

POLICE AND CRIME COMMISSIONER FOR BEDFORDSHIRE

STRATEGIC BOARD MINUTES

Recorded 29 August, 2019

Confirmed with	Kathryn Holloway, Police and Crime Commissioner (KH) <i>Chair</i>
	Clare Kelly, Chief Executive, OPCC (CK)
	Jacqueline Sebire, Deputy Chief Constable (JS)
	Zara Brown, Chief Inspector, Staff Officer (ZB)
	Susie Moid, Temporary Executive Personal Assistant (minute taker)
	Shelia Greer, Executive Personal Assistant (minute taker)
Apologies	Garry Forsyth, Chief Constable (GF)
	Gavin Hughes-Rowland, Staff Officer (GHR)
	Sharn Basra, Temporary Assistant Chief Constable (SB)
	Phil Wells, Assistant Chief Officer (PW)

1. Minutes of last meeting on 01.08.19 (July meeting held in last week of July, first week of August)

Minutes from previous meeting agreed by all.

The PCC Chief Officer away day will be taking place at the end of October to discuss portfolio leads.

The PCC asked for an update referring to the action on Signpost taking the access to Claire's Law. The Force have not explored this fully but have begun substantial training which includes Signpost.

The PCC asked that she CK and PMc be forwarded the presentation for Clare's Bill from ZB.

ACTION: CK - PCC would like to see laminated notices about Claire's Law on the back of public toilet doors

ACTION: ZB to forward Claire's Law presentation to OPCC

2. OPCC Updates

A. HMICFRS Peel Update

CK confirmed that the formal paper tabled at this section is a good reflection of the verbal update from the July Strategic Board.

PCC/CK asked JS how confident is she about response to crime against people in advancing years. There is now much more enhanced reaction to fraud. The Force will be carrying out an audit on advancing years crime; with a team now set up to deal with people in advancing years who may be vulnerable. Ed Major is doing work on a four-year plan. JS has asked for a 'dip-sample' to be taken to inform that plan.

PCC needs to know how many people over the age of 65 are within the County and projected for future planning. This is to be included in Edward's work.

JS said that crime is polarised against young people and over 65.
JS is looking at skills and availability of staff that can deal with this potential crime.
PCC pointed out Age UK (formerly Age Concern) may have funds available to assist with project.

ACTION: JS - To include a paper on crime in advancing years in the December Strategic Board

ACTION: CK - Estates to be put on every Strategic Board agenda moving forward

B. September Strategic Board: CIT Crime Investigation Team

Linked to PBB –.

JS will be having a briefing with Andy Southam, and will ask her PA to invite CK to attend

ACTION: JS - Lois to invite CK to briefing with Andy Southam on CIT

ACTION: CK and JS - All following to go on the September Strategic Board – PBB phase 1 and 2. Signpost PIR and performance overall

On the subject of hot-desking the PCC stated that three large multi-nationals have recently changed their hot-desking policy for a number of reasons with psychological damage and lack of efficiency among the reasons given. JS agreed with this and added that colleagues would sometimes leave paperwork on a desk they believed would be occupied by someone, only for that person not to be working at the same desk the following day – resulting in documents and sensitive materials either being lost or not reaching the intended individual.

JS confirmed that hot-desking will be returning because of lack of space and teams growing. JS does not disagree with the principle of hot-desking.

A compromise would be that the same 2-3 people could hot-desk rather than anyone before enough space is found.

ACTION: JS to confirm to PCC what the Force's policy will be going forwards on hot-desking for CIT.

3 CC Update

A. VERU Update to PCC

The PCC questioned about the VRU being called the VERU (Violence and Exploitation Reduction Unit). She was concerned that the Home Office would not understand the change.

JS explained that she has met with Lyn Abrahams who is the lead for this area and signs off all the forms and money. LA understands the need to change from VRU to VERU in Bedfordshire. The change has increased support in people joining up because of the 'E' in terms of partnerships.

The PCC asked when Brandon Lewis MP was coming to visit the Force. She would like it to be last two weeks in September – but not on a Friday.

ACTION: ZB to arrange visit of Brandon Lewis MP

JS confirmed the VERU is in a really good place and has recently received funding of £180,000 to be spent by March 2020.

The partners are happy - in essence and feel adequately represented.

Governance – oversight group to meet four times a year. Robin Porter the Chief Executive for Luton is to chair it.

JS explained that we are different from other teams as we will have an actual physical unit – not a virtual one. Possibly in Flitwick on the top floor. To be headed by Kimberly Lamb, currently Head of Signpost, to be seconded to VERU to March 2020. CK confirmed the role profile.

The 4 pillars will work towards:

- Partnership - Violence & Exploitation – what is being delivered and missed?
- Service Delivery – Early Pathways Post
- Service Delivery of IDVA
- Public Health Analyst

JS confirmed that BOSON would be linked to young advocate roles but these are yet to be named. JS said this is a very exciting additionally for the project

The PCC said we are doing something different – where we are jointly working to provide victim/perpetrator cohort.

Bedfordshire, Essex and Kent have acquired Larry Sherman who will be carrying out the evaluation.

ACTION: JS to ensure the VERU launch goes to the PCC and Ministers

ACTION: JS to present at next Strategic Board how she has spent £1.38m FOR Serious Youth Violence

4 Efficiency

A. Priority Based Budgeting – written update (PBB)

Within the actions it has been agreed to move Phase 1 and 2 PBB to the September 2019 Board

5 Effectiveness

A. Crime performance figures – focus on Signpost

JS said that she is most concerned about solved crime rate.

No specific spikes but a rise in violence. Long-term reduction in burglary and pro-active targeting is working.

Overall, control limits of crime reporting with notable increases in arrest for drugs

There is a lack of detectives which is concerning but is a national issue. A number of programmes have been set up, in terms of improvements. Cambs have a five-day course that looks at investigations from beginning to end. The investigation takes place in a house to practise how to investigate searching a room etc. and recording it.

Generally, looking at 160-180 crimes a month, but this is not reflected in hospital data. This is perhaps because forms are not being completed.

Hospital data shows a decline with public space violence under 25 equals 'youth violence'.

Dave Boyle is carrying out work with form filling/analysing and our analysts collaborating with theirs. CK asked if someone is specifically looking at the form to solve this issue. It is understood that Nick Underwood (for 6 months) will be analysing the data.

PCC said that despite all the good work being done in Glasgow to reduce knife crime etc., there have been concerns from Public Health in case it rests with them.

JS confirmed the data is correct, but on analysis there is still a problem with search-words, however, the Force is still working to fix this.

6 Leadership and Culture

A. Chief Constable Complaints

No new complaints

The ongoing issue of acquiring a Force to look at a complaint instead of employing a QC is ongoing. Cumbria are due to advise if they will take the case on. We shall keep going for as long as it takes before going to a QC. PCC agreed.

B. Feedback on recent investigation:

IOPC noted four items:

Recommendations:

- Wanted Comms to consider a reading period and archiving/taking out of the public domain.
- Consider telling the person it will be in the public domain
- Media releases should be tightly recorded
- Use of name – to use person's full name and not just their surname out of respect.

The Force agreed to consider all four.

C. Monthly Update on culture

A Gender Equality Survey in Bedfordshire was sent out and we have received between 500/600 responses equally from both males and females.

PCC said needs a greater sample.

JS mentioned three offences of a sexual predatory nature. The Force have done a lot of work to encourage Officers and Staff to come forward.

JS said she would like to come back to the Strategic Board once the analysis has been completed and mentioned CK is attending a two-day conference by Professor Les Graham

ACTION: JS To update Strategic Board on Equality Survey Results when available

D. Exit interview summary of leavers from Force

Exit interviews are back on the agenda as it was not felt we had the content of the interviews in the previous report at Strategic Board.

The PCC suggested we set up exit conversations to try and establish if the reasons behind new recruits joining are the same reasons why so many are leaving the Force. CK confirmed PW wants to do this and will include her in that process.

It is believed that some managers view exit interviews as optional and we must encourage managers to conduct these interviews in all cases.

PCC said most people are reluctant to give honest feedback until such time that they have secured another role, for fear of being compromised or being unfairly treated and suggested that work is done to encourage people to come forward and provided assurances that their feedback will be kept confidential. She suggested a bit later could be more frank than at the time of leaving.

ZB felt the creation of an additional layer in the process would encourage leavers to provide honest feedback as this would assist the Force with continuous improvements in standards and welfare of its officers.

ZB raised a concern about an independent person not doing the interviews – as they are currently conducted by line managers and the line manager might potentially be the cause of the person leaving

ACTION: ZB to look into how to deal with exit interviews in Beds, if not with the two other forces

ACTION: CK to put Exit interviews report to the October Strategic Board

E. APCC Rape Review

CK raised the London Rape Review findings to the Force. The Force are going to look at them in full at the Rape Gold meeting. CK asked the Force in relation to the HMICFRS view on current Force's need to increase ISVAs by £70,000 to get to five dedicated ISVAs. JS agreed it would be beneficial but asked to take it outside of the meeting.

CK asked if Early Evidence Kits were missing from cars and do officers know about their existence. The Force need to establish if they are out of date and decide how they can better monitor and conduct checks.

ACTION: JS - PCC would like to know level of case-loads by ISVAS being carried by neighbouring forces and Bedfordshire.

ACTION: JS to give a presentation as next CJB around the Rape Review

ACTION: JS to do a stock check on Early Evidence Kits in vehicles

7 Quarterly reporting

Nothing to report at this time.

PCC asked for an Estates Report to be made to Strategic Board every month.

ACTION: CK to establish who the Planning Leads are for Roads and Housing in Bedford for CK & PCC to meet and write to them

ACTION: CK to put estates on every Strategic Board moving forward

8 AOB

Good news which will be issued in the internal newsletter (not for external release).

£50,000 will be provided to Luton Police Station for fundamental refurbishment of Luton Police station.

Areas to be included: toilets, kitchen and preparation areas, flooring, lighting, wall décor and a new Rest Room and Breathing space area.

ACTION: CK to invest 50,000 at Luton Police station on toilets, kitchens, floorings, lights, walls, new rest area and a new breathing space

The PCC added that the kitchen in Biggleswade was in urgent need of repair as it was over thirty years old. The flooring would also require updating, as well as the areas the PCSOs and community teams worked in. The PCC complained that the contracted cleaning company was not carrying out its job adequately and the entire place was absolutely filthy.

JS stated that the cleaning is not in the Force's control. JS understands that a deep clean is not part of the contract with Solo and there needs to be a separate request.

ACTION: JS to confirm are if we happy with a late start re: Millwall game in October 2

ACTION: PW to include Biggleswade kitchen in the revised Estates strategy.

ACTION: PW to ensure a review of the Solo Cleaning contract is taken out specifically at Luton

JS also said that there is a perception that no one cares about Luton because there is no meeting room there. Monthly meetings could be held there if a meeting space was to be made available, on the understanding that once money is spent getting rid of the old broken furniture and replacing with new furniture, it would be maintained well. JS suggested the Briefing Room could be a new meeting room.

The PCC said it was time to address a new ethos. Formerly, Estates would concentrate on main areas, leaving the smaller ones being missed out. The OPCC needs to lead on the absolute wellbeing of staff – with appropriate standards of hygiene and comfort across the board.

The PCC wanted it made very clear that she would never back any selection for Signpost lead without due process and advertisement for the role. As such, someone has been appointed and that person will remain in a temporary capacity – until the review which is on-going is concluded – but would not run past 8 weeks. PCC has asked that HR understand that this post is purely provisional until the PIR reports.

JS reiterated the apology the PCC has had from the Chief Constable about how it happened and JS intends to present a performance review of Signpost at the next review.

The PCC raised the issue of a Signpost staff move without any formal process or consultation with the OPCC who are the contract owners of Signpost. CK raised the fact that again for a third month at Strategic Board we didn't have the focus on Signpost on performance data but agreed with JS that moving the performance update to September alongside an update on the PIR for Signpost would be a good way forward.

ACTION: JS to provide a formal report as to why the situation with Signpost appointments were made with no OPCC consultation (Request made by the PCC)

PCC visited SARC in Bedfordshire and asked Debbie Liverpool, the manager, for a wish list so that we could establish quantities of clothing for babies and children, equipment i.e. tumble-driers, clothes, dishwasher and freezer. DL is asking for an office. PCC proposes a half-stud wall which will separate Debbie from a seating area. This means that people arriving will be able to see a member of staff to welcome them.

Wheelchair access will not be required to upstairs shower (as there is one downstairs).

PCC has seen the internal design plans and is concerned that the layout has lost the benefit of three windows downstairs and has suggested changes. Also, the PCC has suggested changes upstairs to maintain two windows that would have been inside store rooms.

PCC will imminently be approaching the CEO's and Heads of Social Responsibility and Communications at: Dunelm, IKEA, Matalan, Homesense and Cath Kidston to seek gifts or items at cost to help equip the centre.

JS would like to pay special thanks to Jackie Dadd and Phil McCarthy for their work with SARC. PCC also thanked JS for suggesting the name of Holloway House for SARC and confirmed that she had suggested an alternative name Kathryn House

ACTION: PMc - No wheelchair access required upstairs for the SARC

JS updated the PCC that her recommendation for 'Better for Beds' to be moved to the new year has been considered and approved to avoid a long time period of no annual leave for officers.

PCC endorses and approves meetings being arranged for sergeants

Next meeting: 26 September 2019 at 11am (Executive Conference Room)