

**POLICE AND CRIME COMMISSIONER FOR BEDFORDSHIRE
STRATEGIC BOARD MINUTES**

29th July 2021

Attending:	Clare Kelly, Chief Executive, OPCC (CK)
	Garry Forsyth, Chief Constable (GF)
	Gavin Chambers, CFO for the OPCC (GC)
	Sharn Basra, Assistant Chief Constable (SB)
	Madelyn Doggrell, Staff Officer DCC (MD)
	Rachel Glendenning, Staff Officer (RG)
	Gemma McCormack, PA to PCC and Chief Executive (GMc)

ITEM 1 - WELCOME & MINUTES OF MEETING HELD AND FOR AGREEMENT AND MATTERS ARISING

CK welcomed the board members to the July Strategic Board Meeting and noted apologies from; Festus Akinbusoye, Trevor Rodenhurst and Phil Wells.

The minutes of the previous meeting were agreed as an accurate record with one amendment to be made to read 'multi factorial reasons'

ITEM 2 – PCC QUESTIONS OR ITEMS TO RAISE

2.1 Actions from previous meetings

Actions were reviewed and log updated accordingly.

2.2 Force Risk Register

GF advised that the Force Executive Board have now signed off the Risk Register and there is nothing further to be added to it.

SB raised that there is only one new risk and that this is around ICT and the lack of chips for laptops, this is a global issue and is being looked into.

2.3 File Management Update

CK advised that this is on the agenda as she had wanted to understand the thought process on how this was the solution instead of investing in case management builds, we are going for correcting the end. SB advised that [REDACTED] is now in place who is the Manager and we have also got the out of court disposal co-ordinator in place. We have 7 out of 10 people recruited and ready, we are now just waiting on three who are going through the process. We are hoping that all 10 will be ready to start their training in September. SB explained that it is important for our officers to understand policing and what it looks like in Bedfordshire which is why we went for ADCP which is where they do year 1 and then move into the Detective forum. The function of the File Quality Unit will be that of QA and they will remedy and rectify in order to submit so there is no more toing and froing. The aspiration is that they will actually sit with the teams and therefore work with some of those individuals as well.

2.4 POCA

CK explained that in a lot of places like Herts, West Midlands and Surrey POCA comes back for OPCC's to manage like a victim care fund but in Bedfordshire it doesn't and just goes into general funds. Could we have a conversation re changing this so that it could be more focussed within areas that we would want it to be.

GF advised that we have a POCA budget of 250k as a target to achieve but we historically underachieve in that, we are continuing to do that again this year as well. We are currently looking at 115k for POCA this year and we pay that into the overall overspend position. I would want to support you in the victim's service piece and I think it is worth us having a conversation going forward but, I also have to manage the expectations around effectively what we will be doing is potentially cutting a service area in one part of the business to support that through POCA. CK queried what area they are using the 115k towards so that we can compare it? GF and CK agreed to have an ongoing conversation outside of this meeting to discuss further.

Action – CK, GF and PW to meet before next Strat Board to discuss.

2.5 Specified Information Order & 2.6 Information Schedule Project

CK explained that these two agenda items are linked and was mentioned in the Action Log. At the last Strategic Board we mentioned we agreed a direction around specified information orders and the information agreement that we had as we just needed to go and do the detail. We went to do that detail and the message had not come down at all because the answer to absolutely every single request was 'no'. We are now in a position where specified information order is due in two days and we don't have that information to go live so I doubt we are going to be compliant in the next two days but we do need to work towards it as soon as possible. For me it is important to get the SIO's completed but while we are doing it we may as well look at the whole thing for agreement. GF advised that he has looked at the paper with the issues raised and has agreed that we will meet the requirements for the SIO and has no objection to any of it.

SB advised that he has also gone through the paper and has spoken with [REDACTED] about it. The natural sequencing is that it would come in through Force Performance Board into FEB and then into Strat Board, it may be a case of [REDACTED] providing it direct to the OPCC.

GF advised that we have given the commitment that we will provide that information and it appears that the delivery of it isn't going as well as it should. SB suggested outside of this meeting to have a meeting with CK and [REDACTED] to go through the information. SB advised that he is confident to change performance board reporting, have a look at what the OPCC need, work backwards to make sure that it feeds into the mechanism so that Hazel's team aren't doing it twice, that way the OPCC get what you need and for us it wont be that dissimilar.

Action for CK and SB to meet to prioritise SIO

ITEM 3 – PERFORMANCE FOCUS

3.1 Crime performance figures with restricted detail

CK confirmed that she has looked through the paper and has no overall concerns.

SB update they had conducted a review of Outcome 22s carried out between April and June and the last time we did that was November to January. Outcome 22 doesn't just stop where diversionary or intervention activity resulted from a crime report has been undertaken, there is a second and final part to that and it is not in the public interest to take further action. This is where some of the learning has come out because we found a lot of issues between Outcome 8 which is CR and 20 which is further action taken by another agency. In this audit 57 investigations were audited and we found that 47 were correct which is a compliance of 82.46%. In the last audit the compliance rate was 17%. In that time we have found is an increase of use of 22 but it has been the right use of 22. The vast majority of those 22's are for DVPN's and the learning that has come out of this audit it, where people have issues DVPN's they are automatically referencing it as an Outcome 22 which isn't the case. We will pick this up separately in terms of learning.

SB also raised regarding the FCC, last time referenced two weeks in June due to how the meetings were panned out, now looking at all 4 weeks in June – increased calls in service for 101 and 999's, both were above average. This then relates into CAD's and in responses and that demand piece has continued. It has also been replicated with arrests, for the whole month of June week on week we were above previous averages but it is not having any impact on custody which is positive.

SB also raised that in June they were only able to contact 221 victims against 140 crimes per day, most of which are victim based. Of those that were contacted only 43 completed the survey. At the moment the survey is not going to give us any evidence base to see what our victim satisfaction looks like.

The positive news is that we are down to our last three providers in terms of the procurement phase. On the 12th August 2021 the final picture will be presented at BCCIB and then that will come to FEB on the 17th August 2021.

ITEM 4 – CC UPDATE

4.1 Verbal Update

GF updated regarding the incident during Eid at Bury Park last week that created a lot on community tension. This was as a result of non licenced market stall activity. There was an incident relating to a road traffic collision which then escalated quite quickly and one of the parties involved went back and got their family and friends which resulted in a fairly large scale disorder where a number of arrests were made and quite serious injuries were sustained. There is quite a lot of work ongoing now with the Council to ensure that we address that issue for the following years as it turns out those non-licenced stalls have happened for a number of years.

There was a dedication yesterday at the National Police Memorial and the OPCC was represented by [REDACTED]. It was a hugely impressive dedication ceremony and phenomenal memorial piece.

One of our Masters Students, [REDACTED] did a presentation on the work that she has been doing around targeting hotspot patrols and Operation ROWEN. She did that at the Cambridge Evidence Based Policing which was attended by the Policing Minister and a number of other people. Kit then came to Council the next day and said how enthused and excited he was by that very presentation and said that everyone should go to Bedfordshire and look what they have done with it. CK passed on her congratulation to [REDACTED] and stated it is brilliant news.

CK queried in relation to the incident during Eid, was our staffing alright for that night? GF confirmed that there were additional staff on until midnight but the incident happened in the early hours of the morning. SB explained that following the incident there was a request sent out for overtime for officers for the following evenings to provide reassurance. GF confirmed the policing plan for the night in question had no issues and there were additional resources around it already.

ITEM 5 – LEADERSHIP AND CULTURE

5.1 Chief Constable Complaints

CK confirmed that there are 0 new complaints.

5.2 Reviews

CK advised that there are 5 reviews, 2 have not been upheld but three are in progress and are so because they are huge. There is a constant theme between the three which are low level mistakes in the early days but that no one seems to be able to resolve quickly and then we are ending up with complaints that are lasting months and months which could have been easily resolved in the beginning. Customer Services are picking up a lot which they are dealing with on the phone, this saves a lot of work if they can get a resolution at the time.

5.3 Culture Update

CK advised that last time we had a conversation around resource support and then this month it is going to be hit even harder with the 0 pay rise and how people would be feeling. CK asked has there been any progress in relation to considering going back and doing some sort of benchmark i.e. what works and what else we can do. GF advised that in regard to the pay rise this is an interesting discussion piece at the moment. We reluctantly postponed Better for Bedfordshire because of the timing of it and we were going to run into the cancellation period where we were going to incur significant costs. This would have been a great opportunity to address a lot of the issues and concerns so we are going to have to do something in an interim fashion online again which isn't ideal. There are also the ongoing Communications which I do where I will address some of the issues around pay rises etc. What we haven't done is

delayed the implementation of the above difference piece so that will start for Chief Officers and then for Phase 2 include senior leaders as well, this will happen at the end of this year.

ITEM 6 – QUARTERLY REPORTING EFFICIENCY

6.1 Capital Programme Update

6.2 Capital Programme Monitor

6.3 Revenue Monitor

6.4 Medium Term Plan

GC discussed the Capital Programme dated the 1st July 2021. This is an update following the actual figures post the 2020/21 outturn. Table A Paragraph 7.8 shows the difference. In February the OPCC agreed to the 39.433 million and based on changes at the outturn, such as payments ahead of schedule which the report covers, predominantly estates work noted in 7.3. An additional slippage of 160k predominantly ICT work as noted in 7.3 as well. That changes the capital programme to 38.726M.

This report requires approval as there is a slight amendment to the capital programme budget. CK confirmed that this has been approved and to note the slight changes in payment times.

In year monitoring of the capital programme –

The key items to note are covered in paragraph 9.3 and that is where there is an additional £1million to be spent on the training facilities and the firing range. The business case is going to be presented in due course to the PCC on both those areas. Paragraph 9.4 of an additional 280k minor works overspend, the key item is £230k which is Bedfordshire Force share of the potential spend on works for the firing range. This is to ensure that the firing range isn't decommissioned so that we can use it for the next 2 plus years while we are waiting for the new firing range to come online. GF advised that the big issue is the extractor fan, we have tried many times to repair it but ended up with a bill for 500k and having to replace it and it is still not working properly. We cant shoot in there on hot days and where the custody suite is being built, the dust from the build blocks up the fans. CK advised that [REDACTED] was going to have a look into any 7 Force interest to reduce those costs. CK has spoken with the CEO at Suffolk who are very interested. GF mentioned that there is some scope within the outline business case for income generation from the use of a range facility and agreed that reducing the capital outlay by getting others involved at the earlier stage.

Action – GF will feedback to [REDACTED] to ensure that the team are doing that work.

GC discussed paragraph 9.5 the expected overspend, the Luton refurb which is down to 186k due to the asbestos.

CK discussed 4.1 on the main capital programme regarding the sentence saying 'this plan would help to deliver the Police and Crime Plan', CK queried as the Police and Crime Plan hasn't been launched yet, wording to be amended.

GF discussed regarding the capital allocation that we get every year, we get £100k in the grant which is wholly inadequate for almost anything and the only way to service what we are doing is through funding borrowing from revenue which isn't sustainable. We are going to have ongoing capital requirements and as well as pushing the funding formula review, we might want to talk about what the point of the £100k per year in our core grant.

Action CK advised that she will speak with the PCC and arrange for him to meet with the correct person to discuss capital allocation.

GC advised that this links in with a problem when setting the next years budget, at the moment other than the capital grant of £100k, all our capital future programme is based on borrowing so we are significantly borrowing, we have no revenue contributions planned yet to go towards capital.

All agreed they are happy with the report and to sign off.

GC went through the Budget Monitoring Report. GC explained that this is the first report to the Strat Board this year. Paragraph 8.4 lists out the risks. The forecast underspend at 1.755million, now that we have received the Costello grant we can un earmark the 2.1million that is in for the end of 2021. The 2.1million will be part of the future discussion that we can have with the PCC and the Force regarding where to allocate that money. The underspend of 1.755million is detailed on Tables 1 and 2. Table 1 shows the forecast overspends and Table 2 shows the grant funding which nets off the overspend and brings us back down to 1.755million. The areas to highlight regarding the risks in paragraph 8.4, none of these figures include any pay award. GF advised that the messaging regarding the pay award is that it is 0. There is a lot of discontent in relation to that. There is a lot of frustration around that and those conversations will continue. GC advised that paragraph 8.4 notes that if the 1.5% pay award was awarded in September that would have been an additional pressure of £945k and that's part of the impact, if one was awarded it would be a base budget pressure next year. GC has liaised with Stuart regarding the allocation of the reserve, the 2.773M which is the underspend at the end of 2020/2021 reduces by £591k and that shown in Table 3 is what was previously agreed as part of the proposed use of underspend.

The only other item to highlight is Appendix B which shows our reserves. The budget reserve of 3million will be used over the next medium term, that leaves us with an insurance reserve of 1.1million. Conversations going forward will be what can we set aside for budget reserve and ear mark reserves.

Action: Budget Reserve to be included in August Agenda.

GF discussed the special grant funding which masks the Forces overall position and are projecting a forecast underspend position, what we know is that we are living beyond our means and when we come to budget we cant rely on special grants.

Action: 6.4 Medium Term Plan to be included in the August Agenda.

GC also advised that the report eludes to COVID reducing, this may not be the case so may be light in relation to COVID spend.

ITEM 7 – COLLABORATION

7.1 Risks and Key Updates

CK advised that she's had one in terms of league position for BCH. CK reported that it was a good BCH meeting where a lot was agreed but we are aware that [REDACTED] leaves in a few weeks. We just need to be aware and conscious of this.

GF reported that there is a bit of pressure around the 'Pingdemic' issues, particularly around policing and the self isolation that has been caused as a result of the test and release application and whether we apply for acception status. SB has been doing some work to get to a sensible position around how we can administer our own test and release programme.

ITEM 8 - AOB

8.1 Information Management Updates

CK advised there are no significant risks this time.

GF reported that HMIC have been in looking at firearms and it was a very positive inspection. CK congratulated the team for a good report.

8.2 Estates Plan Update

GF went through the presentation on the Estates Review (attached).

GF advised the operational requirements for Luton would be based around having a custody facility, having a response base that is geographically located and an enhanced parking capability. GF said that he would discuss this with Phil and would put a paper together.

CK explained that we would need something separate where we could have details as in this report we are talking about disposal strategies. It does need OPCC sign off and the operational need does need to be fulfilled but nothing in this report shows the need, it is just a map of what we have already got. Suggestion for a map of victim harm, a map of contact, a map of criminality, response times, bases and then parking with the environmental need, link in with the recruitment piece, what attracts people. After this then look at and match what we need, how do we get there. It would be helpful to know this information through analysis. CK advised that for us to support this we would need to know the decision making and around the thought process over the 10 years.

GC advised the Fire Chief is currently going through a process to assess where the Fire Stations are relating to incidents and call outs now and then looking at it in 10 years time where there are potential new roads, new businesses and new houses, where would be best to have the Stations. This may overlap with what the Force are looking into at the moment. GC advised that he would link GF in with the person who is competing the work for the Fire Service.

Action: in Autumn to have a meeting where we can go into more detail to understand the need for the estates strategy.

RG requested for Start Board papers to be distributed earlier. CK advised that she sends out the Agenda weeks in advance and often gets papers back the morning of the meeting. CK referred RG to the end of the agenda where there is an area for discussion regarding topics for the next meeting. CK explained that it is difficult as despite requesting the papers, often they are sent to her the day before, the morning of the meeting or sometimes during the meeting where they are presented. GF advised that the papers should come through FEB first and then sent to CK a week in advance of the Strat Board but advised for this meeting there has been a bit of a struggle due to annual leave and people being away from work. GF confirmed that we need to get better at sending the papers on time.

Next Meeting: 26th August 2021.