



**Bedfordshire Board Meeting**  
**Conference Room 1, Kempston Police Headquarters**  
**Tuesday 11<sup>th</sup> September 2018**

**Attendees:**

Kathryn Holloway, Police and Crime Commissioner (Chair)  
Liz Clarke, Youth Offending Service, Bedford  
Russ Waterston, Superintendent, Criminal Justice & Custody, BCH  
Alison Hancock, BeNCH CRC  
Bethan West, OPCC, Head of Victim Service and Community Safety Grants  
Alison Harding, Head of NPS, Bedfordshire  
Adrian Foster, Chief Crown Prosecutor, CPS Thames & Chiltern  
Mike Marren, Head of CJ and Custody, BCH  
David Collins, Youth Justice Strategic Manager, Luton YOS  
Helen Clayton-Hoar, Governor, HMP Bedford  
Phil McCarthy, OPCC, Project Manager  
Antonina Belcheva, OPCC, Contractor for Commissioned Services  
Angela Roberts, DWP  
Rachel Stone, Signpost Hub  
Natalie Robinson-Chatterley, HMCTS (Skype)

**Guest:**

DCI Martin Peters, T/DCI, Cyber & Economic Crime Directorate, ERCOU

**Support:**

Dominic Baker, Deputy Strategic Business Co-Ordinator, BCH CJB  
Jim Binyon, Performance Office, BCH CJB  
Beverley Brooks, PA to BCH CJB & Custody

**Apologies:**

Shirley Meehan, Area Manager Citizens Advice, Witness Service  
Doug de St Aubin, BeNCH CRC  
Sharn Basra, Detective Chief Superintendent, Bedfordshire Police  
Samantha Berry, Youth Offending Service, Deputy for David Collins  
Marianne Vits, Strategic Business Co-Ordinator, BCH CJB  
David Williams, Contract Manager, LAA  
Marcel Coiffait, Chief Executive, CSP Representative  
Clare Kelly, OPCC, Chief of Staff  
Pat Jennings, YOS  
Gary Forsyth, Deputy Chief Constable, Bedfordshire Constabulary  
Sheila Forder, VARAC  
Suzanne Gadd, Clerk to the Justice, HMCTS  
Julie Maddocks, OPCC

**PART 2 ~ CLOSED**

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NO	TITLE	MINUTES
1.	Welcomes and Apologies	<p>Welcomes and apologies were given.</p> <p>Farewells were given to Adrian Foster, who would be moving onto a new role as of October.</p> <p>AF explained that the strength of this group is that it allows the members of different partnerships to meet with each other to discuss and resolve issues. He is leaving to join the International Proceeds of Crime Unit (POCA Seizures).</p> <p>Welcomes were given to:</p> <ul style="list-style-type: none"> <li>• Antonina Belcheva (OPCC), who is assisting BW in contracting Commissioned Services</li> <li>• Phil McCarthy, Project Manager within OPCC</li> <li>• Angela Roberts, DWP. AR explained that DWP have linked work services within Bedfordshire Prison. The reason for attending this meeting is to ensure that Offenders leaving prison are receiving the best possible service.</li> </ul>
2.	Minutes from 15 <sup>th</sup> May	Minutes were approved.
3.	Matters Arising	<p>See action sheet.</p> <p>It was agreed that there is a need to ensure that all are aware of Video and Live Links going forward</p> <p>AA has gone onto a temporary role within the Association of Police and Crime Commissioners - congratulations were given to her.</p> <p>KH explained that an expression of interest has been put into the MoJ regarding taking over the victim support. 2600 victims have now been supported compared to the low number previously given.</p> <p>Rachel Stone attended the group in KV's absence. The hate crime team are working with the VS permanently – there are practitioners from woman's aid, victim support as well as ISVA &amp; IDVA services working closely within police and delivering training. There has also been a 100% satisfaction rate from the surveys given.</p> <p>BW explained that there have been communications with Jackie Sebire around victims within the system – what can be done in the training and development of officers to track how many victims are being put through the system is being reviewed.</p>

		<p>BW explained that YouTurn have space within their office to expand Sign-Post, other locations could be available including a site which A Harding described within a new NPS location.</p> <p>BW added that feedback has been given by the staff that they are happy with the work environment and all are happy to work additional hours if there are any last minute calls.</p> <p>JB explained that BCH have changed over to Athena – there is a concern around the data output. Searching for specific data is also problematical. It was decided that there would be no back record tracking – the police are currently checking to ensure there is no double counting.</p> <p>KH added that initially there was a promise of continued support from North Gate but they left soon after implementation and the glitches in the system have continued. It has been agreed that an IT specialist will be brought in to assist in communication with North Gate. Owen Weatherall has now been temporarily moved to be the police lead in communications with North Gate.</p> <p>The force has fed into the MoJ regarding the lack of data due to insufficient information.</p>
4.	Asset Recovery	A presentation on Asset Recovery was circulated to the members.
5.	Reducing Re-Offending Group	<p>The minutes from the previous meeting were circulated.</p> <p>Next meeting on Thursday – the strategy was reviewed during the last meeting. The same four pillars were kept but there was an expansion on how each item would progress.</p> <p>The main concentration currently is getting the correct people around the table at each meeting.</p> <p>Currently there is now a solid direction for the group, there is an offender event being held on 16<sup>th</sup> October which includes service users.</p> <p>A further discussion will be had between BW and the Lottery Fund to find what can be further progressed/funded.</p> <p>Expression of interest has been put in with ESF through SEMLEP.</p>
6.	HMP Bedford Inspection	<p>Details on an inspection were given to the members.</p> <p>There was positive feedback on the “Through the Gate” work being done within the prison.</p> <p>The special measures which are being implemented include more experienced officers being brought in to give training to the new officers.</p> <p>There is a chance of immediate notification which will result in high levels of media interest around the poor performance.</p>

7.	Pan Bedfordshire Youth Offending Strategic Board	<p>DC &amp; LC both agreed that Paul Clarke would be the better individual to give full feedback on this project. The first meeting of the Pan Bedfordshire Board is in October so a greater level of feedback in November</p> <p>KH explain that she had submitted a special police grant – this balances out the level of money which had been spent already on the gangs work.</p>
8.	Victims & Witnesses Group	<p>The minutes from the previous meeting were circulated.</p> <p>Refresh of membership has taken place – two new co-chairs (Kevin Vanterpool &amp; Liz Gillespie)</p> <p>National Victims Strategy has been released and will be further discussed.</p> <p>Deep dive on DA: new DA strategic group has been set up (papers circulated in agenda 9)</p> <p>In-depth discussion was had with CPS around the support of V&amp;Ws at remote sites. This conversation is still on-going.</p> <p>Information is being collected on projects taking place in other counties to find best practice.</p> <p>27<sup>th</sup> September – serious violence seminar 25<sup>th</sup> October – MoJ regional workshop</p>
9.	Pan Bedfordshire DA Strategic Group	Continue to next meeting.
10.	PPMG Update	<p>There is a concern that the group is not fully developed. A plan is being created to further develop it to ensure that the group is being fully utilised.</p> <p>The data was discussed amongst the members.</p>
11.	Strengthening Probation, Building Confidence – changes to probation contracts	A document around NPS was sent to members to for comment.
12.	Virtual Court and Live Link update	A document was circulated to show the numbers of Live Links.
13.	CJB Secretariat	<p>This matter came to BCJB previously and partners were consulted. It was agreed that there would be a further consultation and until this could be finalised there could be no further discussion.</p> <p>Once the report is finalised it will be brought to the group.</p>
14.	Correspondence	<p>It was agreed that the document circulated would be taken forward by the DA Exec Board.</p> <p>JB informed the group that Judge Foster has proposed fast tracking DA cases but this needed further review before implementation.</p>

15.	A.O.B	AF informed the group that the CCP, Jaswant Narwal, will be in post as of 1 <sup>st</sup> October.
16.	Date of Next Meeting	TBC

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