



# POLICE AND CRIME COMMISSIONER FOR BEDFORDSHIRE

## MONTHLY BUSINESS REVIEW MEETING

January 27<sup>th</sup> 2022

Chair: Head of Delivery, Wayne Humberstone

No.	Time	Business Review Meeting	Lead
1.	10 mins	Minutes and actions from previous meeting.	WH
2.	10 mins	<b>Head of Delivery</b> <ul style="list-style-type: none"> <li>BRM (Governance) Risks to raise and mitigations from projects or work</li> <li>Projects</li> <li>Staffing / HR / Recruitment</li> <li>Office Updates</li> <li>PCC's Grant Fund 2022-23</li> <li>Criminal Justice and Victim Projects (CJ Lead)</li> </ul>	WH
3.	20 mins	<b>Chief Executive Update</b> <ul style="list-style-type: none"> <li>OPCC Review Update</li> <li>Police and Crime Panel Updates</li> <li>Delivery and Beating Crime Board Updates</li> <li>Legislation, Publications, Consultation Updates</li> </ul>	AV
4.	10 mins	<b>Compliance</b> <ul style="list-style-type: none"> <li>Strategic Risk Register/JAC</li> <li>Complaints</li> <li>Reviews</li> <li>FOI/Data Protection/GDPR</li> <li>Decisions</li> <li>Website Compliance – Specified Information Order</li> <li>Audits</li> <li>APCC – Mary Robinson</li> </ul>	KB
5.	10 mins	<b>Victim Care</b> <ul style="list-style-type: none"> <li>Bedfordshire Victim Care Services (Data and Budget)</li> </ul>	SP

		<ul style="list-style-type: none"> <li>• Beds Police Partnership Trust (Data and Budget)</li> <li>• Victim Care</li> </ul>	
6.	10 mins	<b>Project Manager – Policing and Contact</b> <ul style="list-style-type: none"> <li>• Projects against Police and Crime Plan</li> <li>• Safer Streets Update</li> <li>• Update on Roads Fund</li> </ul>	PE
7.	10 mins	<b>Commissioning / Victims</b> <ul style="list-style-type: none"> <li>• 2021-22 bids update</li> <li>• 2022-23 bids update</li> <li>• Commissioning process</li> <li>• Probation Update</li> </ul>	AB
9.	10 mins	<b>Communications</b> <ul style="list-style-type: none"> <li>• Press Releases</li> <li>• Newsletter progress update and distribution list</li> <li>• Website Review</li> </ul>	LF
10.	10 mins	<b>Events and Engagement OPCC</b> <ul style="list-style-type: none"> <li>• Upcoming events</li> </ul>	ZF
11.	10 mins	<b>Executive Personal Assistant Update</b> <ul style="list-style-type: none"> <li>• PCC Diary</li> <li>• Structural changes to diary – points to note from the PCC</li> </ul>	GM
12.	5 mins	<b>Key Contacts Made for spreadsheet</b> <b>Any updates from all team members *****</b>	Whole Team
13.	Close	Decisions log to be updated with anything from this meeting	KB
14.		<b>AOB</b>	All



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