



## POLICE AND CRIME COMMISSIONER FOR BEDFORDSHIRE

### MONTHLY BUSINESS REVIEW MEETING

May 30<sup>th</sup> 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	<b>Head of Delivery</b> <ul style="list-style-type: none"> <li>• BRM (Governance) Risks to raise and mitigations from projects or work</li> <li>• Projects</li> <li>• Staffing / HR / Recruitment</li> <li>• Office Updates</li> <li>• PCC's Grant Fund 2022-23</li> <li>• Criminal Justice and Victim Projects (CJ Lead)</li> </ul>	WH
3.	20 mins	<b>Chief Executive Update</b> <ul style="list-style-type: none"> <li>• OPCC Review Update</li> <li>• Police and Crime Panel Updates</li> <li>• Delivery and Beating Crime Board Updates</li> <li>• Legislation, Publications, Consultation Updates</li> </ul>	AV
4.	10 mins	<b>Compliance/Transparency</b> <ul style="list-style-type: none"> <li>• <b>Finance document – to be discussed with the team</b></li> <li>• Strategic Risk Register/JAC</li> <li>• Complaints</li> <li>• Reviews</li> <li>• FOI/Data Protection/GDPR</li> <li>• Decisions</li> <li>• Website Compliance – Specified Information Order</li> <li>• Audits</li> <li>• APCC – Mary Robinson</li> </ul>	KB/BC/MR
5.	10 mins	<b>Victim Care</b> <ul style="list-style-type: none"> <li>• Bedfordshire Victim Care Services (Data and</li> </ul>	SP

		<p>Budget)</p> <ul style="list-style-type: none"> <li>• Beds Police Partnership Trust (Data and Budget)</li> <li>• Victim Care</li> </ul>	
6.	10 mins	<p><b>Project Manager – Policing and Contact</b></p> <ul style="list-style-type: none"> <li>• Projects against Police and Crime Plan</li> <li>• Safer Streets Update</li> <li>• Update on Roads Fund</li> </ul>	PE
7.	10 mins	<p><b>Early Intervention &amp; Reducing Reoffending Project Manager</b></p> <ul style="list-style-type: none"> <li>• Projects update</li> </ul>	CG
8.	10 mins	<p><b>Commissioning</b></p> <ul style="list-style-type: none"> <li>• 2021-22 Commissioned Services – End of year reports</li> <li>• 2022-23 Commissioned Services update</li> <li>• Probation Update</li> </ul>	SP
9.	10 mins	<p><b>Communications</b></p> <ul style="list-style-type: none"> <li>• Press Releases</li> <li>• Newsletter progress update and distribution list</li> <li>• Website Review</li> </ul>	LF
10.	10 mins	<p><b>Events and Engagement OPCC</b></p> <ul style="list-style-type: none"> <li>• Upcoming events</li> <li>• Beds Youth Council (BYC) Presentation (<i>moved from April 1<sup>st</sup> BRM</i>)</li> </ul>	ZF
11.	10 mins	<p><b>Executive Personal Assistant Update</b></p> <ul style="list-style-type: none"> <li>• PCC Diary</li> <li>• Structural changes to diary – points to note from the PCC</li> </ul>	GM
12.	5 mins	<p><b>Key Contacts Made for spreadsheet</b></p> <p><b>Any updates from all team members *****</b></p>	Whole Team



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

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