



CAMBRIDGESHIRE POLICE AND CRIME PANEL

WEDNESDAY 22 JULY 2020, 2.30 PM

VENUE: [Peterborough City Council Youtube Page](#)

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

AGENDA

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**Members of the public wishing to submit questions or a statement to the Panel can do so by contacting the secretariat no later than 12 noon on the third working day following the publication of the meeting agenda. Further details can be found within paragraph 7, Public Participation within the rules of procedure:*

[Rules of Procedure](#)

Membership

Councillors: A Sharp, M Shellens, N Massey, C Daunton, S Tierney, S Bywater, A Ali, S Wallwork, D Giles, S Warren, C Wiggin

Independent Co-opted Members

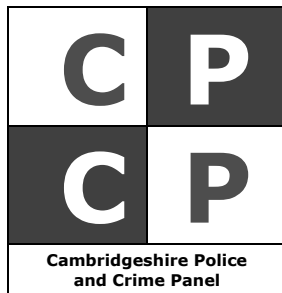
Edward Leigh (Chairperson), Claire George

Substitutes

Councillors: L Ayres, L Nethsingha, E Murphy, D Connor, H Masson, C Hogg, A Lynn, H Smith, R Moore, J Huffer

Secretariat

Jane Webb, Peterborough City Council



**MINUTES OF A MEETING OF THE CAMBRIDGESHIRE POLICE AND CRIME PANEL
HELD AT HUNTINGDONSHIRE DISTRICT COUNCIL
ON 6 FEBRUARY 2020**

- Members Present:** Edward Leigh (Chairperson), Councillors A Sharp, N Massey, S Wallwork, S Bywater, S Warren, C Daunton, D Giles, D Connor, C Wiggin, E Murphy and Claire George.
- Officers Present:** Jane Webb Secretariat, Peterborough City Council
Fiona McMillan Monitoring Officer, Peterborough City Council
- Others Present:** Ray Bisby Acting Cambridgeshire Police and Crime Commissioner
Dr Dorothy Gregson Chief Executive, Office of the Police and Crime Commissioner
Jon Lee Director of Finance, Cambridgeshire Constabulary
Jo Conlon Head of Finance, Cambridgeshire Constabulary
Nick Dean Chief Constable, Cambridgeshire Constabulary

28. Apologies for Absence

Apologies for absence were received from Councillors Tierney, Ali and Shellens. Councillor Murphy was in attendance as substitute for Councillor Ali. Councillor Connor was in attendance as substitute for Councillor Tierney.

29. Declarations of Interest

Councillors Derek Giles and Simon Bywater declared an interest by way of being members of the Fire Authority. Councillor Chris Wiggin declared an interest by way of his step-mother being an employee of the Fire Service.

30. Minutes of the meetings held on 9 October 2020.

The minutes of the Panel meeting held on 9 October 2019 were agreed as an accurate record.

31. Public Questions/Statements

No public questions or statements were received.

32. Review of Complaints

The Panel received a report to update them on complaints received against both the previous Commissioner, Jason Ablewhite, and the Acting Commissioner, Ray Bisby.

The Monitoring Officer, Fiona McMillan, added to 5.2 of the report and stated that on the request of the IOPC, the OPCC made a further referral to the IOPC relating to an issue which arose during the investigation of the initial complaint. So the IOPC are now running one investigation with two elements.

The Chairman read a short statement which he hoped reflected the views of the Panel; "The Panel has a statutory duty to scrutinise the Commissioner's strategy, delivery and any complaints made against him or her. It is not the Panel's duty nor in its power to investigate the complaints made against the ex-commissioner, Jason Ablewhite, which are currently being reviewed by the Independent Office of Police Conduct. We are not at liberty to discuss the contents of the complaints until the IOPC investigations have concluded. Nevertheless, the existence of these complaints puts the spotlight on how the Commissioner's conduct is scrutinised. At present the Panel's scrutiny of the Commissioner's conduct is reactive, insofar as we must consider and respond to formal complaints made against him or her. I ask for the Panel's support in continuing the dialogue with the Chief Executive of the Commissioner's Office of the PCC who is also the Monitoring Office and the Panel's own Monitoring Officer to explore practical ways in which the Panel can more proactively fulfil its duty to scrutinise the conduct of the Commissioner."

The Acting Commissioner was asked if he was satisfied that the support system for victim care was robust to which he confirmed he was.

The Panel **AGREED** to:

- Support the continued dialogue between the OPCC and the Panel chair regarding its duty to scrutinise the conduct of the Commissioner.
- Review the Rules of Procedures and the Complaints Procedure at the July meeting.
- The newly elected Commissioner should sign a Code of Conduct, in line with the ones adopted by other Police and Crime Commissioners elsewhere in the country (eg Wiltshire);
- The OPCC should have a Whistleblowing Policy in place and let the Panel consider this policy at its next meeting or the following meeting if one is not currently in place;
- The OPCC should report the number of issues raised under its Whistleblowing Policy to the Panel on at least an annual basis as a standing item on the Panel's agenda and more frequently where considered appropriate.
- To note the update.

33. Precept Report 2020/21

The Panel received a report to notify them of the Acting Cambridgeshire Police and Crime Commissioner's (the "Acting Commissioner") proposed net budget requirement and precept for 2020/21 to enable them to review the proposed precept.

The Acting Commissioner thanked those Members of the Panel that had attended the recent budget briefing held at the OPCC and presented the report to the Panel with Nick Dean, Chief Constable and Jon Lee, Director of Finance, Cambridgeshire Constabulary.

The Panel made comment, asked questions and received responses from the Acting Commissioner, these included:

- a) The Acting Commissioner explained there was a currently a review of the policing formula that formed the grant and if this is increased resulting in a better grant being received then there would be less requirement for an increase in council tax for following years.
- b) Members were pleased that that the Acting Commissioner was lobbying the government for fairer funding.
- c) The Acting Commissioner stated that at the time of the survey the amount of funding to be received was not known but the public view was that they would be happy to pay what was needed to ensure the police could their job. Although a figure had not been stated the survey allowed space for comments to be made at the end.
- d) The Acting Commissioner's confirmed that staff funding had reduced into 20/21, additional duties had been taken on, along with collaboration and sharing of staff.
- e) The Chief Constable confirmed that 62 officers had been taken on in the first year, with the allocation based on the funding formula; years 2 and 3 allocations had not yet been decided as with the review of the formula it could be very different.
- f) With regard to the funding settlement; it was hoped that now MPs were involved that they would be able to influence government.
- g) The Panel thanked the officers for their hard work for providing a very detailed report and stated that improving investigation standards was pleasing to hear.

Following discussions, the Panel **AGREED** to **ENDORSE** the precept as proposed by the Acting Commissioner.

34. 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.

CPCC 2019-020 - Appointment of Legally Qualified Chairs

Councillor Giles asked how much qualified chairs were paid. Dorothy stated the daily rate was set nationally by the Professional Standards Department and could be between £300 and £500.

CPCC 2019-018 - Briefing Note – Section 22A Agreement for the Service provision by the Camera Tickets and Collision Unit.

Edward Leigh asked for further information regarding the increase in CTC resources and allocated staff to which Dorothy agreed she would provide.

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

35. Update from the National Conference

Councillor Alan Sharp, Chairman Edward Leigh, Nicky Massey and Claire Daunton all updated the Panel on their visit to the National Conference in November and encouraged Members to take this opportunity when it arises again in the coming year.

The Panel **AGREED** to note the update

36. National Association of Police Fire and Crime Panels

The Chairman explained to the Panel that the National Association of Police Fire and Crime Panels had decided not to charge subscription fees and asked Members. This removed the potential conflict with Home Office guidance on how the Panel's grant may be spent. The chair asked the Panel whether, in light of this situation, it now wished to join the National Association.

After a short discussion the Panel decided to join.

The Panel **AGREED** to subscribe to the National Association.

37. Draft Meeting Dates and Agenda Plan 2020-2021

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

ITEM	ACTION
Review of Complaints	<p>Following discussions, the Panel AGREED to make the following recommendations:</p> <ul style="list-style-type: none">• The newly elected Commissioner should sign a Code of Conduct, in line with the ones adopted by other Police and Crime Commissioners elsewhere in the country (eg Wiltshire);• The OPCC should have a Whistleblowing Policy in place and let the Panel consider this policy at its next meeting or the following meeting if one is not currently in place;• The OPCC should report the number of issues raised under its Whistleblowing Policy to the Panel on at least an annual basis as a standing item on the Panel's agenda and more frequently where considered appropriate. <p>The Panel AGREED to note the report.</p>
Police and Crime Commissioner's Precept Report	<p>Following discussions, the Panel AGREED to ENDORSE the precept as proposed by the Commissioner.</p>
Decisions by the Commissioner	<p>Further information to be provided by the OPCC on:</p>

	<ul style="list-style-type: none"> • Appointment of Legally Qualified Chairs – payment made to these positions; • Agreement for Service Provision by the Cameras Tickets and Collisions Unit – how big was the transfer and was any additional funding provided? <p>The Panel NOTED the report and decisions that had been made by the Commissioner.</p>
<p>Update on the Eighth Police and Crime Panel Conference hosted by Frontline</p>	<p>Following discussions, the Panel AGREED to join the National Association of Police and Fire Panels</p> <p>The Panel AGREED to note the update.</p>
<p>Meeting Dates and Agenda Plan 2020-2021</p>	<p>The Panel NOTED the forthcoming meeting dates.</p>

The meeting began at 2:30pm and ended at 4:00pm

CHAIRPERSON

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tirelessly to support communities, keep them safe and at the same time still continued their normal, everyday policing work, provided support to vulnerable victims and tackled offending. He also thanked the Chief Constable and his senior team for their leadership during this difficult time and thanked the Panel for providing him with areas of questioning prior to the meeting.

The Acting Commissioner stated that despite all the work the Acting Commissioner's Office and Constabulary had carried out to respond to the crisis, it has shown that normal operational policing has continued during the crisis. The Constabulary had undertaken a considerable amount of proactive work and had some excellent results around drugs arrests. The Acting Commissioner's Office had also assisted in the crisis through the redeployment in supporting the Constabulary, to working with partners across the county and regionally.

The Acting Commissioner added that Dorothy Gregson, as an accredited Public Health Doctor, had been seconded to Public Health, England during the crisis, which the Panel were aware of via a letter sent to them from the Acting Commissioner. Jim Haylett was now the Acting Chief Executive and Monitoring Officer to cover Dorothy's secondment.

Jim Haylett stated that these were unprecedented times and as expected, like other organisations, the OPCC has responded accordingly. From the outset, the approach was taken to prioritise two points; 1) support multi-agency response to covid and 2) to specifically support the constabulary in its direct response. Therefore when the Home Office asked for employees to work from home, OPCC sent all staff to work from home, this was a benefit for social distancing but also freed up office space which enabled the constabulary staff that needed to attend work, to be able to safely work at a social distance. A Member of staff was released to become a special constable and another to support the Victim and Witness Hub and another to work as part of the multi-agency Critical Incident Hub. Several staff also changed their working hours to meet current demands. Whilst normal work of the office had been carried out, there was some considerable pressure and some aspects of the reporting that would normally be carried out has been given extra time, hence the Annual Report will not be delivered, as normal, in the first week of July. There were still effective arrangements in place in respect of governance to hold the Chief Constable to account but the burden has rightly been recognised that is placed on the Constabulary in asking them to report to the OPCC, therefore a more proportionate approach has been taken regarding governance during this period.

The Panel made comment, asked questions and received responses from the Commissioner regarding the Annual Report, these included:

- a) Claire George - The announcement of additional funding to support victims of domestic abuse and sexual violence was welcomed. Can the Commissioner provide an update as to the uptake of the funding and what activities will be supported and in what areas of the County?
Acting Commissioner – The details of how the funds were allocated are available on the website including a six-page guide. The process is nearing completion and the successful bids will be published on the OPCC website in line with the Ministry of Justice guidance.
- b) Claire George - Protecting children from abuse and families from domestic abuse is not just the responsibility of the police. How are frontline agencies working together under the Covid-19 restrictions to proactively support those known to be at risk?
Acting Commissioner – The proactive interventions are particularly easy for identified victims. The disclosure made by the child leads to an investigation and engagement with partner agencies to support, rehabilitate and signpost for continued supportive interventions. What is more difficult are those victims the Constabulary are not aware of; therefore, the child abuse investigations and safeguarding unit have been working with frontline staff to educate them on signs and symptoms of abuse. The Constabulary's relationship with schools are usually important as teachers and staff recognise changes in children and learn information from different sources within the school setting. They have a statutory responsibility to make a referral, which is why the time spent in schools by Constabulary staff delivering training onsite to ensure teachers and staff are proactive at recognising signs and symptoms. The Constabulary work hard with the media to get this messaging out to the public, via podcasts,

Facebook chats and lots of campaigns to encourage reports when family, friends, neighbours etc have a concern about the safety of a child.

Claire George - Has there been a change in focus as children are not at school now?

Chief Constable – Gave reassurance that despite children not currently at school that the Constabulary still made links through the schools as there were a number of online services still provided by the educational establishment which linked directly with children whilst they were off. The child abuse investigation team and the domestic abuse element of the team have still been provided information.

- c) Nicky Massey – There has been a lower contact rate with some domestic abuse survivors with their (Independent Domestic Violence Advisory Service) IDVAs, who provide support to domestic abuse survivors, as they can no longer have face to face support. Have the Victim Support services that work with the OPCC had similar issues and what can be done?

Acting Commissioner – The victims are still able to receive support, no services have been stopped through Covid. There has been a need for some partners to adapt their responses recognising the lockdown restrictions however victims are still offered support by the Multi Agency Risk Assessment Conferences which is known as MARAC and is still in operation. There are sufficient places within refuges and our third sector partners have been delivering some innovative responses to support victims and their families, including working with the Cambridgeshire colleges to obtain additional temporary accommodation.

Nicky Massey – Has having to respond either virtually or via telephone had an impact on the contact rate for the victim support services?

Acting Commissioner – The data both locally and nationally does not support this. Domestic abuse incidents have not increased significantly since Covid lockdown was introduced and are still within the levels the Constabulary would assess to be within normal ranges.

Edward Leigh suggested that the Panel would look at the data of domestic abuse at a later date as data suggested it had increased.

- d) Councillor Warren - What is the policy on providing regular guidance to officers to enforcing the social distancing measures in open places like parks? How frequent is this guidance issued to police officers?

Acting Commissioner – The National Policy from the National Police Chiefs' Council (NPCC) is clear it is policing by consent using the four proportionate step response known as the four Es. Only legislation can be enforced and not government guidance, there is no legislation on social distancing which means it cannot be enforced.

Chief Constable – Gave his reassurance; in terms of legislation and flow of information to the officers and staff on the frontline, daily there is communication between the chair of NPCC and the Home Secretary. On a weekly basis the regional chiefs dial into the national level in order to understand the national picture and that information is disseminated on a weekly basis through to Chief Constables. In addition, the College of Policing are linked into the Home Office and the NPCC in order to be ahead of the guidance so they can provide information and briefing packs to each individual constabulary. Cambridgeshire hold a daily meeting chaired by Nick Dean, Chief Constable, this has now moved to a Monday and Thursday due to the progress of Covid. Therefore, frontline officers receive information direct from the Home Office, nuanced by the Chief Constable making it appropriate and relevant for Cambridgeshire.

- e) Councillor Warren – How is the Acting Commissioner supporting the Constabulary regarding small gatherings (over 6 people) and house parties?

Chief Constable – The change in legislation and rules and guidance has been far reaching since the beginning of lockdown. The Constabulary receive a lot of information about small gatherings and cannot react to every single report, but they are mapped and prioritised and staff are deployed accordingly. There is no legislation that can be applied to the two-metre rule.

- f) Edward Leigh – Had the OPCC received any correspondence complaining/supporting the response given to Covid-19?

Chief Constable – Complaints have been low. Number of enforcement fines (132) issued is also relatively low compared to other forces.

- g) Councillor Bywater – Passed on his thanks to the Acting Commissioner and to the Chief Constable and both non-operational and operational staff; and acknowledged that a lot of multi-agency work had taken place in the background.

Had child abuse reports increased since the implementation of the Coronavirus Act 2020 and had the Constabulary seen any increase in children safeguarding?

Acting Commissioner – Thanked Councillor Bywater for his sentiments as a lot of work had been done in the background.

Chief Constable – In child protection investigations, this year compared to last year there had been a 19.1% decrease in investigations, those flagged with child sexual abuse had shown a reduction of 13.2%. Clearly the work of the Child Abuse Investigation and Safeguarding Team was intrinsically linked to schools, and the children were currently not at school; during the early part of lockdown, incidents and referrals had slowed up considerably, however this had picked up over the last few weeks. Another aspect was the severity of referrals, although numbers were down, the severity had increased.

- h) Councillor Ali – Thanked all those involved as he had received positive comments on the work the Constabulary had carried out engaging with the communities. Was there any explanation regarding the number of violent crimes in Peterborough recently and had there been a significant increase?

Chief Constable – Violent crimes in the northern area of Peterborough ranged between 21 and 37 per day under normal circumstances; violent crime covered a multitude of offences from abusive telephone calls up to homicide, therefore a narrative was needed for clarification. At the start of lockdown, violent crime in the northern area of Peterborough took a dramatic downfall but started to rise a couple of weeks ago to 25th May to a peak, but the peak was still within the parameters of normal figures. Therefore, there had not been a significant increase in violent crime in Peterborough during the lockdown period.

Councillor Ali – Can communities be reassured that crime updates have occurred.

Chief Constable – Victim crime updates were fed back to the victims, but he reassured Councillor Ali he would feed this back to his team.

- i) Councillor Ali – Had the lockdown had an effect on reducing the number of PCSOs and the recruitment of Constables?

Chief Constable – There had been no issues relating to recruitment during the lockdown period as there were a significant number of applicants awaiting entry into the organisation and it was pleasing to see the representation of the community within the recruitment profile increasing. Over the last 12 months the BAME representation had increased to just under 5% and in terms of the last 12 months the BAME recruitment was just under 10% (BAME population of the county is around 9.7%). Recruitment had not stopped, pass-out parades had continued and the target of recruiting the 21 officers from the Government's funding uplift had been met by recruiting above that number. The recruitment of additional officers, including the 41 from the uplift funding, was on track for 2020/21.

- j) Claire George - We have seen some national incidents where frontline workers have been spat at by people claiming to have Covid, with disastrous consequences for their health, and in some cases lives. Have there been any such incidents with the Force area? Was adequate PPE available, and in use, by frontline officers in order to reduce the impact of such disgusting public behaviour?

Acting Commissioner – The Constabulary have personal protection equipment (PPE) and guidance to support them when required. They also have spit hoods which are deployable if a person does show signs of going to spit or has a history of spitting and is aggressive. Incoming cases are triaged and officers, where possible, are given the history, especially if someone is known to have a history of spitting. There have been two notable assaults which have resulted in jail sentences.

Edward Leigh – Made the observation that, had the OPCC looked at a more humane way of preventing spitting instead of using a spit hood, using a visor which would allow the person to still see?

Acting Commissioner – asked for the Chief Constable to answer as the use of spit hoods had national guidance.

Chief Constable – The use of spit hoods was relatively rare even with the increase of spitting incidences. Spit hoods were applied in relation to the aggression and possibility of the perpetrator spitting on officers. Spit hoods were been risk assessed, they are nationally procured and issued to officers. Each are subjected to a de-brief when used; the use of visors would not be appropriate in terms of the safety of an arrested individual or restrained or officers. Spit hoods have been subject to much controversy over the years but are rarely used in Cambridgeshire.

- k) Councillor Daunton - What effect has Covid-19 had on the disposal of police assets?
Acting Commissioner – Covid-19 had had no effect on assets. There will be a press release on Monday which is currently embargoed, regarding the proposals for a Southern police station.
- l) Councillor Wiggin – The approach to larger scale gatherings, street parties – do you think the correct approach has been taken in terms of balancing the 4 Es and was this in line with your overall strategic vision of how you should police Cambridgeshire?
Acting Commissioner – Stated he was happy the 4 Es were in line with what should be happening
Chief Constable – Difference between disorder and anti-social behaviour, one is specific to intelligence around a disorder, the other is around mass gathering. On each occasion a command structure was in place and both worked well.
- m) Nicky Massey – Was impressed at how the Black Lives Matters protest was managed, by both the organisers and the Police. It was brilliant to see so many people socially distancing and being able to have their voices heard.
- n) Nicky Massey - How has the work on County Lines changed due to Covid?
Chief Constable – During lockdown there will always be incidents of County Lines and drug dealing but it has given the Police an opportunity to exercise considerable proactivity in tackling the issue. Since lockdown began, over 113 arrest have been made in relation to heroin, cannabis and crack, with a street value of in excess of £5million.
- o) Councillor Tierney – Can the public have reassurance that there would be a robust response from the police should any protests turn into anti-social behaviour?
Acting Commissioner – The Acting Commissioner was very pleased that the recent protests in Cambridge and Peterborough were carried out peacefully and respectively.
Chief Constable – Difficult question to answer as there have been various protests and disorders across the nation and the policing response has been different; this is because their response is based upon intelligence and what happens at the time. Before every planned operation there are levels of acceptability the Commander sets out; it would be hoped that public order would be maintained, and any criminal damage would be followed up at the appropriate time.
- p) Councillor Daunton – During lockdown it has been noticed that cars have been driven at speed, particularly through villages.
Chief Constable – Speeding is illegal, in lockdown or not and this has always been enforced. Officers and neighbourhood teams have been out through the villages during lockdown to reassure the public about speeding and anti-social behaviour.
- q) Councillor Wallwork – There are a large proportion of missing young people, how has that been impacted by the lockdown?
Chief Constable – The number of missing persons reports have decreased over lockdown and has not significantly altered the approach taken; the co-operation of partners and agencies still remains when required.
- r) Councillor Ali – A lot of young people were involved in organising the Black Lives Matter event in Peterborough from the diverse communities and many attending were young people. It was very impressive to see the engagement between the Police and the organisers and the event went peacefully and successfully. Have any of the Chief Constable's colleagues across the county where protests were not successfully managed, learnt anything from how well the Peterborough protests were managed?
Chief Constable – The approach that was adopted in managing the protest and those that peacefully protested combined, led to a peaceful weekend. There are always lessons to be

learnt. - Protest Liaison Officers, who are specially trained officers in pre-planned public order events, liaise with the organisers and the people who will attend, well before the planned protest, in order to understand the details and issues. A de-brief is completed after the event and issues are fed back into nationally policing so that lessons can be learnt from good practice. so that lessons can be learnt from good practice.

- s) Edward Leigh - The Ministry of Justice has increased the data requirements from all agencies during lockdown. What are those "data requirements"?

Acting Commissioner – Initially the OPCC were asked to facilitate fortnightly meetings but these have now gone to monthly and these are from victim support services funded through the OPCC. This included information on demand, staffing capacity, waiting lists (if relevant) and average length of time spent supporting victims. This information has enabled the Ministry of Justice to monitor need in each local area.

Edward Leigh – Has the additional data helped design/adapt the Victim Support services in Cambridgeshire?

Acting Commissioner – The data was more for the Ministry of Justice purposes rather than for the OPCC.

- t) Edward Leigh – Has a decision yet been taken as to when jury trials will resume and is the delay having an impact on the Police preparing evidence for court cases?

Acting Commissioner – The Acting Commissioner chaired the Criminal Justice Board on 3rd June 2020 where this was discussed and was informed by the Cluster Manager that the matter of when jury trials would start, was one that crown courts would determine. It was expected to be in early July, but this was dependent on several factors.

Edward Leigh – Is the Acting Commissioner aware of this having any negative consequences on the Constabulary?

Acting Commissioner – There are backlogs which will eventually have an impact. The OPCC is working with a recovery group which has been formed under the Criminal Justice Board and relevant plans and dates will be provided to the Board going forward.

- u) Edward Leigh – Can the Acting Commissioner provide a comprehensive list of all the communication channels used by the OPCC to provide guidance and advice to the public?

Acting Commissioner – Communication Channels include media releases which are posted online on the OPCC website and distributed to local media. Statements, responses, interviews and updates, updating the public on emerging issues, at times with the Chief Constable. Social media posts via Twitter, Facebook and Instagram, including blogs. Contributions to nationals, associations, police and crime bulletins and a seasonal newsletter reaching just under 20,000 people, partnerships, communications, campaigns often with partners and crime prevention events. A list can be provided if required.

Edward Leigh – A list would be useful, in particular, how effective the communication is at reaching people who are not actively interested in the police, those that are not signed up to alerts, social media, blogs etc as they are a large and important part of the population.

Acting Commissioner – A list will be provided.

- v) Edward Leigh – With the delay in the Annual Report, what is the estimated date that the Panel can expect the Outturn Accounts and Annual Report?

Acting Commissioner – The draft accounts are complete and are available to be viewed on both the OPCC and Constabulary's website. Nationally, the statutory deadline for accounts to be completed has been extended to 30th November 2020, due to Covid. However, the OPCC are working with auditors and plan to have the accounts finalised by the end of July. Some areas, like pensions, may be delayed and as the OPCC must wait on the County Council Local Government Shared Services (LGSS), the accounts will be signed and completed by 30th November.

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

The Chair thanked the Acting Commissioner, the Acting Chief Executive and Chief Constable for attending the Panel Meeting and to pass on the thanks of all the Panel for all the work that has been done by the staff and officers and wished them all the best in their continued work,

The Acting Commissioner thanked the Panel for inviting him and thanked the Chief Constable and Jim Haylett for accompanying him. He also thanked for Force and his team for all their work.

The meeting began at 3:00pm and ended at 5:00pm

CHAIRPERSON

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CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item 7
22nd July 2020	Public Report

Report of the Acting Cambridgeshire Police and Crime Commissioner

Contact Officers – Jim Haylett

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

FIRE AND RESCUE GOVERNANCE – UPDATE

1. PURPOSE

- 1.1 The report is being presented to the Cambridgeshire Police and Crime Panel (the “Panel”) to update it regarding the position following the approval from the Home Secretary of the previous Police and Crime Commissioner’s proposal to take on responsibility for governance of Cambridgeshire Fire and Rescue Service, and to note the letter of the 18th June 2020 from the Minister of State for Crime and Policing to the Acting Police and Crime Commissioner.

2. RECOMMENDATION

- 2.1 The Panel is asked to note the contents of the attached report at Appendix 1.

3. TERMS OF REFERENCE

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

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

4. APPENDIX

Appendix 1 – ‘Fire Governance Update’, Agenda Item 13.0, Business Co-ordination Board, 2nd July 2020

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To: Business Coordination Board

From: Acting Chief Executive

Date: 02 July 2020

FIRE GOVERNANCE UPDATE

1. Purpose

1.1 The purpose of this report is to update the Business Coordination Board (“the Board”) following the approval from the Home Secretary for the Police and Crime Commissioner (“the Commissioner”) to take on responsibility for governance of Cambridgeshire Fire and Rescue Service.

2. Recommendation

2.1 The Board is recommended to note the update.

3. Summary

3.1 New legislation in 2017 enabled Police and Crime Commissioners to take on responsibility for fire governance where a case is made. In response, independent consultants were jointly commissioned by Cambridgeshire and Peterborough Fire Authority (“the Fire Authority”) and the Commissioner to assess the governance options and prepare a local business case. The local business case recommended that the model whereby the Commissioner takes on the functions of the Fire Authority offered the greatest benefit. Following consultation, the Commissioner submitted the business case to the Home Secretary in October 2017.

3.2 As upper tier authorities did not agree with the proposal, the Home Office commissioned an independent assessment of the Commissioner’s proposal. Following Home Office consideration the proposal was approved by the Home Secretary in March 2018. Preparations were made for the transfer in Spring 2018. But a short time before Home Office legislation was to bring the change into effect the Fire Authority submitted a legal challenge to the Home Office decision.

- 3.3 The judicial review hearing took place in June 2019 and was dismissed by the High Court at the end of July 2019. The Fire Authority's application to appeal was dismissed by the Court of Appeal in March 2020.
- 3.4 While still being clear that the original decision was the right one and in the interest of the local community, the Home Office has recently informed the Commissioner that in light of the time that has passed since the approval decision, an updated business case will be required. The Home Office will not be able to reconsider a business case until after the Police and Crime Commissioner elections in 2021. The Home Office also restated its commitment to supporting Police and Crime Commissioners to take on fire governance where a case exists and to close collaboration between emergency services.
- 3.5 Despite the uncertainties created by the legal challenges, collaboration between the fire and police services remain strong. Further opportunities are being actively explored.

4. Background

- 4.1 The Policing and Crime Act 2017 (the "Act") placed a duty on police, fire and rescue and ambulance services to explore opportunities for collaboration, and enables Police and Crime Commissioners to take on responsibility for the governance of fire and rescue services in their area where a case is made to do so.
- 4.2 Recognising the sensitivity of the issues involved independent consultants were commissioned jointly by the Fire Authority and the Commissioner to assess the governance options and prepare a local business case.
- 4.3 The local business case recommended that the 'PCC-style FRA Governance' Model, whereby the Commissioner takes on the functions of the Fire Authority, offered the greatest benefit.
- 4.4 The provisions of the Act place a requirement on the Commissioner to consult if they wish to take on the governance of Fire. Pre-consultation engagement and public consultation was undertaken in summer 2017. A total of 2,426 people and organisations responded during the nine week consultation period. Demographic data collected demonstrated a wide range of people participated and engaged in the consultation. While neither of the two upper tier authorities supported the proposal for the PCC-style FRA Governance Model, the public were broadly supportive with the prevailing view of "it makes sense" featuring strongly.
- 4.5 The Commissioner's proposal to take on the governance of the Cambridgeshire Fire and Rescue Service was submitted to the Home Office in October 2017.
- 4.6 Where the upper tier authorities do not agree with a proposal the Home Office is required to obtain an independent assessment of the proposal. The Home Secretary takes into account the findings of the independent review when making the final decision whether or not to approve the Commissioner's proposal. The Minister of State for Policing and the Fire Service requested the Chartered Institute of Public Finance & Accountancy ("CIPFA") to undertake an independent assessment of the Cambridgeshire proposal.

- 4.7 On 26th March 2018 the Home Secretary announced that the Commissioner for Cambridgeshire would be one of three more Commissioners to take on responsibility for local fire and rescue services. The Home Secretary considered that the Cambridgeshire proposal demonstrated that a transfer of governance would be in the interests of economy, efficiency and effectiveness and would not have an adverse effect upon public safety.
- 4.8 The Home Secretary indicated that the Home Office would seek to give effect to the proposal through a statutory instrument which they anticipated would take effect in June or July 2018. Staff in the Office of the Police and Crime Commissioner (“the OPCC”) and the Fire and Rescue Service worked with the Home Office during spring 2018 to ensure a smooth transition. However, the week the necessary statutory instrument was due to be laid before Parliament (21 days before it was due to take effect) the Fire Authority put forward a legal challenge to the Home Secretary’s decision.

5. Legal Proceedings

- 5.1 The judicial review hearing took place on 5th and 6th June 2019. The Fire Authority’s judicial review of the Home Secretary’s decision was dismissed by the High Court at the end of July 2019.
- 5.2 The Fire Authority, however, continued to pursue their legal challenge of the Home Secretary’s decision. In August 2019 the Fire Authority sought permission to appeal (having been refused by the Judge who heard the case). They also submitted two further legal challenges. The Fire Authority’s application to appeal was dismissed by the Court of Appeal in March 2020.
- 5.3 While still being clear that the original decision was the right one and in the interest of the local community, on 18th June the Home Office informed the Commissioner that in light of the time that has passed since the approval decision, an updated business case will be required. The Home Office will not be able to reconsider a business case until after the Police and Crime Commissioner elections in 2021. The Home Office also restated its commitment to supporting Police and Crime Commissioners to take on fire governance where a case exists and to close collaboration between emergency services.
- 5.4 The Government Legal Department has written to the Fire Authority to inform them of this pause and to ask that they withdraw the further JR proceedings as these have now become redundant in light of the Appeal outcome and current developments.
- 5.5 Despite the uncertainties created by the legal challenges, collaboration between the fire and police services remain strong. Further opportunities are being actively explored.

6. Recommendation

- 6.1 The Board is recommended to note the update.

BIBLIOGRAPHY

<p>Source Document(s)</p>	<p>Letter to the Police and Crime Commissioner from Kit Malthouse MP, Minister of State for Crime and Policing, 18th June 2020</p> <p>Item 11.0, Fire Governance Update’ Business Coordination Board, 25th February 2020</p> <p>Item 12.- ‘Fire Governance Update’, Business Coordination Board, 18th September 2019</p> <p>Item 12.0 – ‘Fire Governance Update’, Business Coordination Board, 31st July 2019</p> <p>Item 11.0 ‘Fire Governance Update’, Business Coordination Board, 1st November 2018</p> <p>Item 7.0 ‘Fire Governance Update’, Business Coordination Board, 12th April 2018</p> <p>Background information - including the letter from the Home Secretary approving the proposal to transfer fire governance to the Police and Crime Commissioner and independent assessment by CIPFA and the submission to the Home Office including the business case and details of the comments made through the consultation and the Commissioner’s response to them</p>
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CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item No. 8
22nd July 2020	Public Report

Report of Acting Cambridgeshire Police and Crime Commissioner

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ACTING POLICE AND CRIME COMMISSIONER’S RESPONSES TO QUESTIONS FROM THE POLICE AND CRIME PANEL

1. PURPOSE

- 1.1 The purpose of this report is to provide the Cambridgeshire Police and Crime Panel (the “Panel”) with responses to questions they have raised both on reports submitted to the Acting Police and Crime Commissioner’s (the “Acting Commissioner”) Business Co-ordination Board meeting and on other matters.

2. RECOMMENDATIONS

- 2.1 The Panel is recommended to note the Acting Commissioner’s responses.

3. TERMS OF REFERENCE

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

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

4. BACKGROUND

- 4.1 Under the Police Reform and Social Responsibility Act 2011, a Commissioner is required to produce a Police and Crime Plan (the “Plan”). The Plan became effective from the 1st April 2017 and is structured around four key strategic themes: Victims, Offenders, Communities, and Transformation. Each theme has its own aim and has a framework through a series of shared outcomes to enable all agencies with a part to play in community safety and criminal justice, to strategically direct the future delivery of services through these common goals. Each theme is supported by key objectives and priorities for action. There are strong mechanisms in place, including the Acting Commissioner’s Business Co-ordination Board, to scrutinise the overall performance of Cambridgeshire Constabulary (the “Constabulary”), including the priorities and outcomes set out in the Plan.

5. VICTIMS

5.1. **POLICE & CRIME PLAN - VICTIMS THEME - OPCC WORK TO DELIVER BROADER PARTNERSHIP SUPPORT**

Agenda Item 5.2, Business Co-ordination Board, 26th May 2020

5.1.1 Question: There is no mention of Think Communities in this paper nor the Performance Report. Could the Acting Commissioner outline how best practice for referral and support of victims is being spread throughout the county's public-facing agencies and contractors, including those working in care homes, schools, social care visits, GP surgeries, homeless shelters, etc?

Response: The Victim and Witness Hub proactively contacts all victims of crime (where safe to do so) to make them aware of their service. The Office of Police and Crime Commissioner (OPCC) uses a range of communication channels to raise awareness of all the services available to victims across the county. In particular the Victims Services website contains details of local and national services. <https://www.cambsvictimservices.co.uk/>

The wider model of support services includes many different agencies who all work in partnership to make people aware of what support they can access. These details are included in a wide range of printed and virtual resources, including those published by partner agencies and the Safeguarding Boards. The Local Authority Domestic Abuse and Sexual Violence Partnership Team has supported a range of national campaigns in recent months including partnering with pharmacies to create safe spaces.

5.1.2 *Ref: paragraph 4.2 - 'The staff were unable to contact a further 1,416 people (despite trying on three occasions at different times of the day)'*

Question: Given that this accounts for about 30% of victims, what additional measures will the Acting Commissioner be recommending to reach these people?

Response: All of the 1,416 people who staff in the Victim and Witness Hub were unable to contact were sent a letter/or an email to provide details of how they can access support in the future. It is worth noting that the Hub received 170 self-referrals last year alone.

5.1.3 *Ref: paragraph 4.3 - '50k enabled the Bobby Scheme to secure the homes of 983 elderly victims of property-related crime and provide face to face reassurance, advice and guidance'*

Question: This looks like excellent value for money. Surely it would be even better value for money if it were scaled up to proactively secure elderly and other vulnerable people's homes in advance of being a victim of crime in the first place, saving the entailed resource and social costs? Better still, taking a Think Communities approach, could not this scheme be combined with other services provided by local authorities and charities such as Age UK, such as:

- Check and install fire alarms
- Check and install carbon monoxide alarms
- Draughtproof doors and windows
- Fit mobility aids (grab bars)
- Provide panic buttons
- Test electrical RCCBs (protects people from electrocution)

Response: The report details how the OPCC use the funding provided by the Ministry of Justice to commission support for victims of crime (this funding cannot be used to prevent crime). The OPCC are one of a number of agencies from which the charity receives funding. We understand that The Bobby Scheme have previously worked with the Fire Service to carry out Fire Safety checks and have fitted carbon monoxide alarms. They have also been commissioned to fit Key Safes when elderly people are leaving hospital and need carers to come in. However, more detail on the charity's work is available <https://www.thebobbyscheme.org/>

5.1.4 *Ref: paragraph 4.3 – ‘The Restorative Justice Co-ordinator based in the Victim and Witness Hub explored restorative justice options with 104 victims of crime’*

Question: This seems a surprisingly low number given the reported benefits of Restorative Justice for victims and reducing reoffending. Could the Acting Commissioner please comment?

Response: The safety and wellbeing of victims of crime is paramount. The process of exploring whether Restorative Justice could help an often traumatised victim is never rushed. It can take many months of thought, planning, risk assessments and conversations to arrange a face to face conference. The Cambridgeshire Restorative Justice model has been awarded the Restorative Justice Quality Mark from the Restorative Justice Council for safe and effective practice.

5.1.5 *Ref: paragraph 5.2 - ‘In 19/20 a new Domestic Abuse Strategy developed a future model of support with a sustainable core and enhanced offer. However, Covid-19 brought with it additional short-term central government funding for the third-sector outreach provision delaying this cliff edge for another year’.*

Question: Assuming a “cliff edge” scenario is undesirable, what is the OPCC’s strategy in the event that direct funding is not renewed (e.g. budget reallocation)?

Ref: paragraph 5.3 – ‘The OPCC Head of Strategic Partnerships and Commissioning and Local Authority Domestic Abuse Partnership Manager are now looking again at how a sustainable model could be developed within a further reduced funding pot’

Question: Surely another option is for funding to be reallocated to continue this important programme at full strength?

Response to both questions: The OPCC is supporting the local authority to develop an offer of Domestic Abuse services which manages the risks within the anticipated significantly reduced funding envelope. This partnership working will ensure there is an offer of support for all victims of domestic abuse. It will be based on the Domestic Abuse Strategy agreed by all public and third sector partners.

5.1.6 *Ref: paragraph 5.5 – ‘In particular issues around move on housing have been raised’*

Question: What does this mean?

Response: Before a victim can leave a refuge new housing for them to move onto needs to be identified. There is a shortage of local authority properties available in some parts of the county which means victims have to wait in the refuge until accommodation is available. There is work ongoing with the local authority housing providers to address this issue.

5.1.7 *Ref: paragraph 6.4 – ‘The project secured impressive outcomes for young people during the three years. This funding ended on March 31, 2020. A small amount of funding has been secured to operate this work on a reduced scale with pathways into Embrace from the Hub’.*

Question: Surely if a project has “impressive outcomes” for a key Police and Crime Plan objective, it should be a priority to secure continued funding – from elsewhere in the budget if necessary?

Response: A small amount of funding of £50k has been secured to continue this service and provide 1 to 1 counselling for 100 young victims of crime. A fifth of this (£10k) has been awarded from the Acting Commissioner’s Crime and Disorder Reduction Fund. The OPCC is actively supporting the charity to identify additional funding streams. The charity was successful in securing money from the recent Ministry of Justice Extraordinary Covid-19 Fund (see paragraph 5.1.9 below).

- 5.1.8 *Ref: paragraph 7.1 – ‘The reduction in the Victim and Witness Hub’s court workload enabled them to provide an interim solution to the Bobby Scheme’s inability to safely support elderly victims of crime.’*

Question: Could the Acting Commissioner describe how this has worked out?

Response: The Bobby Scheme has now re-opened (following the Covid-19 crisis) and is now picking up the support for elderly victims of property-related crime. Prior to that staff in the Victim and Witness Hub had been contacting these victims and offering emotional telephone-based support. They dealt with 75 referrals.

- 5.1.9 *Ref: paragraph 7.4 – ‘A new fund has just been released which will provide contingency funding for specialist domestic abuse and sexual violence support services based in the county. This money, which is coming from the Home Office and Ministry of Justice is being managed by the OPCC. Details on the process being used to allocate funds will be available on the OPCC website in due course’*

Question: Are these funds now being allocated?

Response: Cambridgeshire OPCC received 14 bids for the £288k fund which were assessed by two experienced commissioners: the OPCC’s Head of Strategic Partnerships and Commissioning and the Local Authority Domestic Abuse Partnership Manager alongside an independent consultant. Recommendations were presented to the Acting Commissioner for sign off before being submitted to the Ministry of Justice for final approval. The Ministry of Justice approved all awards and the following 12 organisations were made aware on the 24th June 2020 that they were successful:

- **Cambridge & Peterborough Rape Crisis Partnership - £41,269.52**
The service is continuing to develop the virtual support model and future proofing to deal with increased demand. The bid included funding for secure online counselling rooms, online meeting space, appropriate support and governance (HR, IT), contribution to staff overheads and additional equipment. The service is also building capacity through additional volunteer recruitment and training through online mechanisms.
- **The Meadows Children and Family Wing – £13,825.94**
Increased staff hours to meet increased demand; technology to develop virtual support model. The service has an evidenced demand and families waiting to access support.
- **Choices - £27,228.41**
Increase in staff hours to support and manage increase in demand and need for counselling provision. The charity will offer symptom management sessions and are developing a virtual 'self-help' resources (webinar). The bid includes resources to enable the service to evolve into a new way of working.
- **One Voice 4 Travellers - £20,122**
This bid builds on the initial work to enable the ongoing running of the services through a remote working model in response to an increase in demand for support. This provides a service to a traditionally hard to reach group of survivors.
- **NSPCC - £1,542.12**
This bid funds individual issue resources for young people accessing locally commissioned services to enable practitioners to hold effective virtual therapy sessions.
- **Refuge - £27,213.24**
This bid funds increased staff hours to enhance the support provided to clients. It also provides flexible funding to provide families moving into safe housing with domestic equipment which would be usually be funded from donations.

- **Peterborough Women's Aid - £29,796.95**
This bid funds increased staff hours to enhance the support provided to clients. It also provides flexible funding to provide families moving into safe housing with domestic equipment which would be usually be funded from donations.
- **Family Action - £23,056.80**
This bid funds increased staff hours and resources for locally commissioned service to respond to increase in demand for support for children affected by domestic abuse. It also provides additional resource to support for families affected by child to parent violence through the virtual delivery of family-support interventions.
- **The Hampton Trust (Hampshire and The Isle of Wight) - £12,672**
This bid funds the development of a virtual support model for low-level relationship domestic abuse offenders to address heightened stress in households caused by lockdown. The service is already commissioned locally.
- **Embrace Child Victims of Crime - £37,400**
This bid funds the development of a new way to deliver counselling to respond to increased demand which cannot be safely delivered through traditional methodology. In particular the charity, which is commissioned locally, is exploring walk and talk counselling and offering online service provision.
- **Cambridge Women's Aid - £35,039.20**
This bid funds increased staff hours (and technology to enable access) to enhance the support provided to clients. It also provides flexible funding to provide families moving into safe housing with domestic equipment which would be usually be funded from donations and additional resources required by families.
- **Cambridgeshire Deaf Association - £9,941.71**
This funds additional staff resources and technology to meet increased demand for services for a traditionally hard to reach group of survivors. It will enable staff to quickly respond to vulnerable victims through 1-1 video conferencing.

Information on the fund and these funding awards was reported to the Acting Commissioner's Business Co-ordination Board on the 2nd July 2020 - 'Covid-19 Extraordinary Ministry of Justice Funding for Domestic Abuse and Sexual Violence Support Services, Agenda Item 12.

5.2 POLICE AND CRIME PLAN VICTIMS THEME PERFORMANCE REPORT

Agenda Item 5.0, Business Co-ordination Board, 26th May 2020

- 5.2.1 *Ref: paragraph 4.1.3 – '56.4% of people surveyed in the 12 months ending March 2020 agreed that the Constabulary was dealing with the things that matter to people in their local community ... in Fenland where confidence levels fell below 50%'*

Question: What is the Acting Commissioner's strategy in addressing these poor confidence levels?

Response: The number of people in Fenland surveyed was a low number and consequently is reflected as a bigger percentage. The Assistant Chief Constable has tasked the Constabulary to look if there are any underlying issues, however, confidence has risen in the last two months. Officers continue to work closely with the community and publicise the good work they are doing.

The Acting Commissioner's Engagement Strategy plots out a series of opportunities, including monthly surgeries, offered via Teams, in line with social distancing requirements and representative Parish Council briefings to feedback local concerns in a timely manner. The next Parish Council for the Fenland area will be held on the 14th September 2020.

- 5.2.2 *Ref: paragraph 6.1.4 – ‘CARA went live in January. This enabled us to refer low risk Domestic Abuse offenders in the programme. However, in light of the COVID-19 pandemic, this has unfortunately now been suspended’*

Question: What is CARA?

Response: CARA stands for ‘Caution and Relationship Abuse’, which is a project run by the Hampton Trust. It is an intervention designed to raise awareness of domestic abuse and is open to an offender as part of a conditional caution. CARA is geared towards drawing the offender’s attention to their negative behaviours, and offer strategies to de-escalate conflict and improve family relationships. The Constabulary’s Out of Court Disposal Team will carry out three tests to ensure that the candidate is capable of taking part in the course and engaging in group activities. Those suffering from minor issues will not be prevented from attending however, it maybe decided to add rehabilitative conditions as well as attendance on the course.

- 5.2.3 *Ref: paragraph 6.1.5 - ‘There continues to be scrutiny around the use of positive action and presumption of bail (over RUI) for Domestic Abuse Cases. One-to-one feedback is provided to officers where it has been identified that they have incorrectly stepped outside of force policy and not taken positive action’*

Question: It is unclear from this what the scale of the problem is. Could the Acting Commissioner comment?

Response: The Constabulary some time ago made changes in its policy over the use of bail and Released Under Investigation (RUI) for higher harm/risk thematic areas such as Domestic Abuse. There is a presumption of bail over RUI for Domestic Abuse with officers having to justify stepping outside this policy. There has been a noted increase in the use of bail over RUI for Domestic Abuse. The Assistant Chief Constable has tasked a review of all vulnerability strands and this will be reported to the Constabulary’s Force Performance Board in July.

The courts continue to see high numbers of Domestic Abuse cases being dealt with by postal court requisitions rather than charge and bail, given that the majority of the court work has been adjourned since the end of March. The Acting Commissioner is aware of the efforts being made by the Constabulary in addressing this. It is still very much on the Criminal Justice Board’s agenda and will continue to be reviewed going forward.

- 5.2.4 *Ref: paragraph 6.1.5*

Question: The Law Society wrote in November 2019, “We are calling on the Government to improve RUI by introducing a range of measures including placing time limits on their usage and ensuring it is no longer used for people who are a potential risk to the public.” Would the Acting Commissioner like to comment on this?

Response: The consultation in relation to bail and RUI provisions ran between the 5th February to the 29th May 2020. The outcome of the consultation has yet to be published, but legislative change to address the concerns are likely, including time limits. Both the Acting Commissioner and the Constabulary welcome and support this.

6. INDEPENDENT CUSTODY VISITING SCHEME – COVID-19 CONTINGENCY ARRANGEMENTS

Agenda Item 9.0, Business Co-ordination Board, 26th May 2020

- 6.1 *Ref: paragraph 4.4 – ‘Whilst regular calls, and oversight of custody records is a positive step that maintains a level of oversight, it is still not an ideal medium-long term replacement for face-*

to-face visits with detainees. Cambridgeshire OPCC will be keeping a close eye on innovations being trialled by other schemes, such as video visits, to understand how these processes could be utilised in Cambridgeshire'

Question: Surely the resource implications for video-calling (or even just telephoning) people in custody are low enough to implement now, rather than wait?

Response: The Acting Commissioner recognises the need to move as quickly as possible to re-introduce more in-depth processes. The matter was discussed with the Independent Custody Visitors (ICVs) at their panel meeting on the 1st June 2020. The aim was to establish what they, as volunteers felt was desirable, achievable and most importantly safe and secure to implement in the absence of physical visiting. A number of ideas were put forward which will be explored by the OPCC Scheme Manager.

Any additional measures, or new processes need to ensure they continue to allow for consent of the detainee, allow the safe and secure transmission of any data, including video / audio, and do not place the welfare of ICVs, detainee or staff at risk. The key issues for consideration are:

- ICV access to technology - not issued force laptops
- Consistency in approach - not all ICVs have the same access to technology
- Safety and security of information
- Demand on custody suites video technology given the increased use of virtual courts means the technology is in constant use.

7. POLICE AND CRIME PLAN – OFFENDERS THEME – OPCC AND BROADER PARTNERSHIP SUPPORT

Agenda Item 5.2, Business Co-ordination Board, 2nd July 2020

7.1 Ref: paragraph 6.3

Question: How is the impact of the increased grant (45k) to Peterborough Outside Links being measured?

Response: The Crime and Disorder Reduction Grant recipients in 2020/21 remain largely unchanged. In this way, £30k was allocated to the Outside Links service at the start of this financial year. But it was recognised that this should be kept under review given the increased demand from the Constabulary's Out of Court Disposal Team that has been in place since December 2019. Following monitoring of demand placed on the Outside Links service in the first quarter of the Constabulary's Out of Court Disposal Team's work, it was confirmed that additional resource would be required so a £15k uplift was agreed. This will be subject to the usual regular monitoring requirements required for Crime and Disorder Reduction Grants.

Compliance with the diversions put in place remains strong (over 90%). As the Constabulary report highlights, within the first four months of the Out of Court Disposal Team being introduced, 886 offenders had been diverted away from the Criminal Justice System. Many of these investigations would previously have resulted in No Further Action by police, due to insufficient evidence or the victim not supporting prosecution. A small sample of victims were contacted about their experience of the Out of Court Disposal process. Most were content with the outcomes and additional communication has been built into the process to address the concerns of the small number who were not satisfied or did not understand the process. An evaluation will be carried out after the first twelve months which will consider the impact on reoffending.

7.2 Ref: paragraph 7.5

Question: How effective is the Partnership model described in addressing vulnerability and reducing re-offending

Response: The Countywide Community Safety Strategic Board, chaired by the Acting Commissioner, ensures a countywide strategic overview and co-ordinated multi-agency response. High risk delivery groups, key countywide prevention workstreams and Community Safety Partnerships all contribute to work to keep Cambridgeshire safe.

Across the partnership landscape there is a strong consensus on the need to build on existing services and to work in a more holistic way, breaking down traditional boundaries between services. Flexible ways of working have been established across a range of services during the pandemic. The recovery infrastructure and planning put in place in Cambridgeshire should enable the system to consider how these positive aspects might be built on in the future. However, pressures on resources are recognised, with upper tier authorities having to make significant savings even before the Covid-19 pandemic.

Partnership arrangements will be considered at the next Countywide Community Safety Strategic Board in the Autumn.

8. DEMAND HUB

'Police and Crime Plan Victims Theme Performance Report', Agenda Item 5.0, Business Co-ordination Board, 26th May 2020

'Demand Hub Review', Agenda Item 8.0, Business Co-ordination Board, 2nd July 2020

- 8.1 *Ref: paragraph 4.1.1, 26th May 2020 – 'The latter remains a key inhibitor to achieving sustainable improvements. This is being considered as part of the Demand Hub review; which aims to deliver recommendations by the end of May'.*

Question: Is the review complete? Is the Acting Commissioner satisfied that the review's recommendations will address reduced performance in responding to 'Prompt' graded incidents?

Response: The review is complete and a report was presented by the Chief Constable to the Acting Commissioner's Business Co-ordination Board meeting on the 2nd July 2020.

Recent improvements have been achieved in the last quarter with prompt grade incident attendance, including prompt graded domestics. This coincides with the Covid pandemic, which, during the lockdown period, resulted in reduced calls for service increasing capacity for officers to attend all incidents far quicker. The focus of the Demand Hub is on maintaining call handling times and the timeliness of the initial response.

The Demand Hub have also developed and proposed a new grading procedure which will ensure prompt grade incidents are in receipt of extra scrutiny and are afforded increased priority compared to incidents with less risk. This grading procedure, which is in line with national best practice, was supported by the recent Demand Hub review and is now subject to local governance checks prior to implementation.

- 8.2 *Ref: paragraph 4.4, 2nd July 2020 – 'Collectively the principle issues across the business areas for further development can be summarised as: Training, Supervision, Working practices, including multi taskings for staff, Capacity and growth to match demand*

Questions:

Given these areas for development are having an impact on effective and efficient service delivery:

- Is the Demand Hub model the right one?
- Does it have the right mix of services within it?

- Is the timescale set out for improvements swift enough?
- How are these areas for development being prioritised? Which is being tackled in which of the two Phases mentioned?
- What impact measures will be applied to ensure improvement actions have been successful?

Given the Demand Hub went Live 2018 I note that it is working below establishment with staff multi-tasking and making mistakes (errors) off the back of this. (Agenda 8 Point 4 Key findings) What impact is this having on the Investigation Management Unit and outcomes of investigations? Are prosecutions & ongoing investigations being jeopardised or put at risk because of these issues while we await the review?

Response: The Acting Commissioner considers that the Demand Hub is a vital area given that so much of the Constabulary's service delivery starts from this first point of contact with the public. He is pleased that the review is complete and progress is being made to the address findings.

The response to those findings is one for the Chief Constable and his team to deal with as it is an operational matter. However, the Assistant Chief Constable has provided the Acting Commissioner with assurance regarding the review and the outcomes in order to deliver the continuous improvement, cultural and training recommendations. It is anticipated that these will create efficiencies which will reduce the need for some of the additional resources within these initial recommendations. This work will allow the Constabulary to feed more refined resource requirements into the financial planning cycle in November.

9. COMMUNITY SAFETY

9.1 Question: *It appears that the Countywide Community Safety Strategic Board has not met since January. What is the future role and programme for this board?*

Response: Strong partnership working has been the backbone of the Local Resilience Forum (LRF) structure throughout the initial months of the Covid-19 pandemic. The thematic delivery groups, who co-ordinate high risk areas of work such as domestic abuse, were intrinsically linked into the both the Response and now the Recovery meetings. Therefore, the July meeting was removed from diaries to reduce the demand on the county's senior leaders time as oversight and governance of this work was in place in other new forums. A meeting is being arranged for early Autumn to bring partners together to draw out new ways of working and re-focus on the prevention agenda. The Constabulary are committed to driving this approach.

At the 2nd July Business Co-ordination Board, the Assistant Chief Constable updated the Acting Commissioner on the Constabulary planned partnership approach to prevention and problem solving, which includes a partnership event later in the year. The Acting Commissioner will be provided with a further verbal update as to the approach following the Countywide Community Safety Strategic Board meeting in the Autumn, with a full report on the outcome of the partnership event submitted to the Business Co-ordination Board in December 2020/January 2021.

9.2 Question: *I note that the Community Safety Accredited Scheme is being reviewed. Could the Acting Commissioner provide an update on the role he sees for CSAS going forward, and how he is contributing to the Constabulary's review.*

Response: The Acting Commissioner is supportive of the purpose of Community Safety Accreditation Scheme and is clear that the Constabulary should never work in isolation. Collaboration with partners is key to ensuring the public feel they receive the right support from the right place at the right time. He is supportive of the delegation of powers where the Chief Constable feels these are appropriate to deliver outcomes for community safety, thus ensuring by working together Cambridgeshire is safe place. The OPCC will link with the Constabulary

regarding the review and will report back to the Panel as required.

10. ROADS POLICING

10.1 Question: In light of the Secretary of State for Transport's commitment in Parliament (in response to a question) on 2 July to enable Part 6 of the Traffic Management Act 2004, permitting local authorities to use civil enforcement powers for additional classes of moving traffic offences, will the Acting Commissioner be seeking to assist local authorities to take up these powers, in particular the districts that currently do not make use of civil enforcement powers? There would be clear benefits to the constabulary in reducing workload and, importantly, redirecting the public's expectations of the police to enforce traffic offences that rarely rank highly on an assessment of threat, risk and harm. There are also large social benefits deriving from local authorities being able to keep cycle and bus routes clear of parked vehicles, improving the safety of cycling and reliability of bus services.

Response: Whilst we acknowledge the Secretary of State's commitment to bring into force Part 6 of the Traffic Management Act, both the Constabulary and the Acting Commissioner would have to await the details of what this means in practice before decisions can be made regarding any enforcement.

However, the Acting Commissioner is clear and supportive of partnership working being key in dealing with issues of community concern, and that the most appropriate authorities deal with matters using the powers available to them. Should any partners wish to explore the use of any civil powers that maybe available to tackle offences that otherwise the Constabulary would have to deal with, then the Chief Constable would discuss any proposal with the Acting Commissioner before a decision is made.

10.2 Question: How is the Acting Commissioner's office responding to the Parliamentary Advisory Council for Transport Safety's report on Roads policing and its contribution to road safety.

Response: The Commissioner is committed to improving road safety within the county and in supporting the work of the Cambridgeshire and Peterborough Road Safety Partnership. The OPCC recently commissioned a Road Safety Partnership Strategy which will be published shortly.

The OPCC is not intending to respond directly to the Parliamentary Advisory Council's report. The Acting Commissioner's focus in respect of roads policing will be on the forthcoming report from Her Majesty's Inspectorate of Constabulary and Fire & Rescue Services (HMICFRS) on roads policing. HMICFRS were asked by the Department for Transport to carry out a thematic inspection of road policing, the scope of which is given below regarding:

- how well understood and applied are national and local police strategies for roads policing;
- how well resourced forces are to carry out road policing related enforcement and investigative activity;
- how effective forces are at engaging with public and partners to reduce road casualties;
- how forces ensure that officers and staff are appropriately trained to provide effective first response and specialist capabilities.

Following consideration of the findings in the published report, the Chief Constable will submit a report to the Acting Commissioner's Business Co-ordination Board for discussion as to how any recommendations will be dealt with by the Constabulary. This will then able the Acting Commissioner to undertake his statutory duty to prepare comments on the report, and publish these together with the Chief Constable's comments those of the Chief Constable, and send these to the Home Secretary and HMICFRS.

10.3 Question: Cambridgeshire County Council and Peterborough City Council are implementing temporary traffic management schemes to support active travel. Is the Acting Commissioner monitoring compliance with these and discussing with Highways officers and the constabulary where enforcement is needed?

Response: The Acting Commissioner is mindful that he is not able by law to get involved in operational policing or enforcement matters. Discussions regarding any operational enforcement is the responsibility of the Chief Constable and relevant partners.

11. COVID-19 CRISIS

11.1 Question: Could the Acting Commissioner give the panel some indication of measures that are being put in place now to allow for the assessment of the effect of the pandemic on the work of the police, both in the short- and long-term.

Response: The Acting Commissioner has sought the Constabulary's response to this as it relates to operational policing matters.

The Constabulary worked with local partners from January to monitor the emergence of the Covid-19 virus. The formal establishment of structures (Strategic Coordination Group and Tactical Coordination Group) occurred in early March and these have continued at least weekly since. The Constabulary enacted standing business continuity plans in early March. A running approach of identifying issues, risks and opportunities, assessing and responding has been the backbone of the response. This has been accompanied by regular strategic and operational analysis of impact.

The demand for policing services saw a reduction in the early stages of the lockdown with reduced calls, incidents and reported crimes. It is hypothesised that crime levels are likely to maintain a level akin to normality and there is nothing currently to suggest any likely spike in crime or disorder beyond normal fluctuations. Nationally there has been an increase in reports of domestic abuse; the hypothesis being influence due to lockdown restrictions, closer proximity and greater general pressures in residential setting. The Constabulary continues to look closely and respond to this increase, with the OPCC recently securing £288k in additional funding to assist domestic abuse and sexual violence services.

Generally compliance with rules on the use of public spaces during lockdown were observed, with the Constabulary being one of the police forces using enforcement powers least nationally.

Public engagement has been weekly through an elected member's conference each Friday, where each public authority updates and takes questions. The LRF has a communities sub-group where third sector and public voices have been participants in work.

Following an initial "Response" phase, a move is made to "Recovery" which is seeking to move to a new normality, learn lessons and plan for the future. The Cambridgeshire LRF is currently running a concurrent phase. A longer-term Recovery phase is also in motion, looking at societal and economic impacts in Cambridgeshire and opportunities to build on the many positives that have been seen in the collective response so far.

11.2 Question: There is anecdotal evidence that there has been a significant impact on lack of schooling for many teenagers during the pandemic and that this has manifested itself in certain activities and behaviour. This clearly is an issue for the multi-agency task forces, but what if any has been the impact on the force, either in manpower or in direct financial resourcing, of the lack of schooling.

Response: The Acting Commissioner has sought the Constabulary's response to this as it relates to operational policing matters.

The Multi-agency Safeguarding Hub and partners have recorded a decrease during lockdown in terms of safeguarding referrals. However, as a partnership they are working hard to understand and mitigate the risk around 'hidden demand'. Safeguarding referrals have now returned to pre-Covid levels. What has been noticeable is where young people have come to

the attention of safeguarding services during lockdown, the risk has been high especially around missing episodes and possible exploitation. The Constabulary and their partners have flexed their resources to manage this risk. This has not had any real impact on resourcing as other areas of risk have fallen, as they are able to divert available resources to tackling the escalated risk. The Constabulary's Safer School Officers have continued with their work, adapting where necessary. The Constabulary is working with Pupil Referral Units which has helped.

12. STOP AND SEARCH

12.1 Question: Following on from the successful and thought provoking Black Lives Matters matters in Cambridgeshire and Peterborough can the Acting Commissioner confirm how he has made sure that Cambridgeshire and Peterborough police do not behaviour in a racially motivated way, especially with stop and search tactics etc?

Response: Whilst the Acting Commissioner is satisfied that the Chief Constable has measures in place to keep our communities safe, he is clear that there is no room for complacency. What is important is that there are appropriate levels of scrutiny, challenge and support to ensure that policing principles and standards of professional behaviour are embedded in everyday policing; ones which the public can have confidence in.

One of the Acting Commissioner's priorities going forward is to further strengthen the way in which integrity is scrutinised. The Chief Constable is supportive of this.

Discussions have already taken place between the OPCC and the Constabulary on how the OPCC can learn from the Constabulary's current Stop Search scrutiny arrangements, with a view to the Acting Commissioner having an independent scrutiny group with a wider remit on integrity issues, such as stop search and complaints. The aims of such a group will be to achieve greater transparency and community involvement, and be representative of the communities the Constabulary serves. Although the details of group have yet to be decided, including its terms of reference, it will be empowered to make observations and feedback, which together plays an important role in monitoring performance and identifying opportunities for learning for the Constabulary.

12.2 Question: A couple of high profile social media complaints have been sent to the IOPC in regards to stop and search and what could be perceived as racially motivated. How has the acting PCC reassured himself that this is not behaviour as normal?

Response: The Acting Commissioner is unable to comment on referrals and or complaints that are being considered and or dealt with by the Independent Office for Police Conduct (IOPC).

However, both the Acting Commissioner and the Chief Constable are clear that integrity runs through all aspects of policing from recruitment, training, everyday policing, to supporting communities, and dealing with complaints when people feel dissatisfied with the service they have received. As stated in response to a previous question, the Acting Commissioner is satisfied that the Chief Constable has measures in place to ensure that policing principles and standards of professional behaviour are embedded in everyday policing; ones which the public can have confidence in.

Stop and Search powers are designed to enable the police to respond effectively to crime. Understandably, public interest in this police tactic remains extremely high, and there are public expectations that policing is legitimate, fair and effective. There are a number of independent checks and balances in policing in place to protect the rights and welfare of those who come into contact with the police. These are balanced against the importance of using the powers proportionately and having effective scrutiny mechanisms in place to provide community confidence in policing.

Training is a fundamental part of policing throughout the police service as a whole and throughout the career of those within it regardless of which force they are employed with or where they are deployed. Decisions in respect of any training requirements is one for the

police force itself, but mandatory equality and diversity training is undertaken, and training given on the use of Stop and Search.

13. COMPLAINTS AGAINST POLICE OFFICERS

13.1 Question: To that how many racial motivated complaints have been made against police officers in the past 5 years?

Response:

The Acting Commissioner has oversight of the police complaints system and undertakes dip sampling of complaints and monitors the work of the Constabulary's Professional Standards Department (PSD) in their handling of complaints and allegations made. Racial discrimination is a complaint allegation recording category. All discriminatory behaviour allegations are investigated by the Constabulary's PSD. Lessons learnt from complaints is key in order to improve the service to the public and communities.

The Constabulary may hold information on the numbers of complaints made over the past five years.

14. SOUTHERN POLICING HUB

14.1 Question: Given the new consultation on the proposed police hub move to Milton does the Acting Commissioner it appropriate to pursue public opinion when the matter has not been to planning committee as yet, given the plan are on green build land.

Response: The Acting Commissioner is committed to both supporting the Chief Constable's operational requirement for a new police station and to representing the views and concerns of the public.

The Greater Cambridge Shared Planning Service actively encourages applicants to engage their communities and stakeholders prior to submitting a planning application. This encourages the community to provide their feedback, and highlight concerns, and gives us the opportunity to consider the feedback and amend the application (if possible or necessary) to reflect this feedback.

14.2 Question: When can the panel view any proposed plans for the remaining Cambridge city centre police station, and when will Cambridge city residents be consulted on?

Response: The Constabulary expects to submit a planning application for the work required to move to the new city centre location in early 2021 and, if required, will consult on this proposal in more detail closer to the time. Proposed plans for the city centre police station will be provided as part of the consultation.

Should the planning application for the Milton station be successful, the Constabulary expects the city centre station to be operational before or alongside completion and transition into the new Hub.

BACKGROUND DOCUMENTS

'Police and Crime Plan 2017-20 – Community Safety and Criminal Justice', Police and Crime Commissioner

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

'Police and Crime Plan – Victims Theme – OPCC work to deliver broader partnership support', Agenda Item 5.1, Business Co-ordination Board, 26th May 2020

'Police Crime and Plan Victims Theme Performance Report', Agenda Item 5.2, Business Co-

ordination Board, 26th May 2020

'Independent Custody Visiting Scheme – Covid-19 Contingency Arrangements',
Agenda Item 9.0, Business Co-ordination Board, 26th May 2020

<https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/bcb-26th-may-2020/>

'Covid-19 Extraordinary Ministry of Justice funding for domestic abuse and sexual violence support services', Agenda Item 12.0, Business Co-ordination Board, 2nd July 2020

'Police and Crime Plan – Offenders Theme - OPCC and broader partnership support', Agenda Item 5.0, Business Co-ordination Board, 2nd July 2020

'Police and Crime Plan Offenders Theme – Cambridgeshire Constabulary work to deliver actions', Agenda Item 5.1, Business Co-ordination Board, 2nd July 2020

'Demand Hub Review', Agenda Item 8.0, Business Co-ordination Board, 2nd July 2020

<https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/bcb-2nd-july-2020/>

CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item No. 9
22 July 2020	Public Report

Report of Acting Cambridgeshire Police and Crime Commissioner

Contact Officer – Jim Haylett

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

DECISIONS BY ACTING 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 Acting Police and Crime Commissioner (the “Acting 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 Acting 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 Acting 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 Acting Commissioner.

5. KEY ISSUES

- 5.1 The decisions taken by the Acting 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 Acting Commissioner’s website. The Panel receive notification when the Acting Commissioner publishes Business Coordination Board papers.

6. IMPLICATIONS

- 6.1 The Acting Commissioner's Medium Term Financial Strategy which aims to draw together the strategic planning priorities, demand and resource forecasts and likely impact of changes in the wider service delivery environment to produce a costed plan, will provide the backdrop to future decision making.
- 6.2 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 Police and Crime Plan. These Decision Records have been placed on the Acting 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 Acting Commissioner will continue to be notified to the Panel. The Act introduced a number of statutory decisions to be taken by the Acting Commissioner. Future areas where decisions are likely to be considered as required are given at Appendix 3.
- 8.3 An update regarding the Acting Commissioner's Estate including decisions made, progress regarding disposal of assets, options analysis of the assets, and an indication of any forthcoming decisions is given at Appendix 4.

9. BACKGROUND DOCUMENTS

- 9.1 Decisions records notified to the Panel.

10. APPENDICES

Appendix 1 – Decision records notified to the Panel

Appendix 2 – Decision records

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

Appendix 4 – Estates update

Decision Records notified to the Cambridgeshire Police and Crime Panel

Date	Decision Record	Subject	Decision
12/3/2020	CPCC 2020-007	BlueLight Commercial Ltd	To sign the application for membership of the BlueLight Commercial Ltd
12/3/2020	CPCC 2020-008	Section 22A Agreement for amendments to Joint Protective Services	To sign the Section 22A Agreement under the Police Act 1996 (as amended) to amend the collaboration agreement of Joint Protective Services function between the six corporations sole (the Chief Constables of Bedfordshire Police, Cambridgeshire Constabulary and Hertfordshire Constabulary and the Police and Crime Commissioner for Bedfordshire Police, Cambridgeshire Constabulary and Hertfordshire Constabulary)
23/3/2020	CPCC 2020-009	Commissioning Services for Victims and Survivors of Sexual Violence.	To approve the signing of the contracts for the Sexual Assault & Abuse Services
23/3/2020	CPCC 2020-010	Police Educational Qualification Framework contract	To approve the signing of the Police Educational Qualification Framework contract
26/3/2020	CPCC 2020-011	Contract for temporary agency workers	To approve the contract for temporary agency workers
07/5/2020	CPCC 2020-012	Role of Acting Chief Executive Officer, Office of Cambridgeshire Police and Crime Commissioner	To cover the role of Chief Executive Officer during the secondment of the incumbent post holder, establish the post of an Acting Chief Executive Officer to be filled by the current Deputy Chief Executive from 11 th May 2020
Date	Decision Record	Subject	Decision
12/5/2020	CPCC 2020-013	Contract extension for the provision of Forensics Services	To sign the contract to enable the extension of forensic services for a further 18 months

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To: Business Coordination Board

From: Chief Executive and Chief Constable

Date: 23 January 2020

Commissioning services for victims and survivors of sexual violence (SARC and Support Services)

1. Purpose

1.1 The purpose of this report is to update the Business Coordination Board (“the Board”) of the progress made in re-commissioning both the Sexual Assault Referral Centre (“the SARC”) and the support services for victims and survivors of sexual violence.

2. Recommendation

2.1 The Board is recommended to note the significant progress made and for nominated senior parties to sign the contracts off in due course.

3. Background

- 3.1 In September 2019 ‘Invitation to Tenders’ went live for six lots on the Bluelight emergency services e-tendering Portal which included 3+1+1 for the SARCs in Beds, Cambs and Essex. Hertfordshire opted to tender for a SARC provider for a single year to allow them more time to refine all services for survivors in their county. Cambridgeshire and Bedfordshire also tendered (in separate lots) for a Countywide Support Service for victims of sexual violence. Cambridgeshire commissioned on a 2+1+1+1 to cater for the potential of reduced funding in year 3 when the devolution of the Rape Support Fund to local areas pilot ends.
- 3.2 This followed a significant period of successful engagement and consultation in Cambridgeshire which included stakeholder events and online surveys for stakeholders and survivors.
- 3.3 The SARC Service Specification mirrored the national specification with some slight local adjustments. The SARCs are funded 50/50 between the host force and NHS England. National guidance sets out that they should be co-commissioned by the

local force and NHS England in partnership with the Office of the Police and Crime Commissioner.

3.4 The specification for the Countywide Support Service included funding for both an ISVA service and an emotional support service. The whole service is jointly commissioned, and funded through a pooled budget arrangement with the Police and Crime Commissioner, the local authority and NHS England. Cambridgeshire OPCC also holds the devolved Rape Support Fund which is wholly invested into this contract. The Constabulary are a key partner but not a named commissioner or funder therefore will not need to sign off this contract award.

4. Sexual Assault Referral Centre

4.1 The tendering for the SARC services is still ongoing and has not been straightforward. However significant effort has been invested by Cambridgeshire Constabulary and Cambridgeshire OPCC staff to work with both Bedfordshire and Hertfordshire counterparts to develop a tri-force solution which all but maintains the current levels of service within an acceptable budget. Therefore it is expected that nominated senior parties will be asked to sign off the contracts within the next month.

4.2 As the service was last commissioned in 2015 for a go live of 2016 (April). It was identified that the costs for the re-tender would be expected to increase – in particular for clinical elements and meeting new CQC requirements. Therefore in the summer of 2019 Cambridgeshire OPCC requested a £100k cost pressure was added into the MTFs to allow for all eventualities and to prevent a failed procurement. This has not all been drawn down and the costs will now remain fixed until 2023.

5. Sexual Violence Support Services

5.1 A successful tender process for this service has been completed and the provider has been informed. However as all six lots were put out to tender together the formal award notifications need to follow the same process.

5.2 The future service provision will include a fully funded ISVA service whose role is to provide 1-1 support to survivors going through the criminal justice process and advocate on the survivor’s behalf. The service will also align with the wider integrated model of support services for victims of crime in Cambridgeshire.

6. Recommendation

6.1 The Board is recommended to note the significant progress made and for nominated senior parties to sign the contracts off in due course.

BIBLIOGRAPHY

Source Document(s)	N/A
Contact Officer(s)	Nicky Phillipson, Head of Strategic Partnerships and Commissioning



To: Business Coordination Board

From: Chief Executive

Date: 25 February 2020

PEQF PROCUREMENT AND CONTRACT UPDATE

1. Purpose

1.1 The purpose of this report is to update the Business Coordination Board (“the Board”) on the current position regarding the Police Education Qualification Framework (“PEQF”) procurement process and seek approval for signing of the contract when finalised later in March.

2. Recommendation

2.1 The Board is recommended to note the progress in preparing for implementation of PEQF.

2.2 The Board is asked to approve the signing of the contract when finalised in March.

3. PEQF

3.1 The PEQF (Policing Education Qualifications Framework) is a new, professional framework for the training of police officers and staff.

3.2 Based upon a new modern curricula aligned with the education levels set in England and Wales, this framework will over time cover the range of professional training for police officers through the ranks of constable through to chief officer. It will also encompass many police staff, police community support officers (PCSO) and special constables.

3.3 It supports the National Police Chiefs' Council (NPCC) and Association of Police and Crime Commissioners' (APCC) Policing Vision 2025 that "By 2025 policing will be a

profession with a more representative workforce that will align the right skills, powers and experience to meet challenging requirements".

- 3.4 Policing did not have consistent, national education levels for all policing roles or ranks which reflected its current and future challenges, nor an entry level qualification that would be considered commensurate with that of a profession.
- 3.5 PEQF aims to bring consistent practice in terms of the implementation, assessment and accreditation of initial police training across the 43 forces in England and Wales. This consistency can contribute to the professionalism of the police service and put policing in line with other professions with regard to its formal education standards.

4. Identification of a higher education partner to deliver PEQF

3.1 An extensive procurement process has been followed to identify a suitable higher education institution partner to deliver PEQF, the commercially sensitive details of which have been presented to the Chief Constable and the Commissioner. The main procurement was divided into three Lots:

- Lot 1 - Norfolk Constabulary and Suffolk Constabulary;
- Lot 2 - Bedfordshire, Cambridgeshire and Hertfordshire (BCH) and;
- Lot 3 - Essex and Kent

3.2 A Regulation 84 report required under the Public Contract Regulations 2015 has been completed and signed by the Chief Finance Officers for the BCH Commissioners to provide assurance that a compliant procurement process has been followed.

3.3 The contract will be forwarded for sealing after agreement of the PCC’s Decision Award Report, due diligence stage and voluntary standstill period of ten days.

4. Recommendation

4.1 The Board is recommended to note the progress in preparing for implementation of PEQF

4.2 The Board is asked to approve the signing of the contract when finalised in March.

BIBLIOGRAPHY

Source Document(s)	https://www.college.police.uk/What-we-do/Learning/Policing-Education-Qualifications-Framework/Pages/Policing-Education-Qualifications-Framework.aspx
Contact Officer(s)	Jim Haylett, Head of Business Development, Office of the Police and Crime Commissioner

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2020-007

Subject	BlueLight Commercial Ltd
Decision	To sign the application for membership of the BlueLight Commercial Ltd.
Decision Summary	<p>The National Commercial Board has successfully enhanced the commercial capability of Policing and delivered efficiencies in policing of £398.2m nationally. In order to continue, a Police Commercial Organisation has been developed and is in the implementation stage of being set up.</p> <p>The Company's objects are to provide services, support, advice and data to enable policing and other associated bodies to:</p> <ul style="list-style-type: none"> • Better manage and reduce risk of its supply chain; • Obtain better value for money from its supply chain; • Develop commercial skills and expertise; and • Enable the delivery of savings from shared services. <p>The liability of each member is limited to £10, so there is no financial risk to joining the organisation.</p> <p>The signed application form needs to be returned by 16 March 2020, in order for the company to be established on 1 April 2020 and to become fully operational by 1 June 2020.</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	National Commercial Board and APCC meetings.

Ray Bisby, Acting Police and Crime Commissioner

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

Signature  **Date** 12:03:2020

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2020-008

Subject	Sec 22A for amendments to Joint Protective Services (JPS)
Decision	To sign the Sec 22A under the Police Act 1996 (as amended) to amend the collaboration agreement of Joint Protective Services function between the six corporations sole (the Chief Constables of Bedfordshire Police, Cambridgeshire Constabulary and Hertfordshire Constabulary and the Police and Crime Commissioner for Bedfordshire Police, Cambridgeshire Constabulary and Hertfordshire Constabulary.
Decision Summary	<p>The Joint Protective Services (JPS) Sec 22A agreement was updated and taken the Police and Crime Commissioners Business Coordination Board in June 2016. The Board approved the amended Sec 22A agreement</p> <p>Since June 2016 a number of changes have been made to JPS which were approved by Bedfordshire, Cambridgeshire and Hertfordshire Joint Chief Officer Board in March 2020, and the Sec 22A agreement has been updated. Please refer to the briefing note below.</p> <p>The Police and Crime Commissioner should sign the amended Section 22A Agreement under the Police Act 1996 (as amended) for Cambridgeshire Constabulary to agree to the updated Sec 22A agreement for the collaborated Joint Protective Services function with Bedfordshire Police and Hertfordshire Constabulary.</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	BCB Report June 2016 Briefing Paper

Ray Bisby, Acting Police and Crime Commissioner

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

Signature		Date	12:03:2020
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To: Acting Police & Crime Commissioner

From: Howard Thackray, Business Manager

Date: 12th March 2020

Briefing Note – Section 22A Agreement for amendments to Joint Protective Services (JPS)

1.0 Purpose

1.1 To update the Acting Police and Crime Commissioner (the Commissioner) on the updated JPS Section 22A agreement.

2.0 Recommendation

2.1 The Acting Police and Crime Commissioner should sign the updated Section 22A agreement.

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

3.0 Background

3.1 The current JPS Sec.22 Agreement was taken to the Commissioners Business Coordination Board in June 2016. Since that date a number of Policing Unit changes have taken place that make this document out of date. The Sec 22A agreement has been up-dated to reflect unit changes and subsequently requires signing by all six legal entities.

3.2 In addition, reference to 'Community Support Officer, Detention Officer and Escort Officer' have been removed as these posts are not applicable to JPS and Cambridgeshire has been removed and Bedfordshire inserted as Lead Force.

3.3 The amendments to the existing Sec 22A for JPS were approved by Bedfordshire, Cambridgeshire and Hertfordshire Joint Chief Officer Board in March 2020

Contact Officer	Howard Thackray, Business Manager, Office of the Police and Crime Commissioner
Background Paper	BCB Report June 2016

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2020-010

Subject	Police Educational Qualification Contract Framework (PEQF)
Decision	To approve the signing of the PEQF contact
Decision Summary	<p>The College of Policing has introduced a national approach to recognise and raising educational standards in policing and to support the development of policing as a profession, which is referred to as the Police Educational Qualification Contract Framework. Bedfordshire Police, Cambridgeshire and Hertfordshire Constabulary currently deliver the Initial Police Learning Development Programme for new police constables. This was a two-year programme upon successful completion and awarded a level 3 Diploma in Policing. This qualification is due to cease on 30th June 2020. This will be replaced by the new PEQF.</p> <p>As reported the Commissioners Business Coordination Board on the 25th February 2020, the board has approved the signing of the PEQF contact when the contact is finalised.</p> <p>The contact was finalised, signed and sealed on the 23rd March 2020.</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	BCB Report February 25 th 2020,

Ray Bisby, Acting Police and Crime Commissioner

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

Signature 	Date 23/3/20
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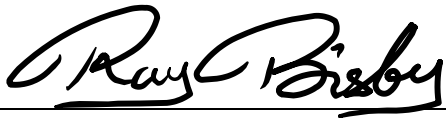
CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2020-011

Subject	Contract for temporary agency workers
Decision	To approve the contract for temporary agency workers
Decision Summary	<p>A 7 Force procurement has been undertaken for the provision of temporary agency workers. Whilst the 7 Force collaboration arrangements were put in place Sharpe Pritchard led this procurement as the 7 Force Delivery Partner. The procurement was undertaken via an existing framework with Randstad Solutions Ltd being the successful bidder. The procurement has been through the appropriate procurement processes.</p> <p>As reported the Commissioners Business Coordination Board on the 26th March 2020, where the board approved the signing of the contract for Temporary Agency Workers and for the contract to be signed and sealed</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	BCB Report February 25 th 2020,

Ray Bisby, Acting Police and Crime Commissioner

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

Signature	Date
	26/3/2020

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2020-009

Subject	Commissioning Services for Victims and Survivors of Sexual Violence.
Decision	To approve the signing of the contracts for the Sexual Assault & Abuse Services
Decision Summary	<p>Police and Crime Commissioners (“PCCs”) have a statutory duty to put in place support services for all victims of crime. The Constabulary are jointly responsible for commissioning a Sexual Assault Referral Centre, with NHS England, to act as a single place where forensic samples can be secured and support provided. The national commissioning guidance requires the Office of the Police and Crime Commissioner to actively support this commissioning process.</p> <p>As reported to the PCC’s Business Co-ordination Board on the 23rd January significant progress has been made in re-commissioning both the Sexual Assault Referral Centre and the support services for victims and survivors of sexual violence. The paper detailed the process which was followed and recommended the contracts were signed once finalised.</p> <p>Following a successful tendering process contracts have been awarded to:</p> <ul style="list-style-type: none"> • Cambridge and Peterborough Rape Crisis Centre to provide a countywide an all age ISVA Service and an emotional support service; • Mountain Healthcare to provide a Sexual Assault Referral Centre.

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	BCB Report 23 rd January 2020, Agenda Item 8.0

Ray Bisby, Acting Police and Crime Commissioner

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

Signature		Date	
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To: Business Coordination Board

From: Chief Constable

Date: 26 March 2020

TEMPORARY AGENCY WORKER CONTRACT AWARD

1. Purpose

1.1 This report provides the Business Coordination Board (the Board) with an overview of the procurement process undertaken for Cambridgeshire Constabulary's supply of temporary agency workers with its tri-force partners Bedfordshire and Hertfordshire through the 7 Force procurement function.

2. Recommendation

2.1 The Board is recommended to approve the contract for temporary agency workers and for the contract to be signed and sealed.

3. Executive Summary

3.1 A 7 Force procurement has been undertaken for the provision of temporary agency workers. Whilst the 7 Force collaboration arrangements were put in place Sharpe Pritchard led this procurement as the 7 Force Delivery Partner. The procurement was undertaken via an existing framework with Randstad Solutions Ltd being the successful bidder. The contract award is divided into four Lots of which BCH is one and is therefore entering a call of contract with Randstad Solutions via the framework with Bedfordshire and Hertfordshire Police Forces. The procurement has been through the appropriate procurement processes and due to the expected value of the contract over the contract period it requires signing and sealing by the OPCC.

4. Procurement Update

4.1 Cambridgeshire Constabulary has joined other police forces in the eastern region to collaborate its procurement function. The collaboration consists of Bedfordshire, Hertfordshire, Norfolk, Suffolk, Kent and Essex Police Forces alongside Cambridgeshire. Over time this will drive efficiencies in the procurement processes

and deliver financial savings through aggregating demand as procurement activity is aligned to create economies of scale and joint procurement becomes standard practice.

- 4.2 Whilst the 7 Force procurement function was being established a Delivery Partner, Sharpe Pritchard, was engaged to support the early procurements of the 7 Force function. One such procurement was for temporary agency workers across the region to contract for the provision of a managed service for the supply of temporary workers.
- 4.3 The procurement was led by Kent Police and Essex Police as the lead authorities for the 7 Force. The procurement was divided into four lots reflecting the more local collaboration arrangements that the Forces have between them. This means Cambridgeshire Constabulary was in a lot with it's tri-force partners Bedfordshire and Hertfordshire as BCH.
- 4.4 A mini-competition was used under an existing Framework Agreement available to all authorities. Out of the ten suppliers on the Framework nine joined the project on the e-tendering portal and received the Invitation to Tender. All communication throughout the procurement process, including clarification questions and responses, was also conducted via the e-tendering portal.
- 4.5 The specification and contract terms and conditions are the same for each of the lots and ultimately are designed to enable the Forces to source temporary agency workers in general business areas as well as more specialist and hard to fill functions. The contract period is 2 years initially with an option to extend for a further year followed by a second year (2+1+1). Subject to OPCC approval separate contracts will be called off for each of the four lots meaning BCH will have its own contract with the successful bidder.
- 4.6 Two bids were received and the evaluation of the bids identified the successful bidder as Randstad Solutions Ltd. It is now the intention of Cambridgeshire Constabulary with its tri-force partners to contract with the preferred bidder for the supply of temporary agency staff.

5. Recommendation

- 5.1 Following a compliant procurement process the Board is recommended to approve the contract for Temporary Agency Workers and for the contract to be signed and sealed.

BIBLIOGRAPHY

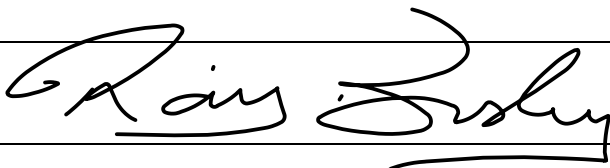
Source Document(s)	Procurement Services Contract Award Report, note document is commercially sensitive
Contact Officer(s)	Jon Lee - Chief Finance Officer and Director of Resources, Cambridgeshire Constabulary

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2020-012

Subject	Role of Acting Chief Executive Officer, Office of Cambridgeshire Police and Crime Commissioner
Decision	To cover the role of Chief Executive Officer during the secondment of the incumbent post holder, establish the post of an Acting Chief Executive Officer to be filled by the current Deputy Chief Executive from 11 th May 2020
Decision Summary	<p>The current Chief Executive, Dorothy Gregson, has been seconded to the role of Deputy Regional Director and NHS Regional Director of Public Health for the East of England to help the response to the Corvid-19 pandemic. It is anticipated this will be for a period of six months.</p> <p>As required by the Police Reform and Social Responsibility Act 2011 the Police and Crime Commissioner must appoint a person to be head of the Commissioners staff a role often referred to as Chief Executive Officer.</p> <p>The Acting Police and Crime Commissioner based on the recommendation of the current CEO agreed that her Deputy CEO, James Haylett would become the Acting Chief Executive and monitoring Officer for the Office of Cambridgeshire Police and Crime Commissioner to cover the incumbent’s secondment. This is anticipated to be for an initial period of six months, however this may be extended if the need arises.</p> <p>The acting CEO will take on all the duties associated with the role of Chief Executive and Monitoring Officer.</p>

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

Ray Bisby, Acting Cambridgeshire Police and Crime Commissioner	
I confirm that I have reached the above decision after consideration of the facts above.	
Signature	Date 07/05/2020



CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2020-013

Subject	Contract extension for the Provision of Forensics Services
Decision	To sign the contract to enable the extension of forensic services for a further 18 months
Decision Summary	<p>Following updates from the National Police Chiefs Council and the 7 Forces Strategic Governance Board meeting in September 2019 it was recommended that the Chief Constables and Police and Crime Commissioners agree to extend the contract for Forensic Science services for a period of 18 months from July 2020.</p> <p>The Acting Police and Crime Commissioner was briefed accordingly and agreed to the recommendation made by the 7 Forces Strategic Governance Board to agree to extend the Forensic Services contract.</p>

Contact Officer	James Haylett, Acting Chief Executive Tel: 0300 333 3456 Email: James.Haylett@cambs.pnn.police.uk
Background Papers	Briefing document April 2020

Ray Bisby, Acting Police and Crime Commissioner

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

Signature		Date 12/05/2020
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To: Acting Police & Crime Commissioner

From: Howard Thackray, Business Manager

Date: 12th May 2020

Briefing Note – Contract for the Provision of Forensics Services

1.0 Purpose

1.1 To update the Acting Police and Crime Commissioner (the Commissioner) on the expiry of the Forensics Science Provider contract.

2.0 Recommendation

2.1 The Acting Commissioner is asked to sign a Decision Notice to approve the contract extension with the existing contractors.

2.2 The Commissioner should sign the contract for an 18 month extension to the existing contact, due to expire in June 2020.

3.0 Background

4.0 The NPCC reported to all Chief Constables and Police and crime Commissioners in February 2019. The NPCC work involved a forensic review of the suppliers' financial situation, development of the model to identify those services where suppliers were loss making and what pricing uplifts or contract variations should be proposed, independent assurance of the approach and also legal advice and contingency planning.

4.1 The 7 force Strategic Governance Board meeting of the 25th September 2019 recommended that the 7 Forces and 14 Corporation Soles extend current contracts until a national solution has been sourced and Transforming Forensics/ Home Office complete a National Strategy.

Contact Officer	Howard Thackray, Business Manager, Office of the Police and Crime Commissioner
Background Paper	7 force Strategic Governance Board meeting of the 25 th September 2019

	Current Background reports	Anticipated timescale/date
ANNUAL REPORT		
To approve the Annual Report to reflect both the previous Commissioner’s work and the Acting Commissioner’s work for the period between April 2019 to March 2020		Decision to publish after September 2020 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.	Decision Notices and related reports published on Acting Commissioner’s website and sent to Police and Crime Panel. <u>Business Co-ordination Board Reports:</u> http://www.cambridgeshire-pcc.gov.uk/work/business-coordination-board	Decisions driven by individual collaboration project timescales and review timescales.

	Current Background reports	Anticipated timescale/date
CAMBRIDGESHIRE SOUTHERN POLICE STATION		
Approval on individual decisions as required as part of project.	<p><u>Business Co-ordination Board Report:</u></p> <ul style="list-style-type: none"> • ‘Launch of Custody Project’, Agenda Item 12.0, 11th August 2016 • ‘Summary of the draft proposal for the Southern Policing Hub’, Agenda Item 12.0, 1st March 2018 • ‘Option Agreement for Cambridgeshire Southern Police Station’, Agenda Item 11.0, 28th February 2019 • ‘Operational Requirements for Custody’, Agenda Item 5.1, ‘Securing a Site for the Southern Police Station’, Agenda Item 5.2, ‘Equality Impact Assessment Cambridge Southern Police Station’, Agenda Item 5.3, Business C-ordination Board, 31st July 2019 • ‘Southern Police Station Update’, Agenda Item 9.0, 18th September 2019 <p>https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/</p> <p><u>Police and Crime Panel Report:</u></p> <ul style="list-style-type: none"> • ‘Police and Crime Commissioner’s Strategic Estates Update’, Police and Crime Panel, 14th June 2017 <p>http://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=543&MId=3924&Ver=4</p>	Driven by project timescales. Panel to be kept updated. Appendix 4 below provides an update regarding the proposal.
	Current Background reports	Anticipated timescale/date

COMMISSIONING		
Approval of Acting Police and Crime Commissioner commissioned services - Police and Crime Plan sets the context within which commissioning will be made		Throughout the year as required.
ESTATES		
	<p>Detailed reports will be prepared as individual assets are considered.</p> <p>Business Co-ordination Board Reports:</p> <ul style="list-style-type: none"> • 'Accommodation Strategy', Agenda Item 11.0, 2nd July 2020 <p>https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/bcb-2nd-july-2020/</p>	Decisions as required in line with the Accommodation Strategy
EXTERNAL FUNDING OPPORTUNITIES		
Approve decisions as required relating to external funding opportunities to support initiatives to transform policing, collaborative working, prevent crime, and protect vulnerable people.		Timescales for decisions are driven by Government bidding process.

	Current Background reports	Anticipated timescale/date
GRANT FUNDING		
<p>Acting 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><u>Business Co-ordination Board Reports:</u></p> <ul style="list-style-type: none"> • 'Strategic funding approach to prevention', Agenda Item 6.0, 18th September 2019 • 'Medium Term Financial Strategy', Agenda Item 7.0, 25th February 2020 <p>https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/</p> <p><u>Police and Crime Panel Reports:</u></p> <ul style="list-style-type: none"> • 'Medium Term Financial Strategy', 25th March 2020 <p>https://democracy.peterborough.gov.uk/ieListMeetings.aspx?Committeeld=543</p>	Throughout the year as required.

**ACTING POLICE AND CRIME COMMISSIONERS – ESTATES
UPDATE SINCE LAST POLICE AND CRIME PANEL IN MARCH 2020 AND LIKELY FORTHCOMING DECISIONS**

APPENDIX 4

Also refer to the 'Accommodation Strategy', Agenda Item 11.0, Business Co-ordination Board, 2nd July 2020.

Note: some estate decisions may be commercially and or operationally confidential and therefore not in the public domain

<https://www.cambridgeshire-pcc.gov.uk/accessing-information/decision-making/business-coordination-board/bcb-2nd-july-2020/>

**ASSETS SUBJECT TO OPTIONS ANALYSIS/COLLABORATION – UPDATE SINCE LAST POLICE AND CRIME PANEL
IN MARCH 2020**

Tenure	Floor Area m ²	Facilities	Current Use	Issues/Options	Timescale/Update
Copse Court, Thorpe Wood, Peterborough PE3 6SF					
Freehold	3,079	Offices	Operational	Surplus capacity following re-location to Constabulary Headquarters. Options have been considered and a part letting is preferred. Remaining occupiers have been relocated to the ground floor to allow formal marketing of vacated space. Market interested has been generated.	Vacant space is now to be reviewed as part of the Accommodation Strategy and Constabulary's Strategic Threat & Risk Assessment Panel
Monks Wood Training Centre, Huntingdon PE28 2LS					
Freehold	3,825	Training Centre	Operational	Development of surplus space for Bedfordshire, Cambridgeshire, Hertfordshire (BCH) police forces Joint Protective Services (JPS) training facility. Options being considered.	BCH JPS are preparing an Outline Business Case for October 2020.

Tenure	Floor Area m ²	Facilities	Current Use	Issues/Options	Timescale/Update
St Neots Police Station, Dovehouse Close, St Neots PE19 1DS					
Freehold	503	Offices	Operational	Subject to discussions on shared use and re-development with Fire & Rescue. Following outcome of Constabulary's Local Policing Review and planning pre-application enquiries, an extension to the Fire Station is being explored which could be self-funded from the disposal of the Police Station once surplus.	Initial plans and budget estimates have been prepared. Planning application work is on hold until Accommodation Strategy is agreed.
Wisbech Police Station, Nene Parade, Wisbech PE13 3BT					
Leasehold	1,112	Enquiry Office, Offices	Operational	<p>Planning Permission was obtained on 7th August 2018 on the Fire Station for a combined 'blue light' station (Fire, Ambulance & Police).</p> <p>Revised costs were obtained and discussed at the January 2019 Estates Sub-Group. It was concluded that the planned extension had become unaffordable, due to technical problems, and that the scope had also changed requiring further space.</p>	A refurbishment plan has been agreed for the existing police station and works are planned to commence in October 2020.

ASSET PROPOSALS – UPDATE SINCE LAST POLICE AND CRIME PANEL IN MARCH 2020

Current Situation	Timescale/Update
Southern Police Station	
An option agreement was completed on 1 st March 2019 to permit site due diligence and explore planning issues for a new Southern Police Station. Public engagement continues.	Both Stakeholder and Public meetings were held in June 2019. Constabulary undertook a public consultation from 1 st February to 29 th February and returns were supportive. Site specific consultation is being undertaken during July and subject to this outcome a planning application will be submitted in September 2020.

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CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item No. 10
22 JULY 2020	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, 30 July 2018 and 26 June 2019

2. RECOMMENDATIONS

2.1 It is recommended that the Panel:

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

3. TERMS OF REFERENCE

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

4. BACKGROUND

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

5. KEY ISSUES

N/A

6. IMPLICATIONS

6.1 N/A

7. CONSULTATION

7.1 N/A.

8. NEXT STEPS

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

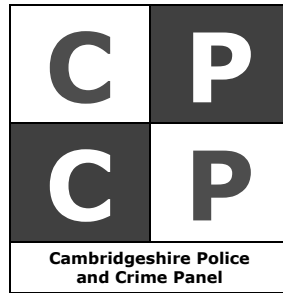
9. BACKGROUND DOCUMENTS

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

9.1 None.

10. APPENDICES

10.1 Rules of Procedure (Appendix 1)



Cambridgeshire Police and Crime Panel

Rules of Procedure



1.0 General

1.1 In this document:

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

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

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

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

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

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

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

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



2.0 Election of Chairperson and Vice-Chairperson

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

3.0 Resignation and removal of the Chairperson and Vice-Chairperson

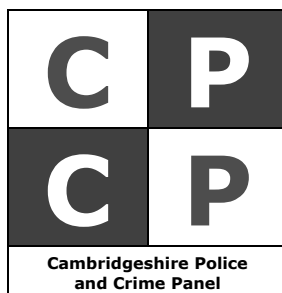
- 3.1 The Chairperson and/or Vice Chairperson may be removed by a vote of no confidence by a simple majority vote at a formal meeting of the Panel.
- 3.2 In the event of the resignation or removal of the Chairperson or Vice-Chairperson an election for the position will be held at the next meeting of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

4.0 Panel Meetings

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



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



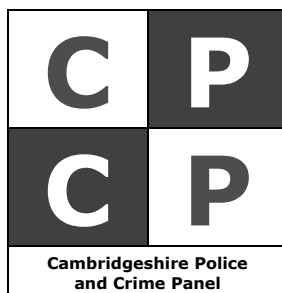
- 7.17 An answer can take any of the following forms:
- (a) a direct oral answer;
 - (b) a reference to a publicly available document if it answers the question;
 - (c) if it would not be practicable or appropriate to answer a question orally the member will supply a written answer to the questioner 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, not just those present, at the time when the decision is made).

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

17.0 Senior Appointments

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

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

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

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



period means the period that:

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



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

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

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

19.0 Suspension and Removal of the Chief Constable

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

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

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

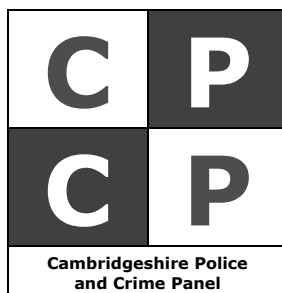
19.4 If the PCC is still proposing to call upon the Chief Constable to resign, she/he must notify the Panel accordingly (the 'further notification').

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

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

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

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



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

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

20.0 Appointment of an Acting Police and Crime Commissioner

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

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

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

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

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

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

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

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

21.0 Complaints

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



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

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

22.0 Further Guidelines/Protocols

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

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



ANNEX A: ACCESS TO INFORMATION STANDING ORDERS

1.0 SCOPE

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

2.0 RIGHTS TO ATTEND MEETINGS

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

3.0 NOTICES OF MEETING

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

4.0 ACCESS TO AGENDA AND REPORTS BEFORE THE MEETING

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

5.0 SUPPLY OF COPIES

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

6.0 ACCESS TO MINUTES ETC AFTER THE MEETING

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



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

7.0 BACKGROUND PAPERS

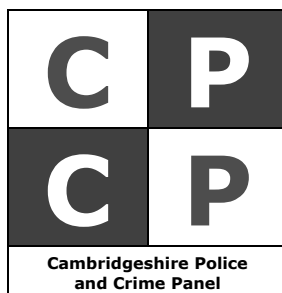
- 7.1 *List of background papers:* Reports will include a list (prepared by the Secretariat) of those documents (called background papers) relating to the subject matter of the report which in their opinion disclose any facts or matters on which the report or an important part of the report is based;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

8.0 SUMMARY OF THE PUBLIC'S RIGHTS

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

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

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



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

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

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

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

10.0 EXCLUSION OF ACCESS BY THE PUBLIC TO REPORTS

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



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

11.0 RECORD OF DECISIONS

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

CAMBRIDGESHIRE POLICE AND CRIME PANEL	Agenda Item No. 11
22 JULY 2020	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 It is recommended that the Panel approve the Police and Crime Panel’s Annual Report.

3. TERMS OF REFERENCE

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

4. BACKGROUND

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

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

5. KEY ISSUES

- 5.1 None

6. IMPLICATIONS

- 6.1 None

7. CONSULTATION

- 7.1 None

8. NEXT STEPS

8.1 N/a.

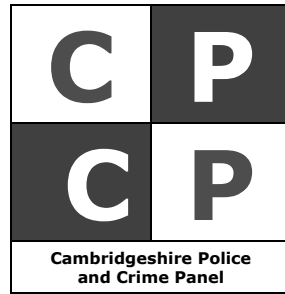
9. BACKGROUND DOCUMENTS

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

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

10. APPENDICES

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

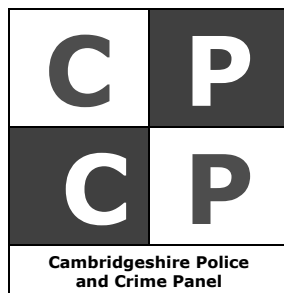


Cambridgeshire Police and Crime Panel



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

ANNUAL REPORT 2019/20

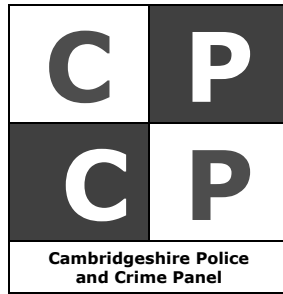


FOREWORD

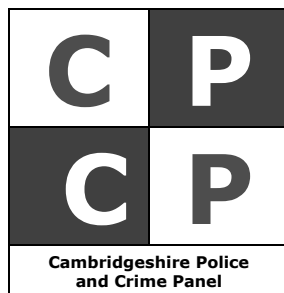
Welcome to the seventh Annual Report of the Cambridgeshire Police and Crime Panel covering the municipal year 2019–20. The Panel is made up of eleven councillors from across the seven Local Authorities – Cambridge City, East Cambs, Fenland, Huntingdon, South Cambs, Cambridgeshire County Council and Peterborough City Council, together with two independent members.

In 2019/20, the Chair was independent member Edward Leigh and the Vice Chair Councillor Alan Sharp from East Cambs District Council.

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



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2.	Panel Membership 2019-20	
3.	Terms of Reference of Cambridgeshire Police and Crime Panel	
4.	Highlights of Activity in 2019-20	
5.	The Police and Crime Panel and the Public	
6.	Work Programme	
7.	Contact Details	



1. WHAT IS CAMBRIDGESHIRE POLICE AND CRIME PANEL

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

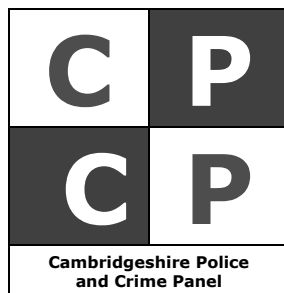
2. PANEL MEMBERSHIP

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

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

In 2019-20, Panel members were:

Peterborough CC:	Councillor Scott Warren (Conservative) Councillor Chris Wiggin (Lib Dem) Councillor Ansar Ali (Labour)
Cambridgeshire CC:	Councillor Mike Shellens (Lib Dem) Councillor Steve Tierney (Conservative) Councillor Derek Giles (Independent)
Huntingdonshire DC:	Councillor Simon Bywater (Conservative)
South Cambs:	Councillor Claire Daunton (Lib Dem)
Fenland DC:	Councillor Susan Wallwork (Conservative)
East Cambs:	Councillor Alan Sharp (Vice Chair) (Conservative)
Cambridge City Council:	Nicky Massey (Labour)
Independent Members:	Edward Leigh (Chair) Claire George



3. GOVERNANCE

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

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

4. THE PANEL'S CORE WORK PROGRAMME

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

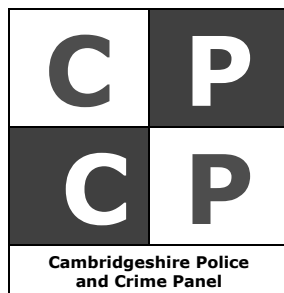
- Review annually the Commissioner's proposed council tax precept, with powers to veto once.
- Review annually the Commissioner's Police and Crime Plan and Annual Report.
- Scrutinise the Commissioner's proposed appointment of a Chief Constable, with the power to veto once.
- Scrutinise the appointment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

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

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

5. HIGHLIGHTS OF ACTIVITY IN 2019/20

The year commenced with some changes in Panel membership. Since its establishment, a constantly changing membership has been a feature of the Panel in Cambridgeshire. Whilst it is recognised that elections will change the representation and make-up of local authorities, Panel Members have regularly expressed the view that a stable membership would be beneficial in ensuring the effective discharge of its responsibilities in holding the Police and Crime Commissioner to account. The Panel is hopeful that the party leaders (who typically make the appointments) will recognise the value of consistent membership in providing effective scrutiny and informed decision making.



During 2019-20 the Panel met physically on four occasions to scrutinise a number of key areas of the Commissioner's work. These included:

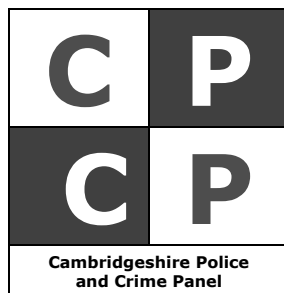
- Reviewing the Commissioner's performance reporting procedures which sets out what the police are expected to achieve and how the Commissioner holds the police to account.
- Requesting, receiving and scrutinising further detailed information regarding Cambridgeshire Constabulary's estates.
- Monitoring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

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

26 June 2019 – Annual General Meeting of the Panel - Training session: As part of the Panel's development, Frontline Consulting – who are leading experts in the field of Police and Crime Panels – came to deliver a session for Members around the Panel's key powers and responsibilities, the national context of policing and crime and what the Panel could do to develop its work programme for the coming year. The session built on the induction for new Members and provided existing Members with some ideas on how to make best use of the powers they have to scrutinise and support the Commissioner. AGM - Frontline were also invited to observe the Panel meeting in order to give their feedback on how the Panel operated.

The Panel endorsed the Annual Report for 2018/19 and also made the following recommendations:

- To include a form of geographical visual representation under "My Year at a Glance"
- To provide diversity in examples of best practice around the increase of public involvement to improve community understanding and resilience
- Provide hard copies of the Annual Report in libraries, council offices, police stations and partner agencies' offices
- Include number of police sickness days to support the wording on p35
- Provide an explanation as to where the proceeds of crime monies go
- Clarify in the infographic on p10 that '399 incidents recorded' is unconnected with method of reporting
- Add narrative to the graphic '46 violent crimes' to include some detail around domestic violence
- Add narrative around statistics that are unexpected or counterintuitive (e.g. fall in drugs offences and large increase in robberies)
- Include the total of all crime figures for each year
- Define 'frontline police officers'



11 July 2019 – Panel Members attended an LGA Police and Crime Panel Workshop which provided an opportunity to network with other Panels, pick up on the latest proposals from the Home Office and share best practice.

11 September 2019 – Cancelled – The meeting was cancelled at short notice by the Commissioner: ‘Due to other personal commitments, the Police and Crime Commissioner asked that this [the 11th September] Panel meeting is cancelled with scheduled business transferred to the October Panel meeting. He has sent his apologies to the Panel for any inconvenience caused and appreciates the Panel being able to accommodate this’.

20 September 2019 – The Vice-Chair attended the Eastern Regional PCP Network meeting which provided an opportunity to share information; which is beneficial as the Eastern police forces work together.

9 October 2019 – Main theme: Victims and Offenders. Supplementary report on County Lines drug dealing. Recommendations were made:

- For deep-dive thematic reports that have been published before coming to the Panel (e.g. originally for the Business Coordination Board), please include:
 - Annotations to explain abbreviations and acronyms;
 - Relevant updates since the original report was written;
 - Data and interpretation (or qualitative assessments) for each of the Business Intelligence Information metrics set out in the Police and Crime Plan.

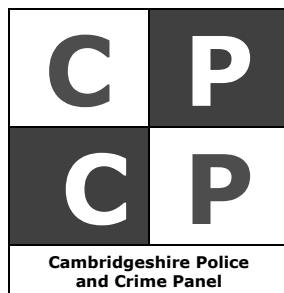
19 November 2019 – The Panel was represented by the Chair and Vice-Chair (and Panel Support Officer) and other Members at the Ninth Annual PCP Conference in Warwick facilitated by Frontline Consulting. The event was very well-attended with Panel representatives from across the UK. Further information on the work to support Police and Crime Panels can be found here - <https://www.pcps-direct.net/>

The Conference covered key national issues relevant to Police and Crime Panels, including those who have already taken on responsibility for Fire and Rescue Services. The afternoon saw thematic, topical and practitioner-led workshops where experience was shared around a range of topics including: Collaboration, Complaints handling, Performance monitoring, public engagement, Budget scrutiny, Police and Crime Plans etc.

11 November 2019 – The Panel were informed that the Commissioner, Jason Ablewhite, had resigned from his position of Cambridgeshire’s Police and Crime Commissioner.

13 November 2019 - Cancelled – Panel meeting cancelled due to the Commissioner’s resignation.

27 November 2019 – Extraordinary Meeting – The Panel considered an appointment of an Acting Police and Crime Commissioner. The Deputy Police and Crime Commissioner had been put forward due to Home Office guidance stating “In the event of a PCC vacancy arising, either temporarily (eg through illness) or permanently, the Police and Crime Panel appoints someone as Acting Commissioner. Where in place, the Deputy PCC is the obvious person to appoint in such cases.” Therefore the Panel agreed to appoint Ray Bisby to the role of Acting Police and Crime Commissioner.



6 February 2020 - Commissioner Budget Precept - The Commissioner proposed that for 2019/20 there would be £9.99/year (4.49%) increase in the precept for a Band D property. 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:

- Local Policing Review
- Increase in future precepts
- Policing Frontline
- Disposal of sites
- Future Savings and efficiencies

The Panel endorsed the Commissioner's proposed precept.

12 March 2020 - Eastern Regional PCP Network meeting – Meeting cancelled due to the COVID-19 Pandemic

25 March 2020 –Cancelled – Panel meeting cancelled due the COVID-19 pandemic.

April 2020 – Informal Virtual Telecon – It was decided due to the cancellation of several meetings that a telecom would take place that involved the Chair, Vice Chair, Support Officer, Monitoring Officer and the Acting Commissioner, Chief Executive and support staff. This involved sending prepared questions from Panel Members to the OPCC that were discussed at the meeting. These were then published onto the website.

More generally

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

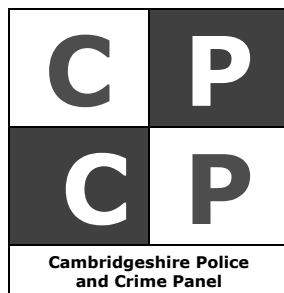
6. THE POLICE AND CRIME PANEL AND THE PUBLIC

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

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

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

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



7. THE YEAR AHEAD 2019/20

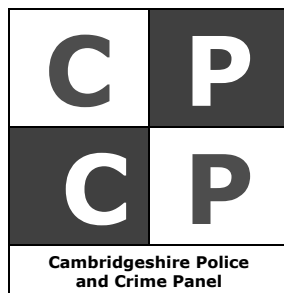
Panel Members and substitutes throughout 2019/20:

Edward Leigh
Claire George
Councillor Mike Shellens
Councillor Ansar Ali
Council Alan Sharp
Councillor Claire Daunton
Councillor Steve Tierney
Councillor Nicky Massey
Councillor Simon Bywater
Councillor Susan Wallwork
Councillor Chris Wiggin
Councillor Derek Giles
Councillor Scott Warren

Councillor David Connor
Councillor Lucy Nethsingha
Councillor Lynne Ayres
Councillor Ed Murphy
Councillor Julia Huffer
Councillor Hazel Smith
Councillor Hamish Masson
Councillor Andrew Lynn
Councillor Rosy Moore

Previous Police and Crime Panel Members who left in 2019/20

Councillor Christian Hogg
Councillor John Palmer
Councillor Carla McQueen



8. WORK PROGRAMME

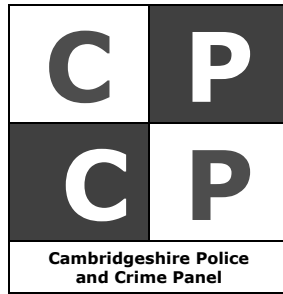
The Panel have a work programme that is reviewed regularly. In addition to the statutory responsibilities of the Panel, it covers key issues of importance to the public of Cambridgeshire. For example, the Panel has received reports on County Lines as its important this issue is discussed with the Commissioner so that elected representatives can provide reassurance in their own communities.

Going forward, it is hoped to align the Panel's work programme with that of the Commissioner's Business Coordination Board, to ensure that reports submitted to the Panel are timely, and issues being discussed are of equal importance to the Commissioner, Chief Constable and the elected Members serving on the Panel.

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

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

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



9. CONTACT DETAILS

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

The Panel can be contacted via the below:

Police and Crime Panel Secretariat

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

Telephone: (01733) 452281

Email: jane.webb@peterborough.gov.uk

Website: Cambridgeshire Police and Crime Panel

The Acting Police and Crime Commissioner for Cambridgeshire is Ray Bisby.

He can be contacted via his office:

Office of the Acting Police and Crime Commissioner

Cambridgeshire Police Headquarters
Hinchingsbrooke Park
Huntingdon
Cambridgeshire
PE29 6NP

Telephone: (0300) 333 3456

Email: cambs-pcc@cambs.pnn.police.uk

Website: www.cambridgeshire-pcc.gov.uk



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**CAMBRIDGESHIRE POLICE AND CRIME PANEL
DRAFT AGENDA FORWARD PLAN 20120-2021**

PROPOSED DATES	
10 SEPTEMBER 2020	Offenders/Victims
7 OCTOBER 2020	
24 NOVEMBER	9th Annual Conference – Police & Crime Panels
25 NOVEMBER 2020	Communities
3 FEBRUARY 2021	Precept*/Budget
17 FEBRUARY 2021	Veto if Required
24 MARCH 2021	Transformation/Communities

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

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