

BCJB Board Meeting  
24<sup>th</sup> November 2020  
**Teams Meeting**

**Attendees:**

Clare Kelly, (CK) Chief Exec OPCC, Chair  
 Dave Collins, (DC) Youth Offending Services  
 Pat Jennings, (PJ) Youth Offending Services  
 Chris Barclay, (CB) Herts OPCC Performance Analyst  
 Simon Powell, (SP) Signpost Lead  
 Rachel Mort, (RM)  
 Pete Mangan, (PM)  
 Beth Stamp, (BS)  
 Michelle Szyman, (MS)  
 Sharn Basra, (SB)  
 Garry Forsyth, (GF)  
 Catherine Sharp, (CS)  
 Eliot Johashen, (EJ)  
 Layla Allen, (LA)  
 Dave Collins, (DC) Youth Offending Services  
 Patt Jennings, (PJ) Youth Offending Services

**Support Team:**

Phil McCarthy - OPCC Project Manager, Police and Public Contact  
 Alisha Powell - Business Support Assistant

**Apologies:**

Kathryn Holloway, PCC  
 Anna Bruce  
 Alison Harling

No.	TITLE	MINUTES
1.	<b>Welcome:</b> <b>Apologies:</b>	<b>Introduction:</b> Welcome and apologies were recorded. Meeting was chaired by Clare Kelly.
2.	<b>Minutes from meeting</b> – Sept 2020	To agree the minutes previously circulated to members  Minutes were agreed.

3.	Matters Arising and Meeting Governance	<p>A: Action summary circulated</p> <p>Ongoing actions:</p> <p><b>6. Heads of service at the board to provide a narrative about their own performance figures within the executive report</b></p> <p>Nov 20 Update: As part of the meeting all partners advised that a commentary or narrative on how the Exec Performance report and data affects their organisation will be expected for each CJB meeting</p> <p><b>10. Rent Deposit Scheme - PCC requested a report back on where this scheme and what can be done concerning this scheme and homeless across offenders.</b></p> <p>Doug De St Aubin to forward CK report. Action complete.</p> <p><b>11. Homeless Event - To develop and advertise A cross Local Authority and Partner agency event to establish service and processes in place to house homeless across Bedfordshire.</b></p> <p>DdeSA and PMc to progress. No additional update as COVID-19 has moved this action on. Would offer to close</p> <p><b>12. DCC to update the board over any proposed changes to the IOM and PI scheme following PBB. As this is Judge led initiative clear communications with the Judge will be required</b></p> <p>No further changes on IOM. The Force have put a hold on any changes We are waiting for Government to advise our financial settlement and we will bring this back as an update at the next meeting after July. 17/9 update - DCC updated Board Maintaining capability. and no risk or amendment to funding. Action closed</p> <p><b>17. ACC Basra to advice the September Board on actions for file quality in reference to options paper</b></p> <p>This is being reviewed within a larger piece of work across Crime Directorate. ACC Basra and DCS Perkins to meet to formulate plans to tackle file quality. Update to be reported back to the Board.</p> <p>Update Nov 20; ACC Basra Police to invest in a File Quality team. Looking to appoint the manager very soon and the recruitment process will progress from there.</p> <p><b>18. Ian to explore the issue of supportive colleagues like IDVAs not been able to access court rooms and feedback to the meeting.</b></p> <p>Update from Natalie in Ian's absence. Issue has resolved due to courts being more open and allowing more 3 people to attend. No update via victims and witnesses board to establish if supportive colleagues have been restricted. Action open for further discussion.</p> <p><b>20. Review of the performance of Police and CPS charged successful cases – there is a large disparity that shows CPS cases are more successful than Police charged cases (in terms of league tables when CPS charge the position is between 20-30 nationally compared to Police charged cases lies in 42 or 43 place)</b></p> <p>CB to send this deep dive of the data to the board. Action 2: ZB to review this data and establish if there is a n operational issue for this. Update given by ACC that this relates to file quality issues and will be addressed in main meeting.</p> <p><b>21. Deep dive into police led charging decisions and how that impacts on performance</b></p> <p>MW to report back on the Deep Dive review. As above</p> <p><b>22. Concerning Trial listings going into 2022 and the impact on victim disengagement.</b></p> <p>Report back on the listings and HHJ Bishop meeting. Action remains awaiting update of the meeting - this was also touching on listing dates.</p>
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4.	Terms of Reference	<p>Review of ToR</p> <p>CK – ToR to be updated every year. Due to the importance of the partnership meeting, everyone needs to be content with the overall direction, agenda and how the meetings are handled. With the PCC election in May 2021, CK wanted to get the ToR back on the agenda to raise anything ahead of the election.</p> <p>CB – raised a point on section 5 regarding timing of meetings. CB understands that the PPMG is a joint meeting, where they have a really detailed conversation surrounding the data, and from there is when it's escalated from the Herts/Beds board. Would it be worth coordinating those meetings so they fall after PPMG?</p> <p>CK – Agrees. It is established that these meetings are quarterly.</p> <p><b>NEW ACTION: OPCC Send out current Terms of Reference for Criminal Justice board</b></p> <p>No other observations or concerns.</p>

5.	Executive Performance Summary	<p>Executive Performance report – needs updating by all partners respective areas – Please add comments with specifics you wish to raise.</p> <p>CB – Chris explained he had a flow diagram in relation to COVID-19, which he shared with the team.</p> <p><b><u>Specific key data points:</u></b></p> <p>Recorded crime year to date has dropped down by 12% last year</p> <p><b>Down from</b></p> <ul style="list-style-type: none"> <li>- Burglaries 30%</li> <li>- Robbery 29%</li> <li>- Rape 26%</li> <li>- Theft from motor vehicles 21%</li> </ul> <p><b>Up from</b></p> <p>Data that has gone up</p> <ul style="list-style-type: none"> <li>- Bail/released under investigation</li> <li>- Reported crime</li> <li>- Warrants outstanding</li> <li>- PCRs to be processed (up 23)</li> </ul> <p><b>Critical risk area: flow not going through the system due to COVID-19 impact</b></p> <p><b>Down from</b></p> <ul style="list-style-type: none"> <li>- Live PCD with CPS (Thames &amp; Chiltern) 613 down from 635</li> <li>- Live PCD with Police (Thames &amp; Chiltern) 791 down from 845</li> </ul> <p><b>Up from</b></p> <ul style="list-style-type: none"> <li>- Live charged cases 1973 up 114</li> </ul> <p><b>Magistrates</b></p> <ul style="list-style-type: none"> <li>- Actual live Magistrates Court caseload 1228 up 87% from February 2020</li> </ul> <p><b>Crown</b></p> <ul style="list-style-type: none"> <li>- Actual live Crown Court caseload 745 up 36% from February 2020</li> </ul> <p><b>NEW ACTION: List outstanding court cases to Crown Court to allow prioritisation of cases to be made.</b></p> <p>PM – pleased to see that CJS R rate stood at 1.6 down from 2.8. Questioned how it was achieved.</p> <p>RM - R rating. CPS report back on a weekly basis, but it fluctuates depending on the number of receipts coming in and the finalisations. It's found that there were certain operations happening from protesters, COVID cases coming through in bulk it all depends. It would be fair to try and have a quarterly review on where we are on the R rating for a more accurate analysis.</p> <p>CK - asked RM how we could get the R rating quarterly</p> <p>RM – recommendation has gone into the gold group to see whether it would be best to analysis on a quarterly basis, but is yet to hear back.</p> <p>CK and SB are on gold, and will report back to PM on the outcome</p> <p>RM – spoke on concerns about Crown Court. Having looked at the data, there were over 400 that need to be listed for trial managements. A suggestion to make that more effective and to reduce numbers would be to utilize CVP more. There has been a high uptake of CVP's in the Magistrates, which is enabled us to list more cases without having to go to court, but we do not have that in Crown Court as judges are not as supportive as the Magistrates of the judiciary. Suggestion to try</p>
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and work with the judiciary around that to get through a lot more cases quickly with utilizing CVP.

MS: In terms of MPs probation point of view, the utilization of CVP is something that's seen them through as a small team, and would want to add their voices to supporting that as it made a real difference in the way the team worked in terms of serving the court.

**NEW ACTION: OPCC to co-ordinate a letter to be sent to Crown Court Judges regarding the listings. All partners to contribute a line on how delayed court listing are affecting their organisation/ victims and witnesses. OPCC to send the letter on CJB behalf. Drafted by 3/12/20.**

All questions covered on that.

CB continued with presentation and gives a brief summary on LCJB Executive Report.

CB – In the last quarter the TSJ dashboard circulated was not circulated because of the impact of COVID, and in result of that, the data was unreliable. Since then the data had been updated which showed improvement across the data.

CB – spoke on accuracy concerns of the sections in the quarterly dashboard data. The data included had been sent over to CB but queried how reliable it was/

CK – agreed and questioned why the averages normal until April – June

SB – linked to the Court sitting and the COVID period in lockdown one April – June.

**NEW ACTION: To review Herts position against Effective, Vacated and Cracked cases to compare against Beds figures on these areas.**

CB continued with the dashboard presentation and spoke on failed cases through victims and witness.

CB – Found an interesting piece of data showed 14 cases in the Magistrates Court that fell under victim and witness reasons. With those 14 cases 12 of them had a Domestic Violence flag.

MS – Court based adverse who used to be historically based at Court on DV days have lost their funding, and therefore, are not routinely based at Court. Possibly have an impact on some of the DV work – not a definite impact, but something to be considered.

CK – not aware of the funding loss, as that was a local authority contract.

MS – added on Deep Dive meetings with Emerald. They are going to be reinstating the terms and looking at some of those cases to determine best practice and learning points.

**NEW ACTION: To explore the reasons for failed cases where 12 out of the 14 Witnesses and Victim reasons given were Domestic Abuse related. Research to understand the reason for this.**

#### **Witness care units**

RM – suggests that it would be useful to involve the witness care units, as some of the issues around that were victims found it difficult to attend Court during lockdown with the restrictions. There was an increase on people who were living together, moving in together before lockdown, which caused issues with attendance.

CK asked SP to determine whether it was because of lower funding.

**NEW ACTION: SP to speak to Joy Piper to understand IDVA court funding issues**

#### **Crown**

CB pointed out that the guilty pleas at the first cracked hearing has dipped quite significantly to 33%, 8% points below the average of 30%. Some defendants are aware with how long the wait times are and will not enter their guilty plea because they think they'll have a couple of years of life before dealing with it.

		<p>SB provides his concern in relation to the above. Some of the things that come in on 31 December with the guidance change is going to weigh that again more in favour of the defense, and will give people more opportunity to gain that system even further. It sits at gold.</p> <p>CB on prison releases in HMP Bedford. Below average in the quarter for the number of releases, but in October we got as many as we would in a typical quarter at 129, 29 of those with addresses in Bedfordshire. 103 leaving the prison in Bedfordshire in that month, which is something to flag.</p> <p>CK added that there would be an increase, but not to that level. Very high.</p> <p>NPS and Bench CRC will review all released detainees prior to be released. ACC - all released names are run through FTTCG, where the risk is there, appropriate wrap around is provided - from community policing knock on the door to a more intrusive level of support.</p> <p><b>NEW ACTON: Phil McCarthy/ Pete Mangan to report back to main CJB board on those released from HMP Bedford - have they been contacted and by whom?</b></p> <p><b><u>Narratives</u></b></p> <p>Third of the cases have file quality concerns, which is something to monitor, particularly knowing that the file quality unit is being set up. It would be a good benchmark to start seeing the improvements that the unit is having.</p> <p>SB - on recruiting new team for January. We are not going to see the results straight away. The key sustainable improvement, and building in plans on what that'll look like. We will look into some benching marking against current and previous.</p> <p>CK - added that there will be no movement to add in the February board. April board will be the best time to provide an assessment update.</p> <p>SB - will be able to provide progress in April 2021.</p> <p>MS - provided a narrative on MPS and on the day reports. Logistical issued and increasing volumes as we try and keep up with the backlog has presented some fairly unique challenges for MPs Court with trying to do those reports on the day. Slowly overcoming some of those barriers in terms of finding the logistical answers on how we can maximize the ability of MPs staff to provide reports on the day. With there being a lot more work coming in and having the same amount of team members, it is never going to be done.</p> <p>No more comments added.</p>
6.	Local and National updates	<p>A: Local and National partnership updates</p> <p>PM updating on National on CRC</p> <p>Got major work around estates, IT staffing, commissioning and procurement. Joining the interregnum period, we have a certain number of governance drivers which are often conflicting, such as:</p> <ul style="list-style-type: none"> <li>- Probation Regional Director who's setting goals for the future;</li> <li>- A Contract Management Team that is partially retracting, restore, and retraining control;</li> <li>- A Parent company that is partially contracting, but is also retraining control; and</li> <li>- National Transition Board which is governing day-to-day and setting out boundaries.</li> </ul> <p>Locations of what CRC are doing</p> <p>CLC have 4 bosses, and it feels quite difficult to maintain the direction we are going in, and supporting our staff. Experiencing a lot of issues around security and cultural.</p> <p>PM gave a brief background on his job role, and how his experience linked in.</p>

7.	Victims and Witness Group	<p>SP updates on Victims and Witness group</p> <p>Meeting was held 12<sup>th</sup> Nov 2020 which covered ongoing concerns around listings in Luton Crown Court and St Albans Crown Court, which has caused anxiety to witnesses. Witnesses currently given a couple of dates for trials to go ahead by the courts - they're trying to give opportunities to come in sooner. The issue is that the witness management system can only take on one court date, which means the additional court dates have been recorded on a spreadsheet. This is creating extra work as a system cannot support this. The issue will be looked into moving forward.</p> <p><b>Update on Luton Crown Court</b></p> <p>Luton Crown Court are starting section 28 applications and will be going live on 28/11/20</p> <p><b>Police update</b></p> <p>SP gave update from Craig Laws' who stated that the victim satisfaction surveys have started again. The customer service team are managing this. There will be 10 DA victim satisfaction surveys a week and 10 Non-DA surveys a week. These results will be shared with the partners once the process is imbedded, with some meaningful data to discuss. Discussions around victim disengagement and outcome 16s which is a local and a national concern, with particular high numbers around stalking and harassment offences from DA and Non-DA. Craig is looking into costs and how we can implement into Emerald, with the possibility of employing independent stalking advocacy caseworkers. Craig is liaising with Hertfordshire Police and Save Lives.</p>
8.	Reducing Re-Offending Group	<p>A: Update on Re- Offending Board 12<sup>th</sup> Nov</p> <p>PM gave an update on this</p> <p>Reducing Re-offending board continues to meet and service is still updating and supporting people, which has continued throughout the second lockdown. The Bedfordshire Scheme part of the IOM Scheme receive praise from the outgoing presiding Judge for the work they've done with the most challenging individual's during lockdown. The Judge's said she was proud to be part of the scheme, which is amazing feedback.</p> <p>IOM is being reviewed and the reduce and reoffending board will be updated as further information is known. The emerging national strategy concerning IOM has been sitting with the Ministers and is waiting to be signed off. They want to create daylight between the high harm offenders, the violent mapper offenders and the medium lower end of the scale offenders, which could include drug and alcohol offenders.</p> <p>Danni Bailey from the Police will be invited to attend the Re-offending Board. The board has not had a Police representative for a while, and this would be great for moving into IOM.</p>
9.	HM Court Recovery Plan	<p>BS - gave an update on HM Court Recovery Plan</p> <p><b>Crown Court</b></p> <p>As it stands, all 6 Courts in Luton are up and running in the Crown, with 4 Courts that are Jury trial capable. We have been utilizing some of the Nightingale Courts for Luton cases, setting up at Peterborough Cathedral (only certain cases can be heard here due to the location and type) and utilizing the Courts at Huntingdon to help us to put on a trial, which helped with the capability at Luton Crown. We are consistently reviewing and looking into extending some of the Nightingale Courts in order to clear the backlogs.</p>

10.	Recovery Plan update from CPS/ Police/ HMCTS/ Probation Service/ CJB/ PCC Gold Group	<p>Update from the Chief - Positions on virtual remand hearings.</p> <p>Chief had spoken to HMCTS and will be reverting to the pre-covid position for virtual remand hearings, effective from December.</p> <p>PM shares slides on Intervention update</p> <div data-bbox="480 264 1374 1120"> <p><b>Community payback.</b></p> <ul style="list-style-type: none"> <li>• Face to face delivery is continuing for priority cohorts based on risk and need with reduced group sizes to ensure social distancing is maintained.</li> <li>• There have been 54 successfully completed requirements since April in Bedfordshire.</li> <li>• Current hours offered are at 120% of pre-Covid volumes with delivery at 70% of pre-Covid volumes.</li> <li>• To support delivery of hours to all service users the CRC has developed an innovative new way of working which enables service users to work at home completing a "Project in a box" creating products including face coverings and greetings cards which are sold to generate funds for selected charities benefiting the community and victims of crime.</li> </ul> <p><b>Accredited programmes.</b></p> <ul style="list-style-type: none"> <li>• Face to face delivery is continuing for priority cohorts based on risk and need with reduced group sizes to ensure social distancing is maintained.</li> <li>• There have been 20 successfully completed requirements since April in Bedfordshire.</li> <li>• Current sessions offered are at 120% of pre-Covid volumes with delivery at 91% of pre-Covid volumes.</li> <li>• Structured interventions under the RAR are being delivered remotely on a one to one basis or via Microsoft teams in remote groups where appropriate.</li> </ul> </div> <p><b>MS updated on MPs recovery plan</b></p> <p>Still seeing the highest risk offenders face to face, seeing the medium risk offenders face to face where there are safeguarding or domestic abuse concerns. Other medium risks are seen through door stepping visits or telephone calls. Overall, all offenders are being seen. Recovery plans is in place and is working well with the engagement.</p> <p><b>PJ updated</b></p> <p>Bubbles have been created within the staff to keep the service going for young people to come into the building for interventions etc. A plan has been created for those with a higher risk to be seen whether that's at home or on the doorstep.</p>
11.	Correspondence	National Papers No update
12.	A.O.B	No update
13.	Date of next meeting	11 <sup>th</sup> Feb 2021