



**OFFICE OF THE POLICE AND CRIME COMMISSIONER
FOR BEDFORDSHIRE**

MONTHLY BUSINESS REVIEW MEETING

20th October 2022

Attendees: Wayne Humberstone (WH), Katie Beaumont (KB), Gemma McCormack (GM), Phil Eaton (PE), Tara Malciw (TM), Mary Robinson (MR), Francoise Julian (FJ), Bethany Coles (BC), Zoe Fraser (ZF), Cara Gavin (CG), Jonathan Vale (JV), Jenna Skinner (JS), Karen Cotton (KC), Kimberley Campbell-Lamb (KL)

No.	Business Review Meeting	Actions
	<p>Welcome and Apologies</p> <p>Apologies: Simon Powell (SP), Anna Villette (AV), Pauline Stewart (PS)</p>	
	<p>Actions Update</p> <p>All actions were reviewed and have been updated on the log.</p>	
	<p>Director of OPCC Operations</p> <p>WH updated that the Police and Crime Panel went very well, and members reported that the new Delivery Plan is much better to read and understand. WH asked for anyone that has not updated the Delivery Plan, to send to GM in advance of tomorrow's team meeting.</p> <p>WH is working on an Estates Strategy with the Head of Estates for Bedfordshire Police.</p> <p>WH updated on vetting and that we are waiting for the new Compliance Officer for Democratic Services to start in post once vetting is cleared.</p> <p>All Project Managers will update on projects within their sections.</p>	



Head of Governance and Transparency

The last few weeks have been extremely busy for the Governance team with JAC, Delivery Board and now prepping for Police and Crime Panel.

Police and Crime Panel

KB updated that the panel went well – papers received well. Next Two due December 2022. (Panel meeting and CC Confirmation hearing)

Joint Audit Committee (JAC)

JAC is took place on the 23 September 2022, the OPCC presented the strategic risk register and all JAC members took assurance from the meeting, that the OPCC is monitoring risk appropriately. JAC Development Day is set for the 8th November 2022.

Independent Custody Visitors (ICVs)/Dogs

Recruitment continues for ICVs, KB thanked BC for her hard work. She has worked really hard to get our scheme to the best it can be and having the ICVs to do the job and provide that scrutiny. We currently have 32 ICVs in total. 2 ICVs are undergoing vetting and 1 interview has been booked in. Our latest ICV induction was last week where the PCC come and spoke to ICVs to introduce and thank them. ICVs also went on a custody tour with the Inspector – we have a brilliant working relationship with custody and the Chief Inspector.

The ICV annual report went to Police and Crime Panel who approved it and said they would support us in promoting the scheme to get more volunteers. A press release has gone out to launch the annual report and it is now live on our website.

The next ICV Panel is in December. Several of our ICVs have put themselves forward to shadow Custody Staff on a shift to see the importance of handovers and what staff do on a day to day basis, as a different perspective to completing an ICV visit.

We are also in the process of recruiting for the Stop and Search and Use of Force volunteers. Training has been arranged.



	<p>Stop and Search/ Use of Force</p> <p>Recruitment has been successful with 15 new members; we are currently recruiting a Deputy Chair.</p> <p>Legally Qualified Chairs (LQC's)/Misconduct</p> <p>Working group together for the 7 Forces to look at recruitment for 2023.</p> <p>Complaints</p> <p>Work is being completed in this area – dip sampling and liaising with the Force.</p> <p>Four reviews have been completed, all of which are not upheld. One review is outstanding.</p> <p>Decisions</p> <p>All known decisions are now on the website. All team members are asked to remember the process in regards to decisions, if your department needs to draft a decision or you are aware of a decision made in a meeting, please let KB and BC know as we need to ensure nothing is being missed.</p> <p>Website Compliance – Specified Information Order</p> <p>Please do not add anything on website without BC seeing first. BC will be completing a short briefing to all staff to make them aware of the changes with accessibility</p> <p>KB will be discussing MTRA Risk Assessments with all.</p>	
	<p>Director of Violence and Exploitation Reduction Unit (VERU)</p> <p>KL is currently in the process of completing a restructure of the VERU and is currently looking into the commissioning structure to ensure that it is aligned with the OPCC as well as the staffing structure.</p> <p>KL has been meeting with the Chief Superintendents for all different areas within Bedfordshire Police such as community policing etc. JV is also supporting with comms for the VERU.</p>	



	<p>Head of Victim Services and Commissioning</p> <p>SP sent his apologies for the meeting.</p>	
	<p>Commissioning and Income Generation Lead</p> <p>JS updated that there continues to be two vacancies within the team, still seeking to recruit to these roles. There has been some interest on LinkedIn which JS is reviewing.</p> <p>The Needs Assessment across all funds is to be conducted. The Victim and Witness survey now live, and TM is leading on the needs assessment into the Community Safety Fund (CSF), this is required to determine spend for 2023 onwards. Teams have an outline of other research projects to take place in 23/24.</p> <p>Performance and monitoring</p> <p>JS update that all quarter 2 monitoring forms are due back on the 18th and quarter 2 monitoring meetings are to start on the 20th. The Ministry of Justice (MoJ) return has been sent for completion. TM will be completing this using Quarter 1 and Quarter 2 monitoring data.</p> <p>There are multiple deadlines for funding opportunities from October to December. The team are working to identify which are appropriate for the OPCC.</p>	
	<p>Project Manager – Policing and Contact and Safer Streets</p> <p>Safer Streets</p> <p>PE updated that there are ongoing events promoting the project happening this week in the business community, working with Luton BID to promote safer streets through their “My Local Bobby Scheme”. The education strand of the project is being received well and CG is doing a great job at pulling that together. We hope to have an educational pack ready for Jan 2023 and we will hopefully launch the school’s competition at the same time.</p> <p>There is a new member of staff who will be starting in the Safer Streets team so is currently going through the process with the recruitment agency. There is currently no set start date.</p>	



	<p>Community Triggers</p> <p>A meeting has been scheduled on the 11th November with the Force Lead and the 3 Local Authorities to review the Standard Operating Procedure (SOP) and make suitable alterations.</p> <p>Retention rate and attrition</p> <p>PE held a meeting with the Force to discuss the issues that they are facing with regards to recruitment and retention.</p> <p>The Force set itself a target of attracting 650 candidates and has so far achieved 707.</p> <p>At the moment over 50% of the officers in force are students and it will take about 5 years for that balance to change.</p> <p>The student hub has been established to support student officers.</p> <p>Cop Hub</p> <p>PE updated awaiting penetration testing before further deployment.</p>	
	<p>Criminal Justice Project Manager</p> <p>FJ has been meeting with several people to discuss the board and has also completed some local and national research on the Criminal Justice Board to date. FJ stated that she is currently putting a paper together which is almost finalised and will include details about a possible restructure. FJ has met with the Victims and Witness Board Lead and some proposals have been made there.</p> <p>FJ stated that she is also going to meet with Probation, who leads on the Reducing Reoffending Board. It has also been agreed that a quarterly paper will be written moving forward from the Victims and Witness Board and from Probation.</p> <p>FJ has looked at the Terms of Reference as well as the agenda and has drafted up a new agenda for the group. FJ will speak to WH about this. FJ has also met with SP to hand over the Victim Needs Analysis (VNA) work and has started to look at those outstanding projects.</p>	



	<p>FJ updated all that there is a Restorative Justice week coming up at the end of November and FJ has met with JV to discuss comms for this.</p>	
	<p>Early Intervention Project Manager</p> <p>School Absenteeism Pilot</p> <p>CG updated that prior to the start of the new academic term in September 2022, the OPCC / VERU project team facilitated a successful Tactical Steering Group. This provided an opportunity for the attendance officers for each participating school to meet members of the YIS team, as well as representatives from the SEND community, and feel confident in their role of the Pilot. Currently, schools are actively identifying young people within their establishments who would benefit from being referred into the Pilot.</p> <p>Safer Streets 4 – Educational Initiative</p> <p>CG continues to work closely with the Safer Streets Project Team to support them in the development and roll out of the Educational Initiatives linked to the project. Below is an update on the work thus far;</p> <ul style="list-style-type: none"> • Successful focus group held with multiple educational establishments across Bedfordshire. Positive and constructive feedback was received that is being implemented to shape the Educational Toolkit • Ongoing work with a national campaign called Our Schools Now. The goal is to utilise their resources within the toolkit. This would include KS3/KS4/KS5 lesson plans, posters, safeguarding resources. • We are also looking to commission Our Schools Now to train teaching staff in how to deliver these sessions, support them in how to manage disclosures etc. • Monthly steering groups are being held with partner organisations as well as key representatives within the force. • Ongoing conversations with Bedfordshire Universities to explore how best we can support their establishments also. • Funding for 3x new professionals to join Luton All Women’s Centre to support schools in implementing the toolkit. • Roll out of a school’s competition. 	



Schools Debate

First round of school’s debates to commence Nov 1st, 2022. 11 schools currently signed up. Last round to take place in Westminster.

Town Centre Outreach Programmes

Working closely with the OPCC commissioning team around funding a Needs Assessment to highlight gaps in outreach programmes within Bedfordshire town centres, to support our Street Communities (this includes the homeless, street drinkers, drug users etc). Aim is for this to have been completed by Nov/Dec 22.

Restorative Justice in schools

Successful appointment of a Restorative Justice (RJ) co-ordinator to BVCS, who will pick up the extensive work that the team previously undertook (in 2019) in implementing RJ practices in schools across Bedfordshire.

In addition, OPCC have commissioned St Giles SOS+ to deliver Anti Bullying project called Rise Above. As part of this project, they will implement RJ techniques in schools as part of conflict resolution programme.

Events Officer

NOV		
1st	November	Schools Debate: ROUND 1 - LUTON
2nd	November	Schools Debate: ROUND 1 - BEDFORD
8th	November	Schools Debate: ROUND 1 - CENTRAL BEDFORDSHIRE
9th	November	Rural Crime Event
16th	November	PCC & Ward/Council Meeting - Luton - Lilac
22nd	November	Delivery and Beating Crime Meeting - Part 2



	22nd	November	Schools Debate: ROUND 2	
	30th	November	PCC & Ward/Council Meeting - Luton - Yellow	
<p>The Beds Youth Council monthly programmes have now finished. The next Full Team Catch Up is booked in for 9th December 2022.</p> <p>Editing has started for Carpool Karaoke and there is one more booked in at present.</p>				
<p>Executive Personal Assistant to the PCC</p> <p>GM mentioned about the Force Open Day and as the OPCC has a stand, to bring along details about vacancies that are open in the OPCC.</p> <p>GM updated in PS absence that she is currently working on Chief Constable recruitment with AV.</p>				
<p>Chief Executive</p> <p>WH provided an update for AV in her absence. WH updated that the Acting Chief Constable came to the Police and Crime Panel as well as several others in the OPCC team. The Police and Crime Panel were grateful for the work by the office and the work that has gone into the Delivery Plan. The next Police and Crime Panel is in December.</p>				