

**Bedfordshire Board Meeting  
Conference Room 1, Kempston Police Headquarters  
Tuesday, 21 January 2020**

**Attendees:**

Clare Kelly – Chief Exec OPCC  
Ch Supt Catherine Akehurst, BCH Criminal Justice  
T/DCS Liz Mead, Head of Crime  
Meryl Dolling , High Sherriff of Bedford  
Jaswant Narwal, Head of Chiltern CPS  
Jeanette Keyte, Central Beds  
Chris Derrick, CPS  
Alison Harding, Head of Local Delivery Unit, National Probation Service  
Doug de St Aubin, BeNCH CRC  
Rachel Mort, CPS Thames and Chiltern  
Olivia Pearson, Deputy Chief Prosecutor, Magistrates Court Thames and Chiltern

**Support Team:**

Phil McCarthy OPCC Project Manager, Police and Public Contact  
Susie Moid PCC Executive Temporary PA (minutes)

**Apologies:**

Kathryn Holloway, PCC  
Trevor Rodenhurst, DCC, Bedfordshire Police  
Gary Roberts,  
Nathan Bryant,  
Nicole Adeyinka, CAB  
Dave Collins, Youth Offending Services  
Emma Osbourne,  
Fiona Beazer,  
Georgina Clarke,  
Howard Chapman,  
Ian Miller,  
Joy Piper,  
Linda Wilding,  
Liz Clarke,  
Marcel Coiffait, Margaret Ward,  
Pat Jennings, Youth Offending Services

Natalie Robinson-Chatterley, HMCTS  
Gary Roberts, Luton Borough Council  
Lisa Scott, Central Bedfordshire Council  
Graeme Vann, HMP Bedford  
Marcel Coiffait, Chief Executive, CSP

NO	TITLE	MINUTES
1.	<b>Welcomes and Apologies</b>	Welcome and apologies were recorded. PCC was absent due to illness, and the meeting was chaired by Clare Kelly
2.	<b>Minutes from 19/11/19</b>	<p>Minutes were agreed Liz Mead queried Action 5/ Page 6 differed to what is on the minutes – has been updated on action log.</p> <p>FDAC to be invited to the next meeting for a presentation to be made to the board over their progress to date.</p>
3.	<b>Matters Arising &amp; Meeting Governance</b>	Action record was updated.
4.	<b>PPMG Update</b>	<p>Discussion over other trends to move policy and direction and to improve quality. Force – Op QUALIS has stopped. This is now individual Force Improvement Boards. Liz Mead commented that more officers/ staff are needed to improve the quality. There is a weariness amongst the officers. From Crown Court perspective – it has increased considerably since Q4. Two cases where there were 19 hearings. Last 3 months Beds are considerably above the local and national average of hearings per case.</p> <p>Jaswant Narwal – Said there are green shoots however basic issues concerning court files and the evidence within still remains a cause for concern– Directly impacts with crown court – reduced sittings – They are closing courts when they don't have personnel there. Essentially it is the length of time of time taken to get a case file prepared for court hearings and all the follow up work required to get it to the standard expected.</p> <p><b>ACTION: JN to provide of overview of performance in Bedfordshire court file</b></p> <p><b>ACTION: Liz will review cases in BCH policy</b></p> <p>Jaswant Narwal – Would like to know what the specific issues are before the next meeting – in Herts, Beds &amp; Cambs.</p> <p>Clare Kelly spoke concerning the Bedfordshire Executive Performance report and would seek to re-establish a specific executive report.</p> <p><b>Action: Clare Kelly to liaise with Chris Barclay (Herts) for specific Beds Executive Report for future Criminal Justice Board.</b></p>

5.	<b>File Quality Presentation from CPS</b>	<p>Then presentation was reviewed - Focus on quick wins.  Most important point to register – that the common reasons for rejections are:  No MG3  No OIC  No MG11s  No PNC  No DV checklist</p> <p>Pre- charge is the key part of the process.</p> <p>How we capture data was discussed.  How we capture files for first hearing was also discussed.</p> <p>Group agreed that there were obvious and quite straight forward quick wins – but also the need for the Force to keep an overview to review file quality as we move forward.</p> <p>Timescales were put in when it was Op Quallis– however as that has been disbanded it is the responsibility of each Force to review file preparation and quality.</p> <p>Liz Mead stated the force does have a crime User group that reviews performance and this should include file quality. It was agreed that the next CJ board to review what has been established to improve basic file quality reports.</p> <p><b>ACTION: Rachel will share a copy of the action plan with the group.</b></p> <p><b>ACTION: CK to report on the next Board around file quality improvements from the force</b></p> <p>Discussion concerning specific serious sexual offences - Rape and serious sex offences – under domestic abuse and non-acquaintance rape and how we can review the service in terms of outcomes, support and court outcomes. Heads of Crime in Herts and Beds to work together – to have consistent approach to these investigations.</p>
6.	<b>Local and National updates</b>	<p>An update concerning VERU (Violence Reduction and exploitation Unit) centred most on younger aged groups 18-24  Nationally Violence Reduction Unit</p> <p>Jeanette Keyte mentioned she has a struggle to liaise with VERU around how they can work closer together.</p> <p><b>ACTION – CK - review the membership of the Mental health board in terms of reducing reoffending</b></p>
7.	<b>Reducing Re-Offending Group</b>	<p>Doug De St Aubin gave an update as he chaired the latest Reducing Re-Offending Board.</p>

8.	<b>Victims and Witness Group</b>	PMC – Antonina updated board regarding the funding and decisions made. Winning bids info will be releases shortly. VCOP compliance – is an issue as organisations were not complying
9.	<b>Mental Health Strategic Partners Group</b>	Clare Kelly updated the group around Mental Health matters.
10.	<b>Probation</b>	Updated the board of Probations – Transition programme to date. With the move to bring Probation services closer each Division – updating
11.	<b>Risk Register</b>	
12.	<b>Correspondence</b>	Nothing raised
13	A.O.B.	
14.	Date of next meeting	