



CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2016-034	
Subject	S22A Agreement under the Police Act 1996 (as amended) for the updated collaboration agreement for the Public Contact 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	To sign the updated Section 22A Agreement under the Police Act 1996 (as amended) for Cambridgeshire Constabulary for the Public Contact function with Bedfordshire Police and Hertfordshire Constabulary.
Decision Summary	<p>The Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board (“the Board”) meeting on the 10th November 2016 discussed and agreed the proposal to update the existing Section 22A Agreement for Public Contact to a single leadership team for Bedfordshire Police, Cambridgeshire Constabulary (“the Constabulary”), and Hertfordshire Police. The Section 22A Agreement is made between the six corporations sole (the Chief Constables of Bedfordshire, Cambridgeshire and Hertfordshire and the Police and Crime Commissioners for Bedfordshire, Cambridgeshire and Hertfordshire).</p> <p>The Board approved that the Police and Crime Commissioner and the Constabulary should sign the updated Section 22A Agreement to effect the collaborative arrangements for the purpose of providing efficient and effective policing.</p>
Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	SEC 22A Collaboration Agreement Update for Public Contact: Business Coordination Board 10 th November 2016. http://www.cambridgeshire-pcc.gov.uk/work/BCB

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature

Date

11-11-16

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2016-035

Subject	S22A Agreement under the Police Act 1996 (as amended) for the updated collaboration agreement of the Eastern Regions Special Operations Unit (ERSOU) and the Counter Terrorism Intelligence Unit (CTIU) 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	To sign the updated Section 22A Agreement under the Police Act 1996 (as amended) for Cambridgeshire Constabulary for the ERSOU, Regulation of Investigatory Powers Act (RIPA) and the CTIU function with Bedfordshire Police and Hertfordshire Constabulary.
Decision Summary	<p>The Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board (“the Board”) meeting on the 10th November 2016 discussed and agreed the proposal for the existing Section 22A Agreement for ERSOU, RIPA and CTIU function of Bedfordshire Police, Cambridgeshire Constabulary (“the Constabulary”), and Hertfordshire Police to be updated to include of Kent Police and transfer the lead force responsibilities from Hertfordshire Constabulary to Bedfordshire Police and incorporate feedback from the Office of the Surveillance Commissioners.</p> <p>The Board approved that the Police and Crime Commissioner and the Constabulary should sign the updated Section 22A Agreement to effect the collaborative arrangements for the purpose of providing efficient and effective policing.</p>
Contact Officer	<p>Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk</p>
Background Papers	<p>SEC 22A Collaboration Agreement Update: Coordination Board 10th November 2016. http://www.cambridgeshire-pcc.gov.uk/work/BCB</p>

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature



Date

11-11-16

Does this need amending to reflect Kent has been included?



To: Business Coordination Board

From: Chief Finance Officer

Date: 10 November 2016

SECTION 22A COLLABORATION AGREEMENTS UPDATE

1. Purpose

1.1 The purpose of this report is to provide the Business Coordination Board (“the Board”) with details of the progress on Section 22A Collaboration Agreements under the Police Act 1996 (as amended) (“the S22A Agreements”) for the collaboration of the six corporations sole (the Chief Constables of Bedfordshire, Cambridgeshire and Hertfordshire and the Police and Crime Commissioners for Bedfordshire, Cambridgeshire and Hertfordshire) that have formed a Strategic Alliance Summit (the “Alliance”).

2. Recommendation

2.1 The Board is recommended to note the signing of the updated S22A Agreements relating to Public Contact, ERSOU and CTIU and the intention to sign updated S22A Agreements relating to CJS.

2.2 The Police and Crime Commissioner (“the Commissioner”) signs the Decision Notices relating to the signing of the updated S22A Agreements as set out above.

3. Background

3.1 Sections 22A and 23 Police Act 1996 (as amended) (“the Act”) enable the Chief Officers of one or more police forces and two or more policing bodies to make an Agreement relating to:

- *the discharge of functions of the members of the Chief Officer's forces ("force collaboration provision") and for such other provision as shall be referred to in this agreement. "Functions" comprise all and any of the powers and duties of police forces, and/or*
- *the provision about support by a policing body for the police force which another policing body is responsible for maintaining ("policing body and force collaboration provision"). "Support" includes the provision of premises, equipment, staff, services and facilities.*

Provided that:

- *the Chief Officers think that such an agreement is in the interests of the efficiency or effectiveness of one or more police forces, and*
- *the policing bodies think that the agreement is in the interests of the efficiency and effectiveness of one of or more policing bodies or police forces.*

- 3.2 Through the Police Reform and Social Responsibility Act 2011 (Section 89) the presumption is now in favour of collaboration, i.e. joint working should be taken forward where in the opinion of Chief Officers or policing body collaboration delivers greater efficiency or effectiveness.
- 3.3 The Alliance has already collaborated a number of operational (e.g. JPS functions), operational support (e.g. Local Criminal Justice Board administration) and organisational support (e.g. PSD, Procurement) functions. In December 2013 they signed a 'Memorandum of Understanding' to foster further organisational and operational support service collaboration where greater efficiency and effectiveness is supported. To date seven business cases have been agreed and section 22A Agreements signed (i.e. Firearms Licensing, Human Resources, Public Contact implementation, Criminal Justice phase 1, Custody, Information Communication Technology and Information Management) in addition to progressing a number of joint enabling initiatives (i.e. the Athena policing system and a single Human Resource & Finance system).
- 3.4 The Offices of the Police and Crime Commissioners Chaired governance boards have been established for JPS, Operational Support and Organisational Support to provide more detailed scrutiny.
- 3.5 Updated section 22 agreements for Joint Protective Services ("JPS"), the Professional Standards Department ("PSD") and Procurement were signed at the Strategic Alliance Summit on 28 September. These had been considered by the Board at the meeting on 23 June 2016.

4. Public Contact

- 4.1 The transitional Section 22 agreement for collaboration of Public Contact was signed on 27 November 2015. An updated section 22 for Public Contact was signed in November 2016 supporting a single Senior Leadership Team ("SLT").
- 4.2 The Single Leadership Team will promote convergence of working practices across the existing public contact centres, further develop digital public contact and also manage collaborated budgets.

5. Criminal Justice Phase 2

- 5.1 A business case for Criminal Justice Phase 2 was presented to the Summit on 28 September 2016 to outline the level of savings that could be achieved by implementing a proposed model for Criminal Justice (CJ) Phase 2 functions as from 1st April 2017 and prior to the implementation of Athena.
- 5.2 The main functions included in Phase 2 are outlined below:
- Administration of Justice (AOJ).
 - Witness Care and Co-ordination.
 - Crown Court Liaison Officers.
- 5.3 The BCH outlines a proposed Blueprint which is capable of being delivered prior to the implementation of Athena demonstrating a clear step in the direction of travel which will:
- Release savings of £654K from the AOJ function for Beds, Cambs and Herts from April 2017.
 - Improve the service to Victim and Witnesses
 - Provide a stronger more resilient and efficient model with increased capability to manage future change at both a regional and national level.;
 - Be conducive with Regional collaboration work towards alignment and convergence;
 - Position CJ in the best possible place to implement Athena by assisting to mitigate some of the business and reputational risks associated with implementation i
 - Provide a more cohesive BCH Collaborated CJ and Custody Department with increased resilience across the SMT and wider department.
- 5.4 The Section 22 Agreement is in the process of being finalised and will be presented for signing at a future Strategic Alliance Summit.

6 Eastern Region Functions

- 6.1 The current ERSOU S22 Collaboration Agreement was signed by Chief Constables and Police & Crime Commissioners on 23 July 2014; this Agreement formalised the transfer of Lead Force responsibilities from Hertfordshire to Bedfordshire.
- 6.2 The current Counter Terrorism Intelligence Unit (“CTIU”) S22 Collaboration Agreement was signed by Chief Constables and Police & Crime Commissioners on 23 July 2014; this Agreement formalised the transfer of Lead Force responsibilities from Hertfordshire to Bedfordshire.
- 6.3 In April 2015 it was agreed that Kent Police could join any of the ERSOU capabilities they wished to join. Kent have subsequently gave formal notice to SEROCU that they will be withdrawing from their current Collaboration Agreement as of 31 March 2017.

- 6.4 Three new Collaboration Agreements were therefore circulated to include Kent Police and also update the Agreements for feedback from the Office of Surveillance Commissioners:
- The ERSOU Agreement.
 - A new Regulation of Investigatory Powers Act S22 Agreement
 - A new ECTIU Collaboration Agreement has been drafted to reflect the collaboration of all force CT resources with the regional CTIU to create a single regional CT structure, overseen by Bedfordshire Police as Lead Force.
- 6.5 The draft ERSOU agreement has been reviewed by the legal services teams in all 7 forces and it takes into account and reflects all feedback received. The majority of the ECTIU agreement content is in effect a mirror image of the ERSOU agreement.
- 6.6 The ERSOU and RIPA Agreements ‘commenced’ on the date of signing; 10 October 2016. The ECTIU Agreement reflects and will facilitate new areas of change; the full collaboration of all force counter terrorism and domestic extremism resources into a single command. The ‘commencement date’ of the ECTIU Agreement will therefore be 1 April 2017 in order that the necessary HR processes and associated staff consultation can take place.
- 6.7 The final draft documents have been circulated to Chief Executives and Force Legal Teams and were presented at the Regional Alliance Summit Meeting for signature on 10 October 2016.

7 Recommendation

- 7.1 The Board is recommended to note the signing of the updated S22A Agreements relating to Public Contact, ERSOU and CTIU and the intention to sign an updated S22A Agreements relating to CJS.
- 7.2 The Police and Crime Commissioner (“the Commissioner”) signs the Decision Notices relating to the signing of the updated S22A Agreements as set out above.

BIBLIOGRAPHY

Source Document(s)	Minutes of BCH Strategic Alliance 28 September 2016 Business Co-ordination Board meeting 23 June 2016 – agenda item 12, JPS and PSD agreements
Contact Officer	Josie Gowler, Chief Finance Officer, Office of the Police and Crime Commissioner

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2016-036

Subject	Funding for the Learning Management System
Decision	To approve the funding request from Cambridgeshire Constabulary for the Learning Management System
Decision Summary	<p>The Cambridgeshire Police and Crime Commissioner’s (PCC) Business Coordination Board (“board”) meeting on 22nd January 2016 considered and approved the proposal for a single collaborative IT system for Finance, Human Resources, Learning and Development and Duties Management, across Bedfordshire Police, Cambridgeshire Constabulary, and Hertfordshire Constabulary. See Decision Notice CPCC 2016-004.</p> <p>The 2016/17 Capital Programme included £624k for Cambridgeshire’s share of a tri-force capital scheme to purchase a joint Enterprise Resource Planning system (ERP), following the approval of the business case by the three PCCs and the three Chief Constables. The approved business case included the purchase of a Learning Management System (“LMS”), however the figure entered into the Capital Programme omitted the budget for this part of the system.</p> <p>Following the approval of the purchase of the LMS solution by the Organisational Support Board, an addition to the 2016/17 Capital Programme of £56k (Cambs’ share) is to be proposed to the PCC which is to be funded, in line with the rest of the ERP budget, from the Budget Assistance Reserve.</p> <p>Following a meeting of the PCC’s board on the 16th December 2016, the board discussed and agreed to the additional funding of £56k for the LMS from the Budget Assistance Reserve.</p>

Contact Officer	<p>Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk</p>

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature




Date

16-12-16

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2016-037

Subject	Funding for the refurbishment of the Sexual Assault Referral Centre
Decision	To approve the funding for the refurbishing costs for the Sexual Assault Referral centre
Decision Summary	<p>On 17 March 2016, the Police and Crime Commissioner (PCC) approved the relocation of the Sexual Assault Referral Centre from Peterborough to Huntingdon (decision notice CPCC 2016-013), with refurbishment costs of the new site to be funded jointly with the NHS. Detailed plans have now been agreed, discussed and considered at the Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board meeting on the 16th December 2016. An addition to the 2016/17 Capital Programme of £621,662 was proposed to the PCC with 50% to be funded by NHS partnership funding (via Revenue Contribution from Capital Outlay (“RCCO”)), 25% from the Carry Forward Project Reserve (via RCCO) and 25% from the Budget Assistance Reserve</p> <p>The Commissioner approved the additions to the capital programme.</p>

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

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner	
I confirm that I have reached the above decision after consideration of the facts above.	
Signature	Date
	16-12-16



To: Business Co-Ordination Board

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

Date: 16 December 2016

CAPITAL OUTTURN MONTH 6 2016/17

1. Introduction

1.1 This report provides the Business Co-ordination Board (“BCB”) with a financial overview of the Capital Programme for the six months ending 30 September 2016.

2. Recommendation

- 2.1 BCB is asked to:
- (a) Note the report;
 - (b) Approve the additions to the capital programme to be proposed to the PCC (paras 5.1 and 5.2);
 - (c) Note the technical additions to the capital programme (paras 5.3 and 5.4).

3. Background

3.1 The Capital Programme comprises a range of schemes covering maintenance and development of the Force information infrastructure and specific technology/change schemes, estates schemes and the vehicle replacement programme.

3.2 Budgeted capital payments for 2016/17 comprise the original Capital Programme approved by the Police and Crime Commissioner (“PCC”) on 30 March 2016, with amendments for schemes brought forward from 2015/16 as approved by the PCC on 23 June 2016, and other changes subsequently approved by the Force Executive Board and/or the PCC.

4. Financial Overview

4.1 A summary of spend against the 2016/17 Capital Programme for the six months ending 30 September 2016, and the financing of this, is shown at Appendix 1. A scheme by scheme breakdown of spend and commitments against budget is set out at Appendix 2. Schemes approved in-year to be funded by Revenue Contribution to Capital Outlay ("RCCO") are shown at Appendix 3. A brief progress report for each scheme is included at Appendix 4.

4.2 Capital Payments

4.2.1 Appendix 1 shows that 64.7% of the 2016/17 Capital Programme has been spent and committed at the end of September (end of August: 63.4%). Principal spends in the year to date have been: the Vehicle Workshop scheme (£1,287k), the Vehicle Replacement Programme (£1,244k), the Org Support BCH ERP Purchase scheme (£863k) and the Major Repairs Planned Scheme (£416k).

4.2.2 'Actual & Committed YTD' represents invoices paid plus outstanding purchase orders expected to be paid in the current financial year.

4.3 Capital Financing

4.3.1 Capital resources received to date include:

- Grants from Central Government (£299k)
- Receipts from the sale of vehicles (£62k)
- Capital receipts of £581k, being the sale of a vehicle (£10k) and sale of the Papworth and Sawtry properties (£264k and £307k, respectively).

5. Matters to note

5.1 The 2016/17 Capital Programme includes £624k for Cambridgeshire's share of a tri-force capital scheme to purchase a joint Enterprise Resource Planning (ERP) system, following the approval of the business case by the three PCCs and the three Chief Constables. The approved business case included the purchase of a Learning Management System ("LMS"), however the figure entered into the Capital Programme omitted the budget for this part of the system.

Following the approval of the purchase of the LMS solution by the Organisational Support Board, an addition to the 2016/17 Capital Programme of £56k (Cambs' share) is to be proposed to the PCC which is to be funded, in line with the rest of the ERP budget, from the Budget Assistance Reserve.

5.2 On 17 March 2016, the PCC approved the relocation of the Sexual Assault Referral Centre from Peterborough to Huntingdon (decision notice CPCC 2016-013), with refurbishment costs of the new site to be funded jointly with the NHS. Detailed plans have been agreed and an addition to the 2016/17 Capital Programme of £621,662 is to be proposed to the PCC with 50% to be funded by NHS partnership funding (via Revenue Contribution from Capital Outlay ("RCCO")), 25% from the Carry Forward Project Reserve (via RCCO) and 25% from the Budget Assistance Reserve.

5.3 In recognition of the increasing number of submissions to the Digital Forensic Unit, the Constabulary took the decision to increase the resources in this area. As a result, it has been necessary to purchase additional software licences for the ICT systems used by the team at a cost of £45k. The purchase was approved by Niki Howard, Cambridgeshire Constabulary's CFO, and as such a technical addition to the 2016/17 Capital Programme of £45k is proposed, funded by RCCO within the Chief Constable's delegation.

5.4 On 6 September 2016 the Board approved the purchase of kiosk facilities for the Digital Forensic Unit to support the examination of mobile devices. The purchase includes £12k of capital expenditure, therefore a technical addition to the 2016/17 Capital Programme is proposed, funded by RCCO within the Chief Constable's delegation.

6. Recommendation

6.1 BCB is asked to:

- (a) Note the report;
- (b) Approve the additions to the capital programme to be proposed to the PCC (paras 5.1 and 5.2);
- (c) Note the technical additions to the capital programme (paras 5.3 and 5.4).

Summary of Capital Expenditure and Financing at 30 September 2016

All figures £'000	B/Fwd from previous years	Original 2016/17 Capital Programme	Previously Authorised Programme Amendments	Proposed Programme Amendments	Revised 2016/17 Capital Budget	Actual & Committed YTD	%
Capital Payments:-							
Land & Buildings	536	1,975	-	622	3,133	1,875	59.9%
IT & Communications	70	479	202	57	808	288	35.6%
Fleet	349	1,700	-	-	2,049	1,523	74.4%
Collaboration	55	786	308	56	1,205	1,104	91.6%
Schemes approved subject to further business case	-	279	(66)	-	213	-	-
TOTAL	1,010	5,219	444	735	7,408	4,791	64.7%

Capital Financing:-							
Capital Grants	-	597	-	-	597	299	50.2%
Capital Reserves	-	500	-	-	500	*	-
Budget Assistance Reserve	-	1,065	-	214	1,279	*	-
Carry Forward Reserve	1,010	-	-	-	1,010	*	-
Capital Receipts	-	1,395	-	-	1,395	581	-
Vehicle Receipts (RCCO)	-	150	-	-	150	62	41.6%
Collaboration Vehicle Recharges (RCCO)	-	300	-	-	300	*	-
RCCO - Original Capital Programme	-	1,212	-	-	1,212	*	-
RCCO - Approved In-year from Savings (Chief Constable)	-	-	202	57	259	*	-
RCCO - Approved In-year by PCC	-	-	150	464	614	*	-
RCCO - From Force JPS Revenue Budget	-	-	92	-	92	*	-
Borrowing	-	-	-	-	-	-	-
TOTAL	1,010	5,219	444	735	7,408	943	12.7%

Note: figures may not cast due to roundings

* year end adjustments

Appendix 2

Scheme by Scheme Budgetary Control Report to 30 September 2016

A	B	C	D	E	F	G	H	I	J	K
Notes at Para.	Scheme Title	Scheme No.	Budget B/Fwd £'000	Original Capital Programme as amended* £'000	Proposed Programme Amendments £'000	Revised Capital Budget 2016/17 (D+E+F) £'000	Actual YTD £'000	Commitments YTD £'000	Committed & Spent YTD (H+I) £'000	Variance (J-G) £'000
	Land & Buildings									
	HQ Bld 11 Structural Renovation	CP14/07	2	-	-	2	-	7	7	5
	Thorpe Wood Custody Ligature Risk Remedy	CP14/13	-	-	-	-	-	6	6	6
	Vehicle Workshop	CP15/10	264	1,000	-	1,264	1,164	124	1,287	23
	Major Repairs Planned	CP16/01	270	580	-	850	206	210	416	(434)
	Wisbech Fire Station Ext for Police Purposes	CP16/08	-	395	-	395	159	-	159	(236)
	Conversion Work - Replacement SARC site	CP16/18	-	-	622	622	-	-	-	(622)
	Land & Buildings Total		536	1,975	622	3,133	1,529	346	1,875	(1,257)
	ICT & Communications									
	Athena	CP12/09	-	270	-	270	31	-	31	(239)
	Programme Metis	CP13/12	-	-	-	-	-	-	-	-
	WiFi	CP13/18	-	-	-	-	-	1	1	1
	Switchboard Resilience	CP14/04	55	15	-	70	-	-	-	(70)
	Child Abuse Images Database - National Programme	CP15/04	15	-	-	15	-	-	-	(15)
	Mobilisation	CP15/06	-	88	-	88	76	44	119	31
	L&D Classroom IT Refresh	CP15/12	-	-	-	-	1	0	1	1
	Rolling Replacement Mobile Technology	CP16/04	-	159	-	159	4	83	87	(72)
	Specialist Equipment Renewal	CP16/06	-	50	-	50	8	-	8	(42)
	Custody Virtual Courts	CP16/09	-	22	-	22	19	22	41	19
	Special Constabulary Mobile Technology Roll Out	CP16/17	-	77	-	77	-	-	-	(77)
5.3	Digital Forensic Unit Additional Software Licences	CP16/19	-	-	45	45	-	-	-	(45)
5.4	Digital Forensic Unit Kiosk Technology	CP16/20	-	-	12	12	-	-	-	(12)
	ICT & Communications Total		70	681	57	808	138	149	288	(520)

Scheme by Scheme Budgetary Control Report to 30 September 2016

A	B	C	D	E	F	G	H	I	J	K	
Notes at Para.	Scheme Title	Scheme No.	Budget B/Fwd £'000	Original Capital Programme as amended* £'000	Proposed Programme Amendments £'000	Revised Capital Budget 2016/17 (D+E+F) £'000	Actual YTD £'000	Commitments YTD £'000	Committed & Spent YTD (H+I) £'000	Variance (J-G) £'000	
5.1	Fleet										
	Fleet Management System Replacement	CP15/08	-	-	-	-	2	-	2	2	
	New Vehicle Equipment	CP16/02	209	400	-	609	27	250	277	(332)	
	Vehicle Replacement Programme	CP16/03	140	1,300	-	1,440	594	649	1,244	(196)	
	Fleet Total		349	1,700	-	2,049	624	900	1,523	(526)	
	Collaboration										
	JPS CTC Camera Enforcement Vehicle Replacement	CP15/07	55	-	-	55	29	18	47	(8)	
	Org Support BCH ERP Purchase	CP16/05	-	624	56	680	444	419	863	183	
	Org Support ICT Infrastructure for BCH - WAN	CP16/07	-	162	-	162	-	183	183	21	
	Org Support ICT Infrastructure for BCH - Identity	CP16/07	-	9	-	9	6	5	11	2	
	Org Support ICT Infrastructure for BCH - Email Archiving	CP16/07	-	57	-	57	-	-	-	(57)	
	JPS Equipment Replacement Rolling Programme	CP16/10	-	92	-	92	-	-	-	(92)	
	JPS Authorised Firearms Officer (AFO) Uplift	CP16/13	-	-	-	-	-	-	-	-	
	Uniformed JPS Mobile Technology Roll Out	CP16/14	-	-	-	-	-	-	-	-	
	JPS Scientific Support Transformation Investment	CP16/15	-	-	-	-	-	-	-	-	
	JPS ANPR	CP16/16	-	150	-	150	-	-	-	(150)	
	Collaboration Total			55	1,094	56	1,205	480	624	1,104	(100)
	Schemes Approved Subject to Further Business Case										
	ICT Infrastructure for BCH	CP16/07	-	-	85	-	85	-	-	-	-
	IMD DP FOI		-	-	35	-	35	-	-	-	-
CRM/Contact		-	-	94	-	94	-	-	-	-	
Grand Total			1,010	5,663	735	7,408	2,771	2,020	4,791	(2,404)	

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

Note: figures may not cast due to roundings

In-year RCCO Schemes from Savings in the Chief Constable's Budget

Scheme No.	Scheme Title	Budget	Notes	Approval	RCCO Funded by
CP16/10	JPS Equipment Replacement Rolling Programme	£92,000		FEB 05/07/2016	Revenue budget
CP16/13	JPS Authorised Firearms Officer (AFO) Uplift	£69,284		FEB 05/07/2016	Revenue budget savings
CP16/14	Uniformed JPS Mobile Technology Roll Out	£20,860		FEB 05/07/2016	Revenue budget savings
CP15/06	Mobilisation	£13,000		FEB 05/07/2016	Revenue budget savings
CP15/06	Mobilisation	£75,000		FEB 05/07/2016	ICT Development Reserve
CP16/09	Custody Virtual Courts	£22,000		FEB 05/07/2016	Revenue budget savings
CP14/04	Switchboard Resilience	£15,000		FEB 02/08/2016	Revenue budget savings
CP16/17	Special Constabulary Mobile Technology Roll Out	£77,000		FEB 02/08/2016	Revenue budget savings
CP16/19	Digital Forensic Unit Additional Software Licences	£45,000	5.3		Revenue budget savings
CP16/20	Digital Forensic Unit Kiosk Technology	£12,000	5.4		Revenue budget savings
		£351,000			

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

Scheme No.	Scheme Title	Budget	Notes	Approval	RCCO Funded by
CP16/15	JPS Scientific Support Transformation Investment	£125,160			ICT Development Reserve
CP16/16	JPS ANPR	£150,000		CPCC 2016-029	ICT Development Reserve
CP16/18	Conversion Work - Replacement SARC site	£621,622	5.2		50% NHS partnership funding, 25% Carry Forward Project Reserve, 25% Budget Assistance Reserve
		£771,622			

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

Progress Report

Scheme Title	Capital Proj No	2016/17 Budget £'000	Highlight Comments
Land & Buildings			
HQ Bld 11 Structural Renovation	CP14/07	2	Project was completed 2015/16; final retention invoice awaited.
Vehicle Workshop	CP15/10	1,264	On target, anticipated completion September. Additional works identified as project progresses currently approximately £100k, additional budget to be requested once further detail known.
Major Repairs Planned	CP16/01	850	Delivery of 2016/17 work plan underway. Includes asbestos removal, new ceilings and lighting across the Estate, replacement air conditioning, heating and plant upgrades at HQ, and refurbishment of buildings at Monks Wood.
Wisbech Fire Station Ext for Police Purposes	CP16/08	395	Plan is being reviewed prior to planning application. Consultant commissioned to assess feasibility of change of layout, with results now received and decision on the way forward awaited.
ICT& Communications			
Athena	CP12/09	270	The Athena Consortium forces are currently reviewing some aspects of the technical infrastructure supporting the Athena system prior to further Athena forces going live. Further updates to be provided in due course.
Switchboard Resilience	CP14/04	70	The order was placed for the system in July 2016. Following project reprioritised, the system was expected to go live by the end of November 2016. Discussions with supplier in progress regarding some additional multi-media requirements; completion of project likely to be delayed to early 2017.
Child Abuse Images Database - National Programme Mobilisation	CP15/04	15	National project awaiting invoicing.
	CP15/06	88	Work streams progressing and additional work being scoped.
Rolling Replacement Mobile Technology	CP16/04	159	A 2016/17 plan to replace the oldest devices has been drawn up with initial devices being deployed. Corporate decision taken to provide additional recruit devices as part of this project may lead to pressure on the budget; budget will be kept under review and extra resources requested if necessary.

Scheme Title	Capital Proj No	2016/17 Budget £'000	Highlight Comments
ICT& Communications cont.			
Specialist Equipment Renewal	CP16/06	50	Due to long delays in delivery, the new 'camera car' has only been on the road since July 2016. The procurement process is continuing, with technical matters being progressed with suppliers, with completion expected around the end of the calendar year.
Custody Virtual Courts	CP16/09	22	Work at Parkside has now been completed, with orders placed for work at Thorpe Wood. Project completion expected in November 2016.
Special Constabulary Mobile Technology Roll Out	CP16/17	77	New project; details awaited.
Fleet			
New Vehicle Equipment	CP16/02	609	Vehicle conversion work progressing alongside the Vehicle Replacement Programme.
Vehicle Replacement Programme	CP16/03	1,440	Rolling programme of vehicle replacement is progressing to schedule.
Collaboration			
JPS CTC Camera Enforcement Vehicle Replacement	CP15/07	55	Completion of conversion work is expected within Quarter 2.
Org Support BCH ERP Purchase	CP16/05	624	Project is progressing; meeting between SRO and Finance awaited, and a more detailed update will follow this.
Org Support ICT Infrastructure for BCH - WAN	CP16/07	162	Detailed project plan for design and implementation of proof of concept sites now in place, with high level plan in place for remainder of design and implementation phases. Preparatory work at various sites being undertaken, as resources allow. Planned for completion by March 2017.
Org Support ICT Infrastructure for BCH - Identity	CP16/07	9	Orders for migration of some systems have been placed. Requirements for further applications are being explored, but being delayed by pressure on ICT resources; request to release further budget will be made once detailed costings available.
Org Support ICT Infrastructure for BCH - Email Archiving	CP16/07	57	All Cambs users have been successfully migrated, and migration of JPS users almost completed. Department by department roll out to continue, with planned completion by the end of the financial year.
JPS Equipment Replacement Rolling Programme	CP16/10	92	The project is being managed by Bedfordshire (lead Force); recharging to take place at year end.
JPS ANPR	CP16/16	150	Further information on the progress of this project is awaited.

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2016-038

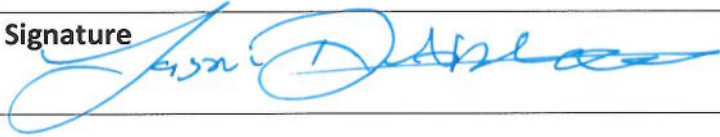
Subject	S22A Agreement under the Police Act 1996 (as amended) for the collaboration agreement for the Chiltern Transport Consortium between the eight corporations sole (the Chief Constables of Bedfordshire Police, Cambridgeshire Constabulary, Hertfordshire Constabulary, Thames Valley Police and the Police and Crime Commissioner for Bedfordshire Police, Cambridgeshire Constabulary, Hertfordshire Constabulary and Thames Valley Police.
Decision	To sign the Section 22A Agreement under the Police Act 1996 (as amended) to approve the collaboration in respect of the Chiltern Transport Consortium between Cambridgeshire Constabulary and Bedfordshire Police, Hertfordshire Constabulary and Thames Valley Police.
Decision Summary	<p>The Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board (“the Board”) meeting on the 16th December 2016 discussed and agreed the proposed Sec22A collaboration agreement for the Chiltern Transport Consortium for Bedfordshire Police, Cambridgeshire Constabulary, Hertfordshire Police and Thames Valley Police. The Section 22A Agreement is made between the eight corporations sole (the Chief Constables of Bedfordshire, Cambridgeshire, Hertfordshire and Thames Valley Police and the Police and Crime Commissioners for Bedfordshire, Cambridgeshire, Hertfordshire and Thames Valley Police).</p> <p>The Board approved that the Police and Crime Commissioner and the Constabulary should sign the updated Section 22A Agreement to effect the collaborative arrangements for the purpose of providing efficient and effective policing.</p>

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

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner

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

Signature



Date

16-12-16.



To: Business Coordination Board

From: Chief Executive

Date: 16 December 2016

SECTION 22A AGREEMENT – CHILTERN TRANSPORT CONSORTIUM

1. Purpose

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

2. Recommendation

2.1 The Board is recommended to approve the Collaboration Agreements under section 22A of the Police Act 1996 (as amended) in respect of Chiltern Transport Consortium, approval subject to review of draft s22 by Legal Dept.

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

3. Background

3.1 Chiltern Transport Consortium was established to provide greater transport resilience and efficiency gains – largely through exploiting economies of scale.

3.2 A Best Value Review for Bedfordshire Police led to a strategic collaborative partnership with Thames Valley Police (“TVP”) and as a result, Chiltern came into formal operation on 1 April 2004. The success of the initial collaboration (Bedfordshire Police and TVP) led to Hertfordshire Constabulary and the Civil Nuclear Constabulary joining in April 2008.

3.3 Chiltern currently manages a combined fleet of 2,600 vehicles and is ranked as the third largest police fleet in the UK (the Metropolitan Police is the first, with Police Scotland second).

3.4 The creation of Chiltern was based around a commercial business model (excluding profit); this ensured Chiltern members had a complete and transparent record of all costs incurred in the provision of their fleet requirements. The inclusion of all relevant expenditure/charges allows for a fair commercial comparison of costs incurred and charged. The Consortium provides member Forces with a clear financial statement of the economic benefits, enabling each to monitor the financial value of the Consortium. The Joint Governance Board ensures an equitable service to all members.

4. Detailed considerations

4.1 The key areas and advantages the Chiltern collaborative approach provides in delivering a cross border Police fleet service may be summarised as follows:

- Proven continuous evidence of delivering substantial fiscal savings coupled with greater resilience, service delivery and performance over twelve years
- All transactional and administrative activities – strategy, general fleet management, vehicle ordering, invoicing, payments, excise licensing, fuel management, management information, collision and insurance claims handling, accounting services, procurement, etc. centralised through a single lead Force removing volume transactions and the cost of provision from individual member organisations
- Chiltern provides each organisation with fixed budgeting and cost control along with absolute operational independence by invoicing each force one month in arrears for its actual vehicles on fleet and associated expenditure. This is done through a contract hire industry model enabling each member force the option to change the numbers of vehicles, profile or operational role and associated expenditure
- As a Police owned, not for profit, section 22a collaboration, Chiltern offers transparent open book accounting without any compromise on security and leaves absolute direction, control and accountability with the Chief Officers of the member forces
- Each member force is able to decide (from a local perspective) the number of fleet vehicles required and the mix of operational roles to meet their own specific policing requirements. Chiltern manage the make/models/specifications of the vehicles provided in conjunction with the users, this enables greater standardisation and volume which delivers economies of scale not achievable by smaller individual public sector bodies
- Chiltern has developed industry best practice approaches in ‘business to business’ arrangements with its key suppliers that deliver the best possible commercial and competitive private sector practices in the public sector

- Chiltern is able to provide (by using a single fleet management IT software package along with standardised policies, procedures and working practices) relevant, comparable, quality management data and financial information as required.
- 4.2 Since April 2010, Chiltern has made financial savings equating to £3m for the collaboration partners. The predicted annual saving to Cambridgeshire from joining the consortium is estimated as £200k per annum.
- 4.3 In addition to financial savings, joining Chiltern has the potential to satisfy a number of important areas for Cambridgeshire within a relatively short timescale:
- Greater resilience – five senior transport professionals instead of one, ability to use six workshops and move staff/vehicles as required
 - Alignment with the aims and objectives of the Memorandum of Understanding for Organisational and Operational Shared Services between Bedfordshire Police, Cambridgeshire Constabulary and Hertfordshire Constabulary
 - Low risk due to Chiltern track record over previous twelve years and retained reserve
 - Potential for procurement savings due to increased national importance, track record and single point of order and payment covering five Police Forces
 - Hidden savings (financial and process), for example; telematics, vehicle claims handling, IT – fleet management & information systems, accounts management (invoice processing)
 - Standardisation – efficiency savings through vehicle choice aligned to role requirements, processes, contracts etc.
 - Immediate ‘buy in’ to existing structures/agreements – devolved vehicle budgets, accident management, daily rental contract, telematics
 - Ability to meet additional (ad-hoc) vehicle requirements from a larger pool of police specific vehicles
 - Reduced risk and increased flexibility as police on police
 - Quick integration –partial integration could be achieved during 2016/17 with full financial integration from April 2017

- Future-proofing

5. Recommendation


- 5.1 The Board is recommended to approve the Collaboration Agreements under section 22A of the Police Act 1996 (as amended) in respect of Chiltern Transport Consortium, approval subject to review of draft s22 by Legal Dept.
- 5.2 The Commissioner is asked to sign Decision Notices to approve the Collaboration Agreement under section 22A of the Police Act 1996 (as amended).

BIBLIOGRAPHY

Source Document	'Increasing efficiency in the Police Service: The role of collaboration', HMIC 2012 https://www.justiceinspectrates.gov.uk/hmic/publication/increasing-efficiency-in-the-police-service/ Section 22A Agreement under The Police Act 1996 (as amended) – Chiltern Transport Consortium
Contact Officer	Josie Gowler, Chief Finance Officer, Office of Police and Crime Commissioner

CAMBRIDGESHIRE POLICE AND CRIME COMMISSIONER DECISION RECORD – CPCC 2017-001	
Subject	Appointment of an Acting Chief Finance Officer, Office of Cambridgeshire Police and Crime Commissioner
Decision	To appoint an Acting Chief Finance Officer with associated section 151 responsibility and duties from 1 st February 2017 until 31 st December 2017
Decision Summary	<p>Following the resignation of the current OPCC Chief Finance Officer, Josie Gowler, the Cambridgeshire Police and Crime Commissioner’s Business Co-ordination Board meeting on the 17th January 2017 discussed and agreed to the proposal for the Deputy Chief Executive of Cambridgeshire Fire Authority to become the OPCC Acting Chief Finance Officer (and Acting Section 151 Officer) for an initial period to 31 December 2017. It is anticipated that the time commitment will be flexible and subject to the needs of the business.</p> <p>To support the Acting Chief Finance Officer in his role, it is proposed that an Interim Head of Finance be appointed for three days per week.</p>

Contact Officer	Dorothy Gregson, Chief Executive Tel: 0300 333 3456 Email: dorothy.gregson@cambs.pnn.police.uk
Background Papers	Agenda Item 7.0 OPCC Future financial Arrangements BCB meeting 17th January 2017

Jason Ablewhite, Cambridgeshire Police and Crime Commissioner	
I confirm that I have reached the above decision after consideration of the facts above.	
Signature 	Date 17-1-17



To: Business Coordination Board

From: Chief Executive

Date: 17 January 2017

FUTURE FINANCIAL MANAGEMENT ARRANGEMENTS FOR THE OFFICE OF THE POLICE AND CRIME COMMISSIONER

1. Purpose

1.1 To update the Business Coordination Board (the “Board”) of the Police and Crime Commissioner’s (the “Commissioner’s”) plans for financial support for the Office of the Police and Crime Commissioner (the “OPCC”) further to the resignation of the OPCC Chief Finance Officer.

2. Recommendation

2.1 The Board is invited to note the proposed arrangements for financial support.

3. Background

3.1 The OPCC Chief Finance Officer resigned in October 2016 and her last day of employment will be 31 January 2017.

3.2 Under paragraph 6 of Schedule 1 to the Act a Commissioner outside London is required to appoint a Chief Finance Officer.

3.3 The role of Director of Finance, which encompasses the roles and responsibilities of the Chief Finance Officer, provides strategic advice to the Commissioner on all aspects of financial strategy, financial management and risk mitigation. The post holder plays an active role in setting and implementing strategy and in supporting the development and improvement of quality local and regional services. They are also the Deputy Chief Executive. The Director of Finance acts as the organisation’s professional expert on finance, and provides support to the Commissioner in respect of the effective, efficient and economic use of resources, delivering the required financial targets and duties, and on the best possible stewardship of over £130m of public money. They hold a fiduciary responsibility to local taxpayers. The post is politically restricted.

- 3.4 As a key member of the Commissioner's Senior Leadership Team the Director of Finance:
- Helps to develop and implement strategy and to resource and deliver strategic objectives sustainably and in the public interest;
 - Is actively involved in, and able to bring influence to bear on, all material business decisions (subject to the Commissioner's statutory responsibilities) to ensure immediate and longer term implications, opportunities and risks are fully considered, and aligned with the financial strategy;
 - Leads the promotion and delivery of good financial management so that public money is safeguarded at all times and used appropriately, economically, efficiently and effectively; and
 - Is the Commissioner's Section 151 officer under the Local Government Act 1972.
- 3.5 The Director of Finance works in close liaison with the Chief Constable's Director of Finance and Resources, the Deputy Police and Crime Commissioner, local authorities and other public sector bodies, ensuring that the finance function is resourced to be fit for purpose. To perform this role the post holder must be a professionally qualified accountant and be suitably experienced.

4. Proposed arrangements

- 4.1 With the Policing and Crime Bill due to receive Royal Assent shortly, it is proposed that the role of Chief Finance Officer is shared between the OPCC and Cambridgeshire and Peterborough Fire Authority.
- 4.2 The Deputy Chief Executive of Cambridgeshire Fire Authority will become the OPCC Acting Chief Finance Officer (and Acting Section 151 Officer) for an initial period to 31 December 2017. It is anticipated that the time commitment will be flexible and subject to the needs of the business.
- 4.3 To support the Acting Chief Finance Officer in his role, it is proposed that an Interim Head of Finance be appointed for three days per week.
- 4.4 These proposals will be cost-neutral to the OPCC.

5. Recommendation

- 5.1 The Board is invited to note the proposed arrangements for financial support.

BIBLIOGRAPHY

Source Documents	Police Reform and Social Responsibility Act 2011 Policing and Crime Bill: http://www.publications.parliament.uk/pa/bills/lbill/2016-2017/0055/17055.pdf
Contact Officer	Dr Dorothy Gregson – Chief Executive, Cambridgeshire Office of the Police and Crime Commissioner

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