

Bedfordshire Board Meeting
Conference Room 1, Kempston Police Headquarters
Tuesday 20th March 2018

Attendees:

Bethan West, OPCC, Head of Victim Service and Community Safety Grants (Chair)
 Shirley Meehan, Area Manager Citizens Advice, Witness Service
 Adrian Foster, Chief Crown Prosecutor, CPS Thames & Chiltern
 Mike Marren, Head of CJ and Custody, BCH
 David Williams, Contract Manager, LAA
 David Collins, Youth Justice Strategic Manager, Luton YOS
 Marcel Coiffait, Chief Executive, CSP Representative
 Alison Harding, Head of NPS, Bedfordshire
 Pat Jennings, YOS
 Doug de St Aubin, BeNCH CRC

Support:

Marianne Vits, Strategic Business Co-Ordinator, BCH CJB
 Dominic Baker, Deputy Strategic Business Co-Ordinator, BCH CJB
 Beverley Brooks, PA to BCH CJB

Apologies:

Kathryn Holloway, Police and Crime Commissioner
 Gary Forsyth, Deputy Chief Constable, Bedfordshire Constabulary
 Sheila Forder, VARAC
 Clare Kelly, OPCC, Chief of Staff
 Suzanne Gadd, Clerk to the Justice, HMCTS
 Julie Maddocks, OPCC
 Marc Hodges, Project Manager, OPCC
 Jim Binyon, Performance Office, BCH CJB

PART 2 ~ CLOSED

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NO	TITLE	MINUTES	ACTIONS
1.	Welcomes and Apologies	The Chair welcomed everyone to the meeting. Apologies received were conveyed.	
2.	Minutes from 16 th January	Minutes were agreed.	
3.	Matters Arising	See action list.	

		<p>Since august 2017, file quality across BCH has worsened. It was believed that this was due to collaboration but after reviewing the previous performance data it showed that file quality had never been good.</p> <p>ACC Swinburne chairs the Op Qualis group; there are Police leads from each county as well as CPS and other partners.</p> <p>It was found that 18% of file failures had been due to the transfer of digital media (CPS unable to receive the files). A program (Evidence.com) was being reviewed which would allow these files to be transferred, which would also be compatible with Athena.</p> <p>Action - what were the escalation timings for speaking with officers about file quality – BW to speak with Sharn Basra</p> <p>Action – MV to include AA & BW on the weekly PCR update</p> <p>Action – AA to review if there is a need for beds to do a similar review to that completed by Nick Caveney in Herts</p> <p>AF raised the concern from CPS around the poor file quality which is received from the police</p>	<p>Bethan West</p> <p>Marianne Vits</p> <p>Anna Akerman</p>
4.	Op Qualis & AoJ Update	See above.	
5.	Protocol to Reduce Unnecessary Criminalisation of Children in Care	<p>The document “Protocol to Reduce Unnecessary Criminalisation of Children in Care” was circulated to members prior to the meeting.</p> <p>DC introduced the paper, this was an early look at this paper prior to consultation; initial comments were encouraged and welcomed.</p> <p>Work is already being done with care homes regarding the protocol and within Luton there is the existing ability to cherry pick cases. There is a provider’s forum where this document has been shared.</p>	
6.	Homelessness Reduction Act	Continue to May meeting.	
7.	Reducing Re-Offending Group	<p>The previous Reducing Re-Offending minutes were circulated to members.</p> <p>AH and HCH are now the new chairs of the group. There was a brief discussion about the partnership day. There was also a discussion about having a partnership day on Reducing Re-Offending as well as one on housing.</p> <p>The low attendance was noted and it was agreed that there was a need to review the governance structure to</p>	

		ensure that the correct people attend future meetings. Action – DdSA to meet with BW to discuss the work that has been done on homelessness	Doug de St Aubin
8.	Victims & Witnesses Group	The previous Victims & Witnesses Group minutes were circulated to members.	
9.	PPMG Update	<p>The agenda and minutes from the previous PPMG were circulated to members.</p> <p><u>Magistrates Court</u>:- Recorded crime was up, arrests / voluntary attendance had dropped, charged / caution rate, warrants are still being reviewed for accuracy, HMCTS are getting additional solicitors which will allow more courts to be open, cracked / ineffective case numbers are poor.</p> <p><u>Crown Court</u>:- guilty pleas have not moved, conviction rate has dropped, DA conviction rate is poor, rape conviction has risen,</p> <p>Action – Dave Boyle to review what has happened with the cases within the last quarter – report back at the next meeting</p> <p>Action – DdSA to review CRC data being shared</p> <p><u>Decision taken on Governance</u>:- Efficiency group being reviewed to change to a Task & Finish group of the PPMG instead of a sub-group of the LCJB</p> <p>It was agreed by the board that a Digital Innovation Sub-Group would be of assistance; BW agreed to discuss this further with KH for agreement.</p> <p>The Early Intervention Group is another sub-group within Herts that could be used to further work within Beds.</p> <p>Action – MV to speak with AB to find where the cross over is</p> <p>Action – BW / AA to invite Amy Birkhamshaw for a meeting to further discuss the new structure within Herts and how this could be further developed</p>	<p>Dave Boyle</p> <p>Doug de St Aubin</p> <p>Bethan West</p> <p>Marianne Vits</p> <p>Bethan West / Anna Akerman</p>
10.	Virtual Court and Live Link	<u>Virtual Court</u> :- as a result of problems which have been on-going due to heating failing at the Luton court, Kempston has been used for remand cases. Due to this a request was made to DB to go live with VC on April 9 th .	

		<p>HMCTS are currently writing the protocol which will be circulated to the board.</p> <p>Partners have been spoken with; the only partner left to discuss this with is AF. There is a need to seek agreement from Garry Forsyth also.</p> <p>Action – if the 9th is agreeable for another meeting to be held involving all partners (including NPS Court manager and CPS)</p> <p>This will be only for Adult offenders. When protocol is received this will be circulated to all partners.</p>	Dominic Baker
11.	Appropriate Adult Scheme (Sunderland)	Continue to May meeting.	
12.	7 Force Strategic Collaboration Policing and CJ	<p>The “7 Force Strategic Collaboration Policing and CJ Needs Assessment” document was circulated prior to the meeting.</p> <p>This report was published in April 2017; it was commissioned as a 7 county work by Cambs OPCC. An independent, impartial review was undertaken by KPMG with comparisons with other CJBs. Following this published report there was a conference call including representatives of 6 of the 7 OPCCs; it was agreed that a conference should be arranged involving business management staff from partner agencies with presentations from Debbie Cropanese (HMCTS) and her staff. This conference would allow partners to receive an update and/or have discussions about the future position of CJ across the 7 counties.</p> <p>Action – presentation that will be given at the 7 county collaboration work shop to be circulated with the minutes</p>	Marianne Vits
13.	Correspondence	None	
14.	A.O.B	<p>Action – Kevin Vanterpool to contact HMCTS (Sue Eldridge) to discuss training for Hub Staff regarding their interaction with Victims – look at value of having this training done multi-partnerships (CAB)</p> <p>Action – BB to review previous minutes regarding deputy chair</p> <p>Funded by PCC:- YOS commissioned a report on “Triage and Diversion”; the report has been completed which shows that Beds are the only county within the eastern region that divert youth from the CJS.</p> <p>Formal thanks were extended to Sue Gadd of HMCTS for</p>	<p>Kevin Vanterpool</p> <p>Beverley Brooks</p>

		her commitment and dedication to work she has done for the Board.	
15.	Date of Next Meeting	Tuesday 15 th May, 14.00 – 16.00, Kempston HQ, Conference Room 1	