	Decisions by the Cambridgeshire Police and Crime Commissioner The Panel 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")	Police and Crime Commissioners Office



DATE OF MEETING	TITLE/PURPOSE	OFFICER
	<p>Summary of Estates</p> <p>The Panel to be informed of the details of individual assets for comment, to enable the panel to feed into final Estates Strategy in September. These to include – location, current use, facilities available, issues identified, status, options under current consideration and timescales.</p>	Police and Crime Commissioners Office
	<p>Performance Reporting</p> <p>The Panel to be informed as to how the OPCC will monitor the objectives within the Plan to ensure they are met and how this information will then be communicated to the Panel in order that the Panel are then able to hold the PCC to account and allow for informed scrutiny by the Panel to occur throughout the year. (A RAG rating has been requested.)</p>	Police and Crime Commissioners Office
	<p>Cambridgeshire Police and Crime Panel Annual Report 2016-2017</p> <p>The Panel to consider the draft annual report of the work of the Cambridgeshire Police and Crime Panel during the last twelve months.</p>	Peterborough City Council, Secretariat



DATE OF MEETING	TITLE/PURPOSE	OFFICER
	<p>Review of Complaints</p> <p>To update the Cambridgeshire Police and Crime Panel on complaints received against the Commissioner or his Deputy.</p>	Peterborough City Council, Secretariat
	<p>Review of Complaints Procedure (Deferred until the next meeting)</p>	Peterborough City Council, Secretariat
	<p>Meeting Dates and Agenda Plan 2017/2018</p> <p>Panel to note the dates of future meetings and to consider any items for future meetings which may have been highlighted during the meeting.</p>	



DATE OF MEETING	TITLE/PURPOSE	OFFICER
Wednesday 6 September 2016, 2pm Huntingdonshire District Council Civic Room 1A	Public Questions/Statements	
	Review of Complaints To update the Cambridgeshire Police and Crime Panel on complaints received against the Commissioner or his Deputy.	Peterborough City Council, Secretariat
	Estates Strategy	Police and Crime Commissioner's Office
	Report on how Commissioner is increasing public involvement, joining up service provision	Police and Crime Commissioner's Office
	Budget Update/Forecast	Police and Crime Commissioner's Office
	Decisions by the Cambridgeshire Police and Crime Commissioner The Panel 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").	Police and Crime Commissioner's Office



DATE OF MEETING	TITLE/PURPOSE	OFFICER
	<p>Meeting Dates and Agenda Plan 2017/2018</p> <p>Panel to note the dates of future meetings and to consider any items for future meetings which may have been highlighted during the meeting.</p>	Peterborough City Council, Secretariat



DATE OF MEETING	TITLE/PURPOSE	OFFICER
Wednesday 15 November 2017, 2pm Fenland District Council Fenland Hall, Council Chamber	Public Questions/Statements	Peterborough City Council, Secretariat
	Review of Complaints To update the Cambridgeshire Police and Crime Panel on complaints received against the Commissioner or his Deputy.	Peterborough City Council, Secretariat
	Decisions by the Cambridgeshire Police and Crime Commissioner The Panel 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").	Police and Crime Commissioner's Office
	Meeting Dates and Agenda Plan 2017/2018 Panel to note the dates of future meetings and to consider any items for future meetings which may have been highlighted during the meeting.	



DATE OF MEETING	TITLE/PURPOSE	OFFICER
Wednesday 31 January 2018 BUDGET MEETING Peterborough City Council Bourges / Viersen Rooms, Town Hall	Public Questions/Statements	
	Review of Complaints To update the Cambridgeshire Police and Crime Panel on complaints received against the Commissioner or his Deputy.	Peterborough City Council, Secretariat
	Budget /Precept 2018/2019 To notify the Cambridgeshire Police and Crime Panel of the Cambridgeshire Police and Crime Commissioner's proposed budget and precept for 2017/87. To enable the Panel to review the proposed precept.	Police and Crime Commissioner's Office
	Decisions by the Cambridgeshire Police and Crime Commissioner The Panel 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").	Police and Crime Commissioner's Office



DATE OF MEETING	TITLE/PURPOSE	OFFICER
	<p>Meeting Dates and Agenda Plan 2017/2018</p> <p>Panel to note the dates of future meetings and to consider any items for future meetings which may have been highlighted during the meeting.</p>	Peterborough City Council, Secretariat



DATE OF MEETING	TITLE/PURPOSE	OFFICER
Wednesday 14 March 2018 Huntingdonshire District Council Civic Room 1A	Public Questions/Statements	
	Review of Complaints To update the Cambridgeshire Police and Crime Panel on complaints received against the Commissioner or his Deputy.	Peterborough City Council, Secretariat
	Cambridgeshire Police and Crime Panel Administration Costs and Member Expenses	Peterborough City Council, Secretariat
	Police and Crime Plan Variation – Appendix 1 Finances Update The purpose of the report is to provide the Police and Crime Panel with an update of the Police and Crime Plan Appendix 1 – Finances	Police and Crime Commissioner’s Office
	Decisions by the Cambridgeshire Police and Crime Commissioner The Panel 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”).	Police and Crime Commissioner’s Office



DATE OF MEETING	TITLE/PURPOSE	OFFICER
	<p>Draft Meeting Dates 2017/2018 and Agenda Plan</p> <p>Panel to note the dates of future meetings and to consider any items for future meetings which may have been highlighted during the meeting.</p>	

Updated: 24 May 2017