



POLICE AND CRIME COMMISSIONER FOR BEDFORDSHIRE

MONTHLY BUSINESS REVIEW MEETING

October 20th 2022

Chair: Wayne Humberstone, Director of OPCC Operations

No.	Time	Business Review Meeting	Lead
1.	10 mins	Minutes and actions from previous meeting.	WH
2.	10 mins	Director of OPCC Operations <ul style="list-style-type: none"> • Projects Update • Staffing / HR / Recruitment • BRM (Governance) Risks to raise and mitigations from projects or work 	WH
3.	10 mins	Compliance/Transparency/Governance <ul style="list-style-type: none"> • Force Information Document – July & Aug • Quarterly Transparency Report • Strategic Risk Register/JAC • Complaints • Reviews • FOI/Data Protection/GDPR • Decisions • Website Compliance – Specified Information Order • Audits • APCC 	KB
4.	10 mins	Victim Care <ul style="list-style-type: none"> • Bedfordshire Victim Care Services (Monitoring/Data and Budget) • Beds Police Partnership Trust (Monitoring/Data and Budget) • Victim Care • Commissioning 	SP
5.	10 mins	Commissioning and Income Generation Lead <ul style="list-style-type: none"> • Commissioning • Monitoring services 	JS/TM

6.	10 mins	Project Manager – Policing and Contact <ul style="list-style-type: none"> • Projects against Police and Crime Plan • Safer Streets Update 	PE
7.	10 mins	Early Intervention & Reducing Reoffending Project Manager <ul style="list-style-type: none"> • Projects update 	CG
8.	10 mins	Criminal Justice Project Manager <ul style="list-style-type: none"> • Criminal Justice Updates 	FJ
9.	10 mins	Communications <ul style="list-style-type: none"> • Press Releases • Newsletter progress update and distribution list 	JV
10.	10 mins	Events and Engagement OPCC <ul style="list-style-type: none"> • Upcoming events 	ZF
11.	10 mins	Executive Personal Assistant Update <ul style="list-style-type: none"> • PCC Diary • Structural changes to diary – points to note from the PCC/Chief Exec 	GM/PS
12.	20 mins	Chief Executive Update <ul style="list-style-type: none"> • OPCC Review Update • Police and Crime Panel Updates • Delivery and Beating Crime Board Updates • Legislation, Publications, Consultation Updates 	AV
13.	5 mins	Key Contacts Made for spreadsheet Any updates from all team members ***** Standing Item: Year 2 Annual Report Notifications from Team	Whole Team
14.	Close	Decisions log to be updated with anything from this meeting	KB



15.		AOB	All
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*Papers to be drafted – send to Compliance Officer to ensure all papers are sent out before BRM.