



**Bedfordshire Board Meeting**  
**Executive Conference Room, Kempston Police Headquarters**  
**Monday 1<sup>st</sup> April 2019**

**Attendees:**

Clare Kelly, OPCC, Chief of Staff (Chair)  
Chris Handley, Criminal Justice and Commissioned Services Project Manager, OPCC  
Sharn Basra, DCS, Bedfordshire Police  
Nathan Briant, ACC Criminal Justice & Custody  
Garry Forsyth, DCC, Bedfordshire Police  
Ian Miller, HMCTS  
Jaswant Narwal, Chief Crown Prosecutor, CPS Thames & Chiltern  
Mairead Mcgeoghan, DWP (Deputy for Marj Shanahan)  
Cheryl Hayes, NPS, (Deputy for Alison Harding)  
Chris Hutton (Deputy for Inspector Jackie Holmes), Bedfordshire Police  
Doug de St Aubin, BeNCH CRC  
Victoria Marlin, Signpost Hub  
HHJ Richard Foster, Resident Judge  
Doug de St Aubin, BeNCH CRC  
David Collins, Youth Justice Strategic Manager, Luton YOS

**Support Team:**

Claudia Profeta (covering minutes)



**Apologies:**

Kathryn Holloway, Police and Crime Commissioner  
Alison Harding, Head of NPS, Bedfordshire  
Jeanette Keyte, Head of Community Safety at Central Bedfordshire Council  
Marj Shanahan, Work Service Manager, DWP  
Jody-Sue Williams, HMPS, Bedford  
PJ Butler, HMPS Governor  
Ashton Miranda, Staff Officer to Garry Forsyth  
Marcel Coiffait, Chief Executive, CSP  
Michael Marren, BCH Superintendent, CJ & Custody  
Liz Clark, YOS  
Joy Piper, Strategic Manager, DA, Central Bedfordshire Council  
Russ Waterston, Superintendent, Criminal Justice & Custody, BCH  
Natalie Robinson-Chatterley, HMCTS  
Fiona Beazer, Citizens Advice

**PART 2 ~ CLOSED**

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NO	TITLE	MINUTES	ACTIONS
1.	Welcomes and Apologies	Welcomes and apologies were given by those in attendance.	
2.	Minutes from 24 <sup>th</sup> Jan 2019	Previous Minutes were agreed.	
3.	Matters Arising & Meeting Governance	<p>See action sheet</p> <p><b><u>Governance Update – Support of the BCJB Board &amp; Data management:</u></b></p> <p>It was agreed that the Terms of Reference should be reviewed at the next meeting which is scheduled for Monday 20<sup>th</sup> May 2019. The role of deputy should also be elected at the next meeting.</p> <p>It was agreed that the performance report should be circulated to those organisations who are in attendance to complete their own section of the report.</p> <p><b>Action: Chris Handley to send the performance report template to attendees to complete their own organisations section.</b></p> <p><b><u>Proposed Risk Register:</u></b></p> <p>It was proposed by the chair and agreed by attendees that they will be happy to consider the completion of a governance risk register at this meeting. Risks will also be taken to other groups to flag. Attendees agreed that the following risks should be added to the risk register:</p> <ul style="list-style-type: none"> <li>• GAP</li> <li>• File Quality</li> <li>• Keeping people safe</li> <li>• Information sharing and access of information between partners</li> <li>• Brexit &amp; Op Bridger (Jo Cox murder) parliamentarians involved in criminality</li> </ul>	
4.	PPMG Update	<p>Chris Handley update attendees with the latest performance figures.</p> <p>ACC Nat Briant questioned whether the aspirational rates should become tolerance ranges.</p>	

		<p><b>Action: Chris to confirm at PPMG whether the aspirational rates should become a tolerance range.</b></p> <p>Context and narrative needs to be included on the performance report with disposal rates being measured.</p> <p><b>Action: Chris to work with CPS to include disposal rates to performance report.</b></p>	
5.	Local and National Updates	<p><b><u>Local and National Updates:</u></b></p> <p>Local and National updates were provided to attendees (attached for information)</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">         190207-National-Protocol-v1.0.pdf     </div> <div style="text-align: center;">         190207-Local-Protocol-v1.0.pdf     </div> </div> <p>Chris Handley has signed up with national leads to receive updates.</p> <p><b><u>OPCC: Family Drug and Alcohol Court update:</u></b></p> <p>Clare Kelly explained that the OPCC funding has now been allocated to services for 2019/20. CK circulated the final funding list to the force and partners on Friday.</p> <p>Clare explained that the OPCC has funded FDAC which is the Family Drug and Alcohol Courts, this will be launched in September 2019. Chris Handley will be the project manager and will work with Judge Patrick Perusko and his colleague Danny who have previously rolled out this service in other areas of the county.</p>	
6.	Victims Services	<p><b><u>Introduction to Kimberley Lamb – Signpost Manager:</u></b></p> <p>Kimberley sent her apologies to the meeting as she was unable to attend. DCS Sharn Basra is in attendance to introduce signpost.</p> <p>DCS Basra explained the function of the signpost hub, which is there to support victims of crime over the telephone, victims can also be referred to the signpost hub through partner agencies. DCS Basra offered partners the opportunity to come in and use the signpost facilities. DCS Basra explained that we do not invite victims in but he would like to invite anyone from this group to come in and have a look at the hub. DCS Basra would like partners to reinforce the victim’s hub to members of the public, and victims. The signpost hub can also Intervene with fraud until action fraud take over an investigation. The signpost hub celebrated its one year anniversary on the</p>	

		2 <sup>nd</sup> April 2019. DCS Basra also offered attendees the opportunity to use the signpost hub meeting room.	
7.	Reducing Re-Offending Group	<p><b><u>2019-2021 Strategic Priorities for sign off:</u></b></p> <p>Alison Harding was not in attendance but wanted attendees to see the Bedfordshire Reducing Reoffending Strategy Priorities for information.</p> <p>Attendees would like the strategy to read Serious Violence and not Serious Youth Violence in the last column and also to include knife crime.</p> <p>Alison’s presentation is to be circulated to attendees, and any questions from attendees will be answered at the next meeting as there will be a better idea of what probation services will look like by May – there is currently a contractual review which is causing some delays. Reducing Reoffending group to remain on agenda.</p> <p>Drug and Alcohol treatment to be reviewed in future contracts.</p>	
8.	Victims and Witness Group	<p><b><u>2019-2021 Strategic Priorities for sign off:</u></b></p> <p>Minutes circulated for information.</p> <p>Attendees were asked to review and feedback any amendments to the 2019-2021 Strategic Priorities by Friday 5<sup>th</sup> April for the next Victims and Witnesses group.</p> <p>Attendees provided the following feedback during the meeting:</p> <ul style="list-style-type: none"> <li>• County lines to be included</li> <li>• Signpost needs to be labelled for surveying</li> <li>• Fraud to be separated or listed under cybercrime</li> <li>• More substance to be added under the headings</li> <li>• FGM to be listed under vulnerability and exploitation section too.</li> <li>• DA and Vulnerability objectives</li> <li>• Priorities to focus on</li> <li>• Accountability at the end of 2021</li> </ul>	
9.	Op Qualis	<p><b><u>Bedfordshire update from DCS Sharn Basra:</u></b></p> <p>DCS Basra has received support and file quality review support from Philip Mansfield – Director of Public Prosecution for CPS. Philip will be continuing his support at DCS Basra’s local meeting. Progress is being made, with improvements to the MG11 and submission of CCTV. DCS Basra is currently in the process of securing licences and computers for redaction. In January evidence.com was introduced – HHJ Foster would like to ensure that the</p>	

		<p>court is linked in and that their systems can support the software for digital evidence.</p> <p>DCS Basra explained that he is realigning Sergeants to undertake case reviews and supervision of investigations and case evidence. A Detective Inspector has been identified to work in the RASSO team two days a week.</p> <p><b><u>Hertfordshire update from ACC Nat Briant:</u></b></p> <p>Op Qualis is a tri-force review of file quality. ACC Briant passed on his thanks to CPS who have been supportive during the roll out.</p> <p>There are different pilots across the tri-force, with every file being reviewed by sergeants. Hertfordshire have been logging in and reviewing every action plan linked to a returned file. The methodology is consistent and an improvement in files has been made in the last five months. ACC Briant explained that the Joint Chief Officer's Board have asked for an overview of OP Qualis at their next meeting as it is governed through the JCOB terms of reference. There is a tri-force superintendent in post who is being funded to focus on file cases. Jaswant raised that staff and prosecutors are having to chase outstanding files. Jaswant explained that she would prefer if a file case stayed with the police until it is due to go to court for defence so that the file quality can be improved on and thoroughly reviewed by the sergeant. Jaswant would like to review the file quality for Bedfordshire and Hertfordshire only as Cambridgeshire is not within her area.</p> <p>DCC Forsyth explained that the force are investing in 15 Sergeants to review file quality. He also explained that there is a joint review being undertaken at JCOB which will then be taken back to the Criminal Justice boards and the Op Qualis groups.</p> <p>ACC Briant explained that gap courts are not being managed effectively and that they should be running at the same time as NGAP courts as cases could be transferred from the NGAP to the GAP if a guilty plea were to be forthcoming.</p> <p><b>Action: ACC Briant to look at the gap court issue and nominate someone to contact Jaswant to see how it can be managed going forward.</b></p>	
10.	SHOPPO Applications	Chris Hutton explained that officers are following up on SHOPPO orders. Educating of officers has seen a rise in orders. There were 19 orders in 2017, 25 orders in 2018	

		and so far we have 9 for 2019, with 12 pending. Chris explained that Sex offender numbers in Beds are increasing, there has been a change in our legal services team. In the last 6 months we have started to see an increase in civil orders and people going directly through to legal instead of the IOM team. Will continue to grow which will ultimately see an increase in staff and funding requests.	
11.	Mental Health Strategic Partners Group	<p>Clare Kelly explained that she has taken over as the chairperson of the Mental Health Strategic Partners Group.</p> <p>Clare explained that the objectives have been designed for the group and a risk register created to capture any risks.</p> <p>Access remains above all in terms of crisis, there will be two senior mental health nurses to work in Signpost and FCR as part of CI Whittred's BID.</p> <p>Access to pathways.</p> <p><b>Item to remain on agenda for Criminal Justice Board.</b></p>	
12.	POCA	<p>Chris updated that following DCI Martin Peters presentation last year, the expectation will be that there will be a further 2% slice taken by the Home Office prior to money being distributed to the CPS, HMCTS and the Police.</p> <p>ERSOU funding – 15% in Beds Luton Crown Court – funding to Neill Waring at YouTurn Futures from Drug cases.</p> <p>New account freezing orders – seizing up to £600,000 and is proving successful.</p> <p>There are more awards being paid directly to victims which while positive is further reducing the funding for CPS, HMCTS and the Police.</p>	
13.	Correspondence	None	
14.	A.O.B	<p>Jaswant suggested that Brexit issues should be considered for the risk register and for their part CPS have Op Bridger.</p> <p>The force also have a contingency arrangement in place.</p> <p>Meeting closed.</p>	
15.	Date of Next Meeting	Monday 20 <sup>th</sup> May 2019, 14:00-16:00hrs, Conference Room 2, Beds HQ	