



POLICE AND CRIME COMMISSIONER FOR BEDFORDSHIRE

MONTHLY BUSINESS REVIEW MEETING

April 28th 2022

Chair: Head of Delivery, Wayne Humberstone

No.	Time	Business Review Meeting	Lead
1.	10 mins	Minutes and actions from previous meeting.	KB
2.	10 mins	Head of Delivery <ul style="list-style-type: none"> • BRM (Governance) Risks to raise and mitigations from projects or work • Projects • Staffing / HR / Recruitment • Office Updates • PCC's Grant Fund 2022-23 • Criminal Justice and Victim Projects (CJ Lead) 	WH
3.	20 mins	Chief Executive Update <ul style="list-style-type: none"> • OPCC Review Update • Police and Crime Panel Updates • Delivery and Beating Crime Board Updates • Legislation, Publications, Consultation Updates 	AV
4.	10 mins	Compliance/Transparency <ul style="list-style-type: none"> • Finance document – to be discussed with the team • Strategic Risk Register/JAC • Complaints • Reviews • FOI/Data Protection/GDPR • Decisions • Website Compliance – Specified Information Order • Audits • APCC – Mary Robinson 	KB/BC/MR
5.	10 mins	Victim Care <ul style="list-style-type: none"> • Bedfordshire Victim Care Services (Data and 	SP

		Budget) <ul style="list-style-type: none"> • Beds Police Partnership Trust (Data and Budget) • Victim Care 	
6.	10 mins	Project Manager – Policing and Contact <ul style="list-style-type: none"> • Projects against Police and Crime Plan • Safer Streets Update • Update on Roads Fund 	PE
7.	10 mins	Early Intervention & Reducing Reoffending Project Manager <ul style="list-style-type: none"> • Projects update 	CG
8.	10 mins	Commissioning <ul style="list-style-type: none"> • 2021-22 Commissioned Services – End of year reports • 2022-23 Commissioned Services update • Probation Update 	SP
9.	10 mins	Communications <ul style="list-style-type: none"> • Press Releases • Newsletter progress update and distribution list • Website Review 	LF
10.	10 mins	Events and Engagement OPCC <ul style="list-style-type: none"> • Upcoming events 	ZF
11.	10 mins	Executive Personal Assistant Update <ul style="list-style-type: none"> • PCC Diary • Structural changes to diary – points to note from the PCC 	GM
12.	5 mins	Key Contacts Made for spreadsheet Any updates from all team members *****	Whole Team



13.	Close	Decisions log to be updated with anything from this meeting	KB
14.		AOB	All

*Papers to be drafted – send to Compliance Officer to ensure all papers are sent out before BRM.