



**OFFICE OF THE POLICE AND CRIME COMMISSIONER  
FOR BEDFORDSHIRE**

**MONTHLY BUSINESS REVIEW MEETING**

28<sup>th</sup> July 2022

Chair – Wayne Humberstone (Delivery Manager)

**Attendees:** Wayne Humberstone (WH), Simon Powell (SP), Phil Eaton (PE), Mary Robinson (MR), Bethany Coles (BC), Zoe Fraser (ZF), Jenna Skinner (JS), Cara Gavin (CG), Tara Malciw (TM)

No.	Business Review Meeting	Actions
	<p><b>Welcome and Apologies</b></p> <p><b>Apologies:</b> Katie Beaumont, Anna Villette, Gemma McCormack, Leanne Friel, Kimberley Lamb, Karen Cotton</p>	
	<p><b>Actions Update</b></p> <p>All actions were reviewed and have been updated on the log.</p>	
	<p><b>Director of OPCC Operations</b></p> <p>WH welcomed all to the meeting and stated that BRM is an important meeting as it is an opportunity for the team to update on where we are. The weekly team meetings are now scheduled back in the diary, but BRM is to be used for high level updates.</p>	
	<p><b>Head of Governance and Transparency</b></p> <p>KB sent her apologies as she is on annual leave, however, can provide the following updates:</p> <ul style="list-style-type: none"> <li>• Dip Sampling continues to be completed by the Transparency Team for PSD (Professional Standards Department) and Customer Support; updates are included within the Quarterly Transparency Report.</li> <li>• No Chief Constable complaints recorded</li> <li>• Four requests for Reviews have been received within July</li> <li>• Training and induction for new Independent Custody Visitors (ICVs) in August and September is scheduled – we will then have 5 new ICVs ready to commence with visits. We are awaiting vetting for another 5 ICVs.</li> <li>• There has been two Legally Qualified Chairs (LQCs) and one Independent Member (IM) appointed within July 2022</li> </ul>	



	<ul style="list-style-type: none"> <li>There has been a slight influx in the number of Freedom of Information and Subject Access Requests that have been received over the last quarter, however the majority of requests received are for the Force. These are signposted to the Force.</li> </ul>	
	<p><b>Head of Victim Services and Commissioning</b></p> <p><b>Performance – Qualitative and quantitative</b></p> <p>SP updated that the referrals into Bedfordshire Victim Care Services (BVCS) for June from the Force is 465. The referrals pulled through by BVCS is 370. There were 27 agency referrals and 18 self-referrals.</p> <p><b>Projects</b></p> <p>The audit has been completed on BVCS with the results being placed within a project to be progressed by SP.</p> <p><b>New elements to log (issues or success)</b></p> <p>SP stated that the BVCS team is working hard to support referrals into the service. We currently have 2 Victim Care Coordinators (VCCs) off sick, one is long term and the other has been off for 3 weeks and signed off for another 2 weeks. One VCC is currently away from the office and there is one VCC who has left. There is one VCC in the process of leaving and a Business Support Assistant (BSA) is also leaving.</p> <p>SP will not be replacing the BSA and instead will run with one full time BSA for 6 months to see if this works. We have received 19 applications for the vacant VCC roles and are interviewing 12 over the next.</p> <p>The team was with Safer Streets at the River Festival and SP stated that he understands this was a great success. BVCS's social media was updated around this on the day.</p> <p><b>Bedfordshire Police Partnership Trust:</b></p> <p>Performance – Qualitative and quantitative</p> <p>SP updated that the total number of referrals to the team for June is 60.</p>	
	<p><b>Commissioning and Income Generation Lead</b></p> <p>JS updated that Tara Malciw (TM) has started with the OPCC and Commissioning Team on 1st July as Commissioning Officer.</p> <p><b>New elements to log (issues or success)</b></p> <p>JS updated that the Commissioning process maps, and strategy is now published and live on the OPCC website. The new grant agreements are in use.</p>	

	<p><b>Communication plans to share</b></p> <p>JS updated that the newly funded providers under the additional funding from the MoJ for Sexual Violence and Domestic Abuse will be added to the website once grant agreements are received. The Victim and Witness Survey will continue to be publicised and the Commissioning Team are looking into two possible event ideas – a provider bid writing workshop and a provider performance monitoring workshop.</p>	
	<p><b>Project Manager – Policing and Contact and Safer Streets</b></p> <p><b>Safer Streets:</b></p> <p>PE updated that it has been confirmed for Safer Streets 4 that both bids have been awarded with funds. A press release has gone out on the OPCC website today with the detail. We have a draft of the grant agreement, and it has been sent to JS to review.</p> <p><b>Community Triggers:</b></p> <p>No further progression from the last update but Key Performance Indicator (KPI) set at 6 Triggers (2 per Local Authority).</p> <p><b>Roads Fund:</b></p> <p>Parish/Town councils are still sending in signed grant agreements and slowly submitting invoices.</p>	
	<p><b>Early Intervention Project Manager</b></p> <p><b>School Absenteeism Pilot</b></p> <p>CG updated that the School Absenteeism Pilot started on 1 June 2022 and is currently in its developmental phase. CG is working with a range of organisations and advisors to ensure that the children most at risk of being exploited or harmed when they are not in school, or in the safe care of their caregiver, are best supported. This means that advice and guidance is being sought from a wide range of professionals within the education sector, including those responsible for special educational needs provision, and specialist youth intervention colleagues from the Violence Exploitation Reduction Unit (VERU).</p> <p>CG stated that the pilot will establish if intervening in these young people’s lives, without Police involvement, makes a difference to their school attendance and to reducing the risk and vulnerability they face from crime and criminality. Currently 7 schools have accepted the invitation to be part of the pilot. There are two Working Groups due to meet in August (Strategic and Tactical). Throughout the summer, the VERU team will be working with their young people with attendance concerns, to provide intervention that will motivate, encourage, and support them to attend school come the first day of term.</p>	

	<p><b>Summer Programme</b></p> <p>CG updated the team regarding the Summer Programme and that the PCC is due to attend several of the sessions throughout August.</p> <p>CG stated that the OPCC has provided each provision with reusable water bottles for the young people attending. The water bottles display a QR code that allows access to the details of all commissioned services that can provide a range of year round support. These have now been distributed to all providers across Bedfordshire. CG thanked the team for their support in helping to distribute the water bottles.</p> <p>CG has met with the Ministry of Justice (MoJ) regarding criminal justice and to gain some support on shadowing opportunities, Criminal Justice Boards and how they are run in different areas and CG also has a meeting in the diary with the Force to run through with how the Criminal Justice Board for Bedfordshire is going to look.</p>	
	<p><b>Communications Officer</b></p> <p>Discussion held regarding communications and brief updates provided in LF's absence.</p>	
	<p><b>Events Officer</b></p> <p>ZF updated that the Summer Programme is scheduled and will be taking place from July to the 2<sup>nd</sup> of September across various locations in the county. ZF updated that we have had 91 scans of the water bottles so far from the QR-code, which is great considering they have only just started to be handed out.</p> <p>Beds Youth Council (BYC) will continue, with posts and tweets continuing to be reshared and reposted.</p> <p>ZF shared data with the team regarding the DAX bus campaign and confirmed that we have had 98% listen through the DAX adverts and not skip through. The bus campaign has also been shared on social media by a reality TV star/influencer which means that this would have reached hundreds upon thousands of people.</p> <p>The Annual Business conference is on the 6<sup>th</sup> September. The invite has been sent out to every networking business group, all community policing teams and shared on socials. ZF asked that if anyone has any suggestions on how we can push this out to please let her know.</p>	
	<p><b>Executive Personal Assistant &amp; Office Manager</b></p> <p>GMc sent her apologies for the meeting due to annual leave, however provided the following updates:</p> <p>The PCC has visited the following schools in July:</p> <ul style="list-style-type: none"> <li>1st July – Foxdell School</li> <li>4th July – Gilbert Inglefield</li> <li>4th July – Derwent Lower School</li> <li>6th July – Ferrars School</li> </ul>	



	<p>8th July – St Joseph/St Gregory School 15th July – St Martin De Porres 15th July – Bedford Academy 20th July – Foxdell School</p> <p>GMc will be liaising with the schools from in the new academic year to book in the school visits for September onwards.</p>	
	<p><b>AOB</b></p> <p>No AOB discussed.</p>	